

Minutes of the Parish Council Meeting

held on

Wednesday 11th September 2024

at 7.30pm at the Village Hall

Present: Cllr R Tillett, Cllr E Hollingsworth, Cllr W Honan, Cllr B Hillson, Cllr S Luxton and Cllr L Langdon.

In Attendance: Tracy Watkins (Clerk), and four members of the public

No		Action
59/24	<p>Apologies:</p> <p>No apologies received from Cllr J Kemp (EDDC) and Cllr H Gent (DCC). Cllr S Randall-Johnson (DCC) sent her apologies.</p>	
60/24	<p>Declarations of interest</p> <p>None</p>	
61/24	<p>Election of the Chair</p> <p>Cllr Tillett opened by giving his thanks to Mr Birmingham for his service as Chair since 2021.</p> <p>Following Cllr Birmingham's resignation, Cllr Hillson was NOMINATED by Cllr Tillett take over as Chair. This was SECONDED by Cllr Luxton. Cllr Hillson SIGNED the Acceptance of Office form.</p> <p>Cllr Tillett advised he was happy to remain as Deputy Chair at the moment.</p>	
62/24	<p>Appointment of a co-opted Councillor</p> <p>Following the appropriate procedures Cllr Hillson NOMINATED Lisa Langdon as a co-opted Parish Councillor SECONDED by Cllr Tillett.</p> <p>Cllr Langdon SIGNED the Acceptance of Office and Register of Interests forms and passed to the Clerk.</p>	
63/24	<p>Parish Council Refresh – New Chair, Cllr Brad Hillson</p> <ul style="list-style-type: none">• The Council needs to be more open and transparent especially with regards finances.• Move to a more collaborative and informal Council• Encourage more people to attend meetings <p>Be more inclusive</p>	

64/24	<p>East Devon Housing Services Unfortunately, the speaker did not attend or send apologies.</p> <p>Jo from the Agricultural Inn advised she helps with the Upton Pyne community larder. Cllr Langdon to investigate helping with this. Cllr Tillett to send her details of the organiser.</p>	RT LL
65/24	<p>Minutes of the meeting held on 3rd July 2024 Were agreed as a true record and SIGNED by the Chair</p>	
66/24	<p>Public Question Time None were raised</p>	
67/24	<p>Affordable Housing An update from Stuart Wass (CLT) is attached to the bottom of these Minutes. Templars Field – The Council only have a very short update. The developers have advised they will let us know when they have something to report. The Council do not have any specific information. Any discussion we have with the developers have to be transparent so we can keep the public advised. So far, the developers have only wanted to meet in a closed forum and the Council have politely refused this. We need to be aware that private developers may not have to follow the same rules as a CLT with regards to the number of affordable housing units they have to offer. We don't know if they have to comply under the "village plan"</p>	
68/24	<p>Lead Councillor Updates Updates were received from the Lead Councillors on the following:</p> <ul style="list-style-type: none"> • Finance – Brad Hillson – It was confirmed that all financial information has been published on the website • Verges – Cllr Luxton – No bill from contractor as yet. Cllr Luxton will chase. Some of the hedges may need a trim. This is pertinent by the bridge as visibility is poor. It was also noted that the signs at the bottom of Burrige Hill about the ditch have been knocked down. Cllr Tillett will raise with Highways. • Trees & Natural Environment – Cllr Hollingsworth – only thing to note is there is an osprey flying up and down the river. • Highways and Traffic Management – Cllr Tillett – Pt hole has been filled on Burrige Hill. Thank you to the resident who reported this. • Planning and Development– Cllr Honan – two new applications have been received since the last meeting 	SL RT

