

Minutes of the Annual Council Meeting of Kenn Parish Council held on Tuesday 8th May 2017, 7pm in the Kenn Centre, Kennford.

Present: Cllr. Chislett (Chairman); Cllr. Williams; Cllr. Kennedy; Cllr. Stretton; Cllr. Windibank; Cllr. Pollitt; Cllr. Coates; Cllr. Westwood; 1 member of the public; County Cllr. Connett; District Cllr. Lake; Penny Clapham (Clerk). 1 member of the public.

1) Election of Chairman

- a) Invite nominations and elect a Chairman for the year. Cllr. Chislett nominated by Cllr. Westwood. No other nominations received. Cllr. Chislett accepted the post.
- b) Receive the Declaration of Acceptance of Office by the Chairman. Received.

2) Election of Vice Chairman: Cllr. Westwood nominated – all in favour. Cllr. Westwood accepted the post.

3) Appointment/confirmation of signatories for cheque payments and internet bank payments. Signatories confirmed as Cllr. Westwood, Cllr. Williams, Cllr. Chislett and Cllr. Coates.

4) To appoint or re-appoint Councillors to the following Committees/Activities.

Teignbridge Association of Local Councils (TALC) Cllr. Chislett; Cllr. Williams.

Kenn Centre Committee: Cllr. Westwood

Footpath Warden / Tree Warden: Paul Westwood (footpaths)

Flood Resilience Group 3 Representatives: Cllr. Coates; Cllr. Chislett; K. Boot.

HR Committee: Cllr. Pollitt; Cllr. Westwood; Cllr. Sands. (to be confirmed)

Planning Committee: Full Council

Finance Committee: Cllr. Chislett; Cllr. Coates; Clerk.

Commencement of Council Meeting.

5) Apologies For Absence and acceptance of same: Cllr. Goodey; Cllr. Lovell. PC Carl Thomas. Apologies accepted. police

6) 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. 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.

Parishioner notified Council that a car had been broken into at Pye Corner last week – nothing taken.

7) Declarations Of Interest: In accordance with the Code of Conduct, members are invited 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. None declared.

8) Matters raised by the Chairman - (for information only)

Letter received from the Planning Authority in answer to Council's letter of complaint, circulated to all councillors prior to this meeting. Discussion ensued. Council have decided to write further on this subject taking the complaint to Stage Two. Cllr. Chislett and Cllr. Pollitt will arrange the letter.

Grass contractor to cut Gissons Lane as soon as possible.

Clerk to ask SW Water how many times untreated sewage has been discharged into the River Kenn in the last 12 months.

An email letter has been sent to Stewart Hughes 13th April – how many of the 700 potholes are actually new or are they the same ones being reported several times. No reply has been received.

9) District and County Councillor Reports –

Nothing further to report from either councillors.

10) Minutes – to approve and sign the Minutes of the meeting held on the 10th April 2018, and the minutes of the Annual Parish Meeting also held on the 10th April 2018. Previously circulated to all councillors prior to the meeting, agreed and signed by the Chairman as a true record.

11) Land at St. Andrews Close - proposals for the way forward to be discussed - ref: email letter from Mary Ridgway. A small committee of 3-4 to be formed to meet with Mary Ridgway to discuss the formation of a Community Land Trust. Cllr. Stretton, Cllr. Williams; Cllr. Chislett; Cllr. Coates. Clerk to facilitate.

12) Radar Speed Signs - to receive an update. Nothing to report as yet.

13) CCTV for the Kenn Centre - to be further discussed. July agenda.

14) Highways matters:-

- i. Drainage – Council to write to the chief highway officer, Meg Booth, to include the pothole letter. Road beside Shell station from Kennford, the bridge, the on and off slip roads need repairs; the scheme has been costed; Council would like to know when is the scheme going to take place. Gully sucker gone to Mid Devon. With all the flooding that has taken place in the past, the sucker was due to come on the 9th May, so when now. (30 houses flooded last time). The fact that the drains are not being cleared at the agreed time is of great concern to the Council. Copy to Mel Stride MP., with the previous letter to the EA Agency, enclosing the letter to SW Water regarding the sewer outfalls. Clerk to chase up the EA for a reply not yet received.
- ii. Potholes: Cllr. Stretton (road warden) has checked on the best way to fill potholes with Instarmac. He is arranging to fill some this coming weekend.

