**HOLCOMBE ROGUS PARISH COUNCIL**

**Minutes of the September Meeting**

**Held virtually due to Covid 19 at 7pm on 24th September 2020**

**DRAFT**

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| **9.1** | **Present**:  Councillors: Adam Pilgrim (Chairman), Andy Cooling, Guy Orchard, John Butler,  Pete Davies, Mick Mathews, Nikki Orchard & Rupert Snook  County Councillor Ray Radford  Leslie Findlay Parish Clerk/RFO | **ACTION**  **TO BE TAKEN** |
|  | No Apologies |  |
| **9.2** | No Declarations of Interest  The Chairman opened the Meeting, thanking everyone for attending and informed the Councillors that Tom Critchley had resigned as a Parish Councillor. The Clerk has informed MDDC and a Notice of Vacancy will be posted on the Notice Boards. If there is no request for an election for this post it can be filled by co-opting 14 days after the publication of the notice. |  |
|  | **OPEN FORUM**  No matters raised in the meeting. |  |
| **9.3** | **Minutes of Previous Meetings and Matters arising**  The July Minutes were approved and an agreement given for the Clerk to sign as a true and correct record. This was unanimously approved by all Councillors. |  |
| **9.4**  **9.4.1**  **9.4.1.1**  **9.4.1.2**  **9.4.2**  **9.4.3**  **9.4.4** | **Planning**  The following applications were discussed:  **20/01474/CAT** Notification of intention to fell Ash Trees within a Conservation Area at Timewells House. *Councillors had no objections*  **20/01491/CAT** Application to fell 1 Hawthorne tree to the ground level, protected by Tree Preservation Order at Pear Close. *Councillors had no objections to this application and noted that it was not in a Conservation Area and the tree was not protected by a TPO.*[Post Meeting Note by JHB- It transpires that Pear Close is in the Conservation Area despite the applicant having previously been told otherwise by MDDC. ]  MDDC Decisions:  **20/01044/CAT** Notification of intention to fell 1 Holly Tree within the Conservation Area at the Dower House.  **20/00701/ARM** Reserved Matters for the erection of dwelling and formation of a vehicular access following outline approval 19/01507/OUT at 48 Twitchen – *approved with conditions*  **20/00656/FULL** Erection of a site mangers dwelling at Whipcott Water. *Planning permission granted with conditions*  Councillor Butler and the Parish Clerk attended the Changes to the Planning Law Webinar. In brief there have been three changes so far:   1. The Business and Planning Act 2020 2. Changes to the use Class Order in July 2020 3. Changes to permitted development Rights in June/July 2020   Then there is the fundamental long term change to the planning system and there is currently a consultation in progress which PC’s are encouraged to answer.  The Planning Committee Minutes dated 13th August 2020 were approved and Clerk delegated to sign. |  |
| **9.5**  **9.5.1**  **9.5.2**  **9.5.3** | **Highways**  The broken manhole cover by Whipcott Waters has been fixed and a lot of the priority potholes have been repaired around the parish. It is hoped that the road beside Whipcott Waters will soon be repaired as well.  The grass verges were cut on the 13th August and during the recent trimming back of the hedges by the DCC contractors, three signs have been damaged.   1. Holcombe Rogus Village sign near Durleymoor Cross 2. Four Elms Crossroads – signed to Kytton 3. 30mph sign on the Ford road entering the village   Clerk to report on DCC website and inform Highways Officer.  The coping finish on the new kerb in South Street appears to be defective as the cement is already crumbling. Clerk to report to DCC. *Reported to the Highways Officer who will inspect it shortly.* | **LF** |
| **9.6**  **9.6.1**  **9.6.2**  **9.6.3**  **9.6.4**  **9.6.5** | **Play Area**  See attached Clerk Report for update.  The Council have now received the conditions laid down by the Fewings Family which ensure the field is to remain a Play Area and if it was no longer required by the PC to return the land back to the Family.  A proposal to delegate to Cllr Butler in consultation with the Chairman the settlement of the Deed of Transfer subject to the advice of the Council’s solicitors (yet to be appointed) was unanimously approved.  It was unanimously resolved that Councillor Pilgrim and Councillor Butler be authorised to execute the transfer of the Play Area and any other relevant documents (once settled) in the presence of the Clerk. In addition, it was resolved that if Councillor Pilgrim and/or Councillor Butler are/is not available the Chairman shall have authority to nominate such other Councillor(s) to execute the Transfer or other relevant documentation as the Chairman shall determine.  There was a discussion regarding the stile on the eastern boundary which had been a replacement for the original one, installed when the fencing was first put up in order that the children did not climb the fence to retrieve their balls. If possible, it was agreed it should remain. | **JHB**  **AP**  **JHB**  **AP** |
| **9.7**  **9.7.1**  **9.7.1.1**  **9.7.2**  **9.7.2.1**  **9.7.2.2**  **9.7.2.3** | **Clerk/Finance**  **Expenditure taken out of Committee for approval**:  Countrywide Grounds Maintenance £322.80. Grass cutting in the Play Area  **The following expenditure was approved for payment:**   |  |  |  |  | | --- | --- | --- | --- | | **Amount £** | **DD/BACS/SO** | **Payable to** | **Comments** | | 36.00 | BACS | DALC | Planning Webinar | | 1250.00 | BACS | Parish Clerk | Wages Apr- Sept | | 45.00 | BACS | Royal British legion | For remembrance Wreath \* |   \*It was agreed that as cheques could not be signed the Parish Clerk would pay for the Wreath and reclaim the money using BACS. | **LF** |
| **9.8**  **9.8.1**  **9.8.2** | **Correspondence**  All correspondence was circulated to the Councillors.  MDDC Town and Parish Charter consultation. Councillors were reminded to look at the Charter and to inform the Clerk if they have any comments to raise.  Dual Bins. See attached report. It was agreed that the preferred option would be for side by side bins dependent on the costs. Clerk to inform MDDC. | **ALL**  **LF** |
| **9.9**  **9.9.1**  **9.9.2**  **9.9.3**  **9.9.4**  **9.9.5** | **Matters brought forward for information or next meeting**  Ayshford Trust – See Clerk Report. No volunteers, Clerk to find out the date for their next meeting.  A complaint had been made by a local resident concerning the amount of traffic going to Elder Farm over a weekend. This was reported to the landlord Ecological land Co-op, who will be discussing the matter at their next Board Meeting.  Virtual meetings: Councillors agreed that for the foreseeable future (possibly until March 2021) Parish Council meetings and Planning Meetings were to continue to be held virtually. Clerk to inform Hall Booking Secretary.  A request had been made by the Hall Booking Secretary for the main hall to be used on the same evenings as the Parish Council Meetings. It was agreed that this did not pose a problem providing that if the Council required the main hall for a particular large meeting it would be available. Clerk to inform booking Secretary.  The Chairman reminded all Councillors that the Council encourages all its members to conduct themselves with high standards of behaviour and to think carefully about how they conduct themselves, especially on social media. | **LF**  **LF**  **LF** |
| **9.10** | There being no further business the meeting closed at 19.35pm. The next virtual Council Meeting will be held on **Thursday 22nd October 2020**. Planning Meetings will be held when required. All details will be posted on the website. | **ALL** |

