

Minutes of the Parish Council Meeting

held on

Wednesday 13th November 2024

at 7.30pm at the Village Hall

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

In Attendance: Tracy Watkins (Clerk), and one member of the public

No		Action
75/24	Apologies: No apologies received from Cllr J Kemp (EDDC) and Cllr H Gent (DCC). Cllr S Randall-Johnson (DCC) sent her report.	
76/24	Declarations of interest Cllr Luxton declared an interest as land owner of one of the potential housing application sites. It was declared that Cllrs Langdon (Director) and Wayne (Member) of the CLT.	
77/24	Appointment of a co-opted Councillor Following the appropriate procedures Cllr Hillson NOMINATED Jo Wayne as a co-opted Parish Councillor SECONDED by Cllr Tillett. Cllr Wayne to SIGN the Acceptance of Office and Register of Interests forms and pass to the Clerk as soon as possible	
78/24	Minutes of the meeting held on 11th September 2024 Were agreed as a true record and SIGNED by the Chair	
79/24	Public Question Time No questions were raised.	
80/24	Affordable Housing To receive any updates on potential housing initiatives within the Parish. See update from the developers regarding Templers Field below. An update has been received from CLT is below.	

	<p>The idea of having a working group within the village to oversee the affordable housing has been muted in the past and there were no volunteers. It was felt by all that there needs to be a more varied opinion in meetings and discussions. Some information will be put into the next Speke Up edition encouraging members of the public to create a group and run it.</p> <p>Cllr Langdon agreed to be the link between the CLT and the Parish Council.</p> <p>Further discussion will need to be had around the public space which is included in the CLT plans.</p>	
<p>81/24</p>	<p>Planning</p> <p>The following planning consultations have been received since the last meeting:</p> <p>24/2283/AGR - Norton Farm Thorverton Exeter EX5 5JW - no objections. Roof over a existing silage container.</p> <p>24/2006/FUL - Southmoor Brampford Speke Exeter EX5 5DX – no objections</p> <p>24/2078/FUL - Pilgrims Brampford Speke Exeter EX5 5DP -no objections</p> <p>Planning application 22/1355/FUL - Brampford Speke Village Hall - currently with Building Control. They have until the end of the month to make a decision.</p>	
<p>82/24</p>	<p>Lead Councillor Updates</p> <p>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 – Invoice has now been received for works from contractor. This has been factored in to the budget calculations for next year. Growing season has now stopped. Mud is building up at the bottom of the hill again. • Trees & Natural Environment – Cllr Hollingsworth – Devon Wildlife Trust is giving away trees some of them vey rare. They will grow to be substantial so everyone to have a think and let Cllr Hollingsworth know if anyone can think of a suitable site to put one. A pair of Marsh Harriers have been spotted which are very rare. A group of white egrets are also visible locally. • Highways and Traffic Management – Cllr Tillett – Cllr Tillett spoke to contractors who are working today and they advised they are currently looking at culverts, drains etc on Pynes Hill. Pot holes on St Andrews Road have been reported. Cllr Tillett will meet with the new Highways office soon. 	

	<ul style="list-style-type: none"> • Planning and Development– Cllr Honan – See Planning agenda item above • Communications – Cllr Langdon – Handover with former Cllr Vickers has been done. Facebook page has been created. Will run a trial for 6 months as will need policing. • Footpaths – Update from the Footpath Warden/Cllr Hillson – very little to report. Footpath 7 has been cleared and posts replaced. Station Hill covered in leaves which need clearing before wet weather makes them treacherous. Cllr Hillson will request someone does this. Cllr Wayne to take over responsibility for Footpaths in conjunction with the Footpath Warden, Wynn Stait. 	
<p>83/24</p>	<p>Village Hall</p> <p>Planning for porch is with Building Control. Will be chased at the end of November. Planning approval has already been passed.</p>	
<p>84/24</p>	<p>Financial Items</p> <p>To receive the accounts summary to 31st October 2024 (previously approved by Cllr Hillson). See below.</p> <p>To NOTE the following payments were approved remotely in accordance with Financial Regulations :</p> <p>2 x Payments to Tracy Watkins (September and October salary and expenses)</p> <p>2 x Payments to HMRC (September and October)</p> <p>2 x Payments to BT for Village Hall line rental only (paid by DD on 30.09.2024 - £12.09 & 28.10.2024 - £12.09)</p> <p>1 x payment for removal of Wasps nest - £30 (04.09.2024)</p> <p>1 x payment Building Reg Fees for BSVH porch - £266 (01.10.2024)</p> <p>1 x payment to Zurich for insurance £264.00 (25.10.2024)</p> <p>1 x payment to Ed Rogers for repairs to footpath £726.00 (28.10.2024)</p> <p>Note: Payments approved by Councillors S Luxton, B Hillson and R Tillett in accordance with the Financial Regulations.</p> <p>Council to NOTE that the following payments have been received:</p> <p>02.09.24 – EDCC – PRECEPT - £4250</p> <p>14.10.24 – Sale of leaf sucker - £50</p>	

