

## CHERITON FITZPAINE PARISH COUNCIL

MINUTES of the meeting held at 7.30 pm on Tuesday 15<sup>th</sup> November 2016 in the Committee Room at Cheriton Fitzpaine Parish Hall

Present were:

Councillors Charles Sheldrick (Chairman); Mrs Sharon Humphreys; Gerald Kingdon; Clive Lowson; John Skinner; Andrew Norton; Ms Gemma Denford; Ms Clarrie Lancelles; Mrs Susan Meads; County Councillor Mrs Margaret Squires (until 7.45 pm); District Councillor Mrs Polly Colthorpe.

Member of the public: Ms Elly Babbedge.

In the absence of a Clerk, Cllr. Meads kindly offered to take minutes of the meeting

1. PARISHIONERS' QUESTIONS AND STATEMENTS: Ms Babbedge, speaking on behalf of the Community Shop Group, thanked the Parish Council for facilitating the initial meeting at the Parish Church on 21<sup>st</sup> September. The Chairman had also indicated, at a subsequent meeting of the Shop Working Group, that he believed the Council would be prepared to pay the £75 fee that will be needed to register with the Plunkett Foundation, which can provide advice and guidance through the processes needed to establish a Community Shop organization.

Ms Babbedge then gave a detailed report on the work that the Shop Working Group had already carried out, which had included drafting, printing, circulating, collecting and assessing the response to a questionnaire that covered expressions of interest, offers of help, and suggestions as to what people would hope to see stocked in the shop when open. Deliveries of the questionnaire had also covered the parishes of Poughill, Stockleigh English, and Stockleigh Pomeroy.

Of respondents, 88.5% had indicated that the existence of a community shop and Post Office was important or very important to them. Items hoped to be sold included newspapers (79%); dairy (79%); Bakery (68%); stationery (64%); tins and packets (60%) and sweets (50%).

Households responding comprised 361 adults, of whom 157 are retired, 60 are aged between 11 and 18 years, and 90 are under 11. 60% of respondents indicated that they would use the shop 2-3 times a week or daily, and 30% once a week.

Various sites for the new shop have been suggested; negotiations are already well advanced with the Post Office to provide a hosted service for two hours on two days a week in the foyer of the Parish Hall, days and opening times being still under negotiation.

A detailed breakdown of all the figures drawn from questionnaire responses will be displayed at the next public meeting at the Parish Church on Monday 21<sup>st</sup> November, and a copy of Ms Babbedge's notes will be kept with the signed minutes.

2. APOLOGIES FOR ABSENCE: there were no apologies for absence, as all councillors were present.

3. PLUNKETT FOUNDATION FEE: Immediately upon the conclusion of Ms Babbedge's statement, the Chairman proposed, and it was unanimously agreed, that the Council will pay the £75 registration fee to the Plunkett Foundation.

4. MINUTES: Hard copies of the draft minutes of the previous meeting on 18<sup>th</sup> October were circulated by the Chairman, read, and approved as a correct record of that meeting on the proposal of Councillor Meads seconded by Councillor Kingdon.

#### ROADS AND FOOTPATHS:

5.1 It had not yet been possible to arrange a meeting between Councillor Lawson and Ross Hext to discuss the resurfacing work needed on the lane to Jack's Acre; Mr Hext has been very busy. The Chairman will try to arrange the meeting shortly.

5.2 There were no members' reports on roads and footpaths. Councillor Colthorpe said that she will continue to forward notices relating to road closures (arising from road works) in the vicinity, as well those dealing with the closures of major routes.

5.3 Councillor Lawson spoke about his efforts to secure a bus service returning to the village in the early evening. E-mail indications from DCC had been that this was not possible at present. After some discussion; the Chairman thanked Councillor Lawson for his work, and it was agreed that the matter should be raised again with DCC in the early spring, when new bus contracts and timetables will be prepared.

#### PLAYING FIELDS

6.1. There has as yet been no progress on a new sign for the under-11s playing field. Some change to the proposed wording may now be needed.

6.2 There was mention that the BT proposal to remove the telephone box had been opposed by MDDC; Mrs Colthorpe suggested that it would be helpful if individuals could respond to the forthcoming BT consultation to support that view.

6.3 Mike Smith, who cuts the grass of the Parish Council's various properties, has asked for instructions regarding cutting the hedges of Jack's Acre. After discussion, as it was not known whether any of the hedges were part-owned; it was agreed to respond that Mr Smith should trim the hedges at the appropriate time. If any adjacent landowner should object, this can doubtless be dealt with amicably.

#### BURIAL GROUND:

7. There were no reports.

#### ALLOTMENTS

8. It has been reported that Mr Brown has given up his allotment. Councillor Norton will ask Ann Nixon to prepare a list of the present allotment holders, with numbers and a map, so that the council can review the position in January in order to prepare letters to all allotment holders about next year's tenancies.

(Councillor Norton, as an allotment-holder, declared a personal interest)

#### FINANCE

9.1 The statement of the council's bank account for 20<sup>th</sup> October showed a credit balance of £14,103.36; this represents a return to a more normal level after the payment due to ALL TIMBER FRAMES (Nick Guscott), after two successive cheques for the full sum had been rejected by the Council's bank (HSBC) and then made by three separate cheques to a total of £10,420, has now finally cleared and been received by Mr Guscott.

9.2.1 Rent due to the Parish Hall - £20 (Councillors Denford and Meads declared personal interests as members of the Parish Hall Committee);

9.2.2. £1,236 due to Mike Smith for ground care 7<sup>th</sup> June – 13<sup>th</sup> September;

9.2.3 The payment to DS Electricals will have to be re-written as it was previously made out to the wrong payee.

It was agreed that the cheques referred to at 9.2.1-3 will be written and signed, hopefully in two days time, when the Chairman has retrieved the cheque book from the retiring clerk.

