**BURLESCOMBE PARISH COUNCIL**

**Minutes of**

**Annual General Meeting**

**Burlescombe Community Hall on Monday 3rd June 2019 at 7.00pm**

**APPROVED**

11-2019

|  |  |  |
| --- | --- | --- |
| **6.1** | **New councillors signed Acceptance of Office form**  The current Chairman opened the meeting and welcomed everyone to the Annual General Meeting before Councillors voted for the election of Chairman. It was proposed (CC) and seconded (RR) that LW become Chairman. Having agreed, the new Chairman signed the Declaration of Acceptance form. | **ACTION** |
| **6.2** | **Present and Apologies:** Parish Councillor Lewis Worrow, County Councillor Ray Radford & District Councillors Christine Collis & Bob Evans.  No apologies. |  |
| **6.3** | **Declaration of Interests:**  None |  |
| **6.4** | **Election of Appointments and Committees**  The following appointments and Committees were unanimously approved:  Chair of Planning – Councillor Worrow.  Responsibilities on the Council:   |  |  | | --- | --- | | PROW | Cllr Worrow | | Quarry Liaison  Planning  Responsible Financial Officer | Cllr Evans  Cllrs Worrow, Radford, Evans and Collis  Sue Jarvis (Clerk) | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |
| **6.5**  **6.5.1**  **6.5.2**  **6.5.3**  **6.5.4**  **6.5.5**  **6.5.6**  **6.5.7**  **6.5.8** | **OPEN FORUM**  A resident asked why the meeting appeared to be a repeat of the previous meeting in May. The Chairman explained that the previous meeting had been inquorate due to only one person standing for election to the Council in May. A legal technicality last time meant that Councillors Radford and Collis did not have their Seal of Office at the time of the last meeting to enable them to sit as Councillors on BPC. Therefore, that meeting had to be classed as informal and the business discussed in said meeting has to be repeated this evening.  A resident raised the query as to whether AP was happy to continue as GWC representative. AP was not present and the Council has not heard that he wishes to discontinue his role. The Clerk will write to him to confirm he is happy to continue.  **Minutes of previous meeting and matters arising.**  The Minutes were signed as true and correct record and unanimously approved by the Councillors.  Update on low sign near Burlescombe playing field. CC has contacted Ian Sorenson and will follow this up.  The opening of the ORL has been put back to a later date as AI want to allow the new Council to establish itself. The next Quarry Liaison meeting is on 2nd September at 4pm. Venue TBC.  Update on the bin by the bus stop. This is ongoing.  Canonsleigh Signs Petition. Residents of Canonsleigh have petitioned the Council to provide and erect three Canonsleigh signs at three points in Canonsleigh to highlight the area. RR said that the Parish can request signs for the Parish Council to approve. LW proposed the acceptance of the signs and this was seconded by CC. This was unanimously approved. Residents of Canonsleigh now need to take the request for signs to Devon County Council to approve and install.  Ayshford Education Trust- Trustees. LW proposed that LN continue as Trustee. This was seconded by CC and unanimously approved. The Clerk will write to LN and the Chair of Ayshford Education Trust to confirm this.  Email from SOL re charge point installation. A local company has contacted the Council with the proposal to install a charge point in the village, possibly in the Village Hall carpark, to charge electric vehicles. This was discussed by Councillors with mixed opinions. It was agreed to ask a representative from SOL to attend the next BPC meeting to explain more and perhaps give the Council a quote for installation.  Council Meeting Dates 2020. Agreed.  Logo for BPC. To be discussed fully at the next meeting. Logo to be publicised on noticeboards and in Parish magazine. | **SJ**  **CC**  **SJ**  **SJ**  **SJ**  **SJ** |
| **6.6** | **Chairman’s Report**  As a new Chair, LW did not have a report on this occasion. | **LW** |
