



## WILLAND PARISH COUNCIL

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### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 9 JUNE 2022 AT WILLAND VILLAGE HALL AT 7PM.

**Present:** Councillors Bartlett, Grantham, Little, Major, Mastrolacasa, Sellick, Warren and Wilcox

**In attendance:** MDDC Councillor Evans and Clerk B Bodkin

**1. Apologies** had been received from Councillors Glover and Phare and DCC Councillor Radford.

**2.** Declarations of Interest from Members would be made at the appropriate agenda item.

#### **3. Items brought forward from the Chair**

Jubilee celebrations: Councillor Warren had responded to residents who had been in touch.

**4.** There were no public questions on any of the agenda items.

**5.** The minutes of the meeting held on Thursday 12 May 2022 were agreed by all present and signed by the Chair, who also signed the Annual and Monthly Regular Payments list for the Financial Year 2022-2023.

#### **6. Reports from District and County Councillors**

##### **a) District Councillor Reports**

##### **i) Councillor Evans:**

**Co-op pedestrian crossing:** Councillor Evans had written to the CEO of the Co-op, had passed on details of the relevant DCC contact and was awaiting a resolution from the CEO's office by the end of the week. The Co-op had agreed it was their issue and they needed to agree contractors' costs.

**Overgrown hedge in Gables Road:** Councillor Evans had reported his concerns to Devon County Council and to the Police (who considered it to be an imminent danger being near to the school etc). Devon County Highways were due to make a site visit on the day of this meeting and their decision on what action to take was awaited.

**MDDC Audit Committee:** Councillor Evans reported that last year's outturn report showed underspends on the General Fund and HRA of £29k and £67k respectively. Staff shortages had resulted in a salary decrease and there had not been normal movement through housing stock. A considerable amount of "paid-for" repairs for local residents (not council tenants) had been undertaken by MDDC Technicians who offered a very good service. Councillor Evans warned the next few years would be a challenge with big decisions to be made.

**Community PDG:** Councillor Evans outlined a suggested survey to be issued to any individuals in Mid Devon coming through schemes for refugees; he noted that the time taken from looking at building a community and actually getting residents going into it can be 5 years after the application stage, so it's important to go back and ask their views on transport links, schools and shops etc.

**Quarry operations:** in response to a question from Councillor Grantham, Councillor Evans confirmed an application had been received from a stone quarry (Straight Gate and Ottery St Mary) to bring aggregate into the processing centre at Hillhead, Uffculme. For associated lorry movements, Councillor Evans confirmed that the quarry would need to put forward a Transport Plan to Devon County Council; MDDC would be a Consultee.

ii) **Councillor Warren** provided feedback from the Electoral Review Committee at MDDC, confirming that 3 options would go to MDDC Full Council for debate and vote before going out to public consultation as a recommendation from MDDC. There would also be a recommendation that Willand Parish Council has 12 Councillors due to size of population. Willand Parish would have to submit a view, and the Neighbourhood Planning Group and local people would be encouraged to give their views during the consultation. Councillor Warren had also been following up re S106 agreements and confirmed that the money will be available for the Parish Council to apply for.

b) **County Councillor Radford's** report had been circulated.

## 7. For information and discussion

a) Crime in Willand reported to the police in April 2022 was discussed and it was agreed that Councillor Major would seek more information in future e.g. a business name in the case of shop-lifting etc. **ACTION: Councillor Major**

### 19.40 hours: Councillor Evans left the meeting.

b) Highways Working Group – the Chairman thanked Councillor Major for his very comprehensive report as at 31.5.22 which had been circulated.

i) The wording of the "Mission Statement" in Section 2 was unanimously approved.

ii) Regarding approval of capturing the "Status Quo" as stated in Section 8.1, Councillor Major was proposing to have an independent traffic assessment/survey of the village at the present time, to produce a record of the current position throughout the village. Councillors agreed in principle to this proposal but that nothing else could happen until a costed proposition had been received. Councillors also agreed that no more equipment would be purchased at this stage although non-cost measures could continue e.g liaison with others as listed within the report.

iii) Regarding approval of the Quick Wins, through sharing various information with residents (e.g. crime data, VAS reports, collision data), Councillors agreed with this proposal on the basis of being careful and avoiding overburdening villagers with information.

