

## **Minutes of the Annual Council Meeting of Kenn Parish Council, held on Tuesday 11<sup>th</sup> June 2019, 7pm in the Kenn Centre.**

Present: Cllr. Chislett; Cllr. Birt; Cllr. Crisp; Cllr. Lewis; Cllr. Lovell; Cllr. Coates; Cllr. Stretton; County Cllr. Connett; District Cllr. Swain; 5 members of the public; Penny Clapham (Clerk).

### **1) Election of Chairman**

a) Invite nominations and elect a Chairman for the year.

Cllr. Lovell nominated Cllr. Chislett, seconded by Cllr. Coates; there being no other nominations, Cllr. Chislett accepted the post.

b) Receive the Declaration of Acceptance of Office by the Chairman. Received by the Clerk.

### **2) Election of Vice Chairman**

Cllr. Lovell nominated Cllr. Birt, seconded by Cllr. Stretton; there being no other nominations, Cllr. Birt accepted the post.

### **3) Co-option to Council of 2 persons to fill vacancies after the delayed election. July agenda.**

**3) Appointment/confirmation** of signatories for cheque payments and internet bank payments. (4). Cllrs. Coates, Chislett, Lovell and Stretton.

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

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

Kenn Centre Committee (1) Cllr. Stretton.

Footpath Warden / Tree Warden – Cllr. Westwood

Flood Resilience Group (3) Cllr. Coates, Cllr. Chislett, Cllr. Crisp.

HR Committee (3) Cllr. Birt, Cllr. Lovell, Cllr. Coates.

Planning Committee (3 or full council) Full Council

Finance Committee (3) Cllr. Coates; Cllr. Chislett.

**5) Dispensations** - to agree dispensation for the councillors for the following for the life of the Council (read by the Clerk). Read and agreed by Council.

**6) General Power of Competence** - to resolve to adopt the General Power of Competence (Localism Act 2011) as the requirements are in place. Requirements are two-thirds of councillors elected and a qualified clerk. (CiLCA or above). Resolved to adopt, all in favour by show of hands.

**7) Apologies For Absence and acceptance of same:** Cllr. Westwood. District Cllr. Foden. District Cllr. Nuttall (on holiday). Apologies accepted.

### **8) 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.

Peter Phillips thanked the Clerk for sending the list of previous Chairman to the council, for the plaque. When this is completed, it will be hung in the Kenn Centre.

The telephone box library, which belongs to the Council, Mr. Phillips is prepared to continue to maintain and look after it. Chairman thanked Mr Phillips.

Parishioner reported that the junction at top of Haldon Hill (A38) to go into the forest walks, at the mini roundabout, the vegetation needs cutting back to provide clear line of site. Clerk to contact Highways.

**9) 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. Cllr. Chislett agenda item 10.

**This agenda item moved up with Council's agreement.**

**15) St. Andrews Church** – Council to agree to support maintenance to the churchyard. There is a budget of £1,000 towards this support. Council to resolve to make a part payment to the Church on receipt of their bank details.

Standing orders suspended for parishioner to speak on behalf of the Church.

Cllr. Lovell proposed the budget amount of £1,000 be paid to the Church now, seconded by Cllr. Chislett, all in favour by show of hands.

War memorial has been power washed.

Standing orders resumed.

**10) Land Purchase – update.**

- i. Tim Underhill of Gilbert Stephens, Exeter, has quoted a fee of £650 + VAT and disbursements to do the conveyancing of the purchase for £50,000 of the piece of land behind Rayners. Council to resolve to accept this quotation. (Confirmation is awaited on any overage payment.) Resolved. All agreed by show of hands.
- ii. To consider and agree whether Council require the solicitors to carry out “the usual pre-contract searches” for this purchase.  
Cllr. Chislett proposed no searches. No seconder, no vote, motion dismissed. Cllr. Lovell proposed asking the solicitors what searches are recommended, the bare minimum. 5 in favour, 1 abstention, 1 against. Motion passed.
- iii. To consider and agree, who, and how many councillors will need to sign the Contract and Transfer documents. Photo and address ID will be required.  
Cllr. Chislett and Cllr. Stretton. Clerk has requested that they send ID by email.

**11) District and County Councillor Reports –**

Cllr. Chislett requested from Cllr. Connett how to contact District Cllr. Foden if a parishioner does not have access to the internet. The response was by letter care of Teignbridge District Council.

Cllr. Connett recommended that Council undertake the searches, with a proceed to purchase.

District Cllr. Swain, introduced himself, and is also a councillor at Ide.

Cllr. Chislett asked about abandoned cars. Council can use the enforcement team within the District Council. Clerk to forward the details to Cllr. Swain.

**12) Minutes** – to approve and sign the Minutes of the meeting held on the 30th April 2019. Approved and signed by the Chairman as a true record.

**13) Training** – dates for councillors and chairman to attend training courses. Dates circulated and councillors will advise the Clerk when they are able to go.

**14) Email addresses** – to agree to set up council email addresses as follows:-

[initialsurname@kennparishcouncil.co.uk](mailto:initialsurname@kennparishcouncil.co.uk)

All councillors except Cllr. Coates. This means that Cllr. Coates will not be able to receive sensitive data to his personal email account.

**16) PLANNING**

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

- a) 19/00946/CLDE Certificate of lawfulness for existing use of building as permanent residential accommodation without complying with holiday use restriction:  
Bungalow 1, Kennford International Caravan Park.
- b) 19/00949/CLDE As above for Bungalow 3.
- c) 19/00950/CLDE As above for Bungalow 4.  
No objection to any of these applications.

