

## EAST BUDLEIGH with BICTON PARISH COUNCIL

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### Minutes of the East Budleigh with Bicton Parish Council Annual General Meeting held on Tuesday, 31 May 2016 in the Village Hall, East Budleigh.

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#### PRESENT

Cllrs

J White  
M Clarke  
Valerie Lister

T Cantlon  
Mrs P Hayman  
A Tweedie

District councillor Wright and Cty Cllr Mrs Channon were present.

8 members of the public were present.

There was no report from the PCSO Chantalle Major.

1. **ELECTION OF CHAIR:** Cllr Jon White was nominated for election as Chair. The motion was proposed, seconded and carried unanimously. He took the meeting as Chair as soon as he was elected.
2. **ELECTION OF VICE-CHAIR:** Cllr Clarke was nominated for election as Vice-Chair. The motion was proposed, seconded and carried unanimously. Cllr Clarke accepted the position.
3. **CO-OPTION OF COUNCILLORS**  
There was no co-option of councillors.
4. **TO APPOINT MEMBERS AND ELECT CHAIRMEN TO SERVE ON THE COUNCIL'S COMMITTEES AND WORKING PARTIES (WP)**  
The Chair and Vice Chair are automatically members of all committees and working parties.

**Planning:** Cllr M Smith agreed to take up the role of Planning Chair. All parish councillors are members of the Planning committee.

**Recreation:** Cllrs M Smith, P Barnard

**Parish Paths Partnership:** Mr D Buss

5. **TO APPOINT MEMBERS TO REPRESENT THE COUNCIL ON THE UNDERMENTIONED**

**Drake's School  
East Budleigh Village Hall  
War Memorial  
Public Conveniences  
Neighbourhood Plan**

**Cllr L Booth  
Cllr A Tweedie  
Cllr A Tweedie  
Mrs J Lumsden and Cllr M Clarke  
Professor Stanley Roberts**

6. **APOLOGIES** were received from Cllrs M Smith, P Barnard, L Booth and D Buss also District Cllr A Dent.

7. **PUBLIC CONTRIBUTIONS:**

It has been proposed and agreed that members of the public be allowed to speak for **3 minutes** at the beginning of the meeting. This time scale will run to a maximum of 30 minutes, therefore allowing 10 people to speak. This will bring EBPC in line with other town/parish councils. Members of the public wishing to speak on an Agenda item are requested to inform the clerk no later than 30 May 2016. It should be noted that this is **NOT** a question and answer session, it simply provides a vehicle for the public to make the council aware of views of the public before discussing agenda items.

8. **MINUTES:** The Minutes of the April 2016 meeting were confirmed and accepted as a correct record and signed by the Chair.
9. **ACCOUNTS for 2015/2016:** The accounts which had been distributed were confirmed as a correct record and signed by the previous Chair (Cllr D. Buss). The accounts will be sent to the Audit Commission for final approval. The Accounts can be viewed on the East Budleigh parish council website in the Minutes section. [www.eastbudleigh.org.uk](http://www.eastbudleigh.org.uk)
10. **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** There were no declarations of interest. Risk Assessment was given by the Clerk.
11. **MATTERS ARISING**

***Parishes together*** – Cllr Tweedie reported that he was waiting to hear from a firm of contractors who were willing to undertake the work of clearing the drains in East Budleigh and Otterton. Cllr Tweedie was aware of the drains and culverts which needed urgent attention. He will report at the June meeting.

***Paperless Planning applications*** – The clerk reported that this was the first month when plans had been displayed onto a screen via the computer and internet. Plans are stored on the computer for future reference.

***Yettington eyesore*** – Cllr Cantlon reported that Clinton Devon Estates had carried out logging work in Yettington which resulted in debris being left on the road. Cllr Cantlon contacted Clare James at CDE and the debris was cleared away promptly. The council all noted their thanks for Clare James' excellent support.

**Yettington Recreation Room** – Cllr Cantlon reported on the poor state of the Recreation Room which at present is let out for whist drives and a camera club. The income to the Rec Room has decreased and the outgoing expenses increased. Insurance costs are also proving difficult to meet without help. It was felt that some form of refurbishment of the Rec Room would make it more acceptable. Cllr Cantlon will draw up a Business Plan to this effect and report at the June meeting.

12. **MATTERS TO BE DISCUSSED**

**30mph in East Budleigh** – Cty Cllr Channon reported on a letter she had received from Andrew Jones MP (Under Secretary of State) regarding a 20 mph speed limit in urban areas and built up village streets. The Chair said that this was a standard letter and that DCC have not followed the suggested guidelines as set out by the Department for Transport. The Chair will draft a letter in response to Mr Jones which Cty Cllr Channon will send. The Chair thanked Cty Cllr Mrs Channon for her support.

