



WILLAND PARISH COUNCIL

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Minutes of the **Annual Meeting of Willand Parish Council** held on **Thursday 9th May 2024 at 7.00 pm, in the Club Room at Willand Village Hall, Gables Rd, Willand**

Present: Cllr Warren, Cllr Phare, Cllr Grantham, Cllr Leach, Cllr Little (arrived at 19.06 p.m.), Cllr James, Cllr Glover, Cllr Jones

In Attendance: D Bird, Parish Clerk
County Councillor R Radford (arrived 19.06 p.m. Left at 20.03 p.m.)

MINUTES

- 0905/01** Cllr Warren invited nominations for the role of Chairman of the Parish Council. Cllr Warren was nominated by Cllr Jones and seconded by Cllr Leach. Cllr Warren accepted the nomination, was unanimously elected and signed the Declaration of Acceptance of Office of Chairman.
- 0905/02** The Chair invited nominations for the position of Vice Chairman. Cllr Phare was nominated by Cllr Grantham and seconded by Cllr James. Cllr Phare accepted the nomination and was unanimously elected.
- 0905/03** **To receive and accept apologies**
It was resolved to receive and accept apologies from Cllr Scott and the reason for absence was approved unanimously.
- 0905/04** **Declarations of Interest**
Declarations taken in the relevant item.
- 0905/05** **Public Question Time**
There were no members of the public present at the meeting.
- 0905/06** **Order of Business**
There were no changes to the order of business.
- 0905/07** It was **resolved** to approve and sign the minutes of the Willand Parish Council Meeting held on the 11th April 2024 as a correct record, Cllr Grantham proposed and Cllr Phare seconded. Unanimously agreed.

0905/08 Chairman's and Clerk's Announcements

- Following the resignation of Jack Hughes there are now 3 vacancies on the Parish Council. Mid-Devon have been advised and all vacancies are being advertised on the Website, Facebook and in the Magazine, ideas on recruiting new Members are welcome. Cllr Hughes was a backup administrator on Scribe – the Clerk requested a volunteer as a replacement and Cllr James volunteered.
- Locality Budget funding of £700 towards weed spraying approved and paid. The Parish Council thanked the County Councillor.
- Work will take place through the Community Payback scheme to clear vegetation in Jaycroft on the 19th May.
- The Youth Club is reopening on the 25th May.
- The Clerk attended and spoke at the Planning Committee regarding the proposed 7 Zedpod affordable homes at Somerlea. Despite the concerns raised, particularly around parking, the application was approved.

0905/09 Reports from County and District Councillors.

County Cllr Radford's report emailed to Councillors prior to the meeting.

Cllr Glover advised that Mid-Devon have adopted a new Corporate Plan incorporating a revised Committee Structure, one of the aims is to work closer with Town and Parish Councils and a new cabinet member is being appointed for this purpose.

Mid Devon hosted the State of the District Debate in March. Cllr Little attended on behalf of the Parish Council, whilst he felt the organisation was disappointing, the group sessions were informative and the District Council appeared willing to listen and work with parishes. Summary of the group discussions and feedback still awaited.

Cllr Glover is undertaking some investigation work with Officers on "Willand Rising" and will report further at a future meeting.

0905/10 It was **resolved** to approve and adopt the Code of Conduct as reviewed and **note** that the Standing Orders and Financial Regulations were approved and adopted at March Council. Moved by the Chair. Unanimously agreed.

0905/11 It was **resolved** to approve the Committee and Working Group General Terms of Reference. It was **noted** that the Neighbourhood Planning Group has been wound up following submission of the Neighbourhood Plan. It was **resolved** to agree the Working groups as follows:

- Cemetery Working Group – Cllrs Grantham and Phare.
- Open Space & Recreation Group – Cllrs Warren, Leach and Scott.
- Joint Traffic Working Group – Cllrs Scott, Leach and Grantham.
- Biodiversity Working Group – Cllrs Jones and Leach.

Moved by the Chair. Unanimously agreed.

- 0905/12** it was **noted** that the following Trustees had been appointed by the Parish Council on the 10 November 2022 for a term of 4 years: Kate Taylor, Cllr Stephen Little, Cllr Neil James and Cllr Jason Scott. The fifth Trustee being Ex-officio (the Rector, post currently vacant).
- 0905/13** No nominations had been received for a Village Hall Committee representative. Cllr Grantham confirmed that he was happy to continue, and this was moved by the Chair and unanimously agreed.
- 0905/14** It was **resolved** to approve the Asset Register Policy subject to point 4 being altered to reflect the Council's self-insurance of assets to "inform the value of the Council's Assets" rather than to inform the insurer, and it was **resolved** to approve the updated inventory of land and other assets with the addition of the Chairman's board in the main village hall and the tap at the cemetery once fully fitted and working. Moved by the Chair. Unanimously agreed. With thanks to the Clerk for updating and maintaining the register.
- 0905/15** It was **resolved** to renew the insurance policy with Clear Councils (formerly BHIB) as per the schedule. Proposed by Cllr Jones, seconded by Cllr Glover. Unanimously agreed.
- 0905/16** It was **resolved** to approve the following policies as reviewed:
- Press & Media Policy
 - Social Media Policy
 - General Data Protection Regulations Policy
- Moved by the Chair. Unanimously agreed.
- 0905/17** It was **resolved** to approve the following policies as reviewed:
- Health and Safety Policy
 - Sickness Policy
 - Grievance Policy
 - Equality and Diversity Policy
- Moved by the Chair. Unanimously agreed.
- 0905/18** It was **resolved** to approve and adopt the proposed Disciplinary & Capability Policy. Moved by the Chair. Unanimously agreed.
- 0905/19** **Meetings of Council.**
- a) It was **resolved** that Full Council Meetings would be held on the second Thursday of each month at 7pm at Willand Village Hall, excluding August.
 - b) It was **resolved** that the Annual Parish Meeting would be held on the second Thursday in March at 7 p.m. prior to the March Full Council meeting, which will commence at 7.30 p.m.
 - c) It was **resolved** that the Annual Meeting of the Parish Council would be held on the second Thursday of May 2025.
 - d) No additional Committees were agreed.
Moved by the Chair. Unanimously Agreed

