

WHIMPLE PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 22 JANUARY 2024, 7pm

Present: Cllr A McArthur (Chair)
Cllr S Johnson
Cllr D Dearden
Cllr J Yarwood

Also present: Cllr T Olive (East Devon District Council – EDDC), Cllr I Chubb (Devon County Council – DCC, for part of the meeting) and Amy Tregellas (Parish Clerk)

There were no members of the public present.

105. Apologies for absence
There were no apologies.

106. Declarations of Interest
No declarations of interest were made.

107. Public Participation
There were no members of the public present at the meeting.

108. Minutes of the previous meeting of Whimple Parish Council
The Council **RESOLVED** to approve the minutes of the Whimple Parish Council meeting held on Monday 18 December 2023.
(proposed by Cllr Dearden; seconded by Cllr Johnson)

109. District and County Councillor Reports:

i) **East Devon District Councillor**

Cllr Olive provided the following update:

- EDDC public toilets review has extended special funding so that an extra 12 months is available for further work to take place with town and parish councils to transfer the assets
- EDDC is producing a new Car Parking Strategy to improve transparency in the way that the council makes decisions regarding the assets and parking charges
- EDDC Cabinet has approved the Capital Programme for 2024/25 and that includes £100k funding for upgrading the Slewtton Play Area
- EDDC have agreed to procure a programme of decarbonisation support for businesses and community organisations, including training, carbon surveys and carbon action plans to help reduce waste, lower emissions and save money. A shared prosperity grant fund will be set up to help implement these measures
- There is a lot of movement in terms of National Planning Policy Framework. Headlines suggest that this will not impact massively on Whimple. When the Neighbourhood Plan is approved it will have significant weight for five years.
- A meeting is to take place with the Monitoring Officer regarding the Cranbrook boundary and the 2027 elections

ii) **Devon County Councillor**

Cllr Chubb provided the following update:

- Devon County Council are heavily into budget setting season [for more information see his report].

Signed by Chair:

Date: 19/02/2024

- Kyle Walker is the new Highways officer, replacing Dan Wood. Cllr Chubb left the meeting at 7.20pm after giving his update.

110. Environment & Community

i) To receive an update re the proposed footbridge

No update is available at the current time. Cllr Johnson confirmed that she had followed this up with her contact but not yet received a response.

ii) To receive an update re the Community Speed Watch initiative

No update from the previous meeting. Communications are to be prepared for the next edition of Whimple News, the website and Facebook, asking for volunteers. Cllr Olive confirmed that he would send across an email from the Police regarding Speedwatch initiatives.

iii) To receive an update on S106 Town Lane play equipment

Cllr Dearden confirmed that she is still investigating the exact amount of funding that is available for the Town Lane Play Equipment, and whether the Community Infrastructure Levy and/or Section 106 contributions are held by EDDC.

iv) To consider any other arising environment and community issues

- The fallen tree has been reported and is being dealt with. The Clerk confirmed that due to the inclement weather, details had gone into the January/February edition of Whimple News, and on the Council website, advising who to contact in terms of dangerous trees and other items including potholes and faulty street lights.
- The Council considered a further email that had been sent by resident Mr R Lawrence regarding flooding of The Square. The Council asked the Clerk to reply to Mr Lawrence and to ask for dates so that a site meeting can be held with councillors and other appropriate people.

111. Neighbourhood Plan

Work continues on the Neighbourhood Plan. The Council formally expressed its thanks to Alan Lascelles and the POWR Group for all of their work on the Neighbourhood Plan.

Cllr Olive confirmed that a housing needs survey would be needed for affordable housing. There are a couple of options available to the Council:

1. Commission the survey through Devon Communities Together (DCT) either paying for it from council money or wait until April 2024 when DCT have funding to apply for. The cost would be circa £4k.
2. Submit an application to Locality UK who provide support for Neighbourhood Planning.

It was noted that the Council also needs to do some work around the assessment of sites, including their viability and analysis of each site. Discussion took place around applying for Locality support for site options and assessment, design including design codes and site viability, which comes from the Department for Levelling Up, Housing and Communities (DLUHC). The deadline for this financial year is Friday 26 January 2024.

The Council **RESOLVED** to apply to Devon Communities Together for funding for the Housing Needs Survey.

(proposed Cllr Johnson; seconded Cllr Yarwood)

The Council **RESOLVED** to apply for Locality UK Neighbourhood Plan programme technical support, and authorise Cllr Todd Olive to submit the expressions of interest and application forms on behalf of the Council.

(Proposed Cllr Dearden; seconded Cllr Yarwood)

112. Allotments

i) To receive an update regarding allotments

Cllr Johnson confirmed that the tenant of allotment 6A2 had given notice that they were quitting the allotment.

The Clerk confirmed that she had been organising and sorting out all paperwork relating to allotments and would be promoting the allotments on the website.

113. Planning

To consider Planning Applications

i) Planning applications 23/2709/FUL and 23/2710/LBC – Jessamine Cottage, The Green, Whimple, EX5 2TY; Raising height of both chimneys by four courses of brickwork and the provision of a 600mm high, clay chimney pot for each chimney.

