

# DRAFT

## AYLESBEARE PARISH COUNCIL

**MINUTES** of the Meeting of Aylesbeare Parish Council held virtually (online) on **Wednesday 4<sup>th</sup> November 2020** at 7.30pm.

### **PRESENT**

Cllr Chris Daly (Chairman) Cllr Jess Bailey (EDDC)  
Cllr Jacky Owen  
Cllr Anna Thompson  
Cllr Kirsty Trude

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

**Others present:** 1 member of the Public

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

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

#### **1 Apologies for Absence**

The Council resolved to accept the apologies from Cllr Nick Warren and accepted his reasons.

The Council accepted the apologies from Cllr Claire Wright (Devon County Council).

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

No declarations were made.

#### **3 Chairman's Remarks – Opening Welcome**

The Chairman opened the meeting and welcomed everybody.

He asked everyone to keep their remarks brief and avoid repetition & crossovers as there was a long agenda to get through.

He advised the Council that Cllr Branson (Vice-Chairman) had resigned from the Council.

#### **4 Minutes of the Parish Council Meeting – 7<sup>th</sup> October 2020**

The minutes were accepted as a true record by the Council and signed by the Chairman.

#### **5 Matters Arising** (*paragraph numbers refer to the minutes of the previous meeting*)

**6.2 Clerk to chase JF about connecting residents around Harp Lane.**

The Clerk had contacted Jurassic Fibre (JF) but so far had no reply. He would chase them again.

**Clerk to action**

Cllr Thompson advised the Council that Perkin's Village and Rosamundford residents were now being offered JF connections with no connection costs.

**11.2 Clerk to put the DCC Report a Problem link on the website and in the Topics report.**  
These had both been done.

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

**6.1 East Devon District Council** Cllr Bailey advised that EDDC was developing a Poverty Strategy. Benefits Claims had gone up considerably, particularly in the 16- 24-year-old and Over 55-year-old age groups where claims had tripled. Financial hardship funds were available covering emergency needs for food and travel. Aylesbeare Parish Council were welcome to promote the fund on their website and social media channels.

### **Clerk to action**

EDDC's Covid Helpline would be up and running the day after this meeting (the first day of the second lockdown).

There will shortly be an 8-week consultation about the Clyst Valley Regional Park which would affect Aylesbeare. Cllr Bailey had spoken to the Portfolio Holder who was willing to come and talk to the Parish at the next meeting.

**6.2 Devon County Council** The Council had received Cllr Wright's email report and confirmed that they had read the report and noted the contents (attached at **Appendix A**).

## **7 Aylesbeare Neighbourhood Plan**

**7.1 Matters Arising** **7.2 Clerk** to sort out the WebLinks and provide a Parish Map **Cllr Branson** to seek advice re wording from an ex-Councillor. All these actions had been completed.

**7.2** A discussion was held about the Halfway Inn and Airport Hotel. It was agreed that there was no need to adjust the Neighbourhood Plan (NP) for these properties.

The Council was interested in any plans for the Halfway Inn and they were still concerned about the safety of the road junction. Council accepted that DCC knew of the problems but were unlikely to improve the junction as accidents, although not rare, were minor. Also, the AONB bordered the junction making any use of land for roads more complicated.

The Council asked the Clerk to write to the owners of the Halfway Inn to find out their intentions for the property. **Clerk to action, Cllr Bailey to forward details of ownership**

The Clerk pointed out that the NP quoted the process was to consult the public before getting the Plan vetted by EDDC. Council decided to change this and consult EDDC first.

The Clerk will amend the wording and submit the document.

### **Clerk to action**

## **8 Playing Field, Play Area Lease, Night Landing Site and S106/CIL Money**

**8.1 Matters Arising** – **8.2 Clerk** to arrange annual safety inspection of Play equipment. Not covered in the meeting.

**8.2 (cont) Chair** to urgently contact DAA to confirm their intentions.

The Chairman met Toby Russell from Devon Air Ambulance Trust on 13<sup>th</sup> October at the playing field. Toby's email to the Chairman (1<sup>st</sup> Nov) was promptly circulated to the Council. He had subsequently applied to Western Power to get a quote for the cost of installing an electrical supply.