	<p>24/1565/LBC - 3 Chapel Road Brampford Speke EX5 5HG - site meeting to be held on 24th September</p> <p>24/1669/FUL - North End Brampford Speke EX5 5HL – site meeting to be held on 24th September</p> <ul style="list-style-type: none"> • Communications – Cllr Langdon has kindly agreed to take this role on. Having a handover with Nichola Vickers next week. She will look into having more of a presence on social media platforms to hopefully make the Council more accessible to younger residents. Also look at how the Council can encourage more people to attend meetings. • Footpaths – Update from the Footpath Warden/Cllr Hillson – Wynn has chased the owner of the path from the church to Splatt which needs cutting back more. Cllr Luxton has offered to clear the blockages to drainage at Red Rock where the water is sitting. The obstacle to this is who owns Gypsy Lane. We need to determine who owns it. 	<p>WS RT</p>
<p>69/24</p>	<p>Village Hall</p> <p>The planning has gone through for the doors and porch. Building Regs now need to be applied for. Fire doors will need to be fitted rather than standard doors to comply with current regulations. BSVHT will commission the works to the Parish Council so that the VAT can be claimed back. As the Trustees already obtained more than one quote for the works the Minutes from the BSVHT will suffice as evidence if attached to these minutes for auditing purposes. Cllr Tillett or Cllr Honan to send relevant minutes to the Clerk. See appendix below.</p>	<p>WH WH/RT</p>
<p>70/24</p>	<p>To receive the accounts summary to 31st August 2024 (previously approved).</p> <p>To NOTE the following payments were approved remotely in accordance with Financial Regulations :</p> <p>2 x Payments to Tracy Watkins (July and August salary)</p> <p>2 x Payments to HMRC (July and August)</p> <p>2 x Payments to BT for Village Hall line rental only (paid by DD on 29.07.2024 - £12.57 & 28.08.2024 - £12.09)</p> <p>Note: Payments approved by Councillors S Luxton, A Birmingham and R Tillett in accordance with the Financial Regulations.</p> <p>Council to NOTE that the following payments have been received:</p> <p>01.07.24 – EDCC – P3 reimbursement - £600.00</p>	

71/24	<p>EDDC Update</p> <p>Cllr Kemp was not at the meeting, did not send apologies and did not provide an update. The complaint that the Clerk has made to EDDC regarding lack of representation has been forwarded to Paul Arnott, Leader of the Council. Clerk has emailed Paul Arnott direct.</p>	
72/24	<p>DCC Update</p> <p>Neither Cllr Randall-Johnson nor Cllr Gent were present at the meeting. Cllr Randall-Johnson provided the monthly update. See Council website for details.</p>	
73/24	<p>Other information/correspondence received for possible action/discussion/attendance and review of Action Points Village Hall</p> <ul style="list-style-type: none"> • Action points – reviewed. All up to date • Speke up submissions – please send to RT asap. The Chair will send an update about the Council to add. • Dates for future meetings – Decision to be made about dates in the November meeting. The January meeting to be moved to 15th January due to Clerk being unavailable on 8th. Clerk to update the website. • Update regarding EDDC and DCC representation at meetings – See item 71/24 above • Budget – At Novembers meeting the decision about Precept has to be made so Clerk to make sure budget spreadsheet is up to date. • Financial approvals for payments – These will be completed by Cllrs Hillson, Tillett and Luxton 	<p>BH</p> <p>Clerk</p> <p>Clerk</p>
74/24	<p>Date of the next meeting(s)</p> <p>The meeting closed at 8.40pm. The date of the next Meeting is Wednesday 13th November 2024 – Village Hall at 7.30 pm.</p>	

Signed:.....

Date:.....

- 1) We had offered to reduce the size of the scheme down from 9 to 6 affordable homes and 3 to 2 market sector homes. Whilst this has met with a perceived increase in local support for the scheme it has had a negative response from EDDC housing officer and therefore probably Homes England - the main funders. They have expressed concerns about the economics of the project with significant infrastructure costs to support a relatively low number of affordable homes. The CLT will be in discussion with EDDC, Homes England and the Housing Association to try to find the best solution whilst keeping the landowner in the loop.
- 2) A pre-application was submitted a month ago – acknowledged but unlikely to get a response before October.
- 3) Considered 2 entry options to the site but decided to stay with the one directly off the main road. Relating to this we have asked for a couple of quotes for designing the splay and determining whether the transformer and poles will have to be removed. Which would be a significant cost. This should also establish that there would be minimum impact on the roadside hedge.

