

Minutes of the Meeting of Broadhempston Parish Council
Thursday 12 September 2024

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

Also present: 2 members of public
District Cllr Paul Parker
Nicky Glew, TDC Officer
Cathy Aubertin (Clerk)

No	Subject	
2024/25/079	The Chair will open the meeting and receive apologies.	Cllr Wright opened the meeting at 7.30pm. Apologies were received from Cllr Goddard,
2024/25/080	To declare any interests at this meeting.	Cllr Miles noted that he is related to the person who has submitted a letter about cold callers.
2024/25/081	Approval to consider, amend as agreed by the Council, and approve the minutes of the following meeting: <ul style="list-style-type: none"> • 29 August 2024. 	<i>It was RESOLVED to approve the minutes.</i>
2024/25/082	<u>Public question time:</u> a period of 10 minutes will be allowed for members of the public to ask questions or make comments regarding the work of the Council or other items that affect Broadhempston. <ul style="list-style-type: none"> • District Councillor report. • County Councillor report • Parish Councillor reports • Parish Lengths-man work. 	A member of public noted that the lights are on at Headlands quite often unnecessarily. Cllr White will ensure this is addressed. District Cllr Parker advised that the local plan review will commence next week. The new leader informed district councillors that 104 district councils have approached the government about the spending review, stating that they want to allow district councils to set their own fees for some services, deal with housing rents, and implement a 10-year rent deal in respect of housing. Cllr Khan's report was circulated ahead of the meeting and is attached to these minutes.
2024/25/083	An opportunity to discuss Community Emergency Plans with Niki Glew (NG), Emergency Planning and Business Continuity Officer from Teignbridge District Council.	NG gave some information about her background and noted that she is passionate about working with villages. She suggested creating a list of people who, for example, have skills and/ or equipment that might be useful in an emergency, such as first aid, chain saw licence, food hygiene qualification. NG has provided the PC with a pack that can be completed for any future emergencies, previously circulated to councillors.

CHAIR

DATE.....

		<p>Clerk to re-circulate to councillors.</p> <p>NG gave an example of a large power outage, taking out all the tech and asked how information would be circulated in the village. She has made an agreement that, in such an event, Asda delivery vans will drive to each parish giving information.</p> <p>A household emergency plan was also provided, and the PC agreed that parishioners should be encouraged to use this.</p> <p>Councillors agreed that the proposal for a community resources register was a good idea, and that it should be implemented with the involvement of other organisations in the village.</p> <p>NG advised that there is an emergency planning page on Teignbridge District Council's (TDC's) website which she will be adding to and improving.</p> <p>NG is happy to attend future meeting, and further advised that, if a major incident is declared, volunteers would be covered by TDC's insurance.</p> <p>She advised that the most basic plan will ensure that the community will bounce back more quickly economically and emotionally.</p> <p>Clerk to add to October's agenda for the PC to make a start on a community resources register and arrange a meeting with other organisations in the village.</p>
2024/25/084	<p>To consider the following planning applications:</p> <ul style="list-style-type: none"> • 24/01332/HOU Proposed single storey extension Bow Barn Broadhempston Devon TQ9 6AT (teignbridge.gov.uk) 	<p>The applicant attended to speak to this issue and stated that he is keen to create a home for himself and his family. The building is currently only big enough to accommodate one person. He advised that he is keen to maintain the character of the building.</p> <p>Councillors felt that this planning application was more acceptable in respect of the class Q restriction and that they wished to support it and that this application is more sympathetic to the original building.</p> <p>The PC RESOLVED to support the application.</p> <p>Clerk to advise TDC.</p>
2024/25/085	<p>To receive an update, and consider the quote received, in respect of the submission of a planning application for additional parking bays in Kings Close Field in order to progress the village square project.</p>	<p>The PC RESOLVED to accept the quote received from a local architect to draw up plans and submit a planning application for the parking bays.</p> <p>In respect of the advice from the architect to gather supporting information, the clerk will collate supporting comments from the questionnaires and draft a letter to the Headteacher at the school.</p>
2024/25/086	<p>To receive an update in respect of co-opting a new councillor.</p>	<p>One person is interested in becoming a councillor.</p> <p>The clerk will arrange for the PC to meet with the person at 7pm on 10 October so that they can then join the PC meeting at 7.30pm.</p>
2024/25/087	<p>To consider the concerns raised by some residents about the noise coming from Kingston Estate.</p>	<p>It was agreed that the clerk should contact South Hams District Councillor Jacqi Hodgson to ask whether Kingston Estate are meeting the requirements of their licence and to be kept informed of any developments.</p>
2024/25/088	<p>To consider the following updated policies:</p>	<p>It was RESOLVED to adopt the policies.</p> <p>Clerk to publish.</p>

