

COLYTON PARISH COUNCIL
Feoffees Town Hall, Colyton
EX24 6JR

**Minutes for the Colyton Parish Council meeting held in the Board Room of the Colyton Town Hall on Monday
9th December 2019.**

*The Chairman request that those people recording the meeting declare so and conform to Standing orders and
GDPR legislation.*

Present: Cllrs Clifford, Real, Jones, West, Watts, Hay, Pady and Gardiner.

Also Present: Dist Cllr H. Parr, S. Haines (clerk) and Helena Whitten

Members of the public: 8

19/12/18 Vice Chair Cllr Clifford welcomed everybody and thanked for attendance. He also offered thanks and congratulations for the amazing Christmas lights and the huge turnout of Colyton and Colyford residents plus residents from neighbouring towns and villages.

19/12/19 **Receipt & Approval of apologies for absence** – Cllr Denny (unwell) Cllr Jarman (unwell) Cllr Parr (unwell) Cllr Turner (prior engagement) Cllr Arnott (prior engagement)

19/12/20 **Police Report: Colyton KN3C**

FROM: 01/11/2019

TO: 29/11/2019

CRIME NUMBER	DATE	OFFENCE DESCRIPTION
CR/100474/19	06/11/2019	Harassment without violence
CR/100909/19	07/11/2019	Drive a motor vehicle with a proportion of a specified controlled drug
CR/100911/19	07/11/2019	Possess a controlled drug class B
CR/102838/19	14/11/2019	Theft
CR/105963/19	21/11/2019	Theft
CR/107114/19	24/11/2019	Threatening behaviour
CR/106147/19	25/11/2019	Theft

Total = 7

Cllr West requested a letter be written to police asking them to attend the meeting, if this is not possible then more information should be given out on the report (general location etc) All agreed.

19/12/21 **Declarations of Interest NONE**

19/12/22 **Public Question time** (maximum 15 minutes)

Concerned resident at top of the Butts stated overgrowth from Rope Walk Cottage has only been cleared up to their boundary. The resident put forward an offer that if the council did the initial clearing of the area then a group of neighbours would keep it maintained.

A Colyford resident voiced their concerns over implications and accusations in the November meeting of the CVRA being partly responsible for the Neighbourhood Plan cost climbing. He stated the working group is out of their depth and not qualified. He also expressed concerns over a sign that has been put up on Coly Road where children cross for school. He said the sign needed to be bigger and also that a crossing should be put in to make it safer. He also has concerns about the footpath that runs from Colyford to Colyton, it is very muddy and suggested river gravel would be needed. His final point was about the climate, school busses sitting with engines on twice a day, should be encouraged to be electric coaches also clamp down needed on bonfires and recycling needs to be encouraged.

A resident expressed concerns about the planning application at Foxworthy in Colyton. They already had a two storey application granted last year and are now asking to extend land for parking, it is of opinion that there is already plenty of room for 3-4 cars. Area surrounding the property is in an AONB and is home to protected species. The resident stated that it is a disingenuous application with details missing and items not declared, there is also cause for concern over flooding as new hard standing area is near a water course. Water runoff will affect tramway and lower housing.

A concerned resident raised the issue of bonfires, they wanted the council to get the word out that it is anti-social behaviour. Cllr Jones stated that according to East Devon there is no legislation or laws surrounding bonfires.

19/12/23 Approval of the minutes of Parish Council Meetings held on 11th November 2019. APPROVED

19/12/24 Matters arising from the Minutes. NONE

19/12/25 Talk with Helena Whitten – Founder of Devon Towns and Parishes Climate Action.

Colyton Council urged to declare a Climate Emergency, set a date of 2030 to aspire to be Carbon Neutral, set up a working group and invite all members of the public to brainstorm ways of improving biodiversity and reducing carbon emissions. EDDC and DCC are on board and will help us. Woodland trust could help with tree planting and there is a possibility to link in with other local councils. This will be a motion on the next full meeting agenda.

19/12/26 Report from County Councillor – see Appendix A

Cllr Hay expressed concerns over Sidmouth Road and the need for double yellow lines.

Cllr Jones stated that speedwatch in Colyford have been calling for support from authorities for the past 8 months with no response.

