

Winkleigh Parish Council.

**Minutes of the Council Meeting of Winkleigh Parish Council held
on 24th April 2024 at the Winkleigh Community Centre**

Email: clerk@winkleighpc.org

Website: www.winkleighpc.org

Council Members Present:

Cllr Alex Phillips In the Chair	Cllr Greg Goldsworthy Cllr Alan Jacobs Cllr Andy Keys Cllr Pauline Odulinski	Cllr Benjamin Roth Cllr Andrew Warner Cllr Jason Roberts Cllr Josh Rickard
------------------------------------	---	---

Also Present: Cllr Simon Newton (TDC) and Cllr Andrew Saywell (Devon CC) the latter for part of the meeting, and Police Community Service Officer Sandra Brown.

Alan Matthewman, Clerk to the council

3 members of the public.

In the absence of the Chair because of personal reasons Vice-Chair Cllr Alex Phillips took the chair and asked if there were any issues that members of the public wished to be addressed. The first such matter was the planning enforcement issues with the properties at Eberley Road. Given that this item appeared on the later agenda Cllr Phillips suggested that the planning at item **10.04.24 be brought forward. Seconded by Cllr Odulinski this was approved.**

Councillor Newton offered an update on his discussions had not led anywhere. Things which were complicating matters surrounding dealing with the central property, No. 12 included the lack of a party wall on one side of the building, meaning that the central property could not be sold or rented without this fault being rectified. Not only has that proved difficult with the owner of the central property, additionally the owner of the attached property had shown no interest in contributing to the cost. The council attempted to link the various residents to see if a solution could be found. This was two years ago and nothing had happened since. The options available to TDC were limited and probably expensive. They could undertake the necessary work and then seek re-imburement of the costs, but this is likely to be problematical. They could alternatively issue a compulsory purchase order on the property. This would involve legal costs, perhaps considerable, and then the necessary rectification work done to enable the property to be sold or let. This also seemed difficult and certainly costly.

Other items under planning were also considered:

1/0322/2024: Dwellings at BT auto. There were objections both from members of the public and councillors. These centred around parking provision, vehicle access, particularly during construction, and insufficient space for bins and parking bays.

1/0316/2024: Stars Barn – – Council Supported the application Prop. Cllr Warner, seconded Cllr Phillips: All in Favour

1/0277/2024: New livestock building: Council objected on the grounds that commitments needed to be made on the operation, particularly the handling of slurry.

1/0271/2024/FUL: Change of use from B2 to children’s activity centre Class E

Support

Although policy EC1 of the Neighbourhood Plan seeks to retain employment land, there is currently no shortage of land in the vicinity. The proposal would offer a facility to the village that is well supported. Opportunities should be taken to secure safe pedestrian access and to make environmental improvements to the site in accordance with Policy EC3, Winkleigh Airfield of the Neighbourhood Plan.

Prop Cllr Jacobs, Seconded Cllr Keys: All in Favour

1/0277/2024: New livestock building: Council objected on the grounds that commitments needed to be made on the operation, particularly the handling of slurry.

Police Reports:

PCSO Sandra Brown was asked to make her presentation. She began by outlining the plan for a change in the schedule of virtual meetings which council members could attend, being at 7.00pm every fourth Wednesday. The clerk pointed out that so far as three of his for meetings were concerned, including, Winkleigh, they were all happening on Wednesdays, starting at either 7pm or 7.30 pm so the proposal would lead to limited access. SB agreed that they would look again either at the day or the start time to see if anything could be done.

In terms of police activity there had been 5 crimes and 12 other incidents so fairly quiet overall.

It was mentioned before she left that the Winkleigh Fair would be held on 18th July and that bookings for tables at the event were now open.

01.02.24: The chair declared the meeting open.

02.04.24: Apologies for Absence: Cllr Angela Findlay (personal reasons).

03.04.24: Declarations of interest – none had been disclosed

04.04.24: Report by Employment Committee. Cllr Phillips had suggested that in her absence this section should be held over until the following meeting, by which time the Clerk’s Appraisal Meeting would have taken place.

Proposed by Cllr Phillips, seconded by Cllr Keys that the report be deferred until the following meeting on 22nd May and carried unanimously.

05.04.24; Receive and Approve the minutes of the meeting on 27th March 2024.

Attention was drawn by Cllr Goldsworthy to the wording of Consider to serve if the vote to approve public broadcasts of council meetings went ahead. He stated that this was not what he had said and was not his position, The Minutes should have said that he was unhappy at the proposal and would argue and vote against such proposal. The clerk agreed that the change should be made and apologised for the misinterpretation that had been made.

