

**GITTISHAM PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON 5<sup>TH</sup> FEBRUARY 2020  
in the Parish Room, Gittisham**

**Present:**

**Gittisham Village Ward**  
Cllr R Hayman (Chair)  
Cllr C Hall (Vice-Chair)  
Cllr M Walker  
Cllr D Valentine

**Gittisham Vale Ward**  
Cllr Peter Orchard  
Cllr A Wilkins

**In attendance:** Two members of the public, PC Linda Ebdon, Fiona Clampin (clerk)

**Apologies for absence:** Cllr Susie Bond (EDDC), Cllr Phil Twiss (DCC), PCSO Darren England

**196/19 To accept and approve apologies**

Apologies were received and accepted.

**197/19 To confirm the minutes of the meeting held 8<sup>th</sup> January 2020**

The minutes of the meeting held on 8<sup>th</sup> January 2020 were confirmed and signed by the Chair.

**198/19 To receive the Beat Manager's Report**

In December 2019 the following crimes were recorded:

- 1) Vehicle crime, Devonshire Road; investigation complete, no suspect identified
- 2) Public order, Laburnum Close; unable to prosecute suspect

PC Linda Ebdon explained that in the light of the recent murder in the parish, she wanted to reassure residents that such incidents are rare and they can contact the police at any time if they have concerns. People can use 101 for general enquiries by telephone or to provide information, and of course dial 999 in an emergency. She said that although crime has increased in the area, this is part of a national trend and therefore the increase is not disproportionate to any other area. She reported some staff changes to the local force, with a new sergeant now in post. Cllr Hall raised the issue of off-roading in the woods above Sherman's Farm, which continues to be of concern to those living in the area. PC Ebdon agreed to speak to her colleague about this, and encouraged anyone witnessing any activity to try to note licence plates.

PC Ebdon left the meeting.

**199/19 To receive declarations of interest**

The Chair declared an interest in item 213/19 as he is a tenant of the landowner. Cllr Valentine declared an interest in item 215/19 as he uses the services of one of the bidders for the play area maintenance contract.

**200/19 Reports from County Council and District Council representatives**

Cllr Twiss sent the following report in his absence: "The winter rain is certainly testing our Highways teams and putting back repairs, including potholes; however as you may have seen from recent media reports the long awaited 'dragon patchers' (so called because it uses flames to dry out potholes in cold or wet weather and also cleans the surface with compressed air, sealing the pothole with a stone mix and hot bitumen emulsion) will be arriving in our area. This will make the process of repair much quicker and more efficient.

Highways

There are various capital and revenue pots of money in the DCC Highways overall budget and the traffic management budget is showing an overall increase of £2.585m, including the addition of £1m to assist in dealing with some of the drainage issues that have been highlighted by this exceptionally wet winter.

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There is a saving of £200k shown against winter operations, but this is not a service cut, simply a review of the allocated budget based on the costs of the last three winters and milder winters. Within the statistics for the service, there have however been increases due primarily to the adoption of new roads and structures.

The planned increase in grass cutting should not cost any more money but deal with grass in a more efficient manner, i.e. regular verges that have been cut for safety reasons when they become 'defects' will now be dealt with routinely in a more cost-effective manner.

#### Infrastructure

There is good news for those who commute and visit Exeter relating to infrastructure to the east of the city. Following DCC cabinet approval, the Park and Change Science Park scheme will be completed by February next year. The £2.2m scheme will provide 300 parking spaces, secure bike lockers, shared hire bikes, shared hire cars and electric charging points. The site seeks to reduce congestion on the A30 Honiton Road and Moor Lane. Funding is from National Productivity Investment Fund and Exeter and East Devon Enterprise Zone.

#### Moor Lane Roundabout Upgrade

Work has started on this scheme to increase capacity on the roundabout, most of the work is off the road but for safety reasons temporary traffic lights are in use. There will be some overnight closures.

The initial phase will be completed by May. In the summer work will continue to provide an additional lane on the southern approach, from Sowton Industrial Estate. The scheme is expected to be completed by the autumn.