**8.2** The Council discussed the landing site now that they understood that there DAAT would not cover all the costs involved.

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Cllr Owen was asked for her thoughts as an NHS professional for the Ambulance Service. She outlined that the landing site would only be used after dark as the

helicopter could land anywhere in daylight. This limited the demand to strokes and cardiac arrests. The Ambulance Service would expect a response time of 10 minutes or under to Aylesbeare with a vehicle and the patient would be taken to the RD&E hospital. Cllr Thompson confirmed that she had a first responder on site in 10 minutes at Rosamundford when she had called 999 for a medical emergency.

Cllr Owen said the response could be even quicker given the base at the airport which was now staffed. Given the time it takes to get authority to use the DAA and scramble the helicopter she suspected that it would be rare to need to use it, if it was ever used for Aylesbeare Parish at all.

The Council were concerned that using the playing field as a landing site was holding up the process of spending the s106 money as the play equipment would need to be moved. They did not want this to take another 12 months which was possible given the timescales outlined in the DAAT email.

8.2.1 Council resolved to seek an alternative DAA night landing site away from the playing field. The Chairman was passionate to get a landing site and agreed to look for an alternative location **Chair to action**

8.2.2 Council resolved to buy a replacement swing seat for £175.43 using the quote obtained and circulated by Cllr Warren prior to the meeting **Clerk to action**

## 9 Grass Cutting

9.1 **Matters Arising** – 9.2 **Chair to chase VHMC Treasurer to check payments to EDDC**  
The Chair reported that the VHMC were paying £670 per annum for grass cutting

9.2 (cont) **Clerk to check Parish Council payments to EDDC**

The list of payments for the last 10 years were circulated (see **Appendix B**).

9.2 The Council was concerned that the VHMC and PC had both been charged for the cutting of the grass by the village hall. There was also concern about the rate of increase in payments to EDDC by the PC over the last decade.

Before challenging the charges, Council resolved to approach EDDC for the Service Level Agreements that support the invoices that had been paid. Cllr Trude will action this on behalf of the Parish Council and Cllr Daly will action this on behalf of the VHMC of which he is Chairman. **Cllr Trude and Cllr Daly to action**

## 10 Litter

10.1 The Litter Log had been kept for September and October. Three issues were identified

1. There was often litter on Tuesdays, which coincided with the recycling collections.
2. Someone is leaving empty beer cans in a carrier bag or box in or near Harp Lane on a weekly basis.
3. There is occasionally flytipping in the village.

10.1.1 Council resolved to update the community and thank them for their involvement in submitting the information. The Council would welcome any evidence of litterers, especially the beer cans, which could then be forwarded to the relevant authorities.

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**Clerk to action**  
**Clerk to action**

11.1.3 The log to be sent to Suez for comment on the recycling.

## **11 Perkin's Village Noticeboard**

**11.1 Matters Arising – 12.2 Clerk to action repairs using a local contact.**

The Clerk reported that he had contacted Luxton's (who advertise in Topics) and they had agreed to liaise with Jurassic Fibre and complete the work in 2-3 weeks. Having asked them for an update just before this meeting Luxton's said they had heard nothing at all from JF and, due to staff illness, they did not expect to be able to do the work before next year. They apologised and suggested we seek an alternative contractor. **Clerk to action**

## **12 Website**

**12.1 Matters Arising – 13.2 Cllr Trude to see web developers for the costs.**

Cllr Trude reported that she had contacted Vision ICT (current service providers) and Cosmic. They had agreed to review our website and provide suggestions and a quote for updating the site to be GDPR and Accessibility Regulations compliant. She hoped that these quotes would be available for the next meeting.

## **13 Planning**

**13.1 Matters Arising - 14.1 & 14.2 Clerk to forward comments to EDDC.**

This had been done and the comments were published on our website.

**13.2 20/2107/VAR Minchin Court Farm EX5 2FH**

Council had viewed the application and Cllr Warren's comments on the drainage which had been circulated by email prior to the meeting. Cllr Thompson assured the meeting that Cllr Warren's concerns about drainage would all be addressed by Building Control as waste water had to be properly managed.