iv) Regarding the proposal for ongoing recording of the state of affairs per Section 9, Councillor Major explained that he was asking for approval in principle, in the future, after new houses had been built and occupied, to do another traffic assessment snapshot. Councillors agreed in principle on the condition that the wording "significant development" be used. **ACTION: Councillor Major**

c) Cycle track: Councillor Wilcox had emailed two more companies for quotes and was awaiting their response. **ACTION: Councillor Wilcox**

d) Cemetery Working Group – there was nothing to report at this meeting.

e) Chestnut Play Area refurbishment: Councillor Grantham was awaiting a third quote. He clarified that the equipment would be for children no older than 7 years and would comprise swings, an accessible roundabout and a climbing frame. **ACTION: Councillor Grantham**

f) Neighbourhood Planning Group: Councillor Little thanked all those who had supported the display over the Jubilee weekend. The discussion group for Parish Councillors would be held on 16 June and relevant information had been circulated.

g) Allotments new hedge was not discussed as information was not available at this time.

h) South View Play Area fence repair: the Clerk had received confirmation from Kier's Exeter Area Manager that 2 replacement fence panels would be installed as soon as possible at Kier's expense. The Clerk had asked to be informed in advance of the date when the work was scheduled. **ACTION: Clerk**

i) Jubilee Field equipment issues: Councillor Grantham provided an update:

**Goal posts:** the handyman's estimate of £406.13 to reinstate the goal post, including 12 hours labour and materials (fencing, concrete, new turf) was agreed unanimously. **ACTION: Clerk**

**Jigsaw Tower System:** the supplier was unable to schedule a repair until September but had agreed to provide the parts for the Parish Council to fit, with the guarantee not being affected. It was agreed that the handyman would fit the new parts. **ACTION: Clerk**

**Other:** a trip hazard had been removed in the enclosed play area. Junior goals were still protected with fencing to give new turf time to root properly. There was graffiti in the tunnel again.

j) To receive verbal feedback on village Jubilee events:

Councillor Warren had visited the Primary school on 26 May and attended 2 assemblies, where he presented 2 representatives from each class (School Council members) with commemorative coins on behalf of the Parish Council; he praised the good behaviour of the children. He then visited the Pre-school and made a similar token presentation. He had also visited WHCC on 2 June which was featured on Radio Devon, Spotlight, One Show, Devon Live and in the Mid Devon Gazette. The History Group exhibition had been well attended, as was the Craft Fayre, U3A and Church events, including the uniform parade and afternoon tea. The picnic in the Jubilee Field was successful. Councillors reported that people who attended the events had enjoyed and appreciated them.

## 8. Finance

a) Authorisation of payments including invoices received since 6 May 2022, plus two transfers from the Lloyds Treasurer's account into Nationwide savings account, was approved and signed by the Chairman. It was agreed that authorisation of the approved invoices by initialling should be signed solely by the Chairman, due to not passing papers between Councillors for COVID safety reasons. **ACTION: Clerk**

b) Income received in May 2022 had been circulated and was noted.

c) Income and Expenditure report as at end of May 2022 had been circulated and was noted.

d) Audit of 2021-22 accounts:

i) The Internal Auditor's report was received and there were no matters arising from his review of the Willand Parish Council accounts for the year ended 31 March 2022. He had recommended that the Council should consider acquiring some appropriate software on which to record transactions. The Parish Council voted unanimously in favour of putting a proposal to the Finance and Administration Committee based on research to be undertaken by the Clerk and Councillor Wilcox. **ACTION: Councillor Wilcox and Clerk**

ii) The Annual Governance Statement for 2021/22 was approved by all present and signed by the Chairman and the Clerk. **ACTION: Clerk**

iii) The Accounting Statements for 2021/22 were approved and signed by the Chairman.

**ACTION: Clerk**

e) The Financial Risk Assessment 2021, as circulated, was reviewed and it was agreed that no changes were necessary for 2022.

f) Additional instant access savings account: Councillor Wilcox advised that the previously chosen account had been found to be unsuitable for a Parish Council and she was still considering other options.