0905/20 Accounts Due for Payment and Receipts to include:

- a) It was **resolved** to note the Summary of Receipts and Payments and approve the Bank Reconciliation as at the 30th April 2024. Cllr James proposed, Cllr Glover seconded. Unanimously agreed.
- b) It was **resolved** to authorise the payment of invoices received between the 7th April 2024 and 6th May 2024, and to ratify salary and other additional payments made since the previous meeting. Cllr Glover proposed & Cllr Leach seconded. Unanimously agreed.
- c) The Reserves Balances Report as at the 30th April 2024 was **noted**.
- d) It was **resolved** to approve the annual and monthly regular payments list for 2024-2025. Cllr James proposed & Cllr Leach seconded. Unanimously agreed.
- e) The Council's expenditure under s137 of the Local Government Act 1972 for the financial year 2023-2024 was **noted**.
- f) Audit
 - i. The internal Auditors Report was **noted**.
 - ii. It was **resolved** to approve the Annual Governance Statement 2023-24, which was then signed by the Chairman and the Clerk. Proposed by Cllr Glover and seconded by Cllr Phare. Unanimously agreed.
 - iii. It was **resolved** to approve the Accounting Statements for 2023-24, signed by the Clerk prior to the meeting and signed by the Chairman at the meeting. Proposed by Cllr Glover and seconded by Cllr Phare. Unanimously agreed.
 - iv. The accounts will now be submitted to the External Auditor.

0905/21 It was **resolved** to approve the motion with respect to the potholes on the B3181 as set out in the agenda with the addition of requesting a firm timescale for repair. Proposed by Cllr Glover and seconded by Cllr Little. Unanimously agreed.

0905/22 A proposal to create an area for the scattering of ashes at the Cemetery was considered:

- a) It was **resolved** that the scattering of ashes should be permitted in the cemetery extension, and it was **resolved** to plant a small area of woodland in the top right-hand corner. Moved by the Chair. Unanimously agreed
- b) The Chair proposed that the cemetery extension should not be consecrated at this time and that the views of the Parish should be sought, with the issue re-considered after the consultation. 7 Cllrs voted for, 1 against.
- c) There were differing views on the appropriate planting for the area and the Chair proposed that firm proposals be brought back to Council within the next two months with the local community having been consulted in the interim.
- d) It was agreed that any proposals for Grasslok matting be considered at a later date.
- e) Benches - It was **resolved** that a new bench be placed at the top of the extension and that a second new bench be placed on the right-hand side of the entrance, on the grass area, facing the graves on this side and with its back to the road. Moved by Chair. Unanimously agreed.

0905/23 It was **resolved** to approve the seasonal expenditure on plants for village planters at an approx. cost of £150. Cllr Glover advised that a member of the public was interested in making a donation – further information to be provided to the Clerk.

0905/24 Mid Devon District Council – Planning Applications [MDDC Planning Public Access Portal](#)
There were no applications received for comment prior to the issue of agenda.

It was **resolved** to ratify of the following planning application submission agreed since the April Full Council meeting:

- i. Application Number 24/00538/TPO, Application to reduce the crown by 2-3m and removal of deadwood of 1 oak protected by TPO 02/00005/TPO, 7 Poppy Close Willand EX15 2SX, as per comments circulated by email. Unanimously agreed.

0905/25 Mid Devon District Council – Planning Decisions

It was **noted** that Mid Devon District Council, the determining Authority, has made the following planning decisions

Reference: 24/00267/FULL

Proposal: Partial change of use of existing industrial unit (use Class E(g)) to allow mixed use Class E(g)/Sui Generis to accommodate pet cremation business

Location: Unit 8 Tanyard Farm Willand Cullompton EX15 2PE

DECISION: Permission Granted

Reference: 24/00351/TPO

Proposal: Application to prune lateral growth by 1-1.5m, of 1 Cedar protected by Tree Preservation Order 08/00003/TPO

Location: 3 Portway Gardens Willand Old Village Willand Cullompton EX15 2SE

DECISION: Permission Granted

Reference: 23/01739/FULL

Proposal: Erection of a dwelling

Location: Silverstones Silver Street Willand Cullompton

DECISION: Permission Granted with Conditions

0905/26 Councillor Reports.

The Clerk and Chair reported that following a meeting with the Contractor, some recent concerns raised on design had been addressed and work should start in June.

Cllr Little mentioned the lack of a safe footpath to the cemetery as an issue that needs strategic long-term consideration.

Cllr Phare has reported that he has been advised that the roundabout at the Chestnut Drive play area is sticking again, Cllr Grantham will check and liaise with the Clerk.

Cllr Jones has advised that members of the public have asked for more benches around the village. Firm proposals are needed before this can be considered at a future Council meeting.

Cllr Jones raised concerns around planning permission relating to Steamers Café, which is in Halberton Parish. Cllr Glover advised that Mid-Devon have stated that appropriate planning consents are in place.

Cllr Jones raised the issue of the lack of footpath on the Uffculme Road which is already part of ongoing discussions relating to this stretch of road.

Cllr Leach attended the tour of the waste and recycling depot and found it interesting and informative.

0905/27 The meeting closed at **21.06 p.m.**