Agreed that the change would be made and that the signing of the minutes be deferred until the following meeting since the chair of that meeting was not present, and the chair of the current meeting had not been present. Proposed by Councillor Phillips, seconded by Cllr Goldsworthy and approved unanimously.

06.04.24: Matters Arising from the Minutes: also deferred

07.04.24: Consideration of Minutes and Updates in the Action Plan.

Considering the Action Plan there were only four items that would not be covered under items later in the Agenda:

Having chosen a quotation to repair the shed roof in February, had the contractor been informed and when did they plan to start?

Action on the Cemetery bin was in hand with Torridge DC who had verbally approved the request and had been appraised again regarding the dog bins raised at the previous meeting.

The clerk was still not connected to the bank online as priority had been necessary on work that has to be done to complete AGAR. The bank issue would be dealt with as soon as time and circumstances permitted.

Facebook Passwords needed to be establish. The clerk would review the data on file.

Updated terms for reference for cemetery maintenance/ Proposed by Cllr Warner that the maintenance contract be extended for 12 months from January 2024 until December 31st 2024 and that the contract be rer-assessed in September 2024 for renewal in January 2025. The proposal was seconded by Cllr Roth and agreed unanimously.

There was an issue that the siting of the Bear bin in the children's play area. Proposed that the clerk talk to TDC to arrange a meeting to discuss, Proposed by Cllr Phillips, seconded by Cllr Warner and approved unanimously.

Cllr Warner referred to the fact that the cemetery notice board was unlocked and opened. He confirmed that he had obtained a key from Harry Colgrave and Cllr Phillips confirmed that he also had a key. Cllr Warner pointed out that there should be a review on what should be on the board and custody of the keys so that they were accessible.

8: Repairs to Bus Shelter on Exeter Road, commonly known as the "Old Mans Bench" and roof thereof. Established that Roger Hill would do the repairs needed once he had the time available.

9: Councillor Odulinski reported on the arrangement for the Winkleigh Fair on 19th July. She had developed, in conjunction with Cllr Warne. One proposal was that they develop a Winkleigh awards scheme which could be launched at this year's Fair and continued annually thereafter. The proposal would be for year groups to be designated including categories for children, perhaps with a competition for 500-word essays about living in Winkleigh. Other awards could be made to individuals or societies which had made a significant contribution to Winkleigh life. She suggested that the children's competition could be based on social media exercise promoting Winkleigh as a place to live. She undertook to approach the Heads of the area schools to seek support for the programme.

It was agreed that the ideas set out deserved support and that a start should be made in the current year although aiming for the July Fair might be too short. Cllrs Phillips and Roth were keen to be involved.

08.04.24: Road Safety Group

Cllr Warner updated the situation and the input from the County Council which had resulted in close examination of the traffic and pedestrian safety concerns at Townsend Hill. With support from Cllr Saywell, Michael Newcombe had pointed out that they were keen to move on and monitor the progress.

Michael Newcombe had written to say that there were to be improvements to Townsend Hill. He had received a scheduled Safety Report on the working of the Traffic management installations and after consultation with others and now an agreement with Allison Homes these changes would be made. There was a request for the council to comment on the proposals.

The Street Safety group was looking at new pavements on the village side and these were being passed to a Development team at County. Progress would depend on funding to start and progress design and we were advised to look to future S106 money.

Cllr. Warner proposed that we should continue the conversations. Seconded by Cllr. Odulinski and approved unanimously.

09.04.24: Footpath Update

Pavement Clearance Activity: Councillor Roth suggested that all that was required was an agreement on the date when the taskforce would get together to do the work.

Footpath Survey: : Cllr Roth had nearly completed his survey and had so far found no NEW problems. The Hollocombe steps needed to be repaired.

He intended to write a full report once he had completed all the footpaths in the area which could then be fed into DCC and be the basis for future updates and maintenance requests.

0.04.24: Planning Matters: (see above)

11.04.24: Accounts:

The clerk confirmed that the schedule Issued to councillors was virtually complete to the year end and would be ready for approval at the May meeting prior to the start of the AGAR proposals.

Regarding the DALC subscription the councillors discussed at some length the large increase in annual fees which they deplored. However, having discussed it at some length, Cllr Phillips proposed, seconded by Cllr Warner that the council continue its membership in spite of the fee increase. On a vote the result was four in favour, 3 against with 2 abstentions so the council decided to remain a member and the clerk was authorised to pay the fees.

