



WILLAND PARISH COUNCIL

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MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 8 DECEMBER 2022 AT WILLAND VILLAGE HALL COMMENCING AT 7PM

Present: Councillors Glover, Grantham, James, Little, Phare, Sellick, Warren and Wilcox.

In attendance: DCC Councillor Radford, Clerk B Bodkin and one member of the public.

1. **Apologies** had been received from Councillors Major and Mastrolacasa and their reasons for absence were approved unanimously. Apologies had also been received from District Councillors Chesterton and Evans.

2. Declarations of interest from members would be made at the appropriate agenda item.

3. There were no public questions on any of the agenda items.

4. Items brought forward from the Chair

i) The Clerk had resigned and was working out her 3 months' notice. The vacancy had been advertised.

ii) Planning applications which had been received since the Full Council agenda was issued would be discussed at the Finance and Administration Committee meeting on 15 December 2022.

5. The Minutes of the meeting held on Thursday 10 November 2022 were agreed by those who had been present at the meeting and were signed by the Chair.

6. Reports from District and County Councillors

a) District Councillor reports:

i) There was no report from Councillor Chesterton.

ii) Councillor Evans' written report had been circulated.

iii) Councillor Warren reported:

Parish Boundary changes: a summary was provided of the changes agreed by MDDC Full Council following recommendations made by the Electoral Review Committee.

Government fuel payments: in view of many houses in Mid Devon not having a gas supply, other assistance would be forthcoming.

Mould: a child had died due to mould in a house in England. Members were asked to refer any such issues to MDDC, to the housing provider or to their Ward Councillor to follow up.

Councillor Glover expressed concern that PIV units were being fitted without inspections taking place. She would contact Simon Newcombe on this matter.

MDDC budget: the pay agreement backdated to April had increased the end-of-year deficit.

Councillor Grantham asked why, in the light of budget constraints, MDDC had voted to give money to 3 Rivers Developments again. Councillor Warren did not know, and non-Cabinet members had no control over the decision. Properties started in Bampton and Tiverton had to be finished to recoup some money.

b) County Councillor Radford's written report had been circulated.

Budget: no comment would be possible on the DCC budget until January/February. Mandatory services were not deemed to be properly funded by central Government.

3 Rivers Developments: in response to a question from Councillor Grantham, it was noted that 3 Rivers had made no profit in 3 years.

Co-op crossing: Councillor Radford would inform the DCC NHO of the dip in the surface following recent repair works.

ACTION: DCC Councillor Radford

19.24 hours: Councillor Radford left the meeting.

7. For information and discussion

a) 9 crimes in Willand had been reported to the police in October 2022, with a recurrence of issues at the Old Pace Garage based on the previous month's data.

b) Highways Working Group update:

i) Members voted unanimously in favour of the proposal to purchase an aluminium work platform for use when putting up and taking down the VAS camera.

ii) Members voted unanimously in favour of the proposal to fund a Councillor's attendance on a ladder safety course at a cost of £15 + VAT.

iii) Members voted unanimously in favour of the proposal to create a new "Traffic & Safety" tab on the Parish Council's website to cover VAS, crime, CSW etc.

ACTION for items b(i), b(ii) and b(iii) above: Councillor Major & Clerk

c) Members considered a proposal from Allies Mid Devon for the supply and installation of a disabled access bench in the Jubilee Field. It was agreed it was an excellent idea but that the Parish Council should spend its own money to buy a bench so that other causes could benefit from the Allies charity. Councillor Glover would look at other parishes and would report back to Allies to thank them and advise of the Parish Council's decision to self-fund the project. The Clerk would respond officially to Councillor Glover. Members agreed that Allies could provide a plaque for the new bench to commemorate Queen Elizabeth II. The Parish Council would pay for the bench using S106 money, fitting and concrete base with an order to be issued to the handyman to install it and be paid by the hour. (Delivery to the handyman's workshop might be possible). Councillors Grantham and Glover would investigate where the bench could be sited, to be fairly near the path and possibly by the picnic benches. The Clerk would find out a firm price either for the Finance & Administration Committee meeting or for January Full Council meeting. Members agreed to this proposal and to buy a bench using S106 money.

