

PAYHEMBURY PARISH COUNCIL

File Note for the Advisory Meeting of the Parish Council held virtually via Zoom on Wednesday 11th August 2021 at 7.30pm

Members of Payhembury Parish Council met as an advisory group, for the purpose of reviewing the matters listed on the agenda and, where appropriate, making recommendations to the Parish Clerk to enact under the Scheme of Delegation. This was not a decision-making meeting.

1. Apologies for absence: Cllr Rob Leach.
Present: Cllr Tim Cox (Chairman), Cllr Phil Chamberlain, Cllr Karen Edwards & Cllr Matt Rance, Dawn Chamberlain (Clerk) and 2 members of the public.
Not Present: Cllr Kerron Allen (apologies not received).
2. Declarations of interest: there were no declarations of interest.
3. Record of previous meeting:
 - a. The File Note record of the Parish Council Advisory Meeting on the 14th July was considered and recommended for approval.
4. District and County Councillor reports:
 - a. No reports were received from the District and County Councillors.
5. Clerk's report:
 - a. No Police report received.
 - b. Actions from items 15a(i), 15a(ii), 15c, 17a(i) and 17a(ii) from the File Note of the Advisory Meeting on 14th July 2021 were covered later in the meeting under separate agenda items.
 - c. (Action 11a) – article submitted to the August Parish Paper on the Wild about Devon initiative.
 - d. (Action 12a) – the Parish Hall, School, Shop, Church and Pub have been approached to see if they have any plans for Her Majesty, The Queen's Platinum Jubilee celebrations next year. The School, Shop and Church replied saying they will be discussing this at upcoming meetings. The School and Church have said they are happy to be involved with a parish-wide event.
 - e. (Action 14a) – the Internal Auditor had requested that a regular report be produced showing budget vs actual costs for the maintenance of assets. The current budget is a single sum of money for the maintenance of all assets and therefore this report is not possible at present. The budget discussions for 2022/23 will include more focused asset maintenance budgeting which will enable the requested report to be produced from the next financial year onwards. Clerk is collating relevant data to input to budget discussions at the November Parish Council meeting.
 - f. (Action 16b) – article submitted to the August Parish Paper with regard to broken glass being found in the playing fields.
 - g. Casual Vacancy – an election to fill the vacant position on the Parish Council was not called, therefore the Parish Council will now consider applications to fill the vacancy by co-option. Adverts have been placed in the Parish Paper, on the noticeboards, on Facebook and on Twitter. The closing date for applications is the 2nd September and any received will be considered at the Parish Council meeting on 8th September.
 - h. Audit – the Period of Public Rights ended on 16th July. There were no requests to view the Parish Council's financial records.
 - i. Work is still progressing on the Parish Councils asset records, in particular with regard to costs and history of maintenance. Policy work currently on hold.
6. Public participation: no matters were raised during the public participation session.
7. Neighbourhood Plans and the new Local Plan for East Devon – deferred from advisory meeting on 14th July:
 - a. The Parish Council felt they were unable to make any recommendations until they had seen the consultation version of the EDDC Local Plan which is not due out until early 2022. It was recommended to defer this matter until the January 2022 meeting (or later depending on the date the consultation version is issued) and then to consider whether any tweaking of the Neighbourhood Plan is required. **ACTION: Cllrs to make sure they have re-read the current Neighbourhood Plan in preparation.**
8. Potential building site between Feniton and Colestocks – deferred from advisory meeting on 14th July:
 - a. In response to EDDC's call for sites for housing, 35 acres of land north of Feniton, either side of the road from Feniton to Colestocks, have been put forward as a potential site. The Parish Council are very concerned about the impact on Payhembury of potentially up to 630 houses in this location. **ACTIONS: (i) Clerk to draft letter to EDDC stating the Parish Council's objections. Cllrs to provide input to the letter; (ii) Clerk to find a copy of the tribunal report from 7/8 years ago regarding a request to build on fields to the west of Ottery Road in Feniton, opposite The Burlands and The Signals; (iii) Clerk to contact Feniton Parish Council with regard to this proposal.**
9. Paytherden Solar Farm proposal:

