

**PAYHEMBURY PARISH COUNCIL**

**Minutes of the Parish Council Meeting held online on Wednesday 10<sup>th</sup> March 2021 at 7.30pm**

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This meeting was held online (using Zoom) in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 act.

1. Apologies for absence: none  
Present: Cllr Tim Cox (Chair), Cllr Rob Leach (Vice-Chair), Cllr Eva Ingleson, Cllr Phil Chamberlain, Cllr Kerron Allen, Cllr Karen Edwards, C/Cllr Iain Chubb, Dawn Chamberlain (Clerk), 19 members of the public.  
Not present: Cllr Kimber (apologies not received)
2. Declarations of interest: Cllr Leach declared an interest in item 7 on the agenda and Cllr Allen declared an interest in part of item 9c on the agenda. During the meeting Cllr Chamberlain declared an interest in item 13c.
3. Agree minutes of previous meeting: the minutes from the extra ordinary meeting on 17<sup>th</sup> February 2021 were agreed and signed.
4. Receive reports, if available, from 1) District Councillor and 2) County Councillor: No report received from District Councillor Skinner. County Councillor Iain Chubb gave a brief verbal report after the Clerk's report (item 5 on the agenda) covering an update on rapidly changing Covid statistics, including a view that some increases in case numbers may be due to the rolling out of more testing facilities. Cllr Chubb also commended the work of Devon County Council (DCC) Highways in dealing with issues, having spent time out in the field with them, and he sent a written report during the meeting to be forwarded to Councillors.
5. Receive Clerk's report:
  - a. No police report received.
  - b. Actions 7a, 10c, 11a, 11b, 11c and 11d from the minutes of the January meeting were covered later in the meeting under separate agenda items.
  - c. (Action 5h) – communication from DCC about road closures – there has been no progress so far in improving communications about road closures.
  - d. (Action 6a) – Christmas tree lights licence and insurance - in hand.
  - e. (Action 10a) – new dog poo bin at village end of the footpath has been requested. Waiting for a meeting with EDDC to finalise location for the bin. The owners of Hembury Fort have been emailed to discuss a possible dog poo bin in the Witness Moor car park – waiting for a reply.
  - f. (Action 10b) – repairs to Mousehole Lane – after discussions with DCC Highways it looks like this work is not likely to happen in the short term as the road is not considered a high enough priority.
  - g. (Action 12c) – Precept request submitted to EDDC in January.
  - h. Climate Emergency survey by DCC – Cllr Edwards is leading on this. She has completed the survey and will be attending a meeting about it soon.
  - i. Definitive Map Review – the Public Rights of Way (PRoW) committee meeting on Thursday 11<sup>th</sup> March is expected to finalise the approval of the footpath from Witness Moor car park out onto Hembury Fort.
  - j. A reminder of the Census 2021 which is taking place on Sunday 21<sup>st</sup> March.
  - k. The broadband provider Jurassic Fibre are planning to roll out provision to Feniton in the next 3 months. They were asked whether they are planning to extend to Payhembury and said not at this time. However, if enough people from the parish register an interest then they would look again at whether to extend into the parish.
  - l. New Parish Council email addresses now implemented and appear to be working well.

The Chairman moved item 9a forward on the agenda to this part of the meeting (see below).

6. Public session: nothing was raised during the public session.
7. The Watermeadows idea (allotments / car park / football pitch):
  - a. Cllr Leach withdrew from the meeting for this discussion due to his declared interest. Cllr Chamberlain apologised for the lack of progress and will arrange a meeting of the Requirements Working Group before the next Parish Council meeting. **ACTION: Cllr Chamberlain to arrange meeting of the Requirements Working Group.**
8. EDDC Local Plan consultation:
  - a. The Parish Council discussed a number of the key questions on the Local Plan consultation survey, in particular those concerning where development should happen and the scale of development, which included questions

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8, 9, 27 & 28. Detailed discussion of the other questions did not take place due to lack of time. It was also felt that the answers to those other questions would be guided by the answers to the key questions. The Councillors agreed to consider their answers for each of the questions and to provide them to Cllr Chamberlain who would produce a consensus response on behalf of the Parish Council. **ACTION: Cllr Chamberlain to coordinate responses and produce a consensus. Clerk to submit reply to EDDC before deadline (noon, 15<sup>th</sup> March).**

