

# DRAFT

## AYLESBEARE PARISH COUNCIL

**MINUTES** of the Meeting of Aylesbeare Parish Council held virtually (online) on **Wednesday 6<sup>th</sup> January 2021** at 7.30pm.

### **PRESENT**

Cllr Nick Warren (Chair)  
Cllr Chris Daly  
Cllr Kirsty Trude  
Cllr Anna Thompson  
Cllr Jacky Owen

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

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

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

A resident raised the issue of the verges at the junction of Village Way and Marwood Lane. There are lots of oil drums and wire under the verge. The 30mph sign was moved down towards the airport and the verge was maintained up to 8/9 years ago. He said he would make sure it was tidy but is there anything the village can do to challenge the sudden stopping of the Council maintenance. He felt it had to be a visibility splay having been made that wide – however DCC have said it is not a safety issue.

Cllr Trude advised that this verge had been included in the tender document for the new contractor that the Parish Council is considering. Cllr Daly said that the County Council should be challenged on the safety aspect as there were 'Give Way' lines painted on the road.

The resident wished the Parish Council good luck in their endeavours.

The Council resolved to write to Mike Brown re DCC's views.

**Clerk to Action**

2<sup>nd</sup> issue – Dark Skies – A resident asked why the streetlights are left on at night once the traffic has virtually stopped (i.e. after midnight). Cllr Warren confirmed that a few strategic ones are left on, but many are off by about 1am, and back on about 6am. The resident said that the streetlight by the Village Hall has been broken and it made the night sky really pleasant. Cllr Thompson pointed out that there may be an issue with us insisting the verge is trimmed as a safety issue but then asking for the streetlight to be turned off. The impact of any lights off in Aylesbeare would always be lessened by the impact of the light from the creeping development from Exeter and Cranbrook as well as the significant illumination at the airport. The Council encouraged the resident to have a check one night to see which lights were on and which were off.

### **1 Apologies for Absence**

Apologies were received from Cllr Jess Bailey (EDDC) who was feeling under the weather and inferred from Cllr Wright. These apologies were accepted.

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## 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 to the first Parish Council meeting of 2021. He hoped everyone had had a relaxing Christmas and that we could soon return to some sort of normality. He reminded everybody about Aylesbeare ALERT, thanking Cllr Thompson and the Clerk for the notices, website and reminders on the Facebook Buzz group. Please could everyone keep an eye on the vulnerable and occasionally knock on their doors and see how they're doing. With winter now upon us the Chairman asked everyone to take extra care on the roads. Potholes, blocked drains etc. need to be reported to Devon County Council using their website, but if anyone doesn't have access to the internet they should contact the Parish Council who will report it for you.

## 4 Minutes of the Parish Council Meeting – 2<sup>nd</sup> December 2020

The minutes were accepted as a true record by the Council and signed by the Chairman (prop. Cllr Trude, sec. Cllr Thompson).

**Clerk to action**

## 5 Matters Arising

### 5.1 Presentation – Clyst Valley Regional Park

*Council to decide on a response to the consultation (deadline 17<sup>th</sup> January 2020).*

The Council were very supportive of this initiative and hoped that the community would get involved with the 'safe route' from the north-west corner of the Parish to Aylesbeare Common in the south-east. They hoped to help with the recording of trees in and around the village as well as increasing the areas for wildlife that everyone can enjoy.

The Council resolved to feed these comments back as part of the consultation. **Clerk to action**

### 5.2 Chair Vacancy - Clerk to arrange signature on Declaration of Acceptance.

Not completed due to the Tier 2 restrictions and lockdowns.

**Ongoing**

### 5.3 Clerk to chase Jurassic Fibre about connecting residents around Harp Lane (Cllr Bailey offered to assist)

**Ongoing**

## 6 Reports of County and District Councillors.

**6.1 Devon County Council** Council had received and noted Cllr Wright's email report (attached at **Appendix A**). Since the agenda was issued the new Tipton Primary School planning proposal has been rejected. Cllr Daly could not see the point of moving the school several miles from the village it serves. He found the development quite offensive and poorly conceived.