CHAIR

DATE.....

	<ul style="list-style-type: none"> Financial regulations policy Social media and electronic communication policy. 	
2024/25/089	<p>Climate change emergency:</p> <ul style="list-style-type: none"> To consider feedback from the working group. 	<p>Some members of the working group have started a trial with TDC and ACT in respect of monitoring household electricity and will feed back to both, with the hope that the scheme will be rolled out to other towns and parishes. The next meeting will take place on 3 October 2024.</p>
2024/25/090	<p>Open spaces update:</p> <ul style="list-style-type: none"> Small playing field To receive an update about the broken rocker and toddler swing. To consider what action to take in respect of the vandalised panel. Easterways play area. Headlands. Kings Close Field. Community Orchard. <ul style="list-style-type: none"> Allotments To consider a recommendation from the clerk to terminate an allotment agreement. To consider whether to repair or replace gate post. Car Park. 	<p>Cllr White will look at the small broken rocker to see if it can be repaired. Andrew Marlton has been asked to reinstate the toddler swing and repair the rocket rocker. He is currently busy, but the PC will wait until October's meeting to see whether he has been able to start the work.</p> <p>Clerk will ask the school whether children could decorate the vandalised panel.</p> <p>There is a hornet's nest in the orchard shed, which means that the mower cannot be accessed. It was RESOLVED that the PC would pay for a local contractor to remove at a cost of £65. Clerk to arrange payment. It was noted that additional trees have been ordered for the orchard.</p> <p>It was RESOLVED that the PC should accept the recommendation from the clerk for an allotment agreement to be terminated. Clerk to contact allotment holder. This will mean that there are two vacant allotments. Clerk to contact people on the waiting list to see if they would be prepared to take on allotments free of charge for the first year because of the amount of work required before planting can be done.</p> <p>It was RESOLVED that Cllr Widger will contact Elliot Fencing to obtain a quote for replacing the post.</p>
2024/25/091	<p>Finance:</p> <ul style="list-style-type: none"> To note the external audit report from PKF Littlejohn LLP. To agree payment of accounts. 	<p>It was RESOLVED to note the report. Clerk to publish the report.</p> <p>It was RESOLVED TO agree the payment of accounts. Clerk to arrange payments.</p>

CHAIR

DATE.....