19/12/27 Report from District Councillors

District Cllr H Parr talked through her report – see Appendix B

19/12/28 Highway Matters

Ref TTRO203519 – Temporary Prohibition of Through Traffic and Parking from Monday 3rd Feb 2020 – Friday 7th Feb 2020. Coly Road, Colyton. NOTED

Cllr Paul Arnott arrived 19:54 with apologies.

19/12/29 Report from Meetings Attended

Cllr Watts meeting with Mr Barrie Hedges RE communications.

Approval is needed to improve the communications within the Parish and Parish Council. Cllr Real agreed that something is needed to make us more transparent as nothing is done in secret anyway. Cllr Arnott commended the amazing spec of the ‘dummy’ letter and pointed out that there is now an expectation of clarity. Cllr Watts explained that they will take feed from us and generate a draft which will be approved by the council before publishing, there are two proposals, the first being the newsletter and the second being taking charge of the website, the newsletter was deemed to be favourable. The website is dated but functional. Cllr Jones asked about the cost of printing and distribution. Cllr Watts explained he will meet with them in January to iron out final details. Cllr Pady stated it must be accurate, up to date and non-political to which everybody agreed. Cllr Watts agreed to be the liaison for the first six months. Proposed support of newsletter by Cllr Arnott, seconded by Cllr Jones and agreed by all.

19/12/30 Correspondence

- a) Rural Bulletin
- b) EDDC Peer Review – Final report Sept 2019.
- c) Fully Funded outward bound courses for young people aged 16-19yrs.
- d) Link from Chris Khan to work discussed at the previous CPC meeting.
- e) Notification of date for Budget Roadshow.
- f) Email from the Green Energy Advice Bureau.
- g) Email from Jamie Buckley for a free crowd funding workshop in Honiton on Tuesday 10th Dec.
- h) Axe Valley LAG Minutes and date of next meeting held in Colyton on 9th Jan 2020.
- i) Devon Countryside Access Forum.
- j) NALC spring conference 2020.

19/12/31 Finance

Minutes of the meeting held Monday 25th November 2019 (Appendix O) to be noted.

Accounts to be approved for payment

DD	Opus	Electricity	5.10	.26	£5.36
DD	Talk Talk	Telephone & Broadband	32.99	6.60	£39.59
4288	Cash	Toilet Caretaker	100.00		£100
4289	Halcyon Landscapes	Invoice for November	468.33	93.67	£562.00
4290	Friends Of Colyton Library	Art Project on Library Wall Pop-up work shop EDDC – site development	£127.28 £40.00		£192.28

	CIL Money.	GOV.UK DBS Check	£25.00		
4291	Colyford Memorial Hall	Hire of Hall for OCT CPC meeting.			£28
4292	Mr C. Pady	Items from Moleavon Rope Tarpaulin Combination Padlock Chain	5.14 7.31 12.48 4.60	1.03 1.46 2.50 5.91	£35.45
4293	R & H signs	2 X A4 right of way signs. Invoice dated 27/06/2019	£38.00		£38.00

Above accounts approved for payment proposed Cllr Real seconded Cllr Watts all agreed.

- a) Quote for cycle rack sign – R and H Signs - £72 – sign only.
N. Winkworth - £35 – sign only – no fittings and collection only.
Winkworth sign was favoured, proposed Cllr Real, seconded Cllr Arnott all agreed.
- b) Quote in from Halcyon for Ground Maintenance for 2020-2023. To be held until we have other offers.
- c) Mandate Variation Request needs signing to add Sasha Haines onto the business account as a non-signatory and approve online banking access Cllr Pady to accompany clerk to bank to do face to face.
- d) Clerk salary decision needed for budget.
- e) The Defibrillator keypad is unresponsive, the batteries have been changed recently but now the keypad is completely frozen, heartsafe recommended an electrician comes out and has a look to make sure all wires are properly connected, failing that a new keypad is £99 +VAT
Cllr Real pointed out money has been put aside for air ambulance port maintenance so this could be used. Clerk to contact Vic who originally purchased defib to see if he has a key. This will be on the next meeting.

19/12/32 Planning

Minutes of the meeting held Monday 25th November 2019 – (Appendix P) to be noted

a Planning Applications

19/2491/FUL – Foxworthy, Kingsdon, Colyton – Mr & Mrs Thomas – Construction of detached double garage and change of use of land from agricultural to domestic. Cllr West Proposed a site visit Cllr Jones seconded – visit to be arranged by clerk.

