

# Chudleigh Town Council

# **Meeting of Full Council**

# Monday 6 January 2020: 7pm: Town Hall

## Public Participation:

Alan Brunton spoke about commemorating VE day. He had booked the Woodway Room for the afternoon of the Bank Holiday on 8 May and planned to organise a high tea with entertainment provided by local singing groups. He would also be delivering a presentation about the final months of WW2. He asked that the Town Council consider assisting with the funding of this event. (Action point 1)

## VE Day:

Councillor Castle said that she was keen to add an event primarily aimed at children, perhaps with a “Dig for victory” theme, and asked for this agenda item to be on the February agenda. **(Action point 2).** The Clerk asked Rev. Wimsett whether it would be possible for the church bells to be rung at 7pm. Rev Wimsett asked for further details to be sent to him. **(Action point 3)**

## In attendance:

Councillors Tinkler (Chair), Webb, Shaw, Lorraine Evans, Bellchambers, John Evans, Frost, Keeling, Bennett, Castle, Bushell and Boston. Also in attendance Derek Hardy CADAS), Rev. Wimsett, County Councillor Brook, seven members of the public, John Carlton (The Clerk) and Amii Shelley (Assistant Clerk).

## Apologies:

None.

## Declaration of members’ interests:

The clerk issued a blanket dispensation to allow councillors to debate and vote on the precept for 2020/21.

## Confirmation of Part 1 and 2 of the meeting:

The Chair advised that there would be no part 2.

## County Councillor’s report:

Councillor Brook advised that he was happy to assist with funding for the town’s VE Day commemorations. **(Action point 4).** He reported that the proposal to create a clearway from Haldon Forest down to the edge of Chudleigh would not be carried forward. This was because the level of objections would have required a public enquiry to be held and that was simply too expensive. He hoped that the increase in the size of the Forestry Commission car park would, to some extent, mitigate the parking issues.

## Filling of the vacant post for a Town Councillor:

There were three candidates for the vacancy – Clare Lillington, Emily Simcock and Rick Webb. Each of them addressed the council for two minutes and then answered various questions put to them by councillors. Then, after brief discussion the Mayor invited councillors to vote for their preferred candidates. However, after Clare Lillington received seven votes (a majority) the voting ceased. The Mayor welcomed Clare Lillington to the Council and added that the three candidates had constituted a strong field for the vacancy. **(Action point 7)**

## Police report:

Nothing to report.

## District Councillors report:

Councillor Evans advised that she would be resigning from the Town Council after over twenty years as a councillor. She regretted the need to do this but the nature of her job, involving working most evenings, made it extremely difficult for her to attend meetings. Councillor Keeling advised that he was also resigning as the work involved in his District Council role made it difficult to give the necessary time to Town Council duties. The Mayor understood the reasons for their respective decisions and said that there was never any doubt that they had the best interests of Chudleigh at heart. Councillor Castle asked that Councillor Evans keep her informed about the newly formed Patient Participation Group.

Their written report is attached at appendix 1.

## Mayor’s report:

Councillor Tinkler paid tribute to the work of Councillors Keeling and Evans during his time in office. In response to a question, The Clerk advised that there would be a need to go through the same vacancy filling process again to fill the two posts being vacated. **(Action point 8)**

At this point, Councillors Keeling and Lorraine Evans left the meeting.

## Ratification of the minutes of the Full Council meeting of 2 December 2019:

Agreed as a true record. Proposed by Councillor Bushell. Seconded by Councillor John Evans.