The Council **RESOLVED** that it has no objection to these applications
(Proposed Cllr Yarwood; seconded Cllr Dearden)

ii) Planning application 23/2306/FUL – Wymcot Church Road, Whimple, EX5 2TA; Proposed new dwelling and removal of existing garage and formation of new car standing space [previously submitted under 23/0804/FUL].

Discussion took place around:

- The fact that the Council had previously objected.
- Increased traffic on existing lane, especially during construction
- Over development with this being a big property in a small area
- Overlooking and the impact on lighting
- It is not clear from the plans what the size of the proposed development is
- Moving the garage looks to have improved the access from the main road
- The proposed parking area looks to encroach on the turning area – space doesn't look big enough to be both

The Council **RESOLVED** that:

Whilst it is noted that moving the garage has improved access from the main road, Whimple Parish Council objects to this application.

It objects on the following grounds:

Over-development - it is a big property in a small area. The plans are not clear as to what the size of the proposed development is.

Increased traffic on the existing lane, especially during the construction period

Overlooking other properties in the vicinity

The proposed turning area and parking on the plans does not look big enough to accommodate both parking spaces and a turning area.

(Proposed Cllr Dearden; seconded Cllr Yarwood)

114. Finance

i) To approve the summary receipts and payments for 2023/24 to 31 December 2024

ii) To approve the Unity bank reconciliation as at the end December 2024

iii) To approve the Santander bank reconciliations as at the end December 2023

iv) To approve the scheduled of payments for January 2024

v) Budget Monitoring Report as at 31 December 2023

vi) General Reserves and Earmarked reserves

The Council **RESOLVED** to approve the above listed finance reports i to vi.

Signed by Chair:

Date: 19/02/2024

(Proposed by Cllr McArthur; seconded by Cllr Dearden)

115. Grounds Maintenance Contract

The Clerk requested further information from councillors regarding the schedule of works. Councillors requested that additional wording be added into the schedule stating that whilst small tweaks can be made to the schedule, the contractor cannot do any other work without permission from the Parish Council.

116. Lomas Seat

The Clerk confirmed that she was still looking for the information regarding costs for the works to the Lomas Seat. This will come back to the February 2024 meeting.

117. Policies and Procedures

The Council considered the policies and procedures, as follows:

- i) Public Participation Policy
- ii) Equal Opportunities Policy
- iii) Leadership in Planning Statement
- iv) Meeting with Developers Protocol
- v) Memorial Bench Policy

The Council **RESOLVED** to approve the above listed policies i) to iv)

(Proposed Cllr McArthur; seconded Cllr Johnson)

118. Correspondence

To consider any correspondence that has been received by the Council

- i) Email from East Devon District Council regarding Polling Station review

Councillors confirmed that they were happy with Whimble Village Hall remaining as the Polling Station for future elections.

- ii) Email from Devon Wildlife Trust regarding free tree

Councillors expressed an interest in having a silver birch tree to go in the parish field and agreed that Cllr Johnson would liaise with DWT regarding the best location.

- iii) Email from local resident Mr Large

Cllr Olive confirmed that he would report the issue raised by Mr Large relating to the issues with the bridge and public footpath.

- iv) Email from Devon County Council Public Rights of Way Team regarding footpaths.

The Council confirmed that they were happy for the Clerk to complete and return the forms by the deadline of 15 March 2024.

119. Chair's Business

The Chair raised the issue of whether bollards could be installed to solve problems relating to footpaths. Discussion also took place around whether the traffic lights near the square could be made permanent. Cllr Olive confirmed that he would contact the new Neighbourhood Highway Officer to see if he would meet with councillors in Whimble to discuss these ideas.

The meeting closed at 8.42pm

Signed by Chair:

Date: 19/02/2024

The next Planning Meeting will be held on Monday 5 February 2024 * *A planning meeting will be cancelled if no new planning applications are received by the Tuesday prior to the planning meeting date.* The next Parish Council meeting will be held on Monday 19 February 2024.

DRAFT

Signed by Chair:

Date: 19/02/2024

Grounds Maintenance specification

- Grass cutting on Parish Field - every other month from March – October
- Cutting back weeds and brambles on perimeter of Parish Field – March and September
- Grass cutting in Town Lane play area - every other month from March - October
- To strim BMX area Parish Field - every other month from March - October
- To weed spray fence line Town Lane, Play area - Twice a year once in March/April then once in September / October
- To cut the Bank and remove debris Town Lane Pay area - Once a year March / April
- To spray cycle/walk path in Parish Field - Once a Year around October
- Whimple Square 1st strim and rake up - Once a year in March / April
- Strim along two sides of stream and area by telephone box and Ivydene - Twice a year once in March/April then once in September / October
- Webbers Close To cut two areas of grass - every other month from March - October
- Manley Close and Chard Avenue Two areas by Housing - every other month from March - October
- Two areas by mini roundabout leading to Chard Avenue - every other month from March - October
- Muga Bank Cut grass area with bank - every other month from March - October
- Perriton Cross Cut one area of grass - every other month from March - October
- Bramley Gardens Two areas by path - every other month from March - October