

## PAYHEMBURY PARISH COUNCIL

Notice of the Parish Council Meeting to be held online on Wednesday 9<sup>th</sup> September 2020 at 7.30pm

### AGENDA

---

Due to the COVID-19 restrictions physical Parish Council meetings cannot take place for the foreseeable future. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allow virtual meetings to be held provided they are open to the public. Payhembury Parish Council are holding online, virtual meetings using Zoom. Information on how to take part in these meetings is available on the Parish Council website

([http://www.payhemburyparishcouncil.org.uk/Online\\_meetings\\_using\\_Zoom\\_31320.aspx](http://www.payhemburyparishcouncil.org.uk/Online_meetings_using_Zoom_31320.aspx)), the Parish Noticeboard, the Payhembury Parish Facebook page and in the Parish Paper. Meeting IDs and passwords will be advertised on the Parish Noticeboard and, where possible, in the Parish Paper. Alternatively, contact the Parish Clerk for a link to the meeting and the meeting ID and password ([payhemburypc@googlemail.com](mailto:payhemburypc@googlemail.com)).

### 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. Receive reports, if available, from 1) District Councillor and 2) County Councillor.
5. Receive Clerk's report – incorporating actions from last minutes and police report.
6. 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.
7. Parish Council Administration (part 1):
  - a. To consider the Casual Vacancy Co-option applications submitted by 4<sup>th</sup> September and to co-opt a new Councillor if a by-election has not been called (tbc on 7<sup>th</sup> September).
8. The Watermeadows proposal (allotments / car park / football pitch):
  - a. To review feedback received so far.
  - b. Public session to gather further feedback.
  - c. To decide next steps.
9. The Greater Exeter Strategic Plan (GESP):
  - a. To consider what further information is required, how information should be communicated to the parish and what feedback should be given to EDDC.
10. Finance / budgeting / precept (statement of current financial position in Appendix A):
  - a. To approve the setting up of a direct debit to pay the Clerk's wages (as recommended by the Internal Auditor).
  - b. To approve payment of new pay rates for Clerk effective from 1<sup>st</sup> April (in line with the Local Government Services Pay Agreement 2020-21, issued 24<sup>th</sup> August 2020).
  - c. To review and approve the schedule of payments within Appendix A.
11. Planning (list of current & recent planning applications in Appendix B):
  - a. To review planning applications arising since the last meeting (Appendix B).
  - b. To decide on response to Tale Head Cottage appeal to Secretary of State (19/2650/PDQ).
12. Parish issues: Route maps, Parish Council Assets: to discuss any actions needed.
  - a. To discuss maintenance of wooden assets.
  - b. To discuss working group to fill sandbags and the method for people to request them when needed.
13. Parish Council Open Projects – to review progress and agree next steps.
  - a. Project 1904 – Tale Bus shelter.
  - b. Project 1905 – DADBRF tree replacement.
  - c. Project 1906 – Playing fields improvements – to consider next steps.
  - d. Project 1907 – Barrow Road speed issue – to consider speed issues in other parts of the village and a petition to ask for speeds to be reduced.

**PAYHEMBURY PARISH COUNCIL**

**Notice of the Parish Council Meeting to be held online on Wednesday 9<sup>th</sup> September 2020 at 7.30pm**

**AGENDA**

- e. Project 1908 – Provision of allotments – on hold subject to the Watermeadows proposal.
- 14. Parish Council Administration (part 2):
  - a. To consider the recommendations in the ‘Payhembury Parish Council – Social Media’ report on the potential use of Social Media to improve communications.
  - b. To decide whether to continue with a hardback book for the physical minutes of meetings when the current book is full or to move to a loose-leaf alternative with binding into books as required.

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

**The next meeting of Payhembury Parish Council will take place on Wednesday 11<sup>th</sup> November 2020 at 7.30pm (location to be confirmed)**

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

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

Unity Trust Current account £1.00;                      Unity Trust Savings account £28251.98;                      Total £28252.98

