

# DRAFT

## AYLESBEARE PARISH COUNCIL

**MINUTES** of the Meeting of Aylesbeare Parish Council held virtually (ie online) on **Wednesday 9<sup>th</sup> September 2020** at 7.30pm.

### **PRESENT**

Cllr Chris Daly (Chairman)  
Cllr Mark Branson (Vice-Chairman)  
Cllr Nick Warren  
Cllr Anna Thompson  
Cllr Kirsty Trude

**IN ATTENDANCE:** Jim Roberts (Clerk and RFO)

**Others present:** 2 members of the Public

### **7:15pm Public Forum**

There were no issues raised by the public during the forum.

#### **1. Apologies of Absence**

The Council accepted the apologies from Cllr Claire Wright (Devon County Council), Cllr Jess Bailey (East Devon District Council) and Cllr Jacky Owen

#### **2. Declarations of Interests in Items on the Agenda**

No declarations were made.

#### **3. New Councillor**

Kirsty Trude read her declaration and signed it before the Council. The Clerk will countersign it at the next available opportunity. All members welcomed Cllr Trude and thanked her for joining the Council.

#### **4. Chairman's Remarks – Opening Welcome**

The Chairman opened the meeting and welcomed everybody. He gave details of two meetings held by the Village Hall Management Committee (VHMC) explaining the considerable planning that was going into the intended reopening on 14<sup>th</sup> September. There would be strict measures in place to prevent any spread of the Coronavirus and there would be no social events nor Toddlers Group meetings for now.

Signs would be posted and hand sanitiser available as well as the use of one toilet limited to urgent need only. Tape may be put on the floor to mark out areas and all users would be issued with the Risk Assessment prepared for the VHMC. Joanna Ash would be paid to clean and disinfect equipment and she would be making sure that all users were fully briefed and helped where necessary. The Chairman had found the advice given at a Webinar he attended to be vague but the VHMC were doing everything to comply with the guidance as they understood it.

The Chairman also advised the Council that he is now Chairman of the VHMC.

# DRAFT

He had also attended the Exeter Airport Consultative Committee (EACC). The airport is operating but bookings are slow and the College is still closed. The uncertainty about the Government's travel corridor quarantine arrangements was not helping. Redundancies are a concern but have been avoided so far because of furlough payments (which have now started to reduce and will soon end). Exeter Airport may well have to change radically but for now it is a case of wait and see.

The Chairman advised the Council that he was now the Vice-Chairman of EACC.

## 5. **Minutes of the Parish Council Meeting – 15<sup>th</sup> July 2020**

The minutes were accepted by the Council and signed by the Chairman.

## 6. **Matters Arising**

**6.1** 5 The Chairman had not had a map yet from Jurassic Fibre (JF). **Chairman to chase**

**6.2** The Clerk had his enquiry with JF about the Connecting Devon & Somerset Voucher scheme acknowledged but not fully replied to. The Councillors who had spoken to JF managers at the village meeting had been told that the voucher scheme was too administratively cumbersome and JF did not want to get involved so a positive response was unlikely. **Clerk to chase**

**6.3** 7 Clerk to circulate the Councillors' contact details. This would be done as part of the GDPR process and the website rebuild.

**6.4** Now that Topics is to begin publishing again after lockdown the Clerk will be submitting the Drainage Responsibilities diagram to the editor of Topics with the report from this meeting.

**6.5** The Clerk asked whether the Speedwatch meeting should involve the Police as they had to authorise this activity. It was agreed that the Council would see how much enthusiasm there was locally before involving the Police. **Cllr Trude to action**

**6.6** The parking at the Nightjar junction can be dangerous and has caused near misses. The Council believes it is a combination of local residents using the Nightjar's car parking and customers having to park along Village Way and not always doing that mindfully. As a first step the Council will approach the Nightjar to see what they can do to encourage mindful parking. **Cllr Branson to action**

**6.7** Operation London Bridge. The Condolence Book had been purchased and the wording of the notice for the boards and website circulated. **Discharged**

**6.8** The Council's comments for Planning Applications 20/1361/MRES and 20/1273/FUL had been submitted to EDDC. **Discharged**

**6.9** The Chairman has produced a map of the Playing Field redrawn to show how a Devon Air Ambulance Night Landing Site can be accommodated. (see para 8 below) **Discharged**

**6.10** Cllr Trude had completed the consultation about play & sports equipment for the s106 funds. (See para. 9 below) **Discharged**

**6.11** Cllr Warren was happy to report that Footpath 7 is now open. **Discharged**

**6.12** Cllr Bailey (EDDC) has reported further about the grass cutting (see para 7.2 below) **Discharged**

**6.13** The defibrillator notices were hard to find in the right format as the available ones either nominated a person or had insufficient room. A free downloadable sign might be a possibility as it could be modified to suit. The Chair suggested that Will Thomas may know of a suitable supplier. **Clerk to action**

**6.14** The Clerk had not written to the resident regarding the Minchin Lane blockage last Christmas and the Council encouraged him to expedite this matter. **Clerk to action**

**6.15** The BT contract for the Village Hall's telephone line has been cancelled but payments would be due for the notice period as the contract dictates. The Council was frustrated that they were paying for a phone line that has not worked since February but as this is, in part, due to our router being faulty it was agreed that pursuing BT would, in all probability, be a waste of time. **Discharged**

## **7. Reports of County and District Councillors.**

**7.1 Devon County Council** Cllr Wright advised that the Save Our Hospital Services had produced a well evidenced report on Devon's NHS and provided a link for Cllrs to view the document.