**9. Planning (list of current & recent planning applications in Appendix B):**

- a. This item took place before item 6 on the agenda (see above) Proposed solar farm development at Paytherden Farm, Clyst Hydon – Chris Sowerbutts and Ben Davies, from LightRockPower, attended the meeting. Chris gave a detailed explanation of the proposal, which is at early stage, and answered many questions from members of the public and from the Councillors. He stressed the ecological, environmental and educational aspects of the proposed development, including potential improvements to biodiversity, and the wish to engage with and work with the communities affected, and how LightRockPower can provide benefits to the community. It is hoped that a public meeting in person will be possible in the summer when current restrictions have been lifted. LightRockPower hope to be able submit a planning application in mid-late summer with a possible build start date of Mar/Apr 2023 if the planning application is approved.
- b. In January 2020 the Parish Council objected to planning application 19/2650/PDQ and it was later refused by EDDC Planning. The applicant appealed to the Secretary of State against the refusal and in October 2020 their appeal was granted. A complaint against the Secretary of State’s Planning Inspectorate has been made to the Rt Hon Robert Jenrick MP and to the Planning Inspectorate itself by a resident of Tale, regarding the quality of the assessment when allowing the appeal. The Parish Council support this action and will write to the Rt Hon Robert Jenrick MP and to the Planning Inspectorate in support of the issues raised in the complaint. **ACTION: Clerk to write to Rt Hon Robert Jenrick MP and to the Planning Inspectorate on behalf of the Parish Council.**
- c. The following planning applications were reviewed at the meeting:
  - i) 21/0563/FUL – Luton Lane Farm, Payhembury – change of use from agricultural to hotel. This property is not in Payhembury parish, although it is close to the parish boundary with Broadhembury. Councillors had no immediate objections to the application, but decided to support Broadhembury with whatever their decision was. **ACTION: Clerk to consult with Broadhembury Parish Council.**
  - ii) 21/0554/FUL – Higher Leyhill Farm, Broadhembury – construction of a dwelling and demolition of barn. The Parish Council had no objections to this planning application. It was noted that this is the next in a series of planning applications for this site, starting with a Class Q application and gradually moving towards the latest one. Unfortunately, this ‘planning game’ seems to be an accepted way for some planning applications to progress.
  - iii) 21/0449/FUL – Gooselands, Payhembury – formation of new vehicular access and driveway. Cllr Allen withdrew from the meeting for this discussion due to his declared interest. The Parish Council had no objection to this planning application as mitigation planting is included within the application to replace the low-grade section of hedge being removed. A request was made to include disease resistant ash trees in the replanting.
  - iv) 21/0114/FUL – The Old Vicarage, Payhembury – change to portico over front door and canopy roof over garage door. The Parish Council had no objections to this planning application.
  - v) Two further planning applications had been received the day before the meeting (Tuesday 9<sup>th</sup> March). The Parish Council decided to call an extra ordinary meeting for Wednesday 17<sup>th</sup> March at 7.30pm, via Zoom, to discuss these two new applications.

**10. Parish issues: Route maps, Parish Council Assets:**

- a. Following on from a request from EDDC, the Parish Council felt that the appointment of a parish Tree Warden was a good idea provided a suitable volunteer could be found. **ACTION: Clerk to advertise the role in the Parish Paper and to make information about the role available.**
- b. The Telephone Box Library has needed regular sorting out and pruning of books. The Parish Council decided to advertise for a volunteer to become the Telephone Box Librarian. The role would include keeping book numbers at a manageable level and removing unsuitable books. **ACTION: Clerk to advertise for a Telephone Box Librarian in the Parish Paper.**
- c. A suggestion for the Parish Council to provide dispensers for eco-friendly dog poo bags and potential composting sites was discussed. It was felt that this was not the responsibility of the Parish Council and that it should be up to dog owners to clear up after their pets. The Parish Council are increasing the number of dog poo bins from 2 to 3 to help with the disposal of the waste. A possible idea of a box or boxes at strategic

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- d. locations, containing spare dog poo bags donated by dog owners to help out in case of emergencies, was mentioned. **ACTION: Clerk to place article in Parish Paper about owners picking up dog poo and providing an update on the third dog poo bin.** The suggestion to ask if children at the school would like to produce some posters about picking up dog poo was raised and it was agreed to approach Penny Hammett after the Easter holidays to see if she would be willing to help. **ACTION: Clerk to contact Penny Hammett after Easter regarding posters.**
- e. The large village noticeboard is a very useful facility but the items placed on there are subject to damage by the weather, are often unreadable and, overall, the board looks messy. A very generous offer to pay for a new, covered noticeboard was received from Jani Marok, if some-one else pays for its installation. The current noticeboard is believed to have been put up by the Parish Council about 30 years ago. **ACTION: Clerk to check noticeboard ownership with Parish Hall. Clerk to consult with Jani regarding weatherproof noticeboards of that size.**

