

# Kenn Parish Council

Clerk: Mrs P. Clapham, Penton Chapel, Christow, Exeter, Devon, EX6 7NP. Tel 07704 966043  
Email: clerk@kennparishcouncil.co.uk

4<sup>th</sup> September 2019

To Members of Kenn Parish Council.

You are hereby summoned to attend a Meeting of Kenn Parish Council, to be held **on Tuesday 10<sup>th</sup> September 2019 at 6.30 pm in the Kenn Centre, Kennford for the purpose of transacting the following business.**

Members of the public and press are invited to attend the meeting.

*Penny Clapham*

Penny Clapham  
Clerk to the Council

## AGENDA

**1) Weight Restriction Update – County Cllr. Connett to report.**

**2) PUBLIC DISCUSSION**

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 15 minutes. (Standing Orders 3e and 3f).  
Reminder that members of the public are not allowed to raise issues when Council is in committee.

**3) Apologies For Absence:**

**4) Declarations Of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

**5) Matters raised by the Chairman** (for information)

**6) District and County Councillor Reports -**

**7) Minutes** – to approve and sign the Minutes of the meeting held on the 13<sup>th</sup> August 2019.

**8) Drain clearance/Highways Matters, for discussion** – to agree actions and associated expenditure.

**9) Planning Information** – Cllr. Birt.

- Councillor's responsibilities around viewing planning applications BEFORE Council meetings ('can't comment if haven't looked')

- handout for all on ‘how to view planning applications’(attached to this agenda)

## 10) PLANNING

**Planning Applications** - Teignbridge District Council has asked for comments from the Parish Council on the following planning applications:

- 19/01681/CAN Fell 6 trees, laurel and holly, Stables North, Kenn
- 19/01619/MAJ Approval of details for an employment unit (B2 & B8) together with landscaping, internal access roads, parking, drainage detention basin, and all other associated infrastructure, 74 West Exe Park, Alphington.
- JR/DCC/4140/2019 County Planning Application,  
The relocation of the existing construction and demolition waste transfer station including the relocation of the trommel, generator, picking station and aggregates storage area and the construction of a new waste reception building, metal sorting bay, water tank, fines storage bay, weighbridge and internal access roads. Incorporating provision for enhancements to visual screening, dust control and surface water attenuation measures. at Kenbury Wood Resource Recovery Facility, Old Dawlish Road, Kennford, Devon, EX6 7XD

### Planning Decisions

- 19/01338/FUL Creation of new vehicular access, The Lawns, Clapham.  
GRANTED
- 19/00927/FUL First floor rear extension, Post Office, Kennford.  
GRANTED
- 19/01318/VAR Removal of condition 10 on planning permission 17/02365/FUL relating to foul drainage, Haldon Hill Services.  
GRANTED

## 11) FINANCE

<b>Expenditure</b>	Employment August	£440.40	BACs
	Ebuyer – replacement computer	£559.97	BACs to Clerk
	Currys – wireless keyboard/mouse	£33.98	BACs to Clerk
	IBIS UK set up new computer	£40.00	BACs
	Teignbridge DC election recharge	£160.45	BACs

**Income** Clerk’s purchase of old computer £50.00 BACs

Bank Reconciliation and Statement, for information

Council to resolve to accept the accounts.

**12) Regional Training Seminar** – Clerk’s request to attend the SLCC Regional Training Seminar, Saltash, 13<sup>th</sup> November, at a cost of £80 + VAT. To agree actions and associated expenditure.

**13) The Meadow** - to consider the following actions:

- A sign giving the name and a welcome, and to pick up after dogs.
- To meet with the Environment Agency to discuss proposed next steps (the Meadow is part of the flood defence system for Kennford). Date/time yet to be advised.
- To consider the possibility of holding a community event in the field, perhaps the October half-term.

**14) Councillor's reports and External Meetings attended (for information only)**

## Part II

### 15) To resolve to exclude the public and press for personnel reasons.

### 16) Overview of Clerk's annual Appraisal – Cllrs. Birt and Lovell

- overview of Clerk's Job Description for all Councillors (to understand responsibilities)
- outcome of review
- pay review (all to agree)

#### Agreed improvement actions:

- emails from Clerk to clearly state 'information only' or 'action needed' / 'please respond' (Councillors to then respond as required)
- all to help with 'closing off' discussions / agenda items and staying 'on track'
- quarterly reviews with Clerk to ensure continual improvement

**Items for Information** - The next council meeting will be on Tuesday, 8<sup>th</sup> October 2019, 7.00pm at the Kenn Centre.

#### MEETINGS ABSENCE RECORD 2019/2020

Month	Councillors	District Cllrs.	County Cllr.
May		no meeting	
June	Cllr. Westwood - Holiday	Cllr. Foden Cllr. Nuttall - Holiday	
	All apologies accepted.		
July	Cllr. Birt – holiday Cllr. Crisp – personal	Cllr. Foden & Cllr. Swain explained by Cllr. Nuttall	Cllr. Connett
	All apologies accepted.	Cllr. Nuttall will be representing the parish of Kenn.	
August	Cllr. Coates – Holiday Cllr. Taverner – meeting	Cllr. Nuttall – holiday	Cllr. Connett
	All apologies accepted.		

#### Email Circulation

DALC News 16

Connectme Devon – cycle challenge

NALC Chairman's bulletin

Connectme Devon - Environment