

**Minutes of the extraordinary meeting of Broadhempston Parish Council**  
**Monday 19 October 2023**

Present: Cllrs Wright (Chair), Cunningham, Goddard, Miles, Stevens, White, Widger.

Also present: 1 member of public  
 District Cllr Parker (until 7.59pm)  
 Cathy Aubertin (Clerk)

No	Subject	
2023/24/127	The Chair will open the meeting and receive apologies.	Cllr Wright opened the meeting at 7.30pm. Apologies were received from Cllr Sear and District Cllr Daws.
2023/24/128	To declare any interests at this meeting.	None.
2023/24/129	To consider, amend as agreed by the Council and approve the minutes of the following meeting: <ul style="list-style-type: none"> <li>• 25 September 2023.</li> </ul>	<b><i>It was RESOLVED to approve the minutes.</i></b>
<i>The Council adjourned for the following items:</i>		
2023/24/130	<p><u>Public Question Time:</u> A period of 10 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Broadhempston which do not form part of the agenda.</p> <p><u>County Councillor Report</u></p> <p><u>District Councillor Report</u></p> <p><u>Parish Councillor Report</u></p> <p><u>Parish Lengths-man Report</u></p>	<p>Cllr Parker reported that Teignbridge District Council (TDC) is looking to pass some assets to town and parish councils. He also advised that TDC is looking for further small sites where housing can be built as it hasn't met it's legal requirement.</p> <p>Cllr Widger reported that Beaston Bridge has a large pothole in it.  <b>Clerk to report to Devon County Council (DCC).</b>                      He also raised a concern about a willow tree at Orchard House at the bottom of No Place Hill that is causing an obstruction to larger vehicles.  <b>Cllr Goddard will talk to the owner and Cllr Stevens volunteered to undertake the required work.</b>  <b>In addition, the clerk to check whether the tree has a Tree Protection Order on it.</b>                      Cllr Goddard reported that a drain is collapsing due to tarmac breaking down at Lower Well.  <b>Clerk to report to DCC.</b></p> <p>Cllr Widger has cleared the drain at Waterford Cross.</p>

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		<b>Clerk to check what funding is available and contact the Parish Lengths-man.</b>
	<i>The Council reconvened to conduct the following business:</i>	
2023/24/131	To consider Devon County Council's Road Warden scheme.	<b>It was agreed that the clerk should put a post out asking whether anyone is interested in undertaking the training. In addition, the clerk will ask DCC ask about pothole training and establish whether any neighbouring PCs take part in the scheme.</b>
2023/24/132	To consider the purchase and provision of 20s Plenty stickers and banners.	<b>Clerk to purchase 50 signs. Cllr Goddard will take 25 to the community shop. It was further agreed that a maximum of two signs will be given to households.</b>
2023/24/133	To consider the draft letter to all parishioners in respect of the Village Square proposal.	<b>Clerk to amend the letter to include:</b> <ul style="list-style-type: none"> <li>• The number of parking spaces lost against the number gained.</li> <li>• Remove the line about the PC having funding for the scheme and add reference to possible crowd funding or donations.</li> <li>• Plan of the proposed parking bays at the Village Hall.</li> </ul>
2023/24/134	To consider a proposal to work more closely with Broadhempston CLT.	Geoff Dowson, secretary of the CLT, attended the meeting to speak to this item. The CLT has been considered how to move forward in the future, and whether to involve a housing association to deal with the two additional affordable homes which will be built at Easterways. There is another option to become a registered provider and the CLT would wish to work with the PC in this respect, with the PC becoming the registered provider. As a registered provider, funding would become available from Homes England, and give additional options on how to make things better for parishioners throughout the community, making use of other alternative funding. Being a registered provider includes other facilities that need to be provided along with additional housing. <b>Clerk to look at other registered providers to gain a better understanding, such as South Devon Rural Housing and Westward. In addition, the clerk will undertake research on the impact for the PC and report back to a future meeting.</b>
2023/24/135	To consider the urgent repair work required to the Church tower and bells.	It was reported that not much information is currently available but understood that it may be that the Church will come to the Parish Council for support with this in the future.
2023/24/136	To consider the draft motion provided by Zero Hour to support the Climate and Ecology Bill.	<b>It was RESOLVED to support the motion. Clerk to action.</b>
2023/24/137	To consider the updated information in respect of the	The information was noted. No further action at this stage. <b>Clerk to look at Devon Communities Together to see what support might be available and add to agenda for next month.</b>