The Council had no comments to submit to EDDC

**Clerk to action**

**13.3 20/1618/FUL Land to the West of B3180 between Tatry and Panorama**

The Council noted the architect's response to the comments made with the original planning application. However, they stood by their original comments and objected to the proposal for the same reasons as before.

**Clerk to action**

## **14 Budget**

**14.1 Matters Arising - 15.1 Clerk to pay £700 donation for upkeep of the Churchyard.**

This donation was being organised with the Church.

**15.2 Clerk to contact the Editor of Topics about PC donation.**

The Editor had confirmed to the Clerk that Topics relied on the Council's donation and had budgeted for it to enable the newsletter to be printed each month. The Council agreed that Topics was an important way of communicating to those in the Parish who didn't use the internet, or preferred not to. They wished to continue to support the Editor and his team. Council also considered the fact that Topics may well have saved money this year for the issues that didn't go out during lockdown. However, there may have been a concomitant reduction in advertising revenue. Council resolved to donate the usual yearly amount (£300) to Topics. **Clerk to action**

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15.3 **Clerk** to identify ownership of the field below the Playing Field.

The playing field belongs to EDDC. Council will ask EDDC what plans they have, if any, for the field and whether it could be considered for use as a car park, given the recent problems with cancelled recycling collections in Scotchmead and with emergency vehicles caused by limited access due to parking. **Cllr Bailey and Clerk to action**

15.4 **All Cllrs** to bring forward ideas and costs for next year's budget.

The Council believe that more money will need to be allowed for the update of the website. The Clerk advised that anything else the Council wanted to do next year would need to be budgeted for as the Precept would be decided at January's meeting. The Council will consider any other ideas and these will be discussed at the next meeting.

The Clerk advised that a further £1000 had been received as our Neighbourhood Proportion of the Community Infrastructure Levy (CIL). Council wanted to know if further CIL payments could be anticipated to help the budgeting process. EDDC have a schedule of CIL payments due and Cllr Bailey would ask that Aylesbeare gets a copy of the schedule. **Cllr Bailey to action**

## 15 Emergency Planning

15.1 Cllr Thompson reported that ALERT is up and running. There were four more volunteers since the first lockdown and no-one had dropped out, which was very encouraging. She had attended the EDDC meeting last Thursday that discussed emergency planning and response. It was clear that ALERT is small and local, but everything is up-to-date and EDDC and DCC are aware of what we can do.

The Council discussed the winter planning. There are grit boxes that DCC will fill and we have a pallet of rock salt. The Chairman reported that he had a supply of sandbags and a filling machine.

Cllr Thompson advised that few properties in the parish were at risk of flooding, but many could be affected by access through floodwater. The Council had a survey of the Parish from a few years ago that showed what resources were available in the event of floods and snow.

15.1.1 Council agreed to survey the Parish again for winter emergencies of flood, snow and ice. Cllr Thompson will prepare the survey. **Cllr Thompson to action**

15.1.2 The Clerk will ask if a loose A4 page can be folded in the middle of November's Topics. **Clerk to action**

[At 21:15 the meeting was stopped for a comfort break. The meeting resumed at 21:21.]

## 16 Finance

16.1 **Matters Arising - 16.3 Clerk** to implement National Pay Agreement

The Agreement had been implemented but the backpay had not been calculated yet.

16.4.1 & 16.4.2 **Clerk** to make the payments as listed.

The payments had been made.

**Clerk** to investigate if annual subscription to Zoom would be cheaper.

16.1.1 The Council had agreed via email to take the offer from Zoom for an annual subscription. However, having paid the monthly subscription a few days' late, the



Cllr ..... Chairman

## **Appendix A**

### **Aylesbeare DCC report - November 2020**

From: [Claire Wright <claire@claire-wright.org>](mailto:claire@claire-wright.org)

Sent: Mon, 2 Nov, 2020 at 15:37

To: [clerk@aylesbeareparishcouncil.co.uk](mailto:clerk@aylesbeareparishcouncil.co.uk)

Hi Jim, my report for Wednesday's meeting...

Kind regards

Claire

### **Ottery Community Larder**

Ottery Community Volunteers launched the Ottery Larder last week at short notice, following the disappointing parliamentary vote not to finance free school meals for vulnerable children during holidays for the duration of the pandemic.

