

East Donyland Parish Council
Full Parish Council Meeting – 13th October 2016
St Lawrence’s School, Rectory Road, Rowhedge starting 7.00pm.
MINUTES

Present: Cllrs Phil George, Anna Appleyard, Peter Case, Doug Clay, Nina Crouchman, Richard Helliwell, Tony Pullon, John Rowland; ECC Cllr Kevin Bentley; CBC Ward Cllrs Mike Lilley & Lee Scordis; Clerk – Nicki Matthews and 7 members of the public.

The Chairman, Cllr Phil George, opened the meeting at 7pm, with thanks to all those involved with the very successful Community Day of Action on Friday 7th October.

101/16 To receive and accept apologies and to note absences: Apologies received from Trisha Curran, Chair of RRA.

102/16 To minute pecuniary & non-pecuniary interests of members relating to items on the agenda: PG - pecuniary 106/16; JR – pecuniary 106/16

103/16 To approve the minutes of the meeting held on 8th September 2016:
The minutes were proposed as correct by PG, 2nd NC – all agreed; minutes approved.

104/16 Have your say! The Chairman will close the meeting for a max.15 minutes to ask members of the public to speak on any matters relevant to parish business: no speakers.

PG proposed that the order of items 105/16 i) and ii) be switched – all agreed.

105/16 To receive and note reports from

ii) CBC Councillors Mike Lilley & Lee Scordis:

- LS noted it has been a busy month, with the PR surrounding the objections to the Local Plan, and the Community Day of Action on the 7th Oct, which was very well organised with lots of people involved and many outcomes successfully achieved. The 20mph speed limit petitions have been delivered to most homes now, with remaining streets to be completed shortly.
- ML reported that Gladman developers are delivering leaflets to all homes in Rowhedge regarding their proposed planning application for the Battleswick site, inviting residents to participate in consultation. ML has requested a meeting between CBC and EDPC Cllrs and Planning Officers to discuss likely outcomes in regard to this application. With regard to Gladman’s consultation, ML’s recommendation is for residents to submit objections via the website and postal address, but to boycott any consultation events, and stage a protest outside instead.

i) County Councillor, Kevin Bentley:

- Happy to support the parish & ward cllrs with the Gladman planning application where possible
- Local Highways Panel – the proposed cycle path is now at the design stage. As it was put forward by an individual, KB will now formally propose it with the support of the parish council.
- 20mph proposal will need to go to the LHP as well, KB can start the application process once EDPC are confident they have majority support, without waiting for all petitions to be completed. NM to look at V/Plan survey results to see if they indicate this. *Action – the Clerk*
- Roadworks – KB will review which works have been completed and which are still outstanding and resubmit applications for those to ensure all remaining issues are addressed.
- TP asked about planned works to the A12 – KB noted that this is a national highways issue, but that resurfacing, lighting etc is likely to be done at the same time as the proposed widening.

iii) The Clerk: noted.

iv) Village Bus Representative – Elizabeth Trellis:

- ET has sent a letter to the Gazette about the lack of a pick-up stop at the top of the High St. PC to follow up with Gazette re publication.

v) Rowhedge Residents’ Association – Trisha Curran: apologies received.

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106/16 To agree the payments list already checked by Cllrs Pullon & Clay: Cllrs George & Rowland left the room. RH proposed the payments to be correct, 2nd TP all agreed. PG & JR re-joined the meeting. *Action – the Clerk.*

107/16 To note the draft minutes (attached) from the Finance & Personnel Committee 28th September and any proposals/recommendations as a result: TP noted that the committee's agreed intention is to keep the precept level the same for 2017-18, and the committee has proposed that a budget of £1,000 be introduced for 2017-18 for clearing up dog fouling.

i) Recommendation to approve the revised Fees & Charges Review and proposed charges schedule for 2017-18 (attached): TP proposed, RH 2nd – all agreed.

108/16 To note the response from Hills in relation to the potential adoption of the open spaces within their development by the parish council (previously circulated), and consider whether the council wishes to pursue this further: Hills have indicated that they plan to plant the areas in accordance with a planting scheme approved by CBC, and would not be prepared to allocate any funds for maintenance after transfer. Following a discussion about ideas for planting to encourage wildlife etc, RH proposed that the council approach Hills to ask for detailed plans of the open spaces, to enable EDPC to draw up a planting proposal with CBC. JR to work up the design once in receipt of the plans. PC 2nd – all agreed. *Action – the Clerk & JR.*

109/16 To receive an update from Natural England (refer attached) on the proposed route for the England Coast Path through Rowhedge and agree any comments on these proposals: PG proposed that the council support the proposals received, TP 2nd – all agreed. *Action – the Clerk.*

110/16 To receive an update from the Clerk regarding quotes to tidy up the burial ground (approx two day's work, including cutting grass edging back, using a mini-digger to scrape the footpath, weed clearance and removal / disposal of all waste), and to agree expenditure as appropriate: Three quotes have been sought from different contractors, but only one submitted a quote, which is £584. The process followed satisfies the council's Financial Regulations. RH proposed that the quote be accepted, JR 2nd – all agreed. *Action – Asst Clerk*