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	provision of a youth club service by TRAYE.	
2023/24/138	To consider reminding residents of their responsibility to keep hedges cut back from highways.	<b>Clerk to remind parishioners on Shout Out Broadhempston that, now that there are no nesting birds, they should keep hedges and trees clear of the highway (clerk to include an appropriate photo).</b>
2023/24/139	Feedback from the meeting between Teignbridge District Council and Town and Parish Councils.	Cllr Wright reported on the meeting he attended with the clerk. It was noted that TDC's financial difficulties mean that it is running at a loss and eating into its reserves. The issues with planning are due to a 20% shortage of planning officers because they have simply been unable to recruit. In addition, TDC advised that only 60% of the cost of the service is being generated by planning application fees. It was clear at the meeting that TDC is keen to work more closely with town and parish councils.
2023/24/140	Climate change emergency: <ul style="list-style-type: none"> <li>Feedback from the working group.</li> </ul>	Minutes from the working group were provided to councillors ahead of this meeting. The group is currently focusing on a local food map and possible energy scheme.
2023/24/141	Review of the following policy: <ul style="list-style-type: none"> <li>Protocol following the death of the Sovereign or a Senior National Figure.</li> </ul>	<b>It was RESOLVED to agree to the new policy. Clerk to implement and publish.</b>
2023/24/142	Open spaces update: <ul style="list-style-type: none"> <li>Small playing field - improvements to play equipment.</li> <li>Easterways play area</li> <li>Headlands</li> <li>Kings Close.</li> <li>Community Orchard.</li> <li>Allotments - to consider a review of allotment fees</li> </ul>	Concern was raised about the fencing posts between the play area and the road. <b>Cllrs Stevens and White will have a look at the fencing to see if they can deal with it and, if not, will provide a brief spec for the clerk to arrange for work to be undertaken.</b>  It was noted that the grant application for the work at the tennis court has been submitted.  The community orchard working group is currently awaiting repairs to the mower.  <b>It was RESOLVED to amend the allotment fees in accordance with the recommendation from the allotment working group and that fees should continue to be reviewed in line with inflation on an annual basis. Clerk to advise allotment holders.</b>

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	<p>- to consider removing the maintenance of the hedge from allotment agreements.</p> <p>- to consider the removal of waste from plot 16.</p> <ul style="list-style-type: none"> <li>• Car Park.</li> </ul>	<p>Maintenance of the hedge has not been enforced with allotment holders and some have undertaken this whilst others haven't. It was noted that most allotment holders would not have the right tools to undertake such work at the allotments.</p> <p><b>It was RESOLVED that this should be removed from the allotment agreement and that the PC would take responsibility for this and arrange for the hedge to be cut back on an annual basis.</b></p> <p><b>Clerk to advise allotment holders and update the allotment agreement for 2024/ 25.</b></p> <p><b>Cllr Widger kindly agreed to flail the road-side of the hedge and then Cllrs Stevens and Wright will review to see how best to deal with the allotment side and top.</b></p> <p><b>Cllrs Wright and White kindly agreed to collect and dispose of the waste.</b></p> <p><b>Clerk to advise allotment holder.</b></p>
2023/24/143	<p>Finance:</p> <ul style="list-style-type: none"> <li>• To agree payment of accounts.</li> </ul>	<p><b>It was RESOLVED that payments should be approved.</b></p> <p><b>Clerk to make payments.</b></p>
2023/24/144	<p>Clerk's report:</p> <ul style="list-style-type: none"> <li>• Proposal for the clerk to work for Broadhempston Village Hall and Playing Field CIO as Treasurer.</li> <li>• Review of actions in previous minutes.</li> <li>• Clerk on leave 23-27 October 2023.</li> </ul>	<p><b>It was RESOLVED to support the proposal for the clerk to work for Broadhempston VHPF CIO and that the cost of this will be recharged monthly.</b></p> <p><b>Digitising drainage maps – Cllr Sear</b></p> <p><b>Plan of grass cutting and hedge maintenance – Cllr Wright</b></p> <p><b>Work to hole in the steps and resealing nails in the roof of the fort – Cllrs Wright and Cunningham</b></p> <p><b>Following discussion on the need for maps to be produced for the PC, Cllr Wright will investigate the price of obtaining a digital map of the village.</b></p>
2023/24/145	<p>To note any correspondence received:</p> <ul style="list-style-type: none"> <li>• Affordable housing questionnaire from TDC.</li> </ul>	<p><b>Clerk to contact TDC to advise that the link does not work and request an extension on the deadline so that the questionnaire can be completed at November's meeting.</b></p>
	<i>The Council adjourned for the following items:</i>	
2023/24/146	Public Question Time: 10 minutes.	
	<i>The Council reconvened to conduct the following business:</i>	

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2023/ 24/147	To note the date of the next meeting: <b>Thursday 9 November 2023.</b>	Meeting closed at 10.22pm It was noted that the next meeting will be on Thursday 9 November, with a budget working group meeting being held on Wednesday 1 November.
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