#### DCC Budget 2020/21

The figures involved in the preparation of the budget each year at DCC are very significant, but in terms of the Net Revenue Budget the total was £493,850,000 and over £1bn for the Gross (e.g. including Education) in 2019/20 and likely to be around £498,097,000 for 2020/21 once final figures from Central Government are known in the near future

The Net budget breaks down in to a number of service areas as below, with Adult Care & Health using around three quarters of the total.

| DCC Revenue budget 2019/20                           |         | £000            |
|--|---------|-----------------|
| Adult Care & Health                                  |         | £232,599        |
| Children's Services                                  |         | £135,153        |
| Communities, Public Health, Environment & Prosperity | £38,577 |                 |
| Corporate Services                                   |         | £32,974         |
| Highways, Infrastructure Development & Waste         | £54,547 |                 |
| <b>Total Service Budgets</b>                         |         | <b>£493,850</b> |

A couple of variables that can make big differences to services delivered are that whilst DCC holds reserves of £111,172,000, most of this is allocated and with a working balance of £14,757,000 this equates to roughly 4.5 days of the council's expenditure, so little margin for error in terms of any unforeseen and unplanned emergencies. DCC has certain legal obligations to all residents and with little way of predicting increased demand, 3 per cent of people account for 70 per cent of the Adult and Children's budget which has had a huge impact on finances in recent years; with demand only going upwards this needs Government intervention to address with utmost urgency."

Cllr Bond sent the following report in her absence: "Work continues for the Council to provide a balanced budget. A report will be at Cabinet this evening (5.2.20) and if approved will go to full Council at the end of the month. However, we are looking ahead at ways of bridging a £2.7m funding gap over the next four years, following cuts in central government funding. The Council has initiated a consultation exercise called 'Careful Choices', which is available from [www.eastdevon.gov.uk/community-engagement/careful-choices](http://www.eastdevon.gov.uk/community-engagement/careful-choices). Some of our services are 'statutory' services, i.e. those which we have to provide by law, e.g.

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refuse collection, and some are 'discretionary' services, the services which we all like to see, e.g. parks and gardens, and public toilets. The Council is asking its residents to identify which of the discretionary service they value most. If you would prefer a hard copy of the survey, please let me know, or contact Jamie Buckley on 01395 517569. The consultation closes on 9 March 2020.

At the same time, the Council is looking inwards in an initiative called 'Fit for Purpose'. This identifies how it can make efficiencies and be a leaner organisation."

**201/19 To note the latest planning decision notices**

None.

**202/19 To consider the provision of superfast broadband for Gittisham village**

Cllr Hall said that installations for Voneus were continuing, but she had not received any further communication about an installation in the village hall. The clerk reported that a resident living on the western edge of Gittisham village had been told by Jurassic Fibre that their property would not be part of the initial network roll-out.

**203/19 To consider progress on the modernisation of the play area, including fundraising and regular safety inspections**

Cllr Walker agreed to draw up a rota for monthly safety inspections. Cllr Hall said that she had been in touch with Mike Dawes regarding the cherry tree and hedge installation; these will be installed once ground conditions improve and the risk of frost is reduced, which is likely to be early March.

Cllr Orchard presented the research he had undertaken into upgrading the boules pitch; members discussed the best way to proceed. It will require around 20 large bags of aggregate, at between £40 and £60 / bag, and a company which carries out groundworks would be suitable to carry out the work. Members heard that the total cost would be in the region of £2,500. The clerk agreed to investigate with EDDC whether S106 funds can be used to build the pétanque court from scratch.

The clerk said James Fuller had drafted a letter to the Land Registry, which members approved. They also resolved to allow the Chair to sign the application on the parish council's behalf to register the lease.

Cllr Valentine left the meeting.

**204/19 To consider capital works to Gittisham Village Hall**

Cllr Hall reported that she had approached four contractors to bid for the village hall redecoration work; she had received three and one had withdrawn. Members discussed the bids and resolved to approve Martins to carry out the work, as they were the cheapest bidder and have a good reputation. Cllr Hall asked permission to use parish council reserves to cover any temporary shortfall while waiting for CIL funding to be transferred; members resolved to approve the use. They also agreed to give Cllr Hall permission to discuss the work on the parish council's behalf with the village hall committee. The project will include repairs to internal and external plaster, new large windows at the front, painting internally and externally, roof timber treatment and insulation and repairs to drains and covers at the front.