19/2243/FUL – Byways Shells Lane, Colyford – Mr J Rowell – Construction of single storey extension to rear and side and new sunroom to front. Proposed by Cllr Jones seconded by Cllr Watts agreed by all SUPPORTED

19/2465/TCA – Shene Cottage, Vicarage Street, Colyton – Mrs Blackwell – T1 Conifer. Raise the crown by removing lower branches up to 15cm in diameter to a height of 10ft from the base. Reason is to let more light into the garden. Proposed by Cllr Hay seconded by Cllr Clifford all agreed SUPPORTED

19/1588/CPE Caravan 1 Farwood Barton, Colyton – Certificate of Lawfulness to establish the change of use for the siting of a mobile home for residential use and use of land as a garden. Cllr Real - as long as it isn't used as a holiday let, proposed by Cllr Pady seconded by Cllr West all agreed SUPPORTED as long as no holiday letting.

b Planning Decisions – to be noted

19/2155/TCA – Whiteways, Swan Hill Road, Colyford – Mr Bishop – T1, Beech. Crown lift to 4m above ground level. Crown thin by 20% - **APPROVED**.

19/2116/TRE – Whiteways, Swan Hill Road, Colyford – Mr Bishop – T2 Walnut. Remove small branch spur growing just above hedge height and over No1 Sellers Close. Reason: to ensure clearance over parking area. **APPROVED with conditions**.

18/0593 PDCA – (Former) Chipperfield Antiques, Swan Hill Road, Colyford – Mrs Catley – Prior notification under pt3, Class C a) for the change of use from Class A1 (shops) to use within Class A3 (restaurants and cafes) – **WITHDRAWN**

19/0104/TPO – Land at The Compasses, South Street, Colyton – A Tree Preservation Order has been made in respect of land stated above.

19/1863/FUL – 2 Market Place, Colyton – Mr Atherton – Change from café (class A3) to takeaway (class A5) **APPROVED with conditions.**

19/2296/TCA – Coly House, Swan Hill Road, Colyford – Mr Gardiner – Cedar T1 – deadwood and light tip reduction to alleviate weight and potentially lightly thin without making large wounds or affecting the trees aesthetic value. **APPROVED.**

19/2382/FUL – Barnhayne, Ridgeway Lane, Colyton – Mr & Mrs Mellor – Construction of two storey side extension and garden office. **APPROVED with conditions.**

19/2337/FUL West Street Cottage, The Butts, Colyton – Mrs Loak – Retrospective application for the removal of boundary road to allow for off road parking. **APPROVED**

c Planning Correspondence

d Memorial Applications.

New Headstone to be inscribed in memory of Mr Ken Barrett of Colyton.

New Headstone to be inscribed in memory of Mr David Robertson of Colyton.

New Headstone to be inscribed in memory of Mrs Josephine Gaines of Colyton.

ALL APPLICATIONS APPROVED

A request has been made for an Apple Tree of Heritage variety to be planted up at the Community Woodland in memory of a Colyton resident. The Axe Vale Society would be happy to clear the area and plant the tree. No memorial plaque is required by the family.

TREE APPROVED

19/12/33 Amenities-

Three year review of Public Spaces Protection Orders – Control of dogs. Response required by 2nd January 2020. **Cllr Real proposed it stays as it is seconded by Cllr West all agreed.**

Seven new plots in the cemetery have been mapped out. – **it is actually 11 rows with 10-12 plots in each line, area closest to path has been reserved for cremation burials and has been marked with white paint for the grave diggers.**

Reply to letter from Mr Hammett stating no interest in reinstating ‘Permissive Path’ between Whitwell Lane and Holyford. **Definitive map review shows history and records of official path, anybody can apply for footpath to be reinstated under the 1981 countryside and wildlife act. Cllr Pady has declared an interest so will step back. The path was used by various organisations and is missed. This issue will be put on the next full meeting agenda, proposed by Cllr Real, seconded by Cllr Jones all agreed.**

Grass Verge Cutting – Clerk contacted DCC after discovering funding was possibly available for cutting grass verges. DCC confirmed we would be eligible for funding on visibility verges only (verges that DCC currently cut) the verges the Council paid Halcyon to cut are classed as aesthetic verges and will no longer be cut by DCC and no funding is available to cut these.

