

**MINUTES OF THE MEETING OF BROADHEMPSTON PARISH COUNCIL**  
**THURSDAY 13 JUNE 2019 AT BROADHEMPSTON VILLAGE HALL**

Present: Cllrs Dowson (Chair), Head, Hughes, Isaacs, Sutcliffe and Wright

Also present: Rachel Avery (Clerk)  
4 members of the Public

No	Subject	Comments
1	The Chair will open the meeting and receive and approve any apologies.	Cllr Dowson opened the meeting at 19.30. There were no apologies.
2	To declare any interests arising at this meeting.	There were no interests declared.
	<i>The Council will adjourn for the following items:</i>	
3	<u>Public Question Time</u> : A period of 15 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. <u>County and District Councillors' Reports</u>	Concerns were raised regarding metal bars protruding from the soil bank in Church Hills Cottages car park. It was NOTED that Cllr Sutcliffe had hoped that this would be cleared at the litter pick, but he would attempt to remove it.  County and District Councillors were not in attendance.
	<i>The Council will convene to conduct the following business:</i>	
4	Vacancies: a) To note two vacancies following the May elections b) To approve to fill vacancies by co-option, subject to nominations.	The vacancies were NOTED.  Steve Widger introduced himself as a farmer living in Beaston. He is around the village every day and would like to be more involved. He is interested in the council's different projects. Tereza Goddard introduced herself. She has lived in the village for a long time, sees a lot of things going on in the village and would like to contribute to the village. Councillors introduced themselves to the candidates. Cllr Head PROPOSED that both candidates be co-opted onto the Parish Council. This was SECONDED by Cllr Sutcliffe and APPROVED (6:0). <i>Cllrs Goddard and Widger duly signed their declarations of office and took their seats on the council.</i>
5	Approval to consider, amend as agreed by the Council and approve the minutes of the following: 09 May 2019	It was RESOLVED to APPROVE the minutes.
6	Neighbourhood Plan: • Update	Cllr Wright reported that a meeting was held last night to discuss the fete. If anyone wishes to come along to the stand between 15.00 and 17.3, any help would be most welcome. There are some more purchases required including stickers to give out at the fete (£35) and there are plans to hold a school competition, where three prizes are required. This is to include the school within the community and the Neighbourhood Plan process. The school has been approached informally and the teacher thought it would be fine for the children to undertake the competition in class. Prizes would probably be given out in assembly. Cllr Dowson explained that over the past few years, the school has been less involved in the fete, and it is important for them to be involved. It was NOTED that discussions would take place with the school to ask them to be more involved. David Heath reported that the fete committee have struggled to involve the school. Emails discussions regarding the movement of the school had been

	<ul style="list-style-type: none"> <li>Financing of Plan</li> </ul>	<p>circulated. It was NOTED that DCC had had no intention to do this previously. It was NOTED that the school is joining a new academy which has built a school previously, but it is very early days. Any further discussion will take place alongside the creation of the Neighbourhood Plan.</p> <p>It was NOTED that the application to obtain Locality Funding had been started by the clerk.</p> <p>An initial loan had been agreed from the Parish Council, but the Locality grant cannot be used to repay the loan due to it being unable to pay for items retrospective.</p> <p>It was PROPOSED by Cllr Sutcliffe that the Parish Council financially support the Neighbourhood Plan up to £1000 initially. This was SECONDED by Cllr Head and APPROVED (8:0).</p>
7	<p>Small Playing Field:</p> <ul style="list-style-type: none"> <li>Playground equipment maintenance</li> </ul>	<p>Cllr Sutcliffe reported that the fence has now been replaced and completed. The Parish Council had had to pay for the removal of the old fence due to it being a TDC-owned fence. Simon Birbeck undertook the work for the Parish Council, and he has been excellent. Coordination of contractors had been required and they had worked well together. He recommended that all councillors visit the small playing field and undertake an inspection of the equipment in preparation for the next meeting. <b>Action: Agenda item for July.</b></p>
8	Headlands.	<p><i>Standing orders were suspended.</i></p> <p>David Heath reported that work on the mini ramp has commenced. Better weather is forecast for next week and it is hoped that it will be completed in time for the fete; Maverick intend to come to the fete to demonstrate its use.</p> <p>He explained that the CIO intended to reimburse the funds taken from the Parish Council grant, which will reinstate the £40,000 so that the invoice from Maverick can be for the full amount. There is £910 held by TDC from the S106 funds.</p> <p>This leaves a final bill of £3085. He asked if the Parish Council could be increased by this amount to allow for the Headlands committee to undertake work more quickly in other areas.</p> <p><i>Standing orders were reinstated.</i></p> <p>Cllr Isaacs stated that she has concerns regarding the spending of additional funds at Headlands.</p> <p>Cllr Sutcliffe stated that the money should be pledged to Headlands given the amount of work that has gone into the project to ensure the future development of the site, and it would be excellent to see the pavilion finished. Cllr Sutcliffe PROPOSED that the additional grant of £3085 be paid, with no further money being offered to Headlands. This was SECONDED by Cllr Wright and APPROVED (8:0).</p>
9	<p>Kings Close Field:</p> <ul style="list-style-type: none"> <li>Teign Housing lease</li> <li>Teign Housing estate visit report</li> </ul>	<p>The clerk provided information from the solicitor. Concerns were raised regarding the loss of control in regard to the houses in Kings Close Field and the Parish Council were not in a position to make a decision. It was requested that the clerk obtain further information. <b>Action: Clerk to contact solicitor.</b></p> <p>Cllr Sutcliffe reported that he had attended the estate visit with Kathryn Norrish. The bins were tidied last week, but they are a mess again now. Teign Housing had promised to write again to tenants regarding the bins. The pump alarm was discussed, and there have been blockages caused by wet wipes. It was also NOTED that the gate will be fixed.</p>
10	Further consideration on the Council's formal adoption of a Climate Emergency.	<p>Cllr Hughes explained that DCC hope to be carbon neutral by 2050. In comparison, Frome Town Council intend to do this by 2030 in line with IPCC recommendations.</p>