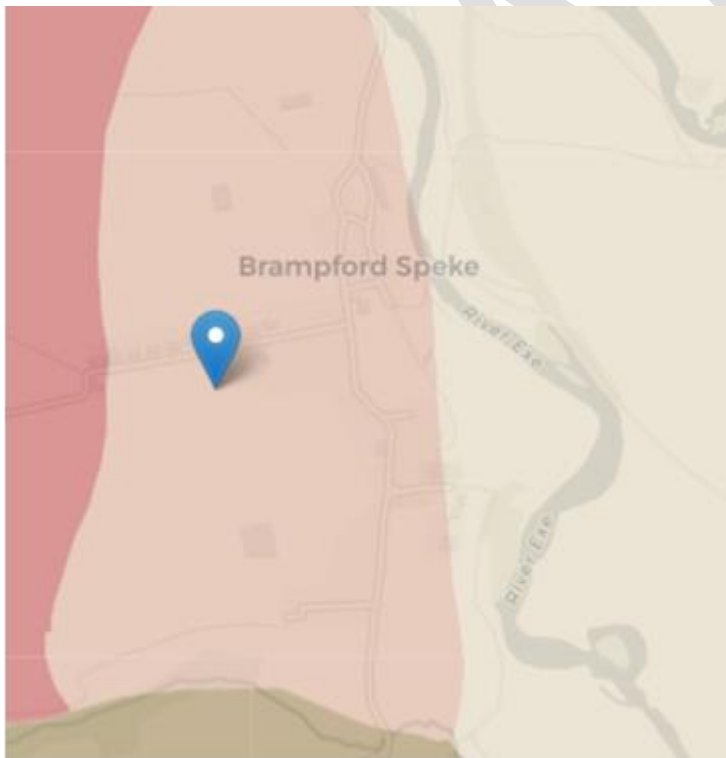
85/24	<p>Precept</p> <p>To Review the Budget forecasts and APPROVE the Precept claim for 2025</p> <p>After reviewing the budgets and spends for 2024/25 it was decided to increase the claim for the Precept by £250 to £8750 per year for 2025/26. This represents just under 3% rise from last year. This was PROPOSED by Cllr Tillett and SECONDED by Cllr Hillson.</p> <p>Clerk to make application to move all remaining funds in the deposit account over to the current account.</p> <p>Clerk to send Cllr Tillett details of rise in Band D contributions based on figures above.</p>	
86/24	<p>Policies</p> <p>To re-adopt The Financial Regs, Equality & Diversity Policy, Health & Safety Policy. Policies already sent to Councillors for review.</p> <p>All policies were unanimously AGREED and APPROVED.</p> <p>Clerk to update the website.</p>	
87/24	<p>EDDC Update</p> <p>Cllr Kemp was not at the meeting, did not send apologies and did not provide an update. The Clerk is still awaiting a call with Cllr Paul Arnott (DCC) to discuss this matter.</p>	
88/24	<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>	
89/24	<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 – See above. 	
74/24	<p>Date of the next meeting(s)</p> <p>The meeting closed at 9.15pm. The date of the next Meeting is Wednesday 15th January 2025– Village Hall at 7.30 pm.</p>	

Signed:.....