**Planning Decisions**

- a) 19/00608/LBC Replacement rear ground floor window, Mill Cottage, Kenn.  
**GRANTED**
- b) 19/00432/FUL Use of land for the stationing of nine static caravans for holiday accommodation, Sunray, Kennford.  
**GRANTED**
- c) 19/00176/FUL Dwelling to provide employee accommodation with parking under, Glebe Farm, Kenn.  
**REFUSED**
- d) 19/00625/FUL Landscaping of garden, Brook Lodge, Kenn.  
**GRANTED**

DCC/4110/2019 Kenbury Wood – retrospective application for erection of an elevator with covered picking station, conveyor and relocation of a previously permitted dry materials store facility.

**APPROVED WITH CONDITIONS.**

**17) FINANCE**

<b>Expenditure</b>	Exe Estuary Pest Control May	£32.91	BACs
	Stamps (payable to Clerk)	£21.96	BACs
	Employment May	£440.40	BACs
	SW Grounds Maintenance	£240.00	BACs
	SW Grounds Maintenance (May)	£282.00	BACs
	A. Lovell – plants etc	£32.40	BACs
	Teignbridge DC dog bin waste	£61.55	BACs
	Medical Systems defib pads	£52.80	BACs
	A. Chislett – 3 USB keys	£12.00	Cq157
	A. Chislett – wacker plate	£293.94	Cq156
	SW Water Playbox	£122.65	DD on 17/06
	EDF Energy monthly	£78.00	DD
	Public Works Loan (first half)	£6,165.29	DD
	<b>Income</b>	Playbox Q4 2018/19	£1,000.00
	VAT refund recd.	£2,182.55	
	Precept (first half)	£17,995.32	

Standing orders suspended for parishioner who requested if there could be another training course on the use of defibrillators. There have been 2/3 courses held since their installation.

Standing orders resumed.

Bank reconciliation and statement for information.

Council resolved to accept the accounts. All in favour by show of hands.

**18) Air Pollution** – to consider payment by the parish for air monitoring costs for a minimum of 12 months. Quoted costs currently at £480.00 approximately (1 tube) additional tubes @ £48.00 per year. Cllr. Chislett reported that the air pollution in Kenn parish is twice that of Teignbridge District. Cllr. Connett was asked about the possibility of changing the speed limit on the Splatford Split. This would be down to Highways England. Cllr. Crisp proposed the installation of two air monitoring tubes at a cost to the parish. To be installed at the school and Partridge Cycles. All agreed by show of hands. Clerk to action, copying in Cllr. Connett and Cllr. Swain.

**19) Update on Operation London Bridge** – to agree the same for Prince Philip and Prince Charles. Clerk explained that public websites would need to have black edging and filling - Cost £35 + VAT per person. Council approved this action and expenditure.

**20) Proposed new Play Area** – to receive an update on these proposals. Meeting on the 17<sup>th</sup> June – July agenda for further updates. Clerk explained the legal tender process for equipment as outlined in Council's Standing Orders.

**21) Speed Signage** – Cllr. Chislett, County Cllr. Connett and Highways Officer Helen Frankpitt are to hold a site meeting regarding the posts on Monday 17<sup>th</sup> June.

**22) To confirm meeting dates for 2019/20** - currently the 2nd Tuesday of each month. Remain the same.

**23) Matters raised by the Chairman** - (for information only)

A380 coming down from the A38, grass is too high and needs to be reduced. Cannot use the cycle/footpath beside the A380 as it is too overgrown. Towards Frank Tuckers, against the footpath, the hedge requires cutting. Splay over the bridge towards Frank Tuckers is very overgrown on the left- hand side. Cllr. Connett to take these matters to Highways.

Chairman thank Cllr. Lovell for doing the floral displays at the entrances to Kennford.

**24) Clerk's Report (for information only)**

- i. Fine Memorials – update on the engraved plaques for the war memorial. Still to be completed.
- ii. St. Andrews Close – to advise Council that Mary Ridgway will be attending the July meeting to update Council.
- iii. Defibrillators update – new pads for the Kenn Centre one can now be ordered.

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

Cllr. Coates – about the fly tipped on private land; the district council do not remove waste from private land. The lorry up at the weighbridge is still there, but it is not being lived in.

Cllr. Lovell says the report portal on Teignbridge Council's website not up to speed. It should be able to give a response when a report has been made.

Cllr. Lewis is planning to attend community action for wildlife day.

Cllr. Birt, commented on the amount of complaints she has had to make to Teignbridge Council about missed rubbish collections.

Cllr. Stretton attended meeting about conservation and the history of the area. Very good and informative about Kennford, which is an old settlement. He intends to put a couple of people together to collate this information, eventually to be made available to the parish.

Cllr. Crisp – noted that the field opposite his home contains old abandoned cars.

Cllr. Chislett has informed Rob Newton of the Environment Agency about the Council’s purchase of the land. Also requested him to arrange clearance out the stream.

**26)** To agree a date with the HR Committee to discuss the Clerk's annual appraisal. Clerk to action by sending a copy of the previous year’s (2017/18) appraisal to the HR committee, together with her start point on this year’s (2018/19).

**27)** To agree to keep an Attendance Register of all Councillors, including County & District. Agreed.

**Items for Information -**

Date of the next council meeting Tuesday, 9<sup>th</sup> July, 2019, 7pm at the Kenn Centre.

Rural Skip – Saturday 20<sup>th</sup> July from 1.30pm to 4.00pm, The Old Weighbridge.

Signed.....

Date.....

**Email Circulations in the past month**

DALC News

ConnectMe Devon – specifically regarding Devon’s Climate Emergency

ConnectMe Devon

DALC News, May

Raising of the Armed Forces Flag