Reply from owner of RopeWalk Cottage confirming requested work has been done and complaining about the land at the top of the Butts, clerk replied thanking him for completing the work and informed him that the land does not belong to the parish council but that we are in talks to get it cleared up. **Cllr Pady has approached the Landscape team for confirmation of who owns land. Offer from local residents to keep land cleared if Council will do initial work. Cllr Pady has approached Halcyon for a quote.**

Letter received from concerned resident about the conditions of the public path that links St Andrews Orchard to Dolphin Street. Would maintenance fall to this council or EDDC? **Streetscene currently**

cut and clear the centre of St Andrews Orchard and would be happy to clear path as long as it is on their contract – council to write to ED housing to as for the path to be put on the contract.

Tree thinning up at the Community Woodland. The trees were purposely planted too close together and so the branches now need thinning to give trees more room, this will happen over the next three years Cllr West Proposed, Cllr Jones seconded. Cllr Watts pointed out this would need to be communicated well so the public realise the trees are only being thinned and pruned as planned for their health and not being cut down. All agreed.

- 19/12/34 90 Day Consultation Period RE Colyton Payphone.** The payphone on Dolphin Street is one of a number of payphones BT are proposing to remove, we can object to this or we can adopt the phone box. Consultation ends 23rd February 2020. Cllrs objected to losing the phone box proposed by Cllr Real seconded by Cllr Arnott.
- 19/12/35 Colyton Memorial Social Club** Minutes received for the meeting on 27th November. Cllrs Parr and Watts attended meeting, it is very nice to see club doing well.
- 19/12/36 Neighbourhood Plan update.** Cllr Real had a conversation with Claire Rodway – contractors are keen to converse and progress in the new year.
- 19/12/37 Reece Strawbridge Centre – Insurance.** Public liability insurance is now covered, just need building insurance. Film on Friday is Tolkien.
- 19/12/38 Emergency Plan** a meeting was held on 4th Dec but wasn't strongly attended. Draft Emergency plan will be sent out in January for discussion at the February meeting, once approved we will need to collect info on building plans and equipment available. Will also need to decide how it will be managed going forward. Funding may be needed. Main issue at the moment is communication in an emergency.
- 19/12/39 Members Motion submissions:** Cllr Jones proposed Standing Orders Version 5 Paragraph 1X has not been discussed and agreed in a council meeting. *Invoice received for work done or items purchased can be added to the published agenda for payments under Finance. Planning application received whereby the deadline would be before the next meeting and EDDC are reluctant to extend that deadline can be discussed under the Planning heading of the published agenda and a CPC comment made. Councillors need to ensure that they have registered for the EDDC Planning update service to remain fully informed.*
- Cllr West proposed that paragraph 1X was added to our standing orders without discussion, it is unlawful according to the 1972 schedule 12 of the local government act. It is also confirmed by DALC, SLCC and in the Good Councillors Guide. They all state that there must be three clear days from the agenda being published and the meeting date, once the agenda is published you cannot add to it as the Councillors need to have time to make a decision, especially about spending money. As the Proper Officer the clerk must adhere to this. Seconded by Cllr Arnott. District Cllr Helen Parr stated that EDDC add to their agenda after publication. Cllr Clifford proposed that they needed more time and information to make a clear decision seconded by Cllr Real. Cllr Cliffords proposal was voted for 5 in favour (Cllrs Pady, Real, Hay, Clifford and Gardiner) 4 against (Cllrs Jones, West, Watts and Arnott)
- 19/12/40 Matters to be taken into Committee -** Cllr Real proposed the Council go into committee to discuss Clerk salary seconded by Cllr Jones.
- 19/12/41 Items brought to the CPC's attention after the agenda had been published**
- 19/12/42 Dates of future meetings:**
Finance and Planning Meeting – **Monday 16th December 2019**
CPC Full Meeting – Monday 13th January 2020

Appendix A

County Councillor's Report, December 2019

Fire Authority decision delayed, permission to speak refused

The Fire Authority meeting on the proposals to close Colyton and other fire stations has been further postponed until 10th January, as the Fire Service did not wish to publish its chosen option during the General Election campaign. I asked the Authority chair, Cllr Sara Randall Johnson, if when the meeting finally takes place, I could address the Authority despite the fact that the Standing Orders do not allow public speaking, but she asked the Clerk of the Authority to write saying this would not be possible.

This follows the Service's refusal to attend DCC Scrutiny and also EDDC, and the Tory majority's refusal to allow a motion on the closures to be discussed at the October DCC meeting. I have proposed a new motion in December.