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- a. LightRock Power are expected to deliver a face-to-face presentation in August to allow people to find out more about their proposal for the Paytherden Solar Farm. The Parish Council recommended waiting until after this presentation to respond (<https://www.paytherdensolarfarm.com/>)
10. The Watermeadows idea (allotments / car park / football pitch) – deferred from advisory meeting 14th July:
 - a. There has been no progress on this work for some time. Cllr Rance offered to help Cllr Chamberlain with moving this forward as a matter of urgency. The first stage is to identify the parish requirements for allotments, car park and football pitch. The second stage is to consider whether the Watermeadows is, or is not, the right site for any of these suggested uses. The allotments are considered the most urgent of the three. **ACTION: Cllr Chamberlain and Cllr Rance to arrange a meeting to discuss requirements.**
11. Wild about Devon webinar 28th June – deferred from advisory meeting on 14th July:
 - a. The Wild about Devon website is <https://www.devonlnp.org.uk/take-action/communities/>. The Parish Council discussed how to promote interest in wildlife, etc in the parish. They recommended holding a 'wildlife event' in the Parish Hall, with a variety of stands and presenters covering a range of different areas of wildlife interest. A number of suggestions were put forward, with an emphasis on local connections. A Saturday morning in late October was suggested for this event. **ACTIONS: (i) Cllrs to provide details of potential presenters to the Clerk; (ii) Clerk to co-ordinate and circulate list to Cllrs and to book hall.**
12. Her Majesty, The Queen's Platinum Jubilee celebrations – 2nd-5th June 2022 – deferred from advisory meeting on 14th July:
 - a. The Parish Council were keen on the idea of planting more trees as part of The Queen's Green Canopy initiative to celebrate Her Majesty's Platinum Jubilee. There were suggestions of planting a copse and planting a Jubilee Oak. Discussions about celebrations over the Bank Holiday weekend (2nd-5th June 2020) were deferred to the next meeting. **ACTIONS: (i) Cllr Cox to investigate possible sites for tree planting; (ii) Clerk to contact Parish Hall.**
13. Planning applications (list of current and recent planning applications in Appendix A):
 - a. The following planning applications were reviewed at the meeting:
 - i. 21/1996/FUL – Spence Cross Farm House, Payhembury – erection of roof over existing silage pit. The Parish Council had no objections to this planning application.
 - ii. 21/2002/FUL – Spence Cross Farm House, Payhembury – a steel lean-to to a silage pit cover. The Parish Council had no objections to this planning application.
 - b. The Parish Council considered five planning applications dealt with under the Scheme of Delegation since the advisory meeting on 14th July and recommended approving those decisions at the next meeting – see Appendix A.
14. Finance / budgeting / precept: there were no financial items to be reviewed.
15. Parish Council administration:
 - a. The Parish Council discussed the Clerk's report on insurance requirements, how other parishes inspect their play equipment and the lack of availability for professional inspections. The Parish Council recommended adopting weekly inspections of the playground equipment, with a rota of Cllrs to undertake the checks. A simple spreadsheet is currently available but a quicker and better mechanism for recording the inspections was discussed, potentially involving an app on a phone. **ACTION: Cllr Rance to investigate costs for this potential solution.**
 - b. The Parish Council recommended monthly checks for some assets, eg Telephone Box, and potentially annual checks for assets like the War Memorial. Cllrs to share out responsibility for checks or delegate to a suitable volunteer, eg Telephone Box could be checked by the Telephone Box Librarian. Members of the public to be encouraged to report any issues as appropriate. **ACTION: Clerk to circulate list of assets with suggested checking frequency and Cllrs to nominate assets they will take responsibility for.**
 - c. The Parish Council discussed the work involved with 1) upgrading the current Emergency Plan to the national template for Emergency Plans and 2) the inclusion of the additional information required by the upgrade. In light of the excellent work done on the current Emergency Plan by Ian Derbyshire, the Cllrs recommended approaching Ian to see if he would be prepared to take this upgrade on and whether he would be able to get together a team for the work (a Community Response Team). **ACTION: Clerk to talk to Ian Derbyshire.**
16. Parish Issues: Route maps, Parish Council Assets: to discuss any actions needed.
 - a. The Parish Council discussed the parking opposite the shop as well as speed through the village. **ACTIONS: (i) Cllr Rance to produce a note to put on cars parking dangerously; (ii) Clerk to investigate potential of 20mph limit, especially past the school.**
17. Parish Council Open Projects: (the Allotments project (1908) is currently on hold).
 - a. Project 1906 – Playing fields improvements: the Parish Council recommended changing priorities for the work in the playground. They felt that concentrating on dealing with remedial work in the playground should be the top

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priority, rather than installing a new toddler area first. The Cube has been identified as the item of equipment of most concern and it was recommended that this be removed as a matter of urgency and that a replacement should be sourced as soon as practical. Some of the smaller remedial work can be done immediately by a small working group. **ACTIONS: (i) Cllr Chamberlain to contact TK Play to discuss options for replacement equipment and maintenance of the swings; (ii) Cllr Cox to arrange removal of existing Cube with Cllr Leach; (iii) Cllrs Cox, Edwards, Rance & Chamberlain – working group at the playing fields on Saturday 14th August at 10am; (iv) Clerk to submit article to the Parish Paper explaining what is happening.**

b. Project 1907 – Barrow Road speed issue: see 16a) above.