Adam Pilgrim

Chairman

Holcombe Rogus Parish Council

**CLERK REPORT FOR THE SEPTEMBER COUNCIL MEETING**

1. **PLAY AREA**

We have now received a plan showing the area of land (the field known as the Play Area), that has been gifted to Holcombe Rogus Parish Council and are awaiting confirmation from the Solicitor with regards to rights and covenants. Once this has been received, we will get quotes from three Solicitors Firms to get the land transferred over to HRPC. Once this has been completed HRPC will assume all responsibility for the insurance, maintenance, monthly and annual checks of the equipment. We can then start fundraising to get some new equipment installed.

1. **DUAL BINS**

MDDC have asked Parish Councils if they would be interested in exchanging their current bins (located by the School in the village) to upgrade your existing bins within the Parish to the dual use bins. These bins have two sides, one side is for general waste that is non-recyclable and the other that is for mixed recycling. The other option are dual side by side bins, one for general waste and the other for mixed recycling. This will also help to recycle of the go and support our green agenda. The cost has not been mentioned but Parish Councils have been asked to register their favoured option. **To be discussed at the Meeting**

1. **TOWN AND PARISH CHARTER**

The MDDC Town and Parish Charter The Charter between Mid Devon District Council and the Town and Parish Councils of Mid Devon was finalised in October 2017 and is now due for review. Partnership working between town and parish councils (local councils) and the district council will only be successfully achieved if both partners recognise, understand and respect the role that the other plays and work to promote those roles. Consultation will take place with Town and Parish Councils prior to the reviewed Charter being presented to the Community Policy Development Group. **To be discussed at the Meeting.**

1. **ELDER FARM – HERBAL SUMMER SCHOOL**

A complaint had been received concerning a large increase in traffic heading to Elder Farm at Greenham Reach. On investigation it was confirmed that a herbal Summer School was held from 30 Aug until 6th Sept. Due to this increase in traffic and number of people on the site (Covid restrictions) the Council contacted the landlord Ecological Land Co-operative (ELC) to express their concerns. ELC will be discussing this matter at their Board Meeting in October and with the other tenants. HRPC have asked that the PC is informed of any large future gatherings as this does impact on the local community.

1. **REPRESENTATIVE FOR THE AYSHFORD EDUCATIONAL FOUNDATION**

The Ayshford Educational Foundation makes grants towards the cost of books and equipment to students aged 18 or over in full-time Further and Higher Education or Apprenticeships. The Trustees meet twice a year and HRPC have always been represented. The previous representative Peter Costema has now resigned and the PC have been asked to provide a replacement. **To be discussed at the Meeting**