Seaton Environmental Action (SEA) launched

I chaired a second public meeting on the climate and environmental emergency, in Seaton on 6th November. The meeting agreed to set up Seaton Environmental Action and a SEA Trees group has already obtained 400 native saplings to plant and is looking for landowners and garden-owners who might be able to plant some of them.

Devon Ash Die Back website launched by County Council

Go to <https://www.devonashdieback.org.uk>

Seaton Area Health Matters makes progress on Hospital

I attended the SAHM committee on 30th October which heard that NHS Property Services are seriously entertaining the proposal for a health hub in Seaton Hospital. Detailed negotiations are expected shortly, although not until after the election.

Highways and Traffic Orders Committee

I attended this committee on 22nd November. Officers recommended not implementing the additional double yellow lines for Sidmouth Rd, Colyton, originally proposed by Colyton Parish Council, after two members of the public objected. However after I opposed this recommendation, it was agreed that the committee would undertake a site visit in December. Proposals for South St, Colyton, and New Cut, Beer, had been approved because no members of the public objected to them.

Funding for Seaton Museum WWII displays

I approved a locality grant of £475 to the Axe Valley Heritage Association for three new display panels, two concerning WWII and one for WWI, to be erected for the 75th anniversary of Victory in Europe in 2020. (I declared an interest as a Trustee of the Association.) I also attended the Association's Committee meeting at which progress towards a Lottery Grant for refurbishment of the Museum was reported.

Grant for Colyton Caterpillars

I approved a grant of £1000 towards Colyton Caterpillars to continue their work with vulnerable local families and begin autism training.

Grant for TRIP Community Transport

I approved a grant of £500 for their Ring and Ride Service in East Devon, which is well used in the Seaton and Colyton area.

Grant for Widworthy Parish Councils for roads work

I also made a grant of £465.92 for materials for the Parish's road warden to use.

Appendix B

District Council Report, December 2019 Cllr Helen Parr

1. Electric car charging in EDDC car parks

This is a DCC led "innovator" project and includes both project management costs and sustainable photo-voltaic car port structure at some locations (possibly Exeter's park and ride sites for example).

EDDC's part of the project is just four chargers (each serving 2 parking bays) and our agreed contribution would be 4 x £4,000 = £16,000. Our locations are Imperial Road in Exmouth, Ham in Sidmouth, Orchard in Seaton and Lace Walk in Honiton.

Feoffees' offer to part fund electric car charging points in Dolphin St car park- EDDC has received an estimate but is seeking others.

*In answer to points raised at the meeting-

Some examples of photo voltaic car port structures- generating green electricity

<https://www.flexi-solar.com/solar-carports-in-the-uk-an-emerging-market>

Solar panels are generally self cleaning

2. Figures for Dolphin Street L/S, Colyton

Costs	Income	Profit/loss	Spaces	Net loss per space
£9,881.95	£11,243	-£1,361	57	-£23.88

The lack of car parking in the town centre was raised in the NP initial consultation.

I have asked for an on site meeting with lead officer EDDC car parks and CPC to look at ways of increasing the number of parking spaces.

Suggest letter to EDDC Estates expressing CPC interest in taking on Dolphin St car park should EDDC consider transferring the asset.

See item 18 Asset Management Forum meeting Sept 2019

<https://democracy.eastdevon.gov.uk/ieListDocuments.aspx?MIId=1271&x=1>

3. In view of continuing concern re the state of the toilets in Dolphin St car park register interest in taking them over.

4. Peer Review of EDDC- Overall this report was very positive. Link to report and EDDC action plan

<https://democracy.eastdevon.gov.uk/documents/s7478/Peer%20Review%20Report%20and%2010%20Point%20Action%20Plan.pdf>

5.EDDC newsletters

To sign up click on the 'Subscribe to your East Devon update' in the top right hand corner of the home page of our website. You'll be asked for your email address and a password and forwarded to a list of topics where you can choose the relevant subjects you're interested in.

eg. Business and Economy Bulletin (external): Sent out twice a year to around 1,500 subscribers. This has been particularly useful in getting across funding initiatives for SME's, how the Council has helped businesses and Brexit messages.

Wild East Devon News (external): Started in June and is sent to 3,219 subscribers every month.

Weekly twitter roundup (external): We're building up our subscribers to this weekly bulletin by promoting it on social media. It started in the summer. The bulletin gives a list of all our tweets and the relevant links back to our website.