18. Next meeting:

a. The Parish Council recommended holding a face-to-face meeting in the Parish Hall on 8th September at 7.30pm. The benefits of a hybrid meeting were discussed together with some ideas of how to achieve that. The Parish Council recommended making the meeting in September a hybrid meeting if a practical solution could be found. **ACTION: Clerk to book hall for the meeting and to investigate how to facilitate a hybrid meeting cheaply.**

Appendix A – Planning Applications awaiting decision (or recently decided)

(PC Meeting) = Parish Council response submitted after public Parish Council meeting.

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

App number	Property Details	Parish Council response & date	EDDC Decision
Planning applications to be discussed at the meeting on 11th August 2021			
21/1996/FUL	<u>Spence Cross Farm House, Payhembury</u> Erection of roof over existing silage pit. Planning application received 29th July 2021		Consultation expiry date 21 st August 2021
21/2002/FUL	<u>Spence Cross Farm House, Payhembury</u> A steel lean-to to a silage pit cover. Planning application received 29th July 2021		Consultation expiry date 21 st August 2021
Planning applications dealt with since the Advisory Parish Council meeting on 14th July 2021			
21/0554/FUL	<u>Higher Leyhill Farm, Broadhembury</u> Construction of one residential dwelling and associated works, including demolition of barn and change of use of agricultural land to garden. Planning application received 1st March 2021 Amended plans received 12th July 2021	Original application - no objections 17/3/21 (PC meeting 10/3/21) Amended plans – no objections 4/8/21 (DP)	Awaiting decision
DCC/4237/2021	<u>Payhembury VC School, Payhembury</u> Replacement of single glazed timber windows and doors and one single glazed crittall with double glazed timber windows and double glazed timber door Planning application received 8th June 2021 Amended plans received 13th July 2021	No objections 1/7/21 (DP) Amended plans – no objections 27/7/21 (DP)	Approved (2/8/21)
21/1749/CPL	<u>Stomorage Cottage, Colestocks</u> Erection of first floor dormer onto existing roof (with PD size limits). Window modification. Cladding of existing first floor dormer and section of ground floor wall. Planning application received 13th July 2021	No objections 4/8/21 (DP)	Consultation expiry date 5th August 2021
21/1861/VAR	<u>Higher Leyhill Farm, Broadhembury</u> Variation of condition No. 2 (Approved Plans), and the removal of condition No. 4 (Materials and Finishes) and No. 5 (Means of Enclosure) of planning permission ref: 19/1490/FUL to allow for alterations to the siting, dimensions, internal layout, fenestration, materials, and site boundary (Part Retrospective). Planning application received 15th July 2021	No objections 4/8/21 (DP)	Consultation expiry date 7th August 2021
21/1863/FUL	<u>Higher Leyhill Farm, Broadhembury</u> Proposed change of use of agricultural land to extend residential garden including additional parking spaces and formation of	No objections 4/8/21 (DP)	Consultation expiry date

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	patio/terrace (part retrospective). Planning application received 14th July 2021		6th August 2021
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5 planning applications open for comments to EDDC on 4th August 2021 – 21/1749/CPL (closing date 5/8/21), 21/1861/FUL (closing date 7/8/21), 21/1861/FUL (closing date 6/8/21), 21/1996/FUL (closing date 21/8/21) & 21/2002/FUL (closing date 21/8/21)

4 planning applications awaiting a decision by EDDC/DCC on 4th August 2021 – 20/1599/FUL, 21/0019/FUL, 21/0554/FUL & 21/1673/VAR

5 planning applications decided by EDDC since 7th July 2021 – 20/0199/FUL (approved with conditions 21/7/21), 21/0216/FUL (approved with conditions 9/7/21), 21/0674/FUL (refused 16/7/21), 21/1494/LBC (approved with conditions 30/7/21) & DCC/1427/2021 (approved 2/8/21)

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