ACTION: Councillors Glover & Grantham & Clerk

d) Chestnut Play Area:

i) The Clerk reported that an order had been placed with Kompan, the prestart meeting would take place on 8 February including Councillor Grantham, with installation due at the end of February; the Clerk had informed Steve Densham at MDDC. The S106 application had been submitted. Councillor Warren had received a call from MDDC saying the chosen safety surface was not as robust as they would use but the Clerk had not heard anything on this matter.

ii) Councillors agreed with the proposal to have green as the surface colour by six votes in favour, with 2 abstentions. **ACTION: Clerk**

e) Neighbourhood Planning Group: a written report had been circulated by Councillor Little.

f) Pump track: Councillor Warren advised that a planning application would be necessary because of engineering works and that an S106 application was being prepared.

g) In response to a request from Willand Tiny Tots for funding to purchase gardening tools for use by the children at the Gables Road planter, members agreed unanimously to award a grant of £50, to be funded from the 'plants' budget i.e. Village Projects.

ACTION: Clerk

h) Councillors considered a suggestion by DAAT to display a sign at the Gables Lea entrance gate to advise that the Jubilee Field is a DAAT landing site. In the light of new information from DAAT advising that their logo would be changing, Councillor Little proposed that members agree in principle to go ahead when the signage and new logo is available. Councillor Phare seconded the proposal and members voted unanimously in favour.

ACTION: Clerk

i) There was no update on research into teen facilities as Councillor Bartlett was not present.

j) It was agreed that consideration of Willand Preschool's request for support for the CCTV system upgrade would be removed from the agenda until such time as a detailed specification and costs were received from Mr D Maynard.

8. Finance & Administration

a) Authorisation of payments including invoices received since 4 November was agreed unanimously. The Clerk's proposal that invoices received from the handyman for December cemetery grass cutting and the NALC invoice for the job advert (if payable before the January Full Council meeting) should be paid at the end of December was unanimously agreed. It was also agreed that authorisation of the approved invoices by initialling should be conducted solely by the Chairman. **ACTION: Councillor Warren & Clerk.**

b) Income received in November 2022 had been circulated and was noted.

c) Income and Expenditure report as at end of November 2022 had been circulated. It was noted that Nationwide Building Society interest would be paid at the end of March.

d) To minute ratification of the following since 4 November:

i) Transfer of £30,000 from the Lloyds Treasurer's account to the Lloyds Savings account to protect funds from fraud attack, as agreed by the Chair, Vice-chair and Chair of Finance & Administration Committee, and actioned by the Clerk on 21 November. Councillor Warren moved from Chair to ratify the transfer which had been agreed by members in principle. All agreed and duly ratified.

e) Members noted the Clerk's resignation with effect from 1 March 2023. Councillors Mastrolacasa, Phare and Wilcox had prepared information for adverts and Councillor

Warren had approved the expenditure of £250 for placing adverts under Chairman's authority. All members agreed with this decision.

- f)** The Clerk had circulated a report on quotes received for grounds maintenance contracts for 2023 – 2025, for which she was thanked by Councillor Wilcox. Members decided on the preferred contractor to be appointed in each case as follows:
- i) Weed spraying: Councillor Wilcox proposed Contractor 6, seconded by Councillor Phare and agreed unanimously.
 - ii) Verges: Councillor Wilcox proposed Contractor 3, seconded by Councillor Phare and agreed unanimously.
 - iii) Jubilee Field and Orchard Way hedges and grass: Councillor Wilcox had proposed Contractor 3; Councillor Phare put forward an amendment to Councillor Wilcox's proposal, that Contractor 1 should undertake these works, seconded by Councillor Little; 5 members voted in favour of this amendment, with 2 against and 1 abstention. Members voted on this substantive motion with 5 votes in favour, 2 against (Councillors James and Wilcox), and 1 abstention from Councillor Sellick. Contractor 1 having been agreed, members needed to decide whether to choose fixed annual increases of 7.5% in 2024 and 5% in 2025 or for prices to increase annually on 1 January 2024 and 2025 per RPI inflation rate published in mid-November in the previous year: Councillor Little proposed that prices be increased per RPI inflation rate, seconded by Councillor Glover, with 6 votes in favour, and 2 abstentions (Councillor Wilcox and Councillor Sellick).
 - iv) All the above grounds maintenance contracts to run for three years. **ACTION: Clerk**

g) The Clerk had circulated a report on quotes for cutting the hedge to the rear of Worcester Crescent play area for consideration by members before agreeing the preferred contractor. Councillor Warren proposed from the Chair that Contractor 2 be appointed, and members agreed unanimously. **ACTION: Clerk**

h) Members had no further thoughts to add on projects or impacts on the Precept, to feed into the Budget process.

