

## EAST BUDLEIGH with BICTON PARISH COUNCIL

---

### Minutes of the East Budleigh with Bicton Parish Council Annual General Meeting held on Tuesday, 21 May 2019 in the Church Hall, East Budleigh.

---

#### PRESENT

Cllrs	V Lister	Mrs P Hayman
	M Smith	M Walters
	J Carter	Ms S Miller
	D Wensley	

Before the meeting began Cllr Valerie Lister gave councillors the sad news that Alan Tweedie's son has died following unsuccessful treatment for cancer. Alan Tweedie had been a popular and hardworking parish councillor from 2015 to 2017. Condolences and a floral tribute from the parish council was sent to the family.

1. **ELECTION OF CHAIR: Cllr Valerie Lister** was nominated for re-election as Chair. The motion was proposed, seconded and carried unanimously. Cllr Lister accepted the election and was named as Chair.
2. **ELECTION OF VICE-CHAIR: Cllr Mrs Patsy Hayman** was nominated for re-election as Vice-Chair. The motion was proposed, seconded and carried unanimously. Cllr Mrs Hayman accepted the election.
3. **CO-OPTION OF COUNCILLORS**  
Following the recent parish council elections there is one vacancy for a councillor. This will be advertised on notice boards, the web site and the parish magazine.
4. **TO APPOINT MEMBERS AND ELECT CHAIRMEN TO SERVE ON THE COUNCIL'S COMMITTEES AND WORKING PARTIES (WP)**  
The Chair and Vice Chair are automatically members of all committees and working parties.

**Planning: Cllr D Wensley** agreed to take on the role of Planning Chair. The Clerk will continue to download plans for viewing by councillors. All parish councillors are members of the Planning committee.

**Recreation:**  
**Parish Paths Partnership:**  
**Drake's School**  
**East Budleigh Village Hall**  
**War Memorial**

**Cllr M Smith.**  
**Mr Jon Roseway**  
**Cllr Mrs Hayman**  
**Cllr C Taunton**  
**Mr J Tresidder**

**Public Conveniences  
Neighbourhood Plan**

**Mrs J Lumsden  
Mr S Roberts (will supply updated  
reports as necessary)**

**Flood Resilience  
East Budleigh Dog Owners Forum**

**Cllr M Walters  
Cllr M Smith**

5. **APOLOGIES** were received from District Councillors T Wright, A Dent, P Jarvis and Cty Councillor Mrs C Channon. Councillors P Barnard and C Taunton also sent apologies. No members of the public or Press were present.
6. **PUBLIC CONTRIBUTIONS:**  
  
It has been proposed and agreed that members of the public be allowed to speak for **3 minutes** at the beginning of the meeting. This time scale will run to maximum of 30 minutes, therefore allowing 10 people to speak. This will bring EBPC in line with other town/parish councils. Members of the public wishing to speak on an Agenda item are requested to inform the clerk no later than 20 May 2019. It should be noted that this is **NOT** a question and answer session, it simply provides a vehicle for the public to make the council aware of views of the public before discussing agenda items.
7. **MINUTES:** The Minutes of the April Annual Parish meeting and the parish council meeting were confirmed and accepted as a correct record and signed by the Chair.  
The March Minutes (Item7.5) reported: *“The field will continue to be monitored by Friends of the Recreation Ground and regular reports will be submitted to the parish council”*. This is incorrect and should be reported as: *“Sweeping of the field will be on an informal basis and no regular reports will be submitted”*.
8. **DECLARATIONS OF INTEREST & RISK ASSESSMENT**  
There was no declaration of interest and Risk Assessment was given by the clerk.
9. **COUNTY COUNCILLORS’ REPORT:** There was none.
10. **DISTRICT COUNCILLORS REPORTS:** There was none.
11. **ACCOUNTS for 2018/2019:** The accounts have been internally audited and approved and have been distributed to Councillors for their examination. The audit will be signed by the Chair and sent to the External Auditor for approval. The accounts can be viewed on the website and will be posted on the notice board for the recommended period of time.
12. **MATTERS ARISING FROM APRIL MINUTES**

***Brick Cross***

**ACTION** – Following further concerns expressed regarding the deterioration of stonework at the base of the monument the clerk has again contacted DCC Highways (ENQ191225471) who will re-examine the monument.

**13. MATTERS TO BE DISCUSSED**

*Toilets in Hayes Lane*

**ACTION** – Following complaints that the hand washing machines in the toilets were working infrequently the Chair and the Clerk were able to open the machines and decided that the machines need servicing/repairing/replacing. The options offered under contract by the suppliers were **a)** assessment alone at £400 **b)** annual service and repair £700 with new parts costing extra. Following an assessment by the suppliers as to possible replacement of machines this will be discussed by councillors and could be included in the 2020/21 precept. At present it was agreed to proceed with the annual service and repair. The Chair will arrange the contract and instructions for work to begin.

**Capital Update** – Cllr Wensley submitted a comprehensive report regarding an analysis of the suggestions put forward by parishioners over the past couple of months. The response has been quite poor with only 10 forms returned. Cllr Wensley suggested that the next stage would be to discuss the proposals with Jamie Buckley at DCC and if agreement is reached with her on any of the proposals, then the stage afterwards would be to obtain a cost estimate (or other rough estimate) of those eligible. This could then be brought back to a subsequent Council meeting for discussion/approval. The analysis of responses from Capital improvement Suggestion forms is available to view in the parish files.