**6.2 East Devon District Council** Cllr Bailey unavailable this evening.

## 7 Playing Field, Play Area Lease and s106 Funding

**7.1 Matters Arising - 7.1.1 Cllr Trude to update the community.**

**Completed**

**7.1.2 Cllr Bailey to chase up the new lease on the Parish Council's behalf.**

**Ongoing**

**7.2** The Council discussed the 6 items of sports equipment that the community had identified for the s106 expenditure. As a result of the discussions and advice from EDDC (as laid out below in paras 7.2.1-7.2.6) Council resolved to engage with the community to decide between Outdoor Gym Equipment, an Outdoor Table Tennis Table and a Climbing Web, or any combination of those that we can afford.

**Cllr Trude to action**

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**7.2.1 Outdoor Gym Equipment** (similar to the equipment installed at the Land of Canaan in Ottery St Mary) – This equipment would come with conditions – a) Best practice is a 10m zone away from the playground, b) the Parish Council has to agree to maintain for 10 years (cost unknown at this stage) and c) EDDC must agree as landowner. The cost is £16.8k.

The Council believes that this equipment can be located at least 8m from the Play Area and 10m may be possible. Council feels that equipment like this for older children and adults would be a very welcome addition to the recreation area, which currently only has facilities for younger users.

**7.2.2 Basketball Hoop** with small court/playable surface. Council decided that this item could not be considered as it would cost £35k (almost twice the available budget).

**7.2.3 Outdoor Tennis Table** (similar to the one in use at East Budleigh) – Cllr Trude had been to see the East Budleigh table and confirmed that it looked great and was being used at the time. EDDC would agree to this item as long as it was outside the play area. If Aylesbeare got one residents would have to use their own bats and balls. Estimated cost is £5k although Cllr Daly had found them much cheaper on eBay.

**7.2.4 Climbing Web** (similar to one at the Ham) – Cost is £12k. The Parish Council would need to agree to maintain this item and EDDC would need to agree as landowner. This item would need to be located inside the play area. This item would need to be discussed with Scotchmead residents as its height would mean that climbers could see into gardens and windows at the top of the structure.

**7.2.5 Mini BMX/Scooter Course** – This item does not qualify under s106. As only a mud one is feasible it would require constant maintenance. For these reasons the Council that this item could not be considered.

**7.2.6 Mini Golf** – Unfortunately this would be a capital item and therefore doesn't meet the criteria for s106 spend. The Council could not consider this item either.

**7.3** Council is waiting for the RoSPA Play Area inspection to understand the condition of the equipment. If the Inspection identifies the wooden items as not in good condition Council resolved that they should be replaced, but not necessarily like-for-like.

After the inspection Cllr Trude will liaise with EDDC and then the next steps will be

- local children will be consulted for feedback on new play equipment.
- EDDC will support us in putting the plans to the community for a vote.

If that can all be done by Easter an order could be placed so that the new items will be ready for the school summer holidays.

**Cllr Trude to action**

**7.4** Council considered other additions to the recreation ground including benches and picnic tables. It was suggested that the existing bench could be turned around. Cllr Thompson suggested that the Council could seek sponsors for some new equipment and their contributions could be advertised.

**7.5** The available funds for the whole scheme are -  
S106 money for Sport = £16.5k and for Play = £16.8k.  
CIL Money = £2098.92

Aylesbeare Recreation Fund (see balances below (para19.2) = £694.44

The Council have been offered approx. £2k in funds from the now defunct Youth Club by its treasurer. Council resolved unanimously to accept these funds and use them on the play area/recreation ground regeneration.

**Clerk to action**

## 8 Grass Cutting & Lengthsman

**8.1 Matters Arising – 8.1.1** *Cllr Daly to circulate EDDC’s map showing the work done as well as the Village Hall work.*

Cllr Trude thanked Cllr Daly for the map and she has questioned EDDC about this as part of the Service Level Agreement, especially as the 2019 map contradicts the 2020 map. No reply has been received as yet.

**Ongoing**

**8.1.2 - Cllr Trude** *to seek advice from an experienced contractor regarding the quote from EDDC and the proposed work.*

Cllr Trude was asked by the Council to include the Village Hall Grounds Maintenance in her enquiries with a view to combining all the work in the tender for the contractor.

**Ongoing**

**8.2** To decide whether to pay the StreetScene quote for £777.58 + VAT for grounds maintenance from 1<sup>st</sup> August 2020 to 31<sup>st</sup> March 2021.