9. Meeting dates

i) To note the following dates:

- Thursday 15 December – Finance and Administration Committee meeting
- Thursday 12 January – Full Council meeting (final approval of budget/precept)
- Thursday 9 February – Full Council meeting
- Thursday 9 March – Full Council meeting
- Thursday 16 March – Finance and Administration Committee meeting
- Thursday 13 April – Full Council meeting
- Working Groups – to note any scheduled dates.

All noted.

ii) Members agreed that the Annual Parish Meeting would be held on 9 March 2023 at 7pm, to precede the Full Council Meeting, in the Club Room. **ACTION: Clerk**

10. Councillors Roundtable: to receive any further information from Councillors and to highlight future agenda items.

a) Councillor Wilcox advised that for the occasion of the Coronation of the King, Willand Village Hall and Willand History Group would organise a live streaming of the event.

b) Councillor James reported that the walkway from St Mary's Church towards Jaycroft was very slippery and full of leaves and asked who was responsible for the path. It was agreed the Clerk would contact DCC NHO to ask him to check when in the area in the coming week. **ACTION: Clerk**

c) Councillor Glover informed members that she had persuaded Bridgwater to lend their Santa float to Willand on 24 December between 3 – 7pm and to Cullompton on 23 December from 3 – 7pm.

d) Councillor Phare proposed that £100 from the Barclaycard credit be put towards Willand Pantry for Christmas hampers, seconded by Councillor Glover, and agreed unanimously. It was agreed that the Clerk would add this to the December Monthly Payments and issue an amended Monthly Payments list. **ACTION: Clerk**

11. Communications

A)

i). It was agreed that Citizens Advice' request for support be deferred to the January Full Council agenda and that in the interim the Clerk would ask for details of their support given to Willand residents (without mentioning names). **ACTION: Clerk**

ii) A second letter had been received from MDCC's Deputy Chief Executive, dated 1 December 2022, asking the Parish Council to consider how it could help to share the financial load for services, in which MDCC was inviting discussion with parishes. The Clerk had replied asking him to be specific as to what he wanted but no response had been received to date. Councillor Little proposed writing to inform him "that in the light of the complete absence of support for Willand around boundary and other issues, this request for financial assistance met with a negative response from members. Members would welcome the opportunity to engage with him on these matters and anything he wished to bring forward." Councillor Glover seconded this proposal which was carried by 6 votes in favour, one against (Councillor Grantham), and Councillor Warren abstained as a District Councillor. **ACTION: Clerk**

iii) After considering the option of a free Landmark Tree via Devon Wildlife Trust, members agreed to wait until next year when a greater choice of trees would be available. **ACTION: Clerk**

B) Communications received since 4 November and emailed to Councillors:

i) Current Planning Applications

a) Ref: 22/02102/MFUL

Proposal: Construction of on-farm anaerobic digestion plant with associated equipment and works (Halberton Parish)

Location: Land at NGR 300535 112291 (Bycott Farm) Lower Town Halberton

Response date extended until 14.12.22

Following Councillor Glover's proposal, seconded by Councillor Grantham, it was agreed, with 7 votes in favour, that the Clerk should submit the following response:

"Willand Parish Council has extreme concerns as to the location of this proposed development in that it will add to considerable traffic movements taking feedstock to and

digestate from site and add to the traffic congestion on surrounding roads which will affect roads around Willand, which we are experiencing from our own AD plant.”