**14. PLANNING**

**Applications to be considered – Cllr Smith.**

	<b>Application No.</b>	<b>Location</b>	<b>Proposed Development</b>
14.1	19/0876/FUL	Wynhay, Middle Street, EB	Construction of two storey side extension. <b>No objections.</b>

**Decisions from EDDC to planning applications**

<b>Reference</b>	<b>Location</b>	<b>EDDC Decision</b>
18/1464/FUL	The Pound, Lower Budleigh, EB	Approved
18/2341/FUL	Threshing Barn, Yettington	Awaiting a Decision
18/2342/LBC	Threshing Barn, Yettington	Awaiting a Decision
19/0020/FUL	Hayes Barton, Hayes Lane, EB	Approved
19/0413/FUL	Bicton College, Bicton	Awaiting a Decision
19/0876/FUL	Wynhay. Middles Street, EB	Approved

15. **REPORTS**

**Chairman** – No report.

**Clerk** – The clerk reported that the VAT claim is being prepared. Ms Sue Cooper who is preparing a Wildlife Garden asked if the parish council would be willing to give a grant of £40 for a hedgehog house. Cllr Hayman has offered to donate a hedgehog house and this offer will be passed on to Ms Cooper via Stan Roberts. The post box at Yettington has had the door removed. The clerk will contact the Post Office to ask for it to be replaced. The signs for the Rec Field are being prepared. New councillor courses will be organised as soon as they are available. The clerk will contact Stagecoach regarding the removal of the bus stop sign from Frank's Patch to The Pound. The clerk will contact DCC regarding the road signage at the B3178 turn off for Otterton which is considered very misleading.

**Recreation** – Cllr Smith reported that the dog bin at the side entrance to the Rec Ground has not been emptied by EDDC and has now become a severe health hazard. This has been reported to be dealt with as a matter of urgency.

**Parish Paths Partnership** – No report.

**Drake's School** – Cllr Hayman reported that SATs tests are in progress for Key Stage 1 and 2 children. The May Fair was well attended and the PTFA raised £2000. The Toddler group has been very successful with increasing numbers. The governors are currently deciding on the future leadership structure of the schools. The children and staff have seen the benefits of being part of a larger group of schools.

**Village Hall** – Cllr Taunton attended the Village Hall AGM and Trustees meeting on 7th May. The Chairman (Chris Dearsley) reported the Village Hall had continued to operate well under its new Charitable Incorporated Organisation and they continue to foresee a healthy future.

In the Village Hall itself, there had a busy program of continued improvement throughout the year (including new kitchen equipment etc) - all good news for Village Hall users!

Regarding the Village Green, most of the planned works/improvements have been completed, and a sign is being designed which lists all donors to be erected in June. The willow tree is gone and there is a new shrub in its place, and it is planned for the path from the bus shelter to the car park to be widened. The pizza van appears to have been a great success, and Tom (the pizza man) had donated £50 to the Village Hall.

A meeting of Trustees was held in January to discuss a 'wish list' of future Village Hall improvements. Initial ideas/plans are to enlarge the toilet facilities and bring the disabled toilet from behind the stage to be near the other loos. There would be a serving hatch looking out onto the main hall from a small room with a sink, as well as a corridor with access to the kitchen and snooker room. It has also been identified that there is a great need for more storage. A coffee morning in the fairly near future was suggested as a good method to present these ideas to the community.

Finally, it was mentioned that funds likely to be received by the Council in respect of the Community Infrastructure Levy and it was suggested that Chris

Dearsley got together with Councillor Wensley to explore the possibilities (if any).

**East Budleigh Dog owners Forum** – There was no report.

**Public conveniences** – As reported earlier.

**Flood Warden** – No report.

**Any Other Reports**

## 16. ACCOUNTS AND FINANCES

The Clerk gave out the monthly cash statement and report. She asked for several cheques to be passed for signature. They were proposed, seconded and carried. Cllr Hayman checked Bank Reconciliation and found it to be satisfactory.

		<b>Cheque No.</b>
• Clerk's salary & expenses	£873.89	1045
• All Saints PCC East Budleigh	£500.00	1046
• East Budleigh Britain in Bloom	£210.00	1047
• Internal audit – NSG Financials Ltd	£150.00	1048
• East Budleigh Village Hall hire - April	£ 24.00	1049
• Exmouth & District Community Transport	£151.20	1050
	<b>Total</b>	<b>£1909.09</b>

## 17. CORRESPONDENCE

A synopsis of correspondence, magazines and brochures received and not covered elsewhere on the Agenda was received and read out. The clerk suggested that councillors who were interested in any of the correspondence should take it away to read and return it to the clerk at a later date.

## 18. TOPICS RAISED BY COUNCILLORS AND MEMBERS OF THE PUBLIC

- Bus stop moved from present location to The Pound
- Brick Cross road signage
- Yettington Post Box

## 19. DATE OF NEXT MEETING: **Tuesday, 25 June 2019 at 7.30pm in East Budleigh Village Hall.**

**The meeting closed at 8.25pm**

Signed .....Chairman      Date .....