

## PAYHEMBURY PARISH COUNCIL

Notice of the Parish Council Meeting to be held in the Parish Hall on Wednesday 8<sup>th</sup> January 2020 at  
7.30pm

### AGENDA

1. Apologies for absence.
2. Declarations of interest - to declare any personal or prejudicial interest in items on the agenda and their nature.
3. Agree minutes of previous meeting.
4. Matters arising from the previous minutes since the meeting on 11<sup>th</sup> November 2019.
5. Review actions from previous meeting (Appendix C).
6. Receive reports, if available, from 1) District Councillor, 2) County Councillor, 3) Police.
7. Public session – parishioners are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.
8. Finance / budgeting / Precept (statement of current financial position in Appendix A):
  - a. To discuss grant applications and approve as appropriate.
  - b. To discuss grant application process.
  - c. To review and approve the schedule of payments within Appendix A.
  - d. To discuss budget requirements for 2020/21 and to agree precept for 2020/21.
9. Planning (list of current & recent planning applications in Appendix B):
  - a. To review minor and xx/xxx/PDQ planning applications arising since the last meeting (none).
  - b. To consider major planning applications arising since the last meeting (none).
  - c. To discuss procedures for reviewing planning applications.
10. Parish issues: Route maps, Parish Council Assets: to discuss any actions needed.
  - a. To discuss the bench in Waterloo plot.
  - b. To discuss on-going poor broadband issues in some parts of the Parish.
11. Parish Council Open Projects – to review progress and agree next steps.
  - a. Project 1708 – Payhembury sign (flowers).
  - b. Project 1710 – Parish Hall Internet (Transparency code grant).
  - c. Project 1902 – Safety mirror on A373.
  - d. Project 1904 – Tale Bus shelter.
  - e. Project 1905 – DADBRF tree replacement.
  - f. Project 1906 – Playing fields improvements.
  - g. Project 1907 – Barrow Road speed issue.
  - h. Project 1908 – Investigate provision of allotments
12. Parish Council Administration:
  - a. To discuss the Annual Parish meeting / Sustainability Fair.
  - b. To adopt Freedom of Information policy.
  - c. To adopt Complaints policy.
13. VE & VJ day anniversary celebrations in 2020:
  - a. To discuss options.

Issued by Dawn Chamberlain, Parish Clerk – 2<sup>nd</sup> January 2020

**The next meeting of Payhembury Parish Council will take place on Wednesday 11<sup>th</sup> March 2020  
at 7.30pm in the Parish Hall**

#### **Appendix A – statement of current financial position incorporating schedule of payments**

Bank Account balances on 2<sup>nd</sup> January 2020

Natwest £0.00; Unity Trust Current account £1.00; Unity Trust Savings account £18236.33; Total £18237.33

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	Date	CQ/BACS	Payee (reason)	Total (inc VAT)	Balance
<b>Opening balance</b>	<b>6.11.19</b>				<b>19272.63</b>
Receipts	18.11.19		HMRC VAT reclaim (1.4.19-31.7.19)	169.82	19442.45
	31.12.19		Bank Interest (Oct-Dec 19)	18.76	19461.21
Expenses	26.11.19		Parish Hall (Transparency Code funds for Internet)	-600.00	18861.21
	2.12.19		Clerk (reimbursed for dog poo signs)	-8.28	18852.93
	2.12.19		Clerk's salary (November)	-298.80	18554.13
	31.12.19		Bank charges (4/9-4/12 2019)	-18.00	18536.13
	2.1.20	BACS	Clerk's salary (December)	-298.80	18237.33
<b>Balance</b>	<b>2.1.20</b>				<b>18237.33</b>
<i>Upcoming expenses</i>	<i>Jan-20</i>		<i>DALC planning training courses</i>	<i>-96.00</i>	<i>18141.33</i>
	<i>Jan-20</i>		<i>ALP Grounds maintenance (estimate)</i>	<i>-700.00</i>	<i>17441.33</i>
	<i>Jan-20</i>		<i>Grants to village clubs</i>	<i>-150.00</i>	<i>17291.33</i>
	<i>Feb-20</i>		<i>Clerk's Salary for January 2020</i>	<i>-298.80</i>	<i>16992.53</i>
	<i>Mar-20</i>		<i>Clerk's Salary for February 2020</i>	<i>-298.80</i>	<i>16693.73</i>
Funds expected	Mar-20		HMRC VAT to be reclaimed (1.8.19-28.2.20)	110.09	16803.82
Funds allocated			Clerk's salary	-298.80	16505.02
			Administration	-218.00	16287.02
			Running costs	-212.50	16074.52
Project 1708			Payhembury sign - flowers	-50.00	16024.52
Project 1902			A373 mirror	-50.00	15974.52
Project 1904			Tale Bus Shelter	-2000.00	13974.52
Project 1906			Playing Fields improvements	-8500.00	5474.52
Project 1907			Barrow Road speed issue	-1700.00	3774.52
Contingency			Contingency (10% for projects)	-1230.00	2544.52
<b>Closing balance</b>			(General Reserves)		<b>2544.52</b>