Date:.....

UPDATE REGARDING TEMPLERS FIELD

We are currently in discussion with the landowner to carry out Groundwater Monitoring, which involves soakaway testing, and if these tests are successful, we will then put in boreholes to monitor the water table for 6 to 12 months. It is not possible to progress the project any further until we have established how the land is drained in the first instance. We are hopeful that the soil is freely draining, and soakaways will be a viable solution which our desk top investigation supports.



Foul drainage is easily accessed in the main road (the redline on the image below):



We will be looking to complete a topographical survey early in the New Year and would hope to start an Ecology Survey around March.

We need to understand all the constraints before developing the scheme any further. It remains our intention for a bungalow led scheme in a cottage style, but we need to also understand the affordable housing requirement to tie the design together. Attached is an illustration of a bungalow that we have developed for a different location, utilising cottage features, just to give a sense of what we have considered elsewhere.



DRAFT

BSUP&C CLT 24/0072/PRE APP SUMMARY

The CLT received a response to its pre-application submission for our plans to build affordable homes on the Stonilands site. Following is a summary of the planners' comments and advice.

- Our submitted claim that it would qualify as a rural exception site was upheld. So could build up to 15 homes at least 66% being affordable. (but note that the pre-app itself focussed on 6 + 2).
- Site not subject to local landscape designations
- Delivery of affordable housing has fallen well short of EDDC's targets
- Communities of Upton Pyne, Bramford Speke, Stoke Cannon, Rewe, Netherexe and Huxham are considered a single entity for planning purposes and housing need.
- We received support from the Housing Enabling Officer.
- The scheme fits well into the design criteria:

“Scheme that fits well within the site and surrounding landscape and village context. Officers endorse the comments of the landscape officer and would agree that the rural farmyard layout with a central access and courtyard parking appears in principle to be a form of development that would be sympathetic and in keeping with the rural context and character of the site.”

- Need to consider layout for parking and secure cycle storage. (2 per household seems OTT)
- Strongly favoured single access off the main road rather than some of the access being via Stooks
- Surface Urban Drainage System (SUDS) needs designing. Combination of attenuation basin on southern edge, rain garden, swales or filter strip.
- Maintain existing hedges with a maintenance strip protecting them
- Recommend early engagement of a landscape architect
- FULL application likely to be accepted – note advice given by officers but full planning may go to committee.
- Car parking 2:2 and 1 bike per household.
- No net loss of trees or hedgerows.
- Accept the roadside hedge can be transplanted/moved to accommodate visibility splay.
- Must achieve Biodiversity Net Gain (BNG) – currently 10% I think.
- Habitat mitigation contribution (levy) of £1708 per dwelling.
- Will require a UK habitats classification survey must submit BGP at application stage.
- Need plan to manage community open space in perpetuity

“Whilst the community open space is welcomed, would provide some community benefit and would help to soften the impact of the development at the front of the site, we would need to consider in planning terms if there is justification to secure its delivery, i.e., is it reasonably required to make the development acceptable? We would expect details on how the land is to be landscaped and managed in perpetuity as part of any forthcoming planning application alongside details of how the land can be used for public access. Consideration should also be given to whether the land can provide SUDS for drainage for the scheme as suggested by the County Council Flood Authority.”