**ACTION: Councillor Wilcox**

g) Quotations for signs at Worcester Crescent and Chestnut Drive play areas had been circulated. Councillors voted 6 in favour and 2 against the proposal that the wording of the new sign for the Chestnut Drive play area should be consistent with all other Parish Council play area signs. It was agreed that the Clerk would double-check the Chestnut Drive sign quote with the supplier and the final decision on whether to proceed was delegated to the Chairman and Councillor Grantham. **ACTION: Clerk and Councillors Grantham and Warren**

**9. Meeting dates** were noted:

Thursday 23 June 2022 – Finance and Administration Committee meeting  
 Thursday 14 July 2022 – Full Council meeting  
 Thursday 11 August 2022 – Full Council meeting (only if needed for urgent business such as a difficult planning matter)  
 Thursday 8 September 2022 – Full Council meeting  
 Thursday 15 September – Finance and Administration Committee meeting  
 Working Groups – to note any scheduled dates

**10. Councillors Roundtable:** to receive any further information from Councillors and to highlight future agenda items. No items were raised by Councillors

**11. Communications**

**A)** It was agreed that no response was necessary re: Proposed changes to Countywide Parking Order reference IMR/B06948-5868 (email dated 27.5.22 from DCC Solicitor).

**B) Communications received since 6 May and emailed to Councillors:****i) Current Planning Applications****a) 20220609 Planning item: TPO 22/00003/TPO (Tamarind, Willand, EX15 2SR) 2022**

MDDC had made the Tree Preservation Order in respect of ten trees at numbers 9-19 Tamarind and 26 Oak Crescent, Willand. Councillors agreed unanimously to support the proposed order.

**ACTION: Clerk**

**b) 22/00917/DPO**

Proposal: Application under The Town and Country Planning (Modification and Discharge of Planning Obligations) Regulations 1992 to seek to modify the terms of a section 106 agreement pursuant to planning permission 17/01179/MFUL

Location: 1-23 (inc.) & 25-33 (odds) Rowan Lea Willand Cullompton.

It was noted that this was a modification of the wording of the S106 agreement as since this wording was agreed there had been a change in legislation. As it would not affect the village finances or infrastructure, Councillors agreed to offer no observations.

**ACTION: Clerk**

**c) 22/01017/CAT**

Proposal: Notification of intention to remove 3 vertical stems and reduce and thin the crown of 1 Beech tree by 1.5-2m within the Conservation Area

Location: Carr Cottage Willand Old Village Willand

Councillors agreed to offer no objection.

**ACTION: Clerk**

**ii) Planning Decisions notified for information****a) Appeal Decision Ref: APP/TPO/Y1138/8468**

21/00031/TPO Land at NGR303248 110828, Grid Reference ST 03254 10833, Adjacent to 4 Maple Close, Meadow Park, Willand, EX15 2SP

The appeal is allowed and consent is granted to fell one sweet chestnut tree protected by the County of Devon (Deanhill Road, Willand) Tree Preservation Order 1973 (No 73/00012/TPO) adjacent to 4 Maple Close, Meadow Park, Willand, EX15 2SP  
 Noted.

**b) 22/00595/FULL**

Proposal: Erection of training centre following demolition of existing building

Location: 2 Sisters Food Group Ltd (Willand) Lloyd Maunder Road Willand Cullompton

Permission granted. Noted.

**iii) Notice of Public Enquiry**

**a) 19/01679/MFUL**

Proposal: Construction of ground-mounted solar PV panels to generate up to 49.9MW (Site Area 60.78ha) and battery storage facility together with all associated works, equipment and necessary infrastructure

Location: Land at NGR 303437 103555 East of Langford Mill & Tye Farm Langford Devon

Application No: 19/01679/MFUL

Appeal Ref No. APP/Y1138/W/22/3293104

Appellants Name: JBM Solar Projects 2 Ltd

The Public Inquiry would be opening on 14 June 2022 at 10:00am, at The Council Chamber, Town Hall, St Andrew Street, Tiverton EX16 6PG, to last 4 days. Noted.

**iv) Planning consultations received since the agenda was issued:****a) 22/01081/TELCOM**

Proposal: Prior notification for the proposed upgrade consisting of removal and replacement of 1 15M monopole for proposed 17.5M monopole with new headframe supporting 3 antennas, 1 cabinet and relocation of 1 dish with ancillary development Location: Telecommunications Mast at NGR 303550 111344 South View Estate Willand.