15) PLANNING

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

- a) 18/00592/FUL Construction of high wire tree top junior course including additional cabin space, Go Ape, Haldon Forest Park.
No objection.
- b) 18/00736/FUL Single storey rear extension, 24 Rayners, Kennford. Cllr. Windibank declared an interest.
No objection
- c) 18/00796/FUL Provision of 6 additional parking spaces, Sandfords, Kennford.
Council requests that a more environmentally friendly scheme be considered as drainage of the water from this hard surface is into the main sewer system.

d) 18/00851/FUL Single storey side extension, Trehill Farm, Kenn.

No objection

Planning Decisions

16) FINANCE

Expenditure	Exe Estuary Pest Control March & April	£65.82	BACs
	DALC Annual sub taken from precept	£236.67	
	Lee Accounting:internal audit	£180.00	BACs
	Employment April	£415.38	BACs
	Loan repayment 1st half	£6,165.29	DD 15th May
Income	First half precept less DALC sub.	£19,006.83	

Bank reconciliation and statement for information.

Council resolved to accept the accounts. Proposed by Cllr. Chislett, all in favour by show of hands.

17) Final Accounts - Council resolved to agree the publication of the final accounts as circulated to councillors prior to this meeting.

18) Internal Audit - completed by Lee Accounting - no issues raised.

19) Annual Governance Statement - Council approved the governance statement, signed by the Chairman.

20) Annual Accounting Statement - Council approved and the statement was signed by the Chairman and RFO. To check and agree the explanations for variances between 2017 and 2018. Agreed. The high reserves were explained. All documents will be published on the website.

21) Insurance renewal-

- i. Quote received from Norris & Fisher.
 - ii. Quote received from Came & Co. (current insurers)
 - iii. Quote received from Zurich
- Cllr. Pollitt proposed the Finance Committee take this on and agree the insurance. Seconded by Cllr. Coates.

22) Asset Register - to confirm the Asset Register is up to date. Confirmed.

23) Villages in Action - deferred from April for Cllr. Sands to report. July meeting. Training for the defibrillators still to be arranged by Cllr. Sands.

24) To confirm meeting dates for 2017/18 - currently the 2nd Tuesday of each month, except for June 2018 - no meeting. Confirmed.

25) Standing Orders 2018 - updated to conform to new laws: Approved.

26) Clerk's Report (for information only)

- i. SW Water reply with reference to the sewer system in the parish.
- ii. War Memorial - update if available. Awaiting a signed minute from the PCC in order to move forward.

27) Councillors' Reports and external meetings attended (for information only)

Cllr. Westwood – nothing to report from Kenn Centre meeting. Complaints about speed coming down the hill into Kenn. Include Kenn in the radar speed signage.

Cllr. Coates – church fete this Saturday.

Cllr. Windibank – the school bus is now going down Kenn Lane.

Cllr. Stretton – the community play at Bickham House is 30th June.

Cllr. Williams - attended the proposed boundary changes for Teignbridge seminar with Cllr. Chislett. Gave the Clerk the memory stick.

PART II

28) Council resolved to exclude the public and the press to progress appraisal and employment relating to the Clerk.

29) To agree the payment of the recommended national increase of 1% from 1st April 2018 for the Clerk. Agreed.

30) To discuss the Clerk's appraisal. Referred to HR committee. July meeting.

Items for Information -

Date of the next council meeting Tuesday, 10th July 2018, 7pm at the Kenn Centre.

Meeting closed at 9.03pm

Signed..... Date..... Position.....

Email Circulations in the past month

DALC News

Community Safety Forum 2018

Keep your top on - Recycle info

Poster from our PCSO - on website

TS Connect newsletter

Local Flood Risk Strategy newsletter

ConnectMe Devon news