The ‘small hedge’ in the quote was identified as the one in the play park backing onto Scotchmead. After some discussion the Council resolved to pay this quote. (Cllr Thompson proposed the motion, Cllr Owen seconded. Carried, 4 votes for, none against, one abstention.)

**Clerk to action**

**8.3** StreetScene have been advised that Aylesbeare Parish Council may wish to terminate their services by Cllr Trude in her email with them.

## 9 Litter

**9.1 Matters Arising – Clerk** *to update and thank the community via the website.*

The Clerk was trying to find an appropriate moment to post this, but recent weeks had involved many updates on the homepage about Covid-19 precautions, rule changes and laws. He would not forget to do this at an appropriate time.

**Ongoing**

**9.2** The serial littering with empty beer cans around Harp Lane was continuing. The Chair advised that there were empty cans on Mon 4<sup>th</sup> Jan and empty boxes on Tues 5<sup>th</sup>. He had called in StreetScene and they had come to help. As far as he could tell the dumping happens in the morning hours. He was now in regular contact with Environmental Health, but they have only got 2 officers at EDDC. The Council thanked the Chairman for chasing this up and being tenacious. The Council were also grateful to the villagers who do go and pick up rubbish as they’re walking through the village.

## 10 Speedwatch

**10.1 Matters Arising – Clerk** *to advise Cllr Trude of the contacts for Speedwatch.* **Completed**

**10.2** Cllr Trude has made contact with the PCSO and registered our interest. She also asked for some engagement ideas as she had re-confirmed with all our volunteers and they are still keen to be involved. The Chairman advised that the B3180 Action Group have a speed camera and were appalled by the speeds they had registered on a recent exercise. Cllr Thompson did point out that there are issues of calibration with handheld devices and they could be very inaccurate.

Council felt that it might be more effective to seek funding for fixed camera signs to alert drivers.

Council accepted that we may need to do Speedwatch first. Cllr Trude and the Chairman will ask the question.

**Cllrs Trude & Warren to action**

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## **11 Devon Air Ambulance Night Landing Site**

**11.1 Matters Arising – Cllr Daly** to produce an article for Topics to let the residents know about the plans, benefits and costs of a NLS for the village.

Cllr Daly had spoken to the owner of the field behind the pub who was amenable to a Night Landing Site. However, £2,000 would still need to be raised and Cllr Daly was unsure of the best way to proceed.

Council felt that the article for Topics would give a clear indication of the interest in the village. If there is support, then Council can look at fundraising.

Cllr Daly will discuss this with Devon Air Ambulance Trust and prepare something for Topics.

**Cllr Daly to action**

## **12 Parish Council Website**

**12.1 Matters Arising - Cllr Trude** to seek quotes for a GDPR & Accessibility Regulations compliant website.

**Ongoing**

## **13 ALERT Emergency Planning**

**13.1** Council have received about a dozen replies to the community survey, some hard copies, some emails and some via Survey Monkey. The Clerk will collate the replies and forward to Cllr Thompson who is the Emergency Response Coordinator.

**Clerk to action**

**13.2** The Council agreed that the Emergency Plan needed to be updated, there should be a flowchart to show the procedures and a run-through of some scenarios should be considered. The current plan should be the starting point and Devon Communities Together had lots of good suggestions to offer. EDDC may well be able to help too. Cllr Thompson will organise a separate meeting to discuss this.

**Cllr Thompson to action**

## **14 Flooding – including Gully inspection and cleaning**

**14.1 Matters Arising – 14.1.1 Cllr Daly** to monitor the ditch associated with Withen Cottage.

Cllr Daly confirmed that there had been no flooding this year so far.

**Discharged**

**14.1.2 - Clerk** to remind people to use DCC's Report a Problem page.

The Clerk had not included this in December's report as it had been included in November's. He would include it in the report of this meeting.

**Ongoing**

**14.2 –** The Council was concerned about the recent flooding in Bramble Mead. Some action has been taken but Bramble Mead is built on the original natural course of the water so it is essential that the gullies and culverts of the diverted watercourse are kept clear. Residents of Bramble Mead had had to take action on their properties to avoid waterlogged gardens etc. Council asked the Clerk to forward the pictures and maps the Chairman had supplied and ask for definitive advice and, if possible, an inspection. Some Cllrs hoped to be able to meet the inspectors to fully understand the options available, including DCC enforcement under the Land Drainage Act (1991).