The number of students registered for free school meals at Ottery St Mary schools has increased markedly since January this year.

Last week, the larder provided a fantastic service from the Institute for those families in need last week and will be fully launched and more widely publicised, later this month.

There has been a wonderful community response to the larder in terms of volunteers offering to help out and also local shops donating cooked food and fresh ingredients.

### **Redbridge – Harpford**

I am happy to report that Harpford Bridge has now been repaired. Cllr Val Ranger and I launched an online petition asking for urgent repairs, which attracted over 2000 signatures during August, as Devon County Council officers had indicated that it was in such a poor state it would probably need to be closed permanently from this autumn. This would have been a huge loss to the popular public footpath The East Devon Way and also would have meant the loss of a safe walking route for schoolchildren walking to Newton Popleford Primary School from Harpford.

The rock armouring now installed will hopefully mean that the bridge will remain open for several more years. There will be also now be talks with local landowners for a new location for a bridge longer term.

### **Help available to pay for basic household essentials**

The impact of the coronavirus pandemic is continuing to put a huge financial strain on some people. Employment situations are changing rapidly and for some their income now no longer covers what they need, or they have lost their jobs completely.

Help is available. If you, or someone you know, is worrying about money and how to pay for basic household essentials, please apply for extra assistance through funding that we have made available via your district council's hardship fund.

To find out more about what support is available in Devon, including how to access local financial support, where to find foodbanks and community larders, free meals during the school holidays and what to do if you're on a low income and need to self-isolate.

We are continuing to work with district councils to ensure hardship support is available to vulnerable children and families in Devon this winter. And this week we pledged extra funding to ensure no child goes hungry. More here - <https://www.devonnewscentre.info/devon-pledges-extra-support-for-vulnerable-children-and-families/>

### **Be on the look-out for potential scammers**

Devon County Council is advising everyone to stay alert to possible scams associated with the coronavirus pandemic following a report of someone visiting homes claiming to be from the national Test and Trace programme.

The visitor told a North Devon resident that his household had been linked as a contact with a confirmed COVID-19 case in Exeter, and that therefore he needed to self-isolate. He then offered the gentleman a food parcel for £20. He had no identification, and was driving a small dark car.

This was a scam unfortunately.

The NHS Test and Trace programme publishes details of how they inform people, and importantly what they will never do or ask a person to do.

[Information about the NHS Test and Trace programme and how it works, is available on the government's website.](#)

If you are contacted by an individual or a company that you suspect is a scam, [you can report it to Action Fraud.](#)

For [consumer advice about how to prevent being scammed, visit Devon, Somerset and Torbay Trading Standards' website](#)

Claire Wright

Devon County Councillor - Otter Valley Ward

Community Wellbeing Board - Local Government Association

Woodland Trust Tree Champion

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## **Appendix B**

### **Payments to EDDC for Ground Maintenance**

Email from Nick 30<sup>th</sup> Oct 2020

If correct below are the % increase for cutting grass year on year compared to the UK inflation rate.

Looking at this I find it hard to believe and if someone would like to double check and prove me wrong please do so.

I include a spreadsheet as a starting point for discussions as to where we want a Lengthsman contractor to cut grass, trim hedges & trees, & carry out other

jobs as we feel necessary. This will form the basis for a specification to go out to tender.

Nick

*The amounts we have paid EDDC for Grounds Maintenance are as follows*

*% Percentage Increase on year Historical UK inflation rates ( Internet)*

*10th April 2019 - £ 1358.88 3% 1.8%*

*11th May 2018 - £ 1319.29 17% 2.5%*

*2017 - £ 1124.46 13.4% 2.7%*

*February 2016 - £ 991.20 10% 0.7%*

*5th March 2015 - £ 900.36 10% 0.1%*

*March 2014 - £ 818.50 -13.3% Average between 2012 1.5%*

*6th March 2013 - £ 944.08 39.6% -2014 +26.3% 2.6%*

*March 2012 - £ 676.44 10% 2.8%*

*March 2011 - £ 614.93 12.3% 4.5%*

*March 2010 - £ 547.37*