**11. Parish Council Open Projects (the Allotments project (1908) is currently on hold):**

- a. Project 1904 – Tale Bus shelter: the bus shelter is now complete and a specific site has been identified that DCC Highways are happy with. Installation work will start as soon as the weather allows. Cllr Leach has offered scalplings for the site. **ACTION: Cllr Allen to arrange installation. Cllr Leach to provide scalplings. Cllr Allen to arrange for an invoice for materials, etc.**
- b. Project 1905 – DADBRF tree replacement: a number of possible locations have been identified. The owner of a larger location has been put in direct contact with Devon Wildlife Trust (DWT). A number of larger landowners, including Janet East and Rob Leach, have also planted many new trees recently. **ACTION: Clerk to liaise with people who have expressed an interest and with DWT to arrange.**
- c. Project 1906 – Playing fields improvements: the winter weather has meant there has been no progress with the playing fields improvements. It is hoped that things will start to happen now the weather is improving.
- d. Project 1907 – Barrow Road speed issue: no progress with a possible online petition. **ACTION: Cllr Ingleson to continue investigations.**
- e. Project 2101 – New dog poo bin at village end of footpath: the new dog poo bin has been requested. Waiting for a meeting to decide exact location for the bin. **ACTION: Clerk to liaise with EDDC to arrange installation of dog poo bin.**

**12. Parish Council Administration:**

- a. The legislation to allow remote meetings comes to an end on 6<sup>th</sup> May. Current restrictions mean that it will be difficult to hold face-to face meetings until some weeks after that date. In the absence of clear guidance from the Government the Parish Council decided to bring the date of the May meeting forward 1 week from its normal date to ensure the meeting could go ahead. The May meeting will now take place on Wednesday May 5<sup>th</sup> at 7.30pm via Zoom. **ACTION: Clerk to ensure new date is advertised in plenty of time.**
- b. The Parish Council's current annual Zoom subscription is due to run out in April. With the uncertainty about whether remote meetings will be possible after 6<sup>th</sup> May, or for how long, the Parish Council decided to move from an annual Zoom subscription to a monthly one. **ACTION: Clerk to change Zoom subscription.** The Parish Council felt the ability to hold remote meetings was a positive thing which had been shown to promote engagement with parishioners. They wanted to feed this view back to the Government to encourage them to amend the legislation in favour of remote meetings for at least some meetings. **ACTION: Clerk to write to Neil Parish MP on behalf of the Parish Council stating their support for remote meetings.**
- c. The Parish Council decided, in light of the potential upcoming end to remote meetings and the current Covid restrictions, to hold the Annual Parish Meeting (APM) on the same day as the Annual Parish Council Meeting (APCM). The APM will therefore be on Wednesday 5<sup>th</sup> May, starting at 7pm, to be followed by the APCM from 7.30pm. A separate Parish Meeting may be called later in the year when in person meetings are allowed again. **ACTION: Clerk to advertise the date and time of the APM.**
- d. The Parish Council felt that they had nothing they could input to the EDDC's consultation document on the Community Asset Transfer draft procedure.
- e. The Parish Council felt that DCC's Draft Resource and Waste strategy for Devon and Torbay survey was better completed as individuals rather than as a Parish Council. **ACTION: Clerk to request a PDF version to allow Councillors to see the questions before submitting (online survey).**
- f. The GDPR – Subject Access Request Procedure document was adopted by the Parish Council.

**13. Finance / budgeting / precept (statement of current financial position in Appendix A):**

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- The Kings School has approached the Parish Council for a grant towards laptops. The Parish Council are unable to provide grants to schools, but can support PTAs/PTFAs. If an application is made from The King's School PTFA the Parish Council will consider it at that time.
- As part of the Death of a Senior National Figure protocol a black tablecloth and black photograph frame are required. The Parish Council approved the purchase of these to items. **ACTION: Clerk to purchase black tablecloth and photo frame.**
- Cllr Chamberlain declared an interest in this item on the agenda and withdrew from the meeting. The Parish Council approved the annual increase in the Clerk's salary.
- The Parish Council reviewed and approved the schedule of payments within Appendix A.

**The next meeting of Payhembury Parish Council will take place on Wednesday 5<sup>th</sup> May 2021  
at 7.30pm (via Zoom)**

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

Bank Account balances on 3<sup>rd</sup> March 2021

Unity Trust Current account £154.91;                      Unity Trust Savings account £24038.50;                      Total £24193.41