**Clerk to action**

**14.3** Council were reminded that rock salt was still stored at Randlehayes Farm and Cllr Daly had both the stock of sandbags and a handy device that made filling them easier. He was happy to supply wherever necessary for residents to fill them with their own soil.

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## 15 Broadclyst Neighbourhood Plan consultation

15.1 Council congratulated Broadclyst Parish Council on their draft Neighbourhood Plan (circulated for consultation). The Clerk was asked to feedback that Broadclyst has Aylesbeare's full support for the plan issued. **Clerk to action**

## 16 Upcoming Celebrations

16.1 **2022 Queens Jubilee** – Council noted that there would be a 4-day Bank Holiday weekend from Thursday 2<sup>nd</sup> June in 2022 to celebrate the Jubilee and were enthusiastic to mark it with a village event.

16.2 **2023 Village Hall** Council noted that the Centenary of the Village Hall is in 2023 and that event should be celebrated too. These items will be discussed at April's meeting.

**Clerk to action**

## 17 Planning

17.1 **Matters Arising** – *Clerk to forward comments to EDDC for 20/2395/FUL and 20/2506/CPE* **Completed**

17.2 **20/2506/CPE The Oaks** – After complaints about the Council's response by the owner of The Oaks and his representative, Council discussed what had happened and what could be learned. Council had responded to the residents who had contacted them. It was noted that the applicant had chosen not to contact the Parish Council (which he is under no obligation so to do). The Council believes that they had responded to the contacts made in a professional manner and weighed up their comments with due diligence, seeking advice where appropriate.

However, they had missed an opportunity to engage with the applicant (although, similarly, there was no obligation on the Cllrs so to do). The Council was pleased to note that the applicant has volunteered to be an ALERT volunteer.

The Council will, in future, be more concise than this response had been to a planning application. Individually, the Councillors thought it best not to use their titles if responding personally to an application.

The Clerk resolved to precis the Cllrs comments more effectively in future and felt he had left the Chairman open to criticism unnecessarily. **All Cllrs and Clerk to action**

17.3 **20/2786/PDQ Barton Barns** – Council discussed the issues of parking, the existing underground water tanks and the visibility at the proposed gateway. Cllr Trude also pointed out that a window on the elevation of plot 4, barn B was missing on the plan for that proposed property.

Council resolved to comment that they are concerned about the safety for vehicles, cyclists and pedestrians as the entrance/exit which has limited visibility and no splay.

They are also concerned that the driveways for these barns will be made of permeable paving as was specified for the first phase of this development. The drainage of surface water could easily become an issue for the properties of Church Close who have experienced flooding in their back gardens due to the surface water draining from the existing farm premises. **Clerk to action**

*At 21:09 the Chairman suspended the meeting for a comfort break. The meeting resumed at 21:14.*

## 18 Budget

**18.1 Matters Arising – 18.1.1 Clerk & Cllr Bailey to ask EDDC if the field below the playing field could be used for car parking.**

Parking for Scotchmead residents would be adversely affected by the Barton Farm development just discussed (para17.3). **Ongoing**

**18.1.2 – Chairman to consult Cllrs and consider ways to engage the community regarding increase to the Precept.** **Completed**

**18.2** Council discussed the budget as prepared by the Clerk. The Clerk advised the Council that the budget had been made as lean as he could without jeopardising the financial viability of the Council.

The Council were reluctant to increase the precept by the 86p/Band D Household/month. They asked the Village Hall Management Committee to consider funding their own insurance which will be brought up at the next meeting. **Chairman and Cllr Daly to action**

Whilst central Government were encouraging local Councils to keep increases to a minimum, and preferably nil, they were also passing down new regulations that have to be complied with.

Notably for Aylesbeare these include the Accessibility Regulations which necessitate a new website (cost expected to be over £1,000) and compliance with the General Data Protection Regulations which require an overhaul of the Council's administration.

Part of the increase in the budget is to pay more for grounds maintenance so that the Council can use their own contractor. This should bring noticeable improvements to the appearance of the Parish which would mean the community could see tangible returns for their Council Tax.