111/16 To note the outcome of the meeting held on 22nd September with CBC officers and ward councillors in relation to S106 contributions, and agree a prioritised, costed list of potential future projects to be submitted to CBC for use in ongoing and future S106 discussions (refer attached): PG noted that there were two major outcomes of the meeting; one related to the process of allocation of S106 funds to the Social Club. At the meeting cllrs requested evidence of the fully costed project plans, which are part of the criteria for fund allocation. Since that meeting, the information received relating to the project indicates that it has not yet been fully costed. However, once agreed funds cannot be reallocated, so if the parish council sought to contest the allocation of the funds, it may result in the developer being released from the requirement to make any contribution. The council noted that their concerns relate to the process followed, and not to the Social Club receiving funds. There was also an exchange of views regarding the sequence of events which led to the allocation of funds, as there is a lack of clarity regarding the parish council's involvement in initial meetings. The second outcome of the meeting was a better understanding of the criteria and process for S106 fund allocation. EDPC need to have a costed, prioritised list of projects in place that is held by CBC and updated on an ongoing basis by the parish council, to be used by CBC when new planning application contributions are being discussed. It was noted that projects can be removed if alternative funding is

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achieved. Cllrs discussed the draft list of projects that had been submitted to CBC, and PG proposed that it be agreed with the following additions:

Priority 3 – Installing lighting on the entrance road to the village hall, recreation ground and playground (NM to identify estimated cost and add to table). All subsequent items on the list to be renumbered accordingly.

Priority 10 – Installing power and water points to the quays, to improve facilities for people using mooring spaces, enable watering of the raised beds, and lighting for the Holm oak. Estimated cost £25,000

TP 2nd – all agreed. *Action – the Clerk*

112/16 To note that at a recent meeting held on 26th September with EDCA representatives, the parish council was formally notified of EDCA’s intention to submit a planning application for an extension to the village hall, to be built on land owned by EDPC, for sole use of Rowhedge Under 5s: noted. PG reported that it was also proposed that a more accurate map of the site boundary be drawn up, with new lease boundaries to be agreed by both EDCA & EDPC. DC noted that the school will need to be kept informed and involved. *Action – the Clerk.*

113/16 To note the introduction of Highways Practice Note 26 in relation to local flooded roads, enabling local councils to temporarily close roads as needed in identified and agreed locations where flooding regularly occurs, and consider whether there are any locations that the parish council would like to submit an application for: PG proposed that the council does not submit any applications, and that road closures be left as the responsibility of Highways – all agreed.

114/16 To consider the 2017-18 Local Government Finance Settlement Consultation, in particular the proposals relating to parish and town council precepts (*refer attached*) and agree a response to the relevant questions outlined in the consultation:

Cllrs discussed the implications of an effective cap on precept increases if parish councils were required to hold a referendum to increase the precept by more than 2%, and the suitability of such legislation for different sized councils. PG proposed the council responds to the consultation as follows:

Question 4 – agree

Question 5 – agree

Question 6 – object

Question 7 – this would be impractical and disproportionate, with costs of a referendum outweighing the potential revenue from any precept increase.

TP 2nd – all agreed. *Action – Clerk*

115/16 To receive a proposal from Cllr Pullon that the council consider advertising for a new parish councillor to fill the vacant seat, seeking particular expertise in PR to enable the council to be more pro-active in its public communications: TP proposed an amendment to the original motion, that the council advertise for a new parish councillor, seeking candidates with HR skills (desirable not essential), who are able to be active members of the council and part of the village community. JR 2nd – all agreed. *Action – the Clerk*

116/16 To approve the annual review of EDPC’s business, asset and activity risk assessments (*refer attached*): PG proposed these be agreed, AA 2nd – all agreed.

117/16 To receive an update from Clerk regarding the renewal of the pontoon insurance: This insurance is due for renewal, and the quote received from the broker is £965.34, which is in line with the previous year’s costs taking into account the increase in insurance premium tax. The broker has

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sought prices from a range of providers. RH proposed that the quote be accepted, PG 2nd – all agreed.
Action – the Clerk

118/16 To deal with matters arising from the previous Council minutes not dealt with elsewhere in this agenda:

- NM to add a ‘date added’ column to the action list for clarity. *Action – the Clerk*
- DC noted that the MUGA markings have not yet been completed, and requested cross hatching markings by the gate onto the Rec ground from the car park in addition to these. ENH to contact contractor to chase up MUGA work and identify if the additional work can be included. *Action – Asst Clerk*
- Memorial bench – due for installation, ENH to chase. *Action – Asst Clerk*
- Dog bag dispensers – not installed on CDoA due to problem at manufacturer delaying delivery. Will be installed asap once received, and may also get an additional litter bin free of charge as compensation.

119/16 To discuss planning applications and note decision papers as listed: none.

The meeting closed at 8.26pm

Agreed as a true record.

Signed: Date:

Chairman