Information had been circulated to Parish Councillors on 6 June. The Clerk was given delegated authority to respond offering no observations.

**ACTION: Clerk****b) 22/01113/FULL**

Proposal: Variation of condition 2 of planning permission 19/01470/FULL to allow substitution of approved plans

Location: Thatch Cottage Silver Street Willand

Information had been circulated to Parish Councillors on 8 June. The Clerk was given delegated authority to respond offering no observations.

**ACTION: Clerk****iv) Newsletters and other correspondence**

7 Mid Devon Press Releases

1 MDDC Spring and Platinum Jubilee Bank Holiday Collections

11 NALC bulletins and events newsletters

5 DALC newsletters

9 Mid Devon meeting notifications

5 Rural Services Network bulletins

SLCC news bulletin

5 Devon County Council Coronavirus Updates & News Roundups

3 Locality Newsletters

3 MDDC Town and Parish Newsletter & training

2 Devon Communities Together (DCT) newsletters

1 Devon Climate Emergency newsletters

1 Connecting the Culm newsletter

1 Peninsula Transport STB conference invitation

1 National Cycling Time Trial Championships notification

1 MDDC presentation "Homes for Ukraine scheme"

1 CHAT Newsletter

**C) Communications not referred to Councillors**

10 emails offering various seminars, equipment and services

21:01 hours: there being no further business the meeting closed.

<b>9 JUNE 2022 PAYMENT SHEET</b>			
<b>PAYMENTS TO</b>	<b>INVOICE FOR</b>	<b>AMOUNT</b>	<b>BUDGET</b>
DALC	E-learning fees: Cllr training	100.80	Office/Admin
Willand Parish Council - Mag income	Jubilee flyers in Willand Mag.	30.00	Community Event
Arthur J Gallagher Insurance	Insurance renewal premium	1202.48	Office/Admin
Barclaycard	Running Imp -Jubilee coins	654.00	Community Event
Barclaycard	mobile phone	6.00	Office/Admin
Quarlfox Services	Signs installed Jub Fld/Mallow	15.40	Play areas equip
Quarlfox Services	Concrete removal BMX track	100.00	Play area gr.maint
Quarlfox Services	Cemetery grass cut No 3	153.20	Cemetery
Quarlfox Services	Cemetery extn grass cut No 2	108.10	Cemetery
Brightsea Print Group	Willand Magazine Jun/Jul	1120.00	Magazine
Quarlfox Services	Goal post - emergency works	36.00	Play areas equip
Quarlfox Services	Jub Fld - graffiti removal	46.00	Play areas equip
Quarlfox Services	S View/Mallow Crt grass cut	47.28	Play area gr.maint
Quarlfox Services	S View - branch & ivy removal	49.50	Play area gr.maint
Countrywide Grounds Maint.	Orchard Way grass 7 & 23/5	176.28	Play area gr.maint
Countrywide Grounds Maint.	Weed spraying 23.5.22	874.80	General gr.maint
Countrywide Grounds Maint.	Verge cutting 16.5.22	858.00	General gr.maint
Countrywide Grounds Maint.	Jub Fld grass 3,16 & 27 May	462.60	Play area gr.maint
David Wulff	Jubilee leaflet print	45.28	Community Event
Quarlfox Services	Jub Fld equip safety fencing	38.94	Play areas equip
Quarlfox Services	Cemetery grass cut No 4	153.20	Cemetery
David J Goodall	Internal audit fee account	100.00	Office/Admin
Quarlfox Services	Jub Fld - litter pick cover	58.50	Admin contractors
The Old Well Garden Centre	Plants for planters	143.52	Village projects
Parker Digital Marketing Ltd	Monthly website maint Apr/May	100.00	Office/Admin
	<b>Total of all payments</b>	<b>6679.88</b>	
<b>RECEIPTS IN MAY 2022</b>	Magazine advertising	433.00	
	Cemetery fees	770.00	
	Neighbourhood Plan grant	5931.00	
<b>TOTAL INCOME</b>		<b>7134.00</b>	
<b>TRANSFERS AGREED</b>			
Transfer to Nationwide Savings 31/5	(On receipt of NP grant income)	10000.00	Per Chair of F & A Cttee
Transfer to Nationwide Savings	From Lloyds Treasurer's a/c	4794.79	To maximise balance