Cllr Hall explained that the bid to EDDC's Community Building Fund would be deferred until the next round; the fund does not cover repairs and maintenance, but a new bid can cover capital spend. Any application to the CBF needs to be two-thirds match-funded. Members thanked Cllr Hall for her work, and shared her delight that this project can now go ahead.

**205/19 To receive an update on the Hayne Lane development**

Cllr Wilkins said he was pleased to report that the issues he had brought to DCC's attention as regards the road layout and signage would be rectified. Cllr Orchard reported that 75 premises are now occupied; this was echoed by Cllr Wilkins who said that there were many more pedestrians walking through the Vale from the new development. Cllr Orchard said he had spoken to the sales office to arrange a date for the 'meet the parish council' event; members agreed on Wednesday 26<sup>th</sup> February, 5-7pm. Cllr Orchard agreed to draft a flyer which can be distributed with the gazette to make residents aware of the event, and locate a map of the parish. He also said he would draw up a few paragraphs to explain how the parish council

operates, which could be given to people on the day itself. The clerk agreed to check with Baker Estates about the new noticeboard key.

Cllr Valentine returned to the meeting.

**206/19 To consider limited residential development in the parish**

Cllr Valentine reported there would be a board meeting the GCLT on 13<sup>th</sup> February, and the AGM on 19<sup>th</sup> March in the village hall.

**207/19 To consider plans for expenditure in the parish under the Community Infrastructure Levy & S106**

The clerk said that Cllr Bond had discussed the available CIL funding with the officer at EDDC, and understood the following (numbers rounded):

The parish council has so far received £4,201 from EDDC, with a further £2,000 being held by them at the request of GPC. The parish council is due total CIL funds of £17,000. In April 2020, the parish council will receive £6,718 (which includes the £2,000 held by EDDC). In October 2020, the parish council will receive a further £6,156. All of the above monies come from the development of Combe Garden Centre, and can be used to maintain the village hall infrastructure.

The clerk said she had had a brief conversation with Honiton TC's clerk about the use of S106 funding; she agreed to continue the dialogue. Cllr Walker said she would check the school catchment area of the Hayne Farm development.

**208/19 To consider the parish emergency plan**

There was no update on this.

**209/19 To consider work to be carried out by the lengthsman to maintain drains and ditches in the parish**

Cllr Walker agreed to speak to Len Abbot about the problem with water pouring down the road from Catshayes. Cllr Valentine asked if the lengthsman could check the parish salt bins.

**210/19 To consider the installation of a park bench in Gittisham Vale**

Cllr Orchard said the residents of 1–6 Laburnum Close had been consulted regarding the preferred site for the bench. Four properties responded, and while the choice was not unanimous, the majority was in favour of site 'B' identified in the communication to the residents. One other suggested site was not suitable because it is used by the air ambulance to land; the clerk agreed to write to the same residents explaining the decision. She also agreed to ask EDDC (cc Cllr Bond) if it would be possible to install a permanent path with an all-weather walking surface from the existing footpath at the bottom of Laburnum Close to the bus turning circle at the bottom of Old Elm Road. Members resolved to buy the bench for £800 from EDDC, which includes labour. The clerk said she would find out if it was possible to have a plaque saying 'Gittisham Parish Council'.

**211/19 To consider the casual vacancy in Gittisham Vale**

Members welcomed Andy Wilkins' decision to join the parish council once again, after it was agreed to co-opt him at the January 2020 meeting. He said he had put up some signs asking for potential candidates to come forward. One Hayne Farm resident was present at the meeting as she was potentially interested in becoming a parish councillor. Members agreed that if she was still interested and met the criteria, she could be co-opted onto the parish council.