	Date	Payee (reason)	Total (inc VAT)	Balance
<b>Opening balance</b>	<b>1.7.20</b>			<b>24665.11</b>
Receipts	10.7.20	Donation from Payhembury Provisions	1000.00	25665.11
	1.9.20	Precept (6 months)	3783.80	29448.91
Expenses	24.7.20	Payhembury Parish Hall hire (Apr19-Mar 20)	-72.00	29376.91
	24.7.20	Tim Cox - refund for wood to repair play equipment	-14.33	29362.58
	24.7.20	Clerk - overtime	-500.00	28862.58
	7.8.20	Clerk's salary (July)	-304.80	28557.78
	2.9.20	Clerk's salary (August)	-304.80	28252.98
<b>Balance</b>	<b>2.9.20</b>			<b>28252.98</b>
<i>Funds expected</i>	<i>Oct-20</i>	<i>CIL payment (amount unknown)</i>		<i>28252.98</i>
	<i>1.11.20</i>	<i>VAT reclaim Mar 2020 onwards</i>	<i>126.27</i>	<i>28379.25</i>
<i>Upcoming expenses</i>	<i>Sep-20</i>	<i>Clerk - backpay from LGS pay agreement 20-21</i>	<i>-37.50</i>	<i>28341.75</i>
	<i>Sep-20</i>	<i>Registration fee for ICO (GDPR)</i>	<i>-40.00</i>	<i>28301.75</i>
	<i>Sep-20</i>	<i>Smith of Derby - clock service</i>	<i>-295.00</i>	<i>28006.75</i>
	<i>Sep-20</i>	<i>Clerk's expenses</i>	<i>-3.85</i>	<i>28002.90</i>
	<i>28.9.20</i>	<i>Clerk's Salary (September)</i>	<i>-312.30</i>	<i>27690.60</i>
	<i>29.9.20</i>	<i>Savills (playing field rent - 6m in advance)</i>	<i>-153.91</i>	<i>27536.69</i>
	<i>30.9.20</i>	<i>Quarterly bank charges (4th Jun - 4th Sep)</i>	<i>-18.00</i>	<i>27518.69</i>
	<i>28.10.20</i>	<i>Clerk's salary (October)</i>	<i>-312.30</i>	<i>27206.39</i>
	<i>Oct-20</i>	<i>Clerk - refund for Poppy Wreath</i>	<i>-34.00</i>	<i>27172.39</i>
	<i>Oct-20</i>	<i>VisionICT - website annual support 12/20-11/21</i>	<i>-210.00</i>	<i>26962.39</i>
Funds allocated		Clerk's salary	-1561.50	25400.89
		Administration	-947.79	24453.10
		S137 payments	-130.00	24323.10
		Running costs	-1288.97	23034.13
Project 1904		Tale Bus Shelter	-2000.00	21034.13
Project 1906		Playing Fields improvements	-15406.56	5627.57
Project 1907		Barrow Road speed issue	-1700.00	3927.57
Contingency		Contingency (10% for projects)	-1910.66	2016.91
<b>Closing balance</b>		(General Reserves)		<b>2016.91</b>

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

**PAYHEMBURY PARISH COUNCIL**

**Notice of the Parish Council Meeting to be held online on Wednesday 9<sup>th</sup> September 2020 at 7.30pm**

**AGENDA**

(Mtg) = Parish Council response submitted after public Parish Council meeting.

(DP) = Parish Council response submitted under delegated powers.

<b>App number</b>	<b>Property Details</b>	<b>Parish Council response &amp; date</b>	<b>EDDC Decision</b>
<b>Planning applications to be discussed at the Parish Council meeting 9<sup>th</sup> September 2020</b>			
20/1753/FUL	<u>1, The Old Dairy, Payhembury</u> Construction of garage		
20/1599/FUL	<u>Apple Tree Farm, Broadhembury</u> Construction of permanent agricultural workers dwelling in place of previously approved agricultural workers dwelling under planning permission ref. 12/1246/FUL, retaining agricultural occupancy restriction		
<b>Planning applications responded to since the last Parish Council meeting on 8<sup>th</sup> July 2020</b>			
20/1444/LBC	<u>Milton Farm, Payhembury</u> Replace annex roof	No objections 26/8/20 (DP)	Awaiting decision
20/1339/FUL	<u>Stomorage Cottage, Colestocks</u> Construction of single storey rear extension, front porch, alterations to roof over existing utility room and provision of cladding	No objections 6/8/20 (DP)	Approved – standard time limits 25/8/20
20/1307/FUL	<u>2 The Old Dairy, Payhembury</u> Construction of garage	Objection to site of garage 24/7/20 (Mtg 8/7/20)	Approved – standard time limits 10/8/20
20/1185/FUL	<u>Tale End, Payhembury</u> Construction of permanent agricultural workers dwelling in place of previously approved agricultural workers dwelling under planning permission ref. 12/1246/FUL, retaining agricultural occupancy restriction	Objected 9/7/20 (Mtg 8/7/20)	Awaiting decision
20/0969/FUL	<u>Higher Leyhill Farm, Payhembury</u> Construction of one residential dwelling and associated works, including demolition of barn and change of use of agricultural land to garden (alternative to residential change of use of agricultural building to one dwelling under Class Q, approval reference: 19/1818/PDQ)	No objections 20/7/20 (DP)	Awaiting decision
<b>Previous planning applications awaiting a decision from EDDC</b>			
20/1126/FUL	<u>Apple Tree Farm, Broadhembury</u> Creation of a dwelling house within an agricultural barn.	Site visit 17/6/20. Application supported 1/7/20 (DP)	Awaiting decision
20/0550/MOUT (amended plans 2nd June)	<u>Slade Barton, Payhembury</u> Outline planning application with all matters reserved for redevelopment of the existing farmyard and business units to provide: up to 9 dwellings, 480 sq metres B1(a) and B2 floor space and farm office, meeting room, workshop and garage; village car park and parking for existing dwellings; and associated infrastructure.	Original application supported 11/5/20 (Mtg 6/5/20) No objections to amendments 16/6/20 (DP)	Awaiting decision
20/0199/FUL	<u>Cheriton Farm</u> Proposed conversion of redundant farm buildings to four residential dwellings; demolition of attached and adjacent buildings; and associated works.	Site visit & meeting with residents 22/2/20. Objections submitted 26/2/20 (DP)	Awaiting decision
19/1152/COU	<u>Milton Yard, Payhembury</u> 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 8/7/19. Application supported 10/7/19 (DP)	Awaiting decision