#### PLANNING

10. A list of current planning applications relating to the parish was circulated, and the various matters on that list were discussed.

10.1 16/01646/FULL – Change of use for land at West Farleigh, Cadeleigh NGR 286533 107395 for the siting of two shepherd huts for holiday use. The Council decided to acknowledge its awareness of this application, but in the absence of sight either of plans or the application (following the retirement of the Clerk) and the inability of councillors to visit the site, decided not to make any comment on it.

10.2 16/01587/FULL – Land and building at NGR 286533 106254 (adjacent to Dunns Cottage) Cheriton Fitzpaine – Application for the erection of a dwelling. The Council decided to deal with this matter as at 10.1 above, but also to seek an extension to the time available in case it was possible to respond to the application..

10.3 16/01500/LBC – Land and buildings at NGR 290450 107584 Farleigh Cadeleigh – Listed building consent for the conversion of redundant agricultural barns to dwelling with annexe – dealt with as at 10.1 above.

10.4 16/01499/FULL – Land and buildings at NGR 290450 107584 Farleigh Cadeleigh – conversion of redundant agricultural barns to dwelling with annexe – dealt with as at 10.1 above.

10.5 16/01450/OUT – Land at NGR 286952 106264 (rear of Holes Cottage, Cheriton Fitzpaine – application for the erection of 2 cottages with attached garages and formation of shared access (Revised Scheme). This application appeared to be substantially the same as the previously proposed scheme. The Council decided to reiterate its objections to this proposal as previously submitted in relation to the previous scheme, since withdrawn. It was decided to seek an extension of the time for submission of these objections, and noted that Mrs Colthorpe will call the application in for decision by the full Planning Committee, to enable an objector and a representative of the Parish Council to make representations to that meeting.

10.6 16/01395/FULL – Land at NGR 287898 106054 (Orchard Hayes Farm) Cheriton Fitzpaine – Erection of roof to provide a covered yard. The Council noted that this application has been granted.

10.7 16/01346/PNAG – Land at NGR 288626 107305 (Aller Park View) Cheriton Fitzpaine – Prior notification for the erection of an agricultural storage building – the Council noted that this development has been approved by the planning section. Councillor Kingdon as the landowner declared a financial interest in this application, and Councillor Meads declared a personal interest in the matter, having discussed it with the landowner..

10.8 15/01800/FULL/NMA – Land and buildings at NGR 286776 107609 (Leys Farm) Cheriton Fitzpaine – Conversion of agricultural barn to a dwelling – non-material amendment to change the material for windows and doors from timber to timber effect. The Council noted that this application has been approved.

10.9 16/01201/CAT – Church Cottage, Cheriton Fitzpaine E17 4JG – Notification of intention to to pollard 1 Sycamore tree by 3-4 metres within the Conservation Area. It was noted that the planning authority had raised no objection to this.

10.10 16/01138/CAT – Moxeys, Cheriton Fitzpaine EX17 4JA – Notification of intention to fell 1 Flowering Cherry tree within the Conservation Area. The list gave no indication of the decision of the planning authority on the matter.

#### CLOSURE OF VILLAGE SHOP/POST OFFICE

11. It was reported that, anticipating the impending closure of the village shop and post office, the Post Office has agreed to provide two two-hourly sessions each week of a hosted Post Office, which will open in the foyer of the Parish Hall in early January. Discussion continues on the days of the week, and opening times. Meetings of the Community Shop Working Group are continuing.

Councillor Skinner asked whether the post box in the wall outside the present Post Office will be removed; it was agreed that this box will remain in position, and continue to be used for mail collections.

#### CORRESPONDENCE

12.1. A letter had been received from Mr and Mrs Nunn, suggesting that in view of the many years service that Mr and Mrs Swain have given by running the shop and Post Office, some form of recognition and farewell presentation to recognise their work should be arranged. Mr and Mrs Nunn also offered to act as facilitators in the matter. Councillors felt that while they would be very willing to be involved in this as individuals, it was not a matter for the Council to lead. Councillor Meads undertook to respond to this letter on behalf of the Council.

12.2 Councillors had received e-mails from two telephone companies who are investigating the installation of a shared telephone mast near White Cross, which would be able to provide a mobile phone signal in the village centre. Some of the information given in the e-mail and attachments was unclear; there was mention of the site being on the boundary of two parishes (which is not the case) and the address given did not seem to match the location of the proposed site. It was agreed that this correspondence should be placed on the agenda for the December meeting..

#### CHAIRMAN'S REPORT

13. Following his resignation at the October Council meeting, it was reported that the Clerk is now very seriously ill, and had not been able to act temporarily that day (as he had intended) while a new Clerk is found and put in office. The Chairman had prepared an agenda for the meeting, and obtained the draft minutes of the October meeting from the Clerk.

It was agreed that gratitude and recognition for Mr Wilkinson's years of good service to the Council is appropriate, and after discussion it was proposed by Councillor Meads, seconded by Councillor Humphreys, and agreed (with one abstention) that he be sent a cheque for £500 (five hundred pounds) with a letter of thanks from the Chairman.

The Chairman had received an expression of interest in becoming our new Clerk from one parishioner; and he agreed to place a notice on the Parish Council's notice board asking any other persons interested to come forward, within a short time limit, to enable the work of the Council to continue.

#### DATE OF THE NEXT MEETING.

14 It was agreed that the date of the December meeting, provisionally agreed to be brought forward from the usual third Tuesday in the month to the second Tuesday (13<sup>th</sup> December) should be confirmed. Councillor Lowson made his apologies in advance of that meeting.

The meeting closed at 9.15 p.m.