12.04.24: Boiler Replacement:

Cllr Warner had circulated three quotations which had all similar Specifications with only one giving a date. All are local with one between Bideford and Torrington one at Hatherleigh and one in Winkleigh. The decision was made to ACCEPT the first offer, proposed by Cllr Jacobs, seconded by Cllr Goldsworthy and was approved unanimously.

13.04.24: Cemetery Bungalow: Letting Agent Review

There were some concerns over several aspects of the management company and it was clearly important that we have a long-term arrangement that is satisfactory to the council and the residents. It was suggested that the council call an EGM to discuss all the options available following a review of the terms and conditions. Cllr Phillips proposed that the clerk approach the four letting agents previously approached (names available from Cllr Warner) seconded by Cllr Warner and approved unanimously. **Cllr Warner suggested that the information could be ready for 2 weeks time.**

14.04.24: Cemetery Pricing:

Cllr Roth had circulated his proposals (attached to the Agenda,) and proposed that these be approved to be effective from 1st May until up dated again from 1st April 2025. It was also agreed that long-term residents who, for reasons of dependency or ill health had to move out of the village into care or to be near family support, should not in general incur the doubling of fees as set out in the existing Terms and Conditions. It was further proposed that the T&C's be updated to include these changes. Seconded by Cllr Odulinski and approved unanimously.

15.04.24: Trial of Video Streaming of Council Meetings to be discussed:

In view of the absence from the meeting of Cllr Findlay, whose proposition this was, it was proposed by Cllr Phillips, seconded by Cllr Odulinski that the matter was hld over to the next meeting. Agreed unanimously.

16.04.24: Proposal to consider response to Cllr Findlay's letter to Chairs of ther Councils in the Torridge Area.

Resolved that this also be held over until Cllr Findlay's return.

17.04.24: Other Correspondence:

Cllr Warner wondered whether we had received any response from the residents of Hollocombe regarding the placement and wording of the plaque on the bench at Hollocombe. It was understood that Cllr Findlay had been in contact, but no-one was aware of any progress.

Reply on letter regarding road-sweeping: It was not known if Cllr Findlay had received any reply.

Finally Cllr Warner wondered how close we were to confirming the contracts to repair the cemetery shed roof and confirming the maintenance contract. Both needed to have answers as a matter of urgency. The shed roof had blown off in April 23rd and we were still waiting for confirmation that the quotation from Roger Hill was still valid. The clerk was instructed to write to the two parties.

18.04.24: Motion to extend the meeting

Proposed that the meeting be extended to complete the business. Proposed by Cllr Phillips, seconded by Cllr Roth and approved unanimously.

19.04.24: Item requested by Cllr Phillips:

The clerk explained that he had twice asked Cllr Phillips by e-mail to explain what he meant but had received no reply. He explained again that, within Standing Orders nationally, and included in Winkleigh Standing Orders, the agenda was a document approved by the Clerk and if there was an item the clerk felt to be unclear or disputatious he had the right even an obligation, to exclude it. However, he had left it in on the basis that Cllr Phillips could make a statement but that no proposition could be moved.

Cllr Phillips reminded members that they had agreed in Council that no-one could show themselves as speaking for the council unless they had explicit permission and authority from the council to do so. In anything else they were free to speak as individuals but had to make clear that any views they were expressing were personal. He felt that one individual, not a member of the council, had in connection with membership of the planning group, perhaps crossed this line. His comments were noted.

20.04.24: Late Correspondence from Photographer "Stone"

The Clerk reported on the claim by Stone that he was owed compensation for work done. The original decision was that no contract for remuneration had ever existed or been discussed and the work was, so far as the council is concerned, done of a pro bono basis. After long discussion it was felt that no money was contractually obligated, but that £250 might be made available towards his £750 cost set out in his letter on receipt of the invoice for the restoration of his hard drive, confirmation that we are free to use any and all pictures

already supplied or existing on the restored disc, **that had been used by the Council** and this constitutes a full and final settlement between the parties.

The motion was proposed by Councillor Warner, Seconded by Councillor Jacobs and approved unanimously. The clerk was authorised to write a letter setting out these terms and that he circulates the letter to all councillors for approval before sending it on.

Next Meeting: The next meetings will be held on Wednesday 22nd May:

Annual Parish Meeting: 7.00 pm

Parish Council Meeting: 7,30 pm

The Parish Meeting would include a brief presentation on the neighbourhood plan and Cllr Newton suggested that Ian Rowlands, who had been the TDC co-ordinator for the Winkleigh Plan might be an appropriate guest, if he was available.

Cllr Alex Phillips

Chair of the Meeting