**212/19 To consider climate change measures within the parish**

Members agreed they would like to encourage residents to mitigate the effects of climate change by signing up to a green energy provider, as suggested by Cllr Hall. She added that she would investigate what options exist for double glazing on listed properties, and take advice from companies and neighbouring villages. Cllr Walker said she would speak to her contact on Broadhembury Parish Council about their electric car charging point and whether it is proving effective. Cllr Wilkins said more bus services could also help; members heard of his positive experience using solar panels on the roof of his property.

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The Chair left the meeting. Cllr Hall took the chair.

**213/19 To consider the Definitive Map Modification Order (Footpath no.7, Gittisham)**

Members asked the clerk to pass on concerns that the proposed path will be crossing a historic hedge, and the parish council would prefer not to see hedges removed to accommodate the path.

The Chair returned to the meeting.

**214/19 To approve the February payments and to note the current bank balance**

It was resolved to approve the following payments:

|      |                      |   |
|------|----------------------|---|
| 1000 | F J Clampin          | £218.79 Clerk's salary                                      |
| 1001 | F J Clampin          | £40 Reimbursement for Information Commissioner registration |
| 1002 | Trim Plants          | £216 Play area plants & tree                                |
| 1003 | Gittisham PCC        | £213.75 Gazette printing costs, 2019                        |
| 1004 | Gittisham PCC        | £92 Parish room hire 2019                                   |
| 1005 | Arthur Gallagher Ins | £251.46 Lengthsman public liability insurance               |
| 1006 | East Devon DC        | £800 Bench, Gittisham Vale                                  |
| 1007 | P Sellick            | £80 Gazette distribution, Vale                              |
| 1008 | Carol Hall           | £22.98 Reimbursement for printer cartridge                  |
| DD   | NEST                 | £17.50 Clerk's pension                                      |

Members were informed that the current bank balance stands at £18,345.66 (which includes the £7,000 in the business reserve account for contingency).

Cllr Valentine left the meeting.

**215/19 To approve a supplier for the Gittisham play area maintenance contract**

The clerk said she had approached four contractors to invite them to bid for the annual maintenance contract. Members resolved to appoint Michael Poll for another year.

Cllr Valentine returned to the meeting.

**216/19 To consider the parish council's grant-giving policy**

Deferred until the next meeting.

**217/19 To consider the parish council's publication scheme**

Deferred until the next meeting.

**218/19 To consider the parish council's complaints policy**

Deferred until the next meeting.

**219/19 To consider any late entry correspondence**

Cllr Valentine said the manager at The Pig had asked if there was anything her staff or the parish council could do in terms of gritting roads, as the hills in and out of the village had been icy in recent cold weather. The Chair suggested the clerk approach DCC to request this, especially as the route is used for the school buses and there is increased traffic from The Pig. Members heard there had been an accident on the road near Truances on 20<sup>th</sup> January during a cold spell.

Cllr Wilkins suggested it might be time to review certain parish council processes, such as co-option, and agreed to draw up a paper outlining alternatives used by other parishes.

Cllr Wilkins reported there had been a house fire in the Vale; members appreciated the fact he had put a note through the door to say that the parish council offers its support to those affected.

**220/19 Matters to be reported to DCC / EDDC**

Cllr Wilkins said the replacement temporary safety barrier on Hayne Lane was not fit for purpose, as it

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keeps falling into the ditch. The clerk agreed to remind DCC / EDDC about the drain outside Clysthayes.

Cllr Hall said that as there are no buses from Honiton that stop in the village between 12.20 and 5.20pm, she suggested that the 4a which leaves Honiton at 3.13pm could go through Gittisham. The clerk agreed to pass to Cllr Twiss, as well as Stagecoach.

**221/19 Matters for the forward agenda**

It was agreed to include certain items every two months, rather than monthly. Members agreed to include climate change, village hall capital works, play area, lengthsman work, CIL / S106 expenditure, grant-giving policy, complaints policy, publication scheme and emergency plan on the next agenda.

**222/19 Clerk's Report**

None.

**223/19 Date of next two meetings. Wednesday 4<sup>th</sup> March and Wednesday 1<sup>st</sup> April 2020 at 7.30pm in the parish room.**

There being no further business, the meeting closed at 2115 hrs.

**Chairman.....**

**4<sup>th</sup> March 2020**