**Appendix B – Planning Applications awaiting decision (or recently decided)**

Minor planning applications (no major applications at present)

<b>App number</b>	<b>Property</b>	<b>Details</b>	<b>EDDC Decision</b>
19/1490/FUL	Higher Leyhill Farm, Broadhembury	Detached single storey dwelling (to replace barn which has prior approval for conversion). (Site meeting – Parish Council have no objections). Amendments sent out 1 <sup>st</sup> November 2019	Approved with conditions (10/12/19)
19/1908/FUL	1 The Old Dairy, Barrow Road, Payhembury	Revision of 16/2956/PDQ to include reduction of footprint and addition of internal first floor to Plot C, change of use on remaining section of existing barn to create garage and machinery store.	Approved retrospectively with conditions (19/11/19)
19/1916/COU	The Old Dairy, Barrow Road, Payhembury	Application to extend the residential curtilage of Barns A, B and C that has been granted under previous permission 16/2956/PDQ.	Approved with conditions (5/12/19)
19/2074/FUL	Milton Farm Fisheries, Payhembury	Payhembury - New access to holiday homes (retrospective).	Approved retrospective with no conditions (25/11/19)
19/2409/PDQ	Apple Tree Farm, Broadhembury	Prior approval for proposed change of use of agricultural building to 1 no. dwelling (use class C3) and associated operational development.	Decided – PDQB prior approval granted (24/12/19)
19/1152/COU	Milton Yard, Payhembury	Use of land for the siting of a residential mobile home to be used as an agricultural worker's dwelling for a temporary period of three years in association with a proposed goat rearing enterprise and use of adjacent land as garden and for parking (site visit – Parish Council support application)	Awaiting decision

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19/2650/PDQ	Barn west of Tale Head Cottage, Payhembury	Prior approval for proposed change of use of agricultural building to form 5 no. dwellings (Use Class C3) and associated operational development	Awaiting decision
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**Appendix C – Actions to be reviewed from minutes of meeting on 13<sup>th</sup> November 2019**

Actions to be reviewed under agenda item 5

- 5a. Minute item 5e - request from TRIP to meet with the Parish Council to discuss further projects. The clerk has had some discussions with TRIP regarding a meeting but no date has yet been arranged. **Clerk to follow up.**
- 5b. Minute item 5h - posts to the current village Facebook page are disappearing. A Facebook page for the Parish Council will be setup with the name 'Payhembury Parish'. **Cllr Ingleson to setup and administer with support from Clerk and Will Scott.**
- 10a. Road from Mousehole to Spences Cross has a broken drain and is in poor condition. Drain is expected to be fixed shortly. **Cllr Leach to follow up.**
- 10b. The street light by the school has an intermittent fault where sometimes it does not come on. It is solar-powered and the likely problem is that not enough light is reaching the solar panels, partly due to leaves and dirt on the solar panels and partly due to overhanging trees. **i) Cllr Eaton to clean the solar panels, ii) Clerk to contact the school about cutting back the tree.**

Actions complete – no review necessary

- 5c. Minute item 7a - Village green and dog poo – a large amount of dog poo has been reported on the village green. Article published in Parish Paper and signs sourced. **Clerk to purchase signs now payment has been approved.**
- 6b. A short report (due to purdah) was received from Cllr Chubb and was forwarded to Councillors after the meeting. The report gave an update on progress with rolling out broadband and mentioned a couple of companies that were instrumental in that work together with a useful website for updates. Cllr Chubb also drew attention to the need to report any Highways issues now so they can be taken into consideration as budgeting time is approaching. Cllr Chubb also provided some information and links for project funding for small rural businesses and for schools. **Clerk to make these various website links available via the Parish Council website.**
- 11a. Project 1710 – Parish Hall Internet (Transparency code grant): post-meeting note – the broadband into the Parish Hall is due to go live on 27<sup>th</sup> November 2019. **Clerk to arrange transfer of funds.**

Actions covered elsewhere on agenda

- 11f. Project 1904 – Tale Bus shelter: no progress in recent months. **Clerk to liaise with Tale residents.**
- 11g. Project 1905 – DADBRF tree replacement: autumn and spring are the time to plant the trees. **Clerk to contact EDDC to discuss next steps.**
- 11g. Project 1906 – Playing fields improvements: a lot of good feedback and suggestions have been received from parishioners of all ages. **i) Clerk to seek supporting letters from the church and school. ii) Clerk to contact Savills (agents for the Diocese of Exeter) with proposals and supporting evidence to assess their likely response.**