	Date	Payee (reason)	Total (inc VAT)	Balance
<b>Opening balance</b>	<b>6.1.21</b>			<b>25128.63</b>
Receipts		none		25128.63
Expenses	15.1.21	Grant to Payhembury Relief in Need	-100.00	25028.63
	15.1.21	Grant to Ottery Help Scheme	-50.00	24978.63
	15.1.21	Grant to TRIP	-50.00	24928.63
	27.1.21	CloudNext (email hosting service Feb 2021-Feb 2022)	-47.98	24880.65
	28.1.21	Clerk's Salary for January 2021	-312.30	24568.35
CQ	5.2.21	Bill & Olwen Eaton (refund for Payhembury sign area bits)	-44.64	24523.71
	25.2.21	DALC training course no. 4	-18.00	24505.71
	28.2.21	Clerk's Salary for February 2021	-312.30	24193.41
<b>Balance</b>	<b>3.3.21</b>			<b>24193.41</b>
<b>Expected receipts and expenses to the end of the 2020/21 financial year</b>				
<i>Funds expected</i>	15.3.21	HMRC VAT reclaimed (1.3.20-28.2.21)	221.49	24414.90
<i>Upcoming expenses</i>	Mar-21	Community Heartbeat VETS phone cost	-52.00	24362.90
	25.3.21	Savills (6-month playing field rent)	-153.91	24208.99
	28.3.21	Clerk's salary for March 2021	-312.30	23896.69
	31.3.21	Quarterly bank charge (Jan-Mar 2021) & overdrawn charge	-19.00	23877.69
<b>Bank balance</b>	<b>31.3.21</b>			<b>23877.69</b>
		Earmarked reserves	(19833.48)	
		General reserves & project contingency	(4044.21)	
<b>Expected receipts and expenses from the start of the 2021/22 financial year</b>				
<i>Funds expected</i>	1.4.21	Precept (6 months)	4294.50	28172.19
	1.9.21	Precept (6 months)	4294.50	32466.69
		HMRC VAT reclaim from March 2020 onwards - estimate	40.00	32506.69
<i>Upcoming expenses</i>	Apr-20	Playsafety (RoSPA playing fields inspection) - estimate	-100.00	32406.69
	Apr-20	DALC membership	-170.00	32236.69
	28.4.21	Clerk's salary for April 2021	-318.60	31918.09
Funds allocated		Clerk's salary	-3621.40	28296.69
		Administration	-2054.00	26242.69
		S137 payments	-290.00	25952.69
		Running costs	-2521.92	23430.77
Project 1904		Tale Bus Shelter	-2000.00	21430.77
Project 1906		Playing Fields improvements	-15506.56	5924.21
Project 1907		Barrow Road speed issue	-1700.00	4224.21
Project 2101		Dog poo bin - footpath	-180.00	4044.21
Contingency		Contingency (10% for projects)	-1938.66	2105.55
<b>Closing balance</b>		(General Reserves)		<b>2105.55</b>

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

(Mtg) = 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
<b>Planning applications to be discussed at the Parish Council meeting 10<sup>th</sup> March 2021</b>			
21/0563/PDR	<u>Luton Lane Farm, Payhembury</u> Prior notification under Part 3, Class R for the flexible change of use from agricultural use to a hotel under Use Class C. Planning application received 1 <sup>st</sup> March 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 1 <sup>st</sup> March 2021		
21/0449/FUL	<u>Gooselands, Payhembury</u> Formation of new vehicular access and driveway. Planning application received 22 <sup>nd</sup> February 2021		
21/0114/FUL	<u>The Old Vicarage, Payhembury</u> New classical style portico over front door and canopy roof over garage door. Planning application received 23 <sup>rd</sup> February 2021		
<b>Planning applications received and dealt with since the Parish Council meeting on 13<sup>th</sup> January 2021</b>			
21/0216/FUL	<u>The Linhay, Payhembury</u> Conversion of barn to form ancillary accommodation (annex) and workshop, including change of use of agricultural land to garden. Planning application received 28th January 2021	No objections 19/2/21 (PC meeting 17/2/21)	Awaiting decision
21/0205/FUL	<u>Willows End, Payhembury</u> Construction of two storey extension and garage and provision of render and cladding. Planning application received 29th January 2021	No objections 19/2/21 (PC meeting 17/2/21)	Awaiting decision
21/0019/FUL	<u>Colestocks Farm Cottage, Colestocks</u> Alterations to vehicular access, widening and re-alignment of access track and provision of 2no parking spaces and turning area for Colestocks Farm Cottage; construction of polytunnel; provision of 3no shepherds huts for tourist accommodation, including laying out of associated parking area (comprising 6no spaces) and turning area Planning application received 22nd January 2021	Object 28/2/21 (PC meeting 17/2/21)	Awaiting decision
21/0062/FUL	<u>Wheatcroft, Payhembury</u> Construction of front and side single storey extensions Planning application received 15th January 2021	No objections 5/2/21 (DP)	Approved – standard time limits (12/2/21)

4 planning applications open for comments to EDDC – 21/0114/FUL, 21/0449/FUL, 21/0554/FUL, 21/0563/PDR

9 planning applications awaiting a decision by EDDC – 19/1152/COU, 20/0199/FUL, 20/0550/MOUT\*, 20/1086/FUL, 20/1599/FUL, 20/2550/FUL, 21/0019/FUL, 21/0205/FUL, 21/0216/FUL

(\* approved at EDDC planning committee in July 2020, but not updated as such on EDDC planning portal).

1 planning application decided by EDDC since last meeting – 21/0062/FUL