## Review of action points from 2 December 2019 Full Council meeting:

|  |  |  |
| --- | --- | --- |
| Action point No | Action required | Outcome |
| 1 | Query whether a retail impact assessment was required for the Rock Nursery planning application |  |
| 2 | Timing of becoming a signatory to the Covenant of Mayors for Climate & Energy to be determined at February full council |  |
| 3 | Application 19/02286/NPA: 19 Old Exeter Street. Advise TDC that the Council has no objections |  |
| 4 | Application 19/01347/MOD: Land at Station Hill. Advise TDC that that the Council has no objections but reiterate the priority order for affordable housing applications that the Council expects to be honoured. |  |
| 5 | Place the “Big Lunch” on the agenda for January full council |  |
| 6 | Place the commemoration of VE day on the agenda for January full council |  |
| 7 | Ask Alan Brunton if the RBL has any plans to commemorate VE day. |  |
| 8 | Councillor Bushell and Geoff Curtis to discuss the refurbishment of the telephone box |  |
| 9 | Seek quotation from County Highways to provide a VAS for New Exeter Street of a similar size to that in Chudleigh Knighton and that it display the actual speed of the vehicle. |  |
| 10 | Cleaning of zebra crossing poles and lights. Provision of brighter lights. Can Highways do the work or will they allow volunteers to do so? |  |
| 11 | Obtain quotation from County Highways for the provision of bollards at the access to Culver Green from Chestnut Crescent |  |
| 12 | Submit traffic order requests to HATOC (Town Mills and Station Hill) |  |
| 13 | Consult Councillors Bushell, Bellchambers, Castle and Bennett over dates to meet with Housing Enabling Officer |  |

## Ratification of the minutes of the Town Hall & Finance Committee meeting of 16 December 2019:

Agreed as a true record. Proposed by Councillor John Evans and seconded by Councillor Castle.

## Ratification of the minutes of the Youth Committee of 11 December 2019:

Agreed as a true record. Proposed by Councillor Bennett and seconded by Councillor Bellchambers.

## Agreement of the budget for 2020/21:

The Mayor noted that the budget before councillors had been endorsed by the Town Hall & Finance Committee in December. The budget was unanimously agreed, having been proposed by Councillor Bellchambers and seconded by Councillor Castle.

## Precept 2020/21: The council accepts the recommendation of the Town Hall & Finance Committee to raise a precept of £148,995:

Councillor Webb expressed concern about not increasing the precept and proposed an increase of 1.5 or 2%. He was concerned about the strains on the Town Council’s finances and felt that there was an over-reliance on obtaining grant income. Other councillors spoke against the proposal saying that the Council had sufficient reserves to fund a one year freeze and expressing concern about the impact of any increase on the poorer members of the community. There was no seconder for Councillor Webb’s proposal, so it fell. Councillor Frost proposed the resolution recommended by the Town Hall & Finance Committee. This was seconded by Councillor Shaw and passed by nine votes to one. **(Action point 11)**

## Town Council charges: The Council accepts the recommendation of the Town Hall & Finance Committee to retain cemetery and room hire charges at the current level and to increase the rent for allotments by £1 per plot in October 2020:

Proposed by Councillor Bushell, seconded by Councillor Boston and unanimously agreed.

## Staff salaries: The Council accepts the recommendation of the Town Hall & Finance Committee to increase all salaries by 30p per hour with effect from 1/4/20, thus maintaining the Council’s commitment to pay the living wage as recommended by the Living Wage Foundation.

Proposed by Councillor Bushell, seconded by Councillor Bennett and unanimously agreed.

## Ratification of bank statements and reconciliations for the period1/9/19 to 30/11/19:

Proposed by Councillor Castle, seconded by Councillor Bellchambers and unanimously agreed.

## The Big Lunch 2020:

Councillor Castle asked for this item to be carried forward to the next meeting. **(Action point 12)**

## Approval of interim internal audit report for 2019/20:

Proposed by Councillor Evans, seconded by Councillor Bennett and unanimously agreed.

## Resolution: The Town Council agrees to provide a section 137 grant of £1,500 per annum to CCP to assist with the running costs of the community pool. This grant will commence in April 2020 and last for the life of the current council:

Proposed by Councillor Evans, seconded by Councillor Frost and unanimously agreed. **(Action point 13)**

## Resolution: The Council agrees to the expenditure of £1,820 to replace the swing unit and repair the safety surface at Fore Street play park.