After considerable discussion about any flexibility in the figures the Council resolved unanimously to accept the budget as drafted and instructed the Clerk to request a Precept of £10,258.

The Council also asked the Clerk to prepare a positioning paper so all Cllrs could be clear on the reasons for the increase, the benefits to and obligations on the Parish. This would help them explain the financial situation to the community. **Clerk to action**

## 19 Finance

**19.1 Matters Arising – 19.1.1 Clerk to change Zoom subscription to annual.** **Completed**

**19.1.2 – Clerk to edit the Standing Orders for legislative changes and forward to Cllr Trude** **Ongoing**

**19.1.3 – Clerk to draw up effective financial controls for electronic banking and circulate to the Council.** **Postponed to the AGM**

**19.1.4 – Clerk to make payments to DALC, Peninsula Pensions, HMRC & himself.** **Completed**

**19.2** Council noted the current balances as follows

Current Account	£ 6451.88, less uncashed cheques (1960.67) =	<b>£ 4491.21</b>
	Reserve Account	<b>£ 4847.72</b>
	Recreation Fund Account	<b>£ 694.44</b>
	<b>Total</b>	<b>£ 10033.37</b>

**19.3** Council authorised the payments listed

To DALC for invoices 1457 (Cllr Daly), 1840 (Clerk), 2428 (Cllr Trude)	£ 117.49
To J P Roberts (Clerk) for pay (217.05) & expenses (174.60)	£ 391.65
To DCC Pension Fund	£ 67.57
To HMRC for PAYE Income Tax	£ 48.00

**Clerk to action**

**20 Clerk's annual appraisal**

**20.1** The Council thanked the Clerk for his first year's work and they found him helpful. They encouraged him to undertake the CiLCA training as was his wish. **Clerk to action**

**21 Date of Next Meeting** – Wednesday 3<sup>rd</sup> February 2021 at 7:30pm. Council decided to meet online. **Clerk to action**

There being no other business the Chairman closed the meeting at 9:56pm, thanking Council for their hard work and bidding them to stay safe.

Signed ..... Date .....

Cllr N. R. Warren, Chairman

## Appendix A

### **Report from Cllr Claire Wright, DCC**

#### **Devon County Council Covid support fund**

This fund, which helps finance community groups that are supporting vulnerable people in their communities is likely to return, I understand from senior officers. Hopefully, by this time next week we will receive confirmation. I will keep you posted.

#### **Devon County Council's Cabinet in talks with local MPs over adult social care funding cuts**

Devon County Council's cabinet has initiated talks with local MPs, following my recommendation agreed at the November Adult Health and Social Care Scrutiny Committee.

Adult social care has been in a hugely precarious financial position, following what is now a decade of government funding cuts. As a result far fewer people are in receipt of personal care and unpaid carers are more stretched than ever before. The pandemic of course, has made a very hard situation even tougher.

The papers at the November scrutiny meeting quoted from a national survey of councils.

The key messages from the survey were:

- *Without significant financial intervention from the government, the lives of people who use social care and their family members will be seriously impacted in terms of their lives and wellbeing*
- *Only four per cent of respondents are fully confident that their budget will be sufficient to meet their statutory duties this year, down from 35 per cent in 2019/20*
- *The actual costs to local authorities and adult social care providers of the pandemic will far outstrip the Emergency Funding made available by the government to date*
- *The risk of already fragile care markets failing has significantly heightened as a result of the impacts of covid-19*

The papers also stated that Adult Care and Health was showing an overspend of £2.276m before management action and strategic savings.

I proposed that the Health and Adult Care Scrutiny Committee recommend that the council write to the Secretary of State for Health and Social Care requesting an adequate social care settlement. This was seconded by Cllr Martin Shaw.

This recommendation was considered by Cabinet last month and it was resolved that the portfolioholder for Health and Social Care raise the issue with local MPs during a series of meetings - and write to the Secretary of State for Health if this was necessary.

This is an incredibly important issue and one that I will continue to monitor and raise.

#### **Devon County Council pandemic support**

Here's the latest information and advice on support, including financial, available during the pandemic and lockdown... <https://www.devon.gov.uk/coronavirus-advice-in-devon/document/support-for-people-and-families/>

Look after yourselves.

Kindest regards  
Claire

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