DRAFT

BRAMPFORD SPEKE PARISH COUNCIL ACCOUNTS Summary 2024-2025				
2023-2024		2024-2025	2024-2025 (Actual)	2024-2025
Out-turn		Budget	31.10.2024	Out-turn Forecast
	RECEIPTS			
£ 8,000.00	PRECEPT	£ 8,500.00	£ 8,500.00	£ 8,500.00
	Community grant		£ 1,000.00	£ 1,000.00
£ -	S106 Contribution		£ -	£ -
£ -	P3 Footpaths	£ -	£ 1,330.00	£ 1,330.00
£ 56.00	Bank Interest	£ 40.00	£ 47.27	£ 48.00
	Donation for Coronation			
£ 850.00	Bench		£ -	£ -
	Goods sold		£ 50.00	£ 50.00
£ 2,714.98	VAT REFUND	£ 300.00	£ -	£ 300.00
£ 11,620.98	TOTAL RECEIPTS	£ 8,840.00	£ 10,927.27	£ 11,228.00
	PAYMENTS (inc of VAT)			
	PC Housekeeping			
£ 55.00	Cllrs' expenses	£ 50.00	£ 47.00	£ 55.00
£ -	Training	£ 150.00	£ -	£ 150.00
£ 40.00	Fees (Audit etc)	£ 65.00	£ 119.00	£ 120.00
£ 264.00	Insurance	£ 300.00	£ 264.00	£ 300.00
	Administration (inc DALC,			
£ 136.75	SLCC & ICO registration)	£ 250.00	£ 142.68	£ 190.00
£ 93.60	Payroll System	£ 100.00	£ 98.40	£ 100.00
	Election			
£ 589.35	Sub-total	£ 915.00	£ 671.08	£ 915.00
	Clerk			
£ 3,919.69	Salary	£ 4,300.00	£ 2,666.20	£ 4,300.00
	Expenses (WFH & Mileage)			
£ 253.28		£ 300.00	£ 160.47	£ 275.00
	Clerks Computer/IT			
£ 46.00	Equipment (budget from EMR)	£ 100.00	£ 310.62	£ 315.00
£ 4,172.97	Sub-total	£ 4,700.00	£ 3,137.29	£ 4,575.00
	Village projects and PC's assets			
	P3 Footpaths (budget from EMR)			
£ 768.39			£ 56.75	£ 57.00
£ -	Footpaths (no P3)	£ 300.00	£ 726.00	£ 730.00
£ 198.00	Highways	£ 125.00	£ -	£ 125.00
£ -	Verges	£ 375.00	£ -	£ 375.00
£ -	Station Hill Cleaning	£ -	£ -	£ -
£ -	S106 Church Path	£ -	£ -	£ -
£ -	N'bourhood Watch	£ 50.00	£ -	£ 50.00
£ 141.91	WiFi and Projector	£ 200.00	£ 86.49	£ 200.00
£ 911.88	Coronation bench	£ -	£ -	£ -
	Village Hall roof VAT payment			
£ 2,400.00		£ -	£ -	£ -
	Defibrillator batteries and pads			
£ 107.22		£ 175.00	£ 43.14	£ 175.00
£ 4,527.40	Sub-total	£ 1,225.00	£ 912.38	£ 1,712.00
	Village Hall			
£ 2,000.00	Annual grant	£ 2,000.00	£ 2,000.00	£ 2,000.00
	Repairs to porch	£ 1,000.00	£ 266.00	£ 267.00
£ 11,940.00	Repairs to Roof		£ -	
£ 13,940.00	Sub-total	£ 2,000.00	£ 2,266.00	£ 2,000.00
	Other			
	Welcome Pack	£ -		£ -
	Sub-total	£ 3,225.00	£ -	£ -
£ 23,229.72	TOTAL Payments	£ 8,840.00	£ 6,986.75	£ 9,202.00
	SUMMARY			
	Actual 2024-2025			
	BALANCE BROUGHT FORWARD	£ 7,462.12		
	ADD RECEIPTS	£ 10,927.27		
	TOTAL	£ 18,389.39		
	LESS PAYMENTS	£ 6,986.75		
		£ 11,402.64		
	BANK RECONCILIATION			
	31.10.2024 CURRENT	£ 8,318.36		
	31.10.2024 SAVINGS	£ 3,084.28		
	TOTAL CARRY FORWARD	£ 11,402.64		
	Reserves			
	(1) earmarked			
		31.10.2024		
	Footpaths (P3)	£ 1,533.71	see tab	
	Election	£ 700.00		
	IT equipment and software	£ 300.00		
	General 3 month Reserves	£ 3,000.00		
	Total	£ 5,533.71		
	(ii) Not earmarked	£ 5,868.93		
	Total reserves	£ 11,402.64		