The Clerk explained that this was to repair the damage inflicted by an arson attack on the swing unit. This would be part funded by ring-fenced funds from the Fore Street project, which totalled £895. In order to prove value for money he had arranged for a second quotation which was in excess of £3,000. After brief debate the resolution was unanimously agreed. Proposed by Councillor Bushell and seconded by Councillor Frost. (**Action point 14)** Councillors felt it important that the public understood the cost of anti-social behaviour and asked the Clerk to draft a statement. **(Action point 15)**

## Highways issues:

1. VAS sign for New Exeter Street. The Clerk had circulated a brochure from Westcotec, the supplier used by County Highways. It was agreed that he should obtain prices for the different types and sizes of sign so a decision could be made at the next meeting **(Action point 16)**
2. Fore Street zebra crossing: The clerk advised that Highways were content for volunteer to clean up the crossing point. There would, however need to be a risk assessment and, ideally, supervision by a Chapter 8 qualified person. **(Action point 17)**
3. Provision of a barrier at the access point to Culver Green from Chestnut Crescent. Councillors noted the concerns expressed by Highways about the provision of bollards and agreed that a steel barrier should be used. **(Action point 18)**

## Correspondence:

None.

## Clerk’s report:

The Clerk explained the history of the Town Council’s Annual Citizen’s award. The current council was happy to continue with it but wanted to have the option of an award for young people under the age of 18.

The Clerk also explained the legal need for an Annual Town Meeting and its legal status. He had tentatively set aside a date of 15 May for the meeting.

## Finance Report:

Councillors received the finance report. See appendix 2.Councillors unanimously authorised the payments made during the month of November. See appendix 3. Proposed by Councillor Evans and seconded by Councillor Boston.

## Committee reports

### Report from Environment Committee:

Councillor Frost had written to TDC to express concern about the health of the Ash trees at Palace Meadow and seeking their removal. Councillor Castle had met with the Scouts to discuss their involvement in future environmental projects. Councillor Bushell reported that trees had been planted on the community allotment.

### Report from Planning Committee.

Nothing to report.

### Report from Town Hall and Finance committee:

Nothing to report.

### Report from youth committee:

The next meeting of the committee was scheduled for 11 December. Councillor Bennett reported that a grant application had been made to British Science Week.

## Reports from Councillors attending meetings on behalf of the Council:

Councillor Castle reported on her attendance at the Active Devon conference.

Date and time of next meeting: **Monday 3 February 2020** – 7pm – Town Hall.

Meeting closed: 8.40 pm

|  |  |  |
| --- | --- | --- |
| Action point no. | Action required | By whom |
| 1 | February full council to consider a resolution to provide up to £400 in funding to support the VE day event | The Clerk |
| 2 | VE Day to be on the agenda for February full council | The Clerk |
| 3 | Send information to Rev. Wimsett regarding the ringing of church bells on VE Day | The Clerk |
| 4 | Discuss funding of VE Day events with County Councillor Brook | The Clerk |

Signed:

Martin Tinkler: Chair of Full Council

3 February 2020

## Appendix 1 - District Councillor's Lorraine Evans & Richard Keeling's Report to Chudleigh Town Council January 2020

Dear Cllr’s

Sports and Community Awards Nominations Please can you encourage nominations for our Sports and Community Awards which recognise individuals and groups who make a significant contribution to making the District home to active, vibrant communities. The 14 categories include the return of the People’s Champion Award and for the first time, Green Champion Awards which recognise residents who make a difference to our communities. Volunteers, unsung heroes, individuals and teams who strive to promote healthy living, volunteering in the community and acting to safeguard the environment across Teignbridge can be nominated for an Award, which are again sponsored by Kitsons Solicitors. Please help to promote the Awards and encourage a large number of entries. Nominations close at midnight on 17 February and the Awards will be presented on 1 May. Full details at <https://www.teignbridge.gov.uk/sportscommunityawards>

Government consultation paper. Cllr’s may wish to note the Government consultation paper on “Strengthening police powers to tackle unauthorised encampments” at https://www.gov.uk/ government/consultations/strengthening-police-powers-to-tackleunauthorised-encampments. Please forward your comments to your District Councillors by the 13 January.