2024/ 25/092	<p>Clerk's report:</p> <ul style="list-style-type: none"> • Review of actions in previous minutes. • To consider an update in respect of road warden chapter 8 training. • To consider the email regarding a meeting with the Housing Enabling Officer. • To consider the letter from a parishioner regarding door-to-door sellers. • To consider whether anyone would like to attend the DALC Annual Conference on 2 October 2024 at Exeter Racecourse. • To consider attendance at TDC's parish forum events in September. • Clerk on annual leave 23 – 27 September 2024. 	<ul style="list-style-type: none"> • Cllr White has collected the parish chest and will store it for the PC. • Cllr Wright will put the Jubilee tree sign on a taller post. • Display window at the community shop – Cllr Goddard. • A small working party is required to clear the drains around the perimeter of the tarmac area in the play area. Cllr White will organise on WhatsApp. • Purchase stickers for the PC blackboards – Cllrs Goddard and Wright. • Car park signage – Cllr Stevens. It was agreed that Cllr Stevens will measure the poles and report back to the PC on what steps need to be taken to increase the height of the signs. <p>Clerk to arrange training, giving at least a month's notice and to be held on a Monday, Thursday or Friday.</p> <p>Clerk to arrange for the Housing Enabling Officer to attend a future PC meeting if possible. However, if not possible, she will look at arranging for a separate meeting, possibly on zoom.</p> <p>It was noted that the PC, or any other organisation, doesn't have the power to take any action to stop this practice. Cllr Miles will advise the parishioner.</p> <p>No one can attend.</p> <p>Cllr Wright, and possibly Cllr Goddard, to attend on 23 September. Clerk to advise TDC.</p>
2024/ 25/093	<u>Public question time.</u>	
2024/ 25/094	To note the date of the next meeting: Thursday 10 October 2024.	This was noted and the meeting closed at 9.35pm.

CHAIR

DATE.....

September Report from County Councillor Sarah Khan

Household DIY Waste changes

New legislation (the Controlled Waste (England and Wales) (Amendment) Regulations 2023) came into force on 31 December 2023. The legislation required DCC to accept small amounts of DIY Waste from Householders free of charge at the HWRCs. The delegated decision means that (in addition to the existing HWRC DIY Waste Charging Scheme):

- Devon Householders now have: a 'free allowance' of up to two rubble bags (e.g. proprietary 'rubble' bag that can be purchased from a DIY store and can be safely lifted by the depositor) per visit or one larger item up to a maximum of 2000mm length per visit. Any excess material (or oversized material) is subject to the existing charging scheme and paid for in the normal way.
- The 'free allowance' is only offered based on up to four single visits per household in any four-week period. Any visits in excess of this are subject to the existing charging scheme and paid for in the normal way.
- Given the short timescale to implement this legislation, basic visual checks took place initially by site staff to ensure householders were complying with the conditions for free disposal.

Taking into account how hard this is to manage on site, a Web-based IT 'pre-authorisation' system is being developed to effectively manage the free allocation per household, set out above.

Highways

The additional £10m of capital funding has been allocated to Additional serviceability patching (£7.75m) White lining maintenance (£0.25m) Drainage improvements (£2m).

As of mid-August, over 16,000m² of serviceability patching has been laid, equating to over 315 locations.

Over the summer four white lining gangs have been working across the county to remark the following:

- 145 mini roundabouts
- 30 compact roundabouts
- 197 zebra crossings

The funding will also allow approximately 10km of double white lines to be refreshed. The programme of drainage improvements is being delivered through the Term Maintenance Contractor. The additional funding provided by the DfT Traffic Signal Obsolescence Grant and Green Light Fund is enabling a range of sites to be renewed and reviewed to maximise efficiency. Delivery of the Local Area Capital Program was delayed until mid-May due to the need for resources to be focused on the delivery of reactive pothole repairs following the challenging Winter and Spring. Delivery is now progressing well, with a large proportion of the works already completed or scheduled to be delivered ahead of winter.

Performance and Partnerships

Highways has been working closely with DALC to build better relationships with our Parish and Town Councils. A programme of webinars has been established to provide an overview of the key areas of the service.

CHAIR

DATE.....

Roles and Responsibilities – 5th June 2024
DIY Highways - 15th August 2024
How are our Roads Maintained? - 18th October 2024
Understanding Roadworks - 5th December 2024
Investment in Highways Infrastructure - 6th February 2025
Highways and the Planning System - 3rd April 2025.

The first events have been successful with over 80 people in attendance. The sessions are recorded and available for viewing via the DALC members website. Following the initial Roles and Responsibilities event, an inperson workshop with a number of clerks was facilitated by DALC to address some of the concerns raised regarding the approach and consistency of communications between the Service and Parish and Town Councils. The Town and Parish Council webpages are also going to be reviewed and brought in line with the information available through the Members portal.

CHAIR

DATE.....