**East Budleigh Children’s Play Area** – Cllrs Clarke and Valerie Lister will attend a meeting on 8 June with members of the Village Hall committee and will report at the June meeting.

**Devon Local Flood Management Update** – There was no further report from Cllr Tweedie.

**Planning permission for flagpoles** – Cty Cllr Channon reported that Drakes School had designed a flag but did not have a flagpole to display it on. The flag had been displayed at County Hall but it was felt that a flagpole at the school would enable the flag to be flown there. The parish council agreed to support the planning permission application when it was submitted.

**Insurance** – The clerk presented the annual invoice for the parish insurance supplied by Aon. This was considerably lower than last year and was agreed for payment by all councillors.

**Data Protection Item** – Cllr Clarke expressed the need for all data to be held securely. Emails at present are not maintained. He gave details of a company which will maintain and archive these but the cost could be £1,000 pa and was considered excessive. At the suggestion of Dist Cllr Wright Cllr Clarke agreed to investigate how DCC manage their data and will report at the June meeting.

13. **PLANNING**

**Applications to be considered**

	<b>Application No.</b>	<b>Location</b>	<b>Proposed Development</b>
13.1	16/1011/FUL	Badgers Bend, Middletown Lane	Formation of extended parking area with associated landscaping works to the front boundary. <b>No objections.</b>

13.2	16/1189/FUL	Westcott, Middletown Lane. EB	Construction of a two storey side extension and replacement conservatory. <b>No objections.</b>
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### Decisions from EDDC to planning applications

Reference	Location	EDDC Decision
16/0551/FUL	Hill Farm, Hayes Lane, EB	<b>Decision awaited</b>
14/2959/MOUT	Frogmore Road Development	<b>Withdrawn</b>
16/1029/FUL	Hill Farm, Hayes Lane, EB	<b>Awaiting decision</b>
16/1029/FUL	5 Collins Park, East Budleigh	<b>Awaiting decision</b>

### 14. REPORTS

*Chairman* – There was no report.

*Clerk* – Drakes School will be hosting an art exhibition on 11/12 June in Salem Chapel and Drakes School. Cllrs are invited to a preview on 10<sup>th</sup> June, 7pm-8.30pm.

The PCC have been offered the opportunity to house a mobile phone mast inside the Church tower. The mast will not be visible from outside. The PCC are keen to follow up this offer and have asked for the parish councils' views. The parish council was in full agreement to support this project.

*Recreation* – Nothing to report.

*Parish Paths Partnership* – Cllr Barnard has offered to assist Cllr Buss with strimming and he will attend a training course provided by DCC. Richard Spurway reported that cutting of the paths in East Budleigh will be carried out this month as usual and that he is happy to help with a second cutting later if needed.

*Drake's School* – There was no report.

*Village Hall* – There was no report.

*East Budleigh Dog owners Forum* – There was no report.

*Public conveniences* – The clerk reported that a light casement in the men's toilet was broken. Baker Electrical have been asked to check this out.

*Any Other Reports* – There was none.

### 15. ACCOUNTS AND FINANCES

The Clerk gave out the monthly cash statement and report. She asked for several cheques to be passed for signature. They were proposed, seconded and carried. It was suggested by Cllr Clarke that the clerk should review the current contract with JRB Enterprise with a view to finding a cheaper alternative.

- JRB Enterprise – dog gloves
- Hire of East Budleigh Village Hall – (April)
- Clerk's salary & expenses
- Arc Accounting - Internal Audit – Ms M Bycraft

- Aon UK Insurance
- SSE Southern Electric – Hayes Lane toilets
- PHS Group – Sanitary disposal
- Baker Electrical – lighting in toilets
- All Saints Church PCC- hall hire
- T Cantlon – Weebly Website renewal

**16. CORRESPONDENCE**

A synopsis of correspondence, magazines and brochures received and not covered elsewhere on the Agenda was received and read out. The clerk suggested that councillors who were interested in any of the correspondence should take it away to read and return it to the clerk at a later date.

**17. DATE OF NEXT MEETING:** Tuesday, 28 June 2016 at 7.30pm in East Budleigh Village Hall. 7pm to review plans.

Signed .....Chairman      Date .....

**OPEN SESSION**

**TOPICS RAISED BY COUNCILLORS AND MEMBERS OF THE PUBLIC AND BY COUNTY AND DISTRICT COUNCILLORS**

(Maximum half an hour)

*It was noted that no decisions could be made, but matters were discussed which involve no more than an exchange of information*