Yours Sincerely Richard Cllr Richard Keeling District Councillor for the Chudleigh Ward � richard.keeling@teignbridge.gov.uk � 07958500783 Lorraine Cllr Lorraine Evans District Councillor for the Chudleigh Ward � lorraine.evans@teignbridge.gov.uk � 07964396834 � 0

## Appendix 2 - Finance Report to Full Council: 6 January 2020

**Balances at 3 January 2020.**

|  |  |  |
| --- | --- | --- |
| Current account | £10,816.31 |  |
| Deposit Account | £166,781.73 |  |
| Building maintenance account | £13,005.41 | It was agreed to set aside £6,500 per annum to build up a building maintenance fund. Its initial primary purpose is for the re-plastering of the Woodway Room. |

Ring-fenced funds included in the deposit account above:-

£123 from DCC for P3 grant (footpaths)

£895: The surplus in the Fore Street project fund.

£5,171.88 CIL funds (£465.06 received in October 2019)

£400 from County Councillor Brook for Sustrans consultancy

Total: £6,589.88

John Carlton

Town Clerk

3 January 2020

## Appendix 3

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Cheque No | Payee | Goods/services provided | Out | Deposits | Balance | Checked (Initials and date) |
|  |  |  |  |  |  | **£7,276.90** |  |
| 16/12/19 | DD | SAGE | Accounts package | £78.00 | 0 | £7,198.90 |  |
| 9/12/19 | DD | RSA | Monthly insurance premium | £2,505.60 | 0 | £4,693.30 | 5 months premiums |
| 15/12/19 | DD | TDC | Rates (cemetery) | £112.00 | 0 | £4,581.30 |  |
| 15/12/19 | DD | CompWiz | IT Maintenance contract | £54-00 | 0 | £4.527.30 |  |
| 1/12/19 | DD | SWW | Water (WR) | £50.21 | 0 | £4,477.09 |  |
| 1/12/19 | DD | SWW | Water (TH) | £26.00 | 0 | £4,451.09 | Rises to £123 from 1/2/20 |
| 14/12/19 | DD | Marsland Nash | Payroll | £42.00 | 0 | £4,409.09 |  |
| 9/12/19 | ACT | Chud fridge | Section 137 grant | £250.00 | 0 | £4,159.09 |  |
| 2/12/19 | ACT | DCC Pension Fund | LGPS contributions | £1,086.52 | 0 | £3,072.57 |  |
| 2/12/19 |  |  | Transfer from deposit account | 0 | £15,000 | £18,072.57 |  |
| 2/12/19 | ACT | IAC | Interim audit | £462.00 | 0 | £17,610.57 |  |
| 6/12/19 | ACT | SLCC | Membership 2020 | £202.00 | 0 | £17,408.57 |  |
| 7/12/19 | DD | SSE | Electricity Q3 | £1,726.71 | 0 | £15,681.86 |  |
| 10/12/19 | DD | PWLB | Loan repayment (TH refurb) | £2,798.99 | 0 | £12,882.87 |  |
| 9/12/19 | ACT | TDC | Planning enquiry | £20.00 | 0 | £12,862.87 |  |
| 2/12/19 |  |  | Deposit |  | £1,000 | £13,862.87 | Room hire |
| 18/12/19 | DD | Thirsty Work | Water cooler rental | £21.60 | 0 | £13,841.27 |  |