ACTION: Clerk

b) Ref: 22/02157/TPO

Proposal: Application to crown reduce 1 Oak tree protected by Tree Preservation Order No. 96/00014/TPO by 1.5 to 2m, shape and balance crown by reducing sides by 2 to 3m and thin crown by 15%

Location: 18 Pear Drive Willand Cullompton

Response date extended until 14.12.22

It was unanimously agreed that the Clerk should submit the response “Willand Parish Council has no objection, subject to the advice of the Tree Officer.” **ACTION: Clerk**

c) Ref: 22/02234/TPO

Proposal: Application to lift the crown of 1 Beech tree to approximately 5m in height and crown reduction of 1-2m protected by Tree Preservation Order 08/00004/TPO

Location: 5 The Gables Willand Cullompton

Response due 14.12.22.

It was unanimously agreed that the Clerk should submit the response “Willand Parish Council has no objection.” **ACTION: Clerk**

d) 22/02290/CAT

Proposal: Notification of intention to remove 1 Cherry tree within the Conservation Area

Location: Pitfield House Willand Old Village Willand

Response due 22.12.22

It was unanimously agreed that the Clerk should submit the response “Willand Parish Council has no objection.” **ACTION: Clerk**

ii) Planning Decisions notified for information:

a) 22/01927/TPO TREE PRESERVATION ORDER

Proposal: Application to reduce the crown width of 1 Yew tree (T6) by 2m, protected by Tree preservation Order 67/00006/TPO

Location: 1 Townlands Willand Cullompton Devon

Consent granted.

The decision was noted by members.

iii) Newsletters and other correspondence

7 MDDC Press Releases, Mid Devon Matters newsletter, 4 MDDC meeting notifications

11 NALC bulletins and events newsletters, 5 DALC newsletters, 5 SLCC news bulletins

3 Rural Services Network bulletins; 2 Gallagher Community Team newsletters

5 Devon County Council Coronavirus Updates & News Roundups

1 Locality Newsletter; 2 Connecting the Culm news; 1 Hospiscare newsletter

2 Devon CPRE newsletters; 3 Devon Communities Together newsletters

1 Libraries Unlimited news; 4 Devon Highways Temporary Traffic Order Notices

1 Devon Transport Planning update; 2 Public Sector Executive news bulletins

3 Cullompton Health & Wellbeing Alliance/Involve Mid Devon news

C) Communications not referred to Councillors

6 emails offering various seminars, equipment and services

20.58 hours: there being no further business the meeting closed.

8 DECEMBER 2022 PAYMENT SHEET - REVISED AS AT 8.12.22			
PAYMENTS TO	INVOICE FOR	AMOUNT	BUDGET
Barclaycard	Mobile phone	6.00	Office/Admin
	Microsoft 365 renewal	79.99	Office/Admin
	Screwfix - litter bags/bucket	18.98	Office/Admin
	Printer ink	89.26	Office/Admin
	Noticeboard magnets	3.99	Office/Admin
	Stationery - paper & pockets	9.10	Office/Admin
EDF Energy	2021 Christmas lights electricity	212.07	Village projects
P Major (re Timpson receipt)	Refund for VAS key cut	6.80	Gen.Opp. Reserve
CPRE	Membership renewal	36.00	Office/admin
The Old Well Garden Centre	Plants for planters	107.64	Village projects
Brightsea Print Group	Magazine printing	1120.00	Magazine
Countrywide Grounds Maintenance	Final verge cutting 16.11.22	1092.00	Gen. ground maint
Countrywide Grounds Maintenance	Orchard Way grass 24.11.22	88.14	Play area grnd maint
Allotment Association	Annual subs: 73 plots @£5.00	365.00	Allotments
Quarfox Services	S.View - grass cut/leaves off	56.42	Play area grnd maint
Quarfox Services	Chestnut - leaves clearance	9.00	Play area grnd maint
Quarfox Services	Mallow - equipment wash-off	36.00	Play areas equip
Parker Digital Marketing Ltd	Monthly Website Maint - Dec	50.00	Office/admin
The Pantry (Willand Food Network)	Donation for Xmas hampers	100.00	Donations
Willand Tiny Tots	Grant towards gardening tools	50.00	Village projects
	Total of all payments	3536.39	
RECEIPTS IN NOVEMBER 2022	Magazine advertising	90.00	
	Cemetery fees	847.00	
	Allotment rents (all now paid)	83.55	
	Xmas lights donations	150.00	
	DCC Grass Cutting Funds 22/23	4694.00	
TOTAL INCOME		5864.55	