

**Minutes of East Down Parish Council Meeting  
at 7.30 p.m. on Monday 9<sup>th</sup> December 2019 at East Down Village Hall**

**Attendance:** Cllrs Mr M. Wright (Chair), Mr R. Crossman, Mrs E. Kempf, Mr M. King, Mr K. Phillips, Mr R. Tarr, County Cllr Ms A. Davis, District Cllr Mr J. Tucker and Mrs M. Done (Clerk).

Cllr M. Wright, Chair, welcomed everyone and opened the meeting.

1. **Apologies:** none
2. **Declarations of Interest/Dispensations:** none.
3. **Public Participation.** Mr and Mrs Parkin.

**Part ‘A’**

With Council’s approval it was agreed to invite Mr & Mrs Parkin to address the meeting with their concerns. Mr Parkin explained that there is a large amount of water running from the road outside their property; this is running all down their driveway and washing away the tarmac. Mr Parkin had contacted Martin Stoddard at Highways and reported this and suggested that the pipe on the lane appears to be blocked and this is the first time in twelve years that it has not been cleared. Highways since responded that they are unaware of a pipe in this location even when Mr Parkin reminded them that it had been cleared for the last eleven years. Following discussion it was agreed that Mr Parkin would take photos of the land and driveway and send them to the Clerk who would forward them to Highways with a request that the site be visited. Mr Parkin then gave the details of the pipe to Cllr Crossman who is in the process of mapping all drains, gullies and pipes on the parish map. Copies of correspondence to be sent to C. Cllr A. Davis. Mr Parkin asked if it was legal to put up a sleeping policeman type barrier at the entrance to his driveway to prevent the water washing down. The Clerk would ask Highways and advise Mr Parkin.

The Chairman thanked Mr & Mrs Parkin for their attendance and invited them to stay for the remainder of the meeting but they decided to return home.

**4. County/District Councillors' Reports.**

District Councillor Mr J. Tucker:

- Bugford – visit had been done by officer and advice given
- Pannier Market Christmas Celebration 5<sup>th</sup> – 22<sup>nd</sup> December
- Parish Forum Planning meeting at Brynsworthy was not tailored to Parish Councils, so disappointing.
- The Village Hall Trustees would apply for Cllr Tucker’s £200 grant towards first aid refresher training since the Parish Council could not apply for the fund and donate it to the Village Hall.

Councillor Tucker then left the meeting.

County Councillor Ms A. Davis – report received and forwarded to councillors; it covered:

- Two Free trees schemes - Clerk to apply for two mature oak trees for Churchill Green
- Superfast Broadband – Public consultation launched by Connecting Devon and Somerset
- Local Enterprise Partnership update
- Winter preparation for parishes – two grants available from The Devon Community Resilience Forum. The Clerk would make application now the Emergency Plan had been submitted
- Property Flood Resilience Funding Scheme for households at risk of repeated flooding
- Berrydown Cross – to improve road safety road surface to be improved and strobe lighting installed.
- Views being requested on 5G as part of Spotlight review.

Cllr Davis agreed to award a grant to support work needed on the Emergency Plan and said she would forward the application form to the Clerk for completion and return to her and not DCC.

5. **Minutes of meeting Monday 18<sup>th</sup> November 2019.** Resolved to accept.
6. **Matters arising:** The Clerk thanked Cllr Tarr for his email and suggestions which had been included in the Plan which had now been submitted to DCC. Contact numbers still outstanding; Cllr Crossman confirmed one phone number but still needed to check the other.
7. **Planning Applications.** None  
**Decisions by Planning Inspectorate: (for information only)** none
8. **Financial Statement of accounts for the year to date and payments.**

Bank balances 2<sup>nd</sup> December 2019

**Parish Council Account: £6951.46** (includes cheques authorised but not yet presented, 000365 for £84 to East Down Old School and 000366 to East Down & Arlington PCC £300).

Cheque no 000367 authorised to M Done for 3<sup>rd</sup> quarter salary £300.

Ring-fenced money:

£600 for computer equipment,

£242.94 for high visibility clothing

£255.21 for defibrillator

**Parish Paths Account: £1156.83**

**9. Emergency Parish Plan** – printing and distribution. The Clerk reported that she was in the process of putting the Plan into an A5 booklet format which would make it easier for parishioners. Quotes for printing, stationery and postage was also been gathered so that all residents would receive the booklet at the same time. Cllr Crossman suggested that some copies could be handed out at the monthly coffee morning and each of the Councillors could distribute booklets to the residents near to their homes, reasoning that there was less chance of them being thrown in the rubbish as just another piece of advertising. This was thought to be a good idea but it was important that everyone received their booklet within a day or two of each other. Cllr King suggested that we should locate water hydrants in the parish since the fire engines only hold enough water for two minutes. Clerk to contact SW Water and location of these would be included in the booklet.

**10. Budget and Setting Precept for 2020/21.** The Clerk presented the year's accounts to date and projected expenditure to year end. Notification had been received that the District Council's grant for Churchyard and Community Buildings maintenance will no longer be available. A fund is to be set up for smaller parishes to apply to and details will be made available.

The Clerk reminded Council that it had agreed last year that the Churchyard and Village Hall maintenance would be covered by the parish council for the coming year and this would not cause any financial problem. She also recommended that the precept remain the same at £2216 for the coming year which was agreed unanimously. The Clerk would return the completed application.

The Chairman stated that a contingency towards annual updating the Emergency Plan should be made each year.

#### **11. Chairman's items**

**Drains/Flooding:** work requested up at Ashelford still outstanding and drainage problems persist. C. Cllr Davis said that this was not considered by Highways to be a serious problem.

**Grit bins:** Martin Stoddard was arranging for the two extra grit bins to be added to the Highways map.

#### **12. Correspondence.**

CAB – six monthly report

Barnstaple Pannier Market – celebrate Christmas

Devon & Cornwall Police November newsletter

DCC – Connect Me newsletter

CAB dispelling the myth – we are not a charity

Local energy cost saving workshops

Precept application 2020-2021

Parish Forum Presentation slides

NDC weekly information sheets, planning applications lodged, determined and enforcement cases closed

Grants information

DALC Vacancies and newsletters

DALC Devon Communities together

Rural Services Network

Public Sector Executive

Rural Opportunities bulletin

Rural Vulnerability Service

Rural Services Network weekly email

**13. Confirmed date for next meeting as Monday 20<sup>th</sup> January 2020 at 7.30 p.m.**

**Part 'B' (Confidential Restricted Information):** none.

The meeting closed at 9.10 p.m.

After exchanging Seasons Greetings members enjoyed delicious Christmas refreshments provided by the Chairman.