| 9/12/19 | ACT | Chudleigh Wild | Section 137 grant | £100.00 | 0 | £13,741.27 |  |
| 9/12/19 | ACT | Tindle News | Poppy appeal advert | £48.00 | 0 | £13,693.27 |  |
| 9/12/19 | ACT | Tindle News | Xmas fayre advert | £60.00 | 0 | £13,633.27 |  |
| 9/12/19 | ACT | TDC | Refuse collection | £468.00 | 0 | £13,165.27 |  |
| 9/12/19 |  |  | Deposits | 0 | £638.00 | £13,803.27 | Cemetery £627; Room hire £11 |
| 9/12/19 |  |  | Deposits | 0 | £39.95 | £13,843.22 | Room hire £29; P/C £10.95 |
| 9/12/19 |  |  | Insurance refund | 0 | £221.27 | £14,064.49 |  |
| 10/12/19 |  |  | Deposits | 0 | £443.63 | £14,508.12 | Room hire |
| 13/12/19 |  |  | Deposits | 0 | £189.00 | £14,697.12 | Room hire |
| 13/12/19 |  |  | Deposits | 0 | £73.50 | £14,770.62 | Room hire |
| 17/12/19 |  |  | Deposits | 0 | £490.00 | £15,260.62 | Room hire |
| 17/12/19 |  |  | Deposits | 0 | £275.63 | £15,536.25 | Room hire |
| 16/12/19 | DD | PWLB | Loan repayment (allotments) | £807.75 | 0 | £14,728.50 |  |
| 18/12/19 |  |  | Transfer from deposit account | 0 | £10,000.00 | £24,728.50 |  |
| 18/12/19 |  |  | Deposits | 0 | £351.75 | £25,080.25 | Room hire |
| 18/12/19 |  | ChudFest | Deposits | 0 | £2,192.00 | £27,272.25 | Xmas lights contribution |
| 18/12/19 |  |  | Deposits | 0 | £236.25 | £27,508.50 | Room hire |
| 20/12/19 | DD | Gazprom | Gas (WR) | £235.42 | 0 | £27,273.08 |  |
| 20/12/19 | DD | Gazprom | Gas (TH) | £50.72 | 0 | £27,222.36 |  |
| 15/12/19 | DD | S W Comms | Telephony & broadband | £160.80 | 0 | £27,061.56 |  |
| 20/12/19 | ACT | Evergreen Farm | Xmas fayre meal vouchers | £15.00 | 0 | £27,046.56 |  |
| 20/12/19 | ACT | Domestic Bliss | Contract cleaner | £682.50 | 0 | £26,364.06 |  |
| 20/12/19 | ACT | Merlin Industrial | 2 x concrete bins for cemetery | £1,072.75 | 0 | £25,291.31 |  |
| 20/12/19 | ACT | Staff | Salaries | £4,973.78 | 0 | £20,317.53 |  |
| 20/12/19 | ACT | Torbay Display | Xmas lights | £5,160.00 | 0 | £15,157.53 |  |
| 20/12/19 | ACT | S W Grounds Maintenance | Fourth verge cut | £216.00 | 0 | £14,941.53 |  |
| 20/12/19 | ACT | Sound & Visual | CCTV maintenance contract | £1,142.40 | 0 | £13,799.13 |  |
| 20/12/19 | ACT | Clive Edgecombe | Window cleaning | £60.00 | 0 | £13,739.13 |  |
| 20/12/19 |  |  | Deposits | 0 | £117.25 | £13,856.13 | Room hire |
| 23/12/19 |  |  | Deposits | 0 | £195.00 | £14,051.13 | Room hire |
| 31/12/19 |  |  | Deposits | 0 | £342.50 | £14,393.63 | Room hire |
| 31/12/19 | ACT | DCC Pension Fund | LGPS contributions | £1,148.67 | 0 | £13,243.96 |  |
| 31/12/19 | ACT | HMRC | Tax & NI Q3 | £2,985.40 | 0 | £10,258.56 |  |