The CLT decided that it is unlikely to follow through with the 2 entrances option but in the pre-app, it has asked for the planners' views on the 3 options. i) Main road ii) Stooks Close iii) Both

Reasons for not favouring using Stooks Close:

- With a reduced number of homes, we will have to make corresponding savings in infrastructure costs so only one entrance/exit
- Most/all of the bungalows are classed as “sheltered accommodation” and it is pretty obvious that residents will have enough to deal with. We spoke to 4 who all and without prompting said that there were vulnerable and insecure residents in the close. As things stand the cul-de-sac gave them a feeling of security and acted as a sanctuary.
- Similar feelings about their grandchildren being able to play on the road in relative safety. Suspect the community land will be much appreciated by them!
- It is effectively a single-track road because of car parking and 4 or 5 disabled only bays and we were told another 2 are planned for the car park area. So much shunting and waiting especially with delivery vehicles, carers and other support visitors
- Ownership and legal issues arising from having to cross a PRow
- Potential loss of car parking space

Brampford Speke Village Hall Trust

Notes of trustees meeting held on 23rd April 2024

(Actions/decisions in italics)

Present: Joff Machell (chair)

Dave Bamford

Caroline Lamb

Mac Merrett

Sue Satchell

Richard Tillett (minutes)

1. Apologies: Will Honan, Molly Luxton, Rees Jenkins
2. Minutes of trustees meeting 13 th February 2024 approved.
3. Hall & grounds maintenance:
 - Roof: no problems; can come off agenda.
 - Ceiling insulation: awaits working group
 - Trapdoor above kitchen: awaits repair by Matt (DB will remind him)
 - Copper water tank: remains in roof space above kitchen. JM will discuss with Paul Leek to establish possible value/removal
 - Electrics: meter heater recently damaged bur repairable. Thermostat not operating properly so increased electricity charges. DB will contact electrician and request repair/replacement.
 - Porch: JM reported discussion with chair of PC and agreement that we will fund porch repairs in return for assurance that this years grant will remain unchanged at £2000. WH had reported that planning permission required unless 'like for like' replacement. Quotations from MCA and Green Window company discussed; similar prices (c. £4600-4800) for both, including aluminium doors. Agreed to commission MCA as supplied previous windows. Also agreed to investigate replacement of external kitchen door and front double doors (both fire exits). DB will ask MCA for drawings and revised quotation, hopefully to include repairs to existing windows. WH requested to follow up planning application. MM agreed to investigate possible grant from Platinum Jubilee village hall fund (later reported only available for projects over £10k).
 - Steps: DB will remind Ed Rogers

- Fire Safety: recent inspection visit, report received, replacement equipment provided.
- Extension floor: SS reported quotation of £460 to provide and fit non-slip vinyl floor covering. Agreed to proceed with work (SS will commission).
- Garden: hedge on west side has been cut back, foliage growing up electricity pole removed. Barrier/gate by rear extension to prevent children leaving rear garden. Awaits SS/DB exploring options.
- Key safe installed outside front door. Agreed code can be available to those renting hall and to trustees.

4. Hall management:

- Bookings: Healthy; regular bookings include school, toddler group, Pilates (now twice weekly), WI, Parish council, some social gatherings.
- Publicity (advertising, website): no response to recent appeal for new trustees in Speke Up.

5. Finance: MM presented year end statement of accounts. Current bank balance £12900.

Income approx sufficient to cope with normal running costs, but not major repairs.

6. Events: agreed to hold cream tea and tabletop sale on Sat 22 nd June

7. Date of next meeting: Tues 16 th July at 7.30 in the hall.