She also said that significant objections had been made to the new Tipton St John School planning application. Ottery St Mary Town Council would be discussing it on Thursday 9<sup>th</sup> Sept and the meeting could be viewed online.

The school transport service had been changed because of the ongoing pandemic. Further details are on the Travel Devon website.

**7.2 East Devon District Council** Cllr Bailey promised to chase EDDC about the grass cuttings left on the playing field and the number of cuts that will be made this year.

She was pleased to receive the rough draft sketch of the Play Area plan to accommodate the night landing site and recommended sending it on to EDDC for comment.

She hoped the proposals for play and sport equipment would be put forward to EDDC for consideration.

Cllr Bailey has objected to the Barton Farm Barns planning application as she believes it is contrary to the local plan.

She confirmed that EDDC intend to withdraw from GESP (see para 15.1 below) and would renew the local plan asap.

She drew the Council's attention to the Planning & Devolution White Papers.

## **8. Playing Field, Play Area Lease, Night Landing Site**

It was agreed that the next steps were to send the Chairman's plan of how the Play Area would need to be relocated to accommodate the night landing site to the department at EDDC dealing with the new lease for comment. Devon Air Ambulance are to be contacted to check that the pandemic has not affected their desire for the landing site.

**Chair to Action**

# DRAFT

**9. S106/CIL Money**

It was agreed that the ideas generated by Cllr Trude's consultation with the community would be sent to EDDC (Sulina Tullack & Jamie Buckley) for an Eligibility Assessment.

**Cllr Trude to action**

**10. Grass Cutting**

The Council were astounded to hear that the Village Hall were paying £589.39 + VAT to EDDC for grass cutting in addition to our bill of £1132.40 + VAT. It was not known how long the VHMC had been paying as well as us. The Council were disappointed with the standard of work and believed savings could be made by putting it out to tender.

DCC also cut some verges and grassed areas for safety and make no charge for this service.

EDDC normally invoice the Council in April for the year to the following March 31<sup>st</sup>. The Clerk had received no invoice yet so could not advise on any reduction for the cuts missed during lockdown.

The Council awaits that invoice with interest and will be actively looking into alternative contractors in the budgeting process for 2021/22 financial year.

**11. Litter**

The Council recognises that there are persistent problems with litter especially in the area of Harp Lane.

The Council resolved to ask the residents to report when and where they find litter over the coming month so that they can look into how to combat the problem using signage, CCTV and the powers they have to impose £80 on-the-spot fines.

**Clerk to action**

**12 DCC Doing What Matters**

Cllrs Warren & Thompson will attend the meeting which will be arranged for an early evening if possible.

**Clerk to action**

**13 Perkin's Village Noticeboard**

The Clerk had emailed JF to ask if they knew anything about the damage but had only received an acknowledgement. The Council heard that the damage was seen to be done the day JF's contractors were there and there was some certainty that they were responsible.

The Chairman kindly offered to repair the noticeboard using his own supplies but the Council was concerned that liabilities might fall on him personally if any problems occurred in the future.

JF would be pursued for their comments.

**Clerk to action**

**14. Website**

To comply with the Accessibility Regulations (2018) and the General Data Protection Regulations work was needed to improve the Council's website. The Council also wanted to revamp the site so it looked better.

The Chairman had a Wordpress copy of a potential new website shown at a meeting earlier this year and this would be shown to some web developers to get some idea of the costs involved.

**Chairman and Cllr Trude to action**

**DRAFT**

**15. Planning**

**15.1 Greater Exeter Strategic Plan** EDDC will be withdrawing from GESp (see para 7.2 above).

**15.2 Aylesbeare Neighbourhood Plan** Cllrs Branson & Warren had been through all the information collated to date and had contacted the ex-Councillors who were involved in the Plan before.

Some paperwork was missing and much of what they have collated is now out of date as it refers to ideas that are now not relevant such as the use of the pub site.

Cllrs Thompson & Trude offered to help and the Council will consider forming a sub-committee and ask some of the residents with useful experience to get involved.

Cllr Branson said he would chase the ex-Councillors some more and help them to search their computers to see if further information can be found. **Cllr Branson to action**

**16. Finance**

**16.1** The Council noted the current balances.

**16.2** The Council authorised the Chairman to sign the Annual Governance and Accountability return which would now be sent to the external auditor and displayed on the website and noticeboard as required by law. **Clerk to action**

**16.3** Council agreed to renew the subscription to Devon Communities Together and authorised the payment of £50. **Clerk to action**

**16.4** The Council authorised the following payments

**16.4.1** Invoice 11799 from Vision ICT for website hosting and support £ 156.00

**16.4.2** Clerk's pay & expenses for July and August – to J P Roberts £ 368.26

to Peninsula Pensions £ 135.64

to HMRC £ 120.00

**Clerk to action**

**17. Date of Next Meeting – Wednesday 7<sup>th</sup> October 2020**

The Council agreed to use the Village Hall for the meeting instead holding the meeting online. **Clerk to action**

There being no further business the meeting closed at 9.55pm.

Signed .....

Cllr C. P. Ly, Chairman

Date .....

**DRAFT**