		<p>She stated that the climate emergency was a big project, requiring community consultation and the creation of a steering group. It was AGREED to start looking at other groups in the area for ideas on how to progress. It was also suggested that the initiative be launched on the B-Wild stall at the fete.</p> <p>Look to have a pitch with all at the fete to share material. <b>Action: Cllr Hughes to create poster for stall. Agenda item for July.</b></p>
11	Proposals to hold a repair café.	<p>It was AGREED that the fete would be a good place to advertise plans for a repair café and to request support. <b>Action: Clerk to create A3 poster.</b></p>
12	Village litter picking event.	The clerk had received no further information.
13	To consider the creation of a Parish Council logo.	<p>It was suggested that individuals from the parish are given the opportunity to create a logo. This would be launched at the fete with submissions being returned by Monday 08 July. Judging of the logos would take place at the July meeting.</p>
14	<p>Finance:</p> <ul style="list-style-type: none"> <li>To agree accounts for payment</li> <li>To consider and approve the documents for the 2018/19 annual external audit: <ul style="list-style-type: none"> <li>Annual Governance Statement 2018/19</li> <li>Annual Statement 2018/19</li> </ul> </li> </ul>	<p>It was RESOLVED to APPROVE accounts for payment.</p> <p>The clerk read out the annual governance statement and it was RESOLVED to APPROVE the statement.</p> <p>It was RESOLVED to APPROVE the external audit accounting statement. Cllr Dowson duly signed the AGAR documentation.</p>
15	<p>Allotments:</p> <ul style="list-style-type: none"> <li>Update on Community Orchard proposals</li> <li>Allotment report</li> </ul>	<p>It was NOTED that a grant application had been submitted to the Tree Council for 29 trees, but 55 trees are planned in all. The funding of the grants is still being considered with regard to individual tree dedications. The Parish Council has already committed to 20% match funding for the Tree Council grant. Cllr Wright recommended that a maximum of an additional £2000 would be required, with the grant money coming back to the Parish Council from other funding sources. Cllr Isaacs PROPOSED that £2000 be offered. This was SECONDED by Cllr Head and APPROVED.</p> <p>Cllr Wright reported that he intends to clear some footpaths in the paddock and requested funds to pay for petrol to undertake this work. Cllr Hughes PROPOSED that this expenditure be APPROVED. This was SECONDED by Cllr Issacs and APPROVED.</p> <p>It was NOTED that the clerk had received a request for a shed. It was RESOLVED that sheds up to 8x6 ft be accepted on any plot and this would be included in the tenancy agreement.</p> <p>It was NOTED that the allotment access work had been undertaken. The gate isn't what was expected but working well. Cllr Dowson expressed concern over lack of oversight on his part, however councillors were happy with the process of the project.</p>
16	<p>B-Wild:</p> <ul style="list-style-type: none"> <li>Greater Horseshoe Bat report</li> </ul>	<p>The report had been circulated, which had been very comprehensive. The Devon Wildlife Trust were thanked for the recommendations on how to increase biodiversity within the village. The report would be added to the website.</p>
17	Councillors Reports: to hear reports from Councillors on highways or other matters where action can be authorised by the Council without prior notice through the next Agenda.	There were no reports.
18	Clerks Report.	<p>It was NOTED that concerns had been raised regarding the sale of Greyface Farm and the description of the barn in the particulars. It was also requested that the materials used were the same as the</p>

		application, as the garage is fully glass fronted. <b>Action: Clerk to contact TDC.</b>
19	To note any correspondence received.	There was no further correspondence.
20	To note the date of the next meeting: Thursday 11 July 2019.	This was NOTED. The meeting was closed at 22.03