| **6.7**  **6.7.1**  **6.7.1.1**  **6.7.1.2**  **6.7.1.3**  **6.7.1.4**  **6.7.1.5**  **6.7.1.6**  **6.7.1.7**  **6.7.2** | |  | | --- | | **Planning.** The following applications were discussed:  **New Applications:**  **19/00545/FULL** Conversion and extension of stable and tack room to provide pilates studio and holiday let and regularisation of swimming pool. Lower Elms, Burlescombe. *Taken out of Committee*  **18/00504/MOUT** Outline for the erection of 2 dwellings Location: LandatNGR 307538 116626 (North of Town Farm) Burlescombe Devon Revised drawings. *Taken out of Committee.*  **19/00697/FULL** Proposal to erect a dwelling. 41 Spurway Road, Tiverton. *BPC will support the Canal committee.*  **19/00545/FULL** Conversion and extension of stable and tack room to provide pilates studio and holiday let and regularisation of swimming pool. Lower Elms, Burlescombe. **Revised drawings.** *No objections.*  **19/00545/FULL** Conversion, extension and rebuilding of stable and tack room to provide pilates studio and holiday let and regularisation of swimming pool Location: Lower Elms Burlescombe Tiverton Devon- **Revised drawings** *No objections*  12-2019  **18/00504/MOUT** Outline for the erection of 2 dwellings Location: Land at NGR 307538 116626 (North of Town Farm) Burlescombe Devon- **Revised** **drawings** *BPC continues to object.*  **19/00857/FULL** Variation of conditions 2, 4, 6 and 7 of planning permission 17/01361/MFUL to allow a phased development and changes to interim elevations Location: The Old Well Uffculme Cullompton. *Councillors to consider in more detail before commenting.* | | **MDDC Decisions:**  **19/00004/FULL** Change of use of land to provide 1 travellingshowpersonspitch including a caravan, equipment shed, storage area, utility block and associated works Location: The Gardeners Nursery Chapel Hill UffculmeCullompton*. Granted*.  **19/00307/NMA** Non Material Amendment for 18/01980/FULL to changea two casement window to two single casement windows and reposition one window and one door. Culm View, Burlescombe. *Granted*.  **19/00024/FULL.** Variation of condition 2 of Planning Permission 17/00353/FULL to read "to be in accordance with the amended plans" to regularise alterations Location: Land at NGR 307578 116857 (SE of Oakfield) Burlescombe Devon. *Granted.*  **18/00883/HOUSE** Raising of ridge and roof to provide for additionalbedrooms, with the provision of roof lights and inset balconies. *Granted**with* *conditions.*  **19/00391/CAT** Notification of intention to fell a section of Leylandii treesand top remaining Leylandii trees by 8 metres in a Conservation Area,UpperBarton, Canonsleigh, Burlescombe**.** *Granted.*  **19/00301/HOUSE** Alterations to existing entrance drive. Kestor, Burlescombe. *Granted.*  **18/02066/FULL** Variation of condition 4 of planning permission12/01123/FULL in relation to a permanent pitch Location: Corbett Burlescombe Devon **.** *Granted.*  **18/02060/FULL** Variation of condition 4 of planning permission 12/01123/FULL in relation to a permanent pitch Location: Corbett Burlescombe Devon. *Granted with conditions* | |  |
| **6.8** | **Councillor Worrow’s Report**  PROW  Councillor Worrow is in the process of walking the paths. Nothing to report so far. | **LW** |
| **6.9**  **6.9.1**  **6.9.2**  **6.9.3**  **6.9.4** | Highways:  One pothole has been filled. The road through the village is in a poor state of repair. Hopefully there will be an update on this at the next meeting.  White lines at the A38 Junction are very faded and are considered a danger. Councillor Radford to discuss with PM as a matter of great concern.  Nothing to report.  Community Hall: Nothing to report.  St Mary’s Church: Nothing to report. | **RR**  **RR** |
| **6.10** | **Quarry Liaison Report**  Westleigh Quarry Liaison Group Meeting Report 29th April 2019.  The quarry manager reported that so far this year they had hauled out 204,000 tonnes. That gives an annual tonnage of 892,000 tonnes.  13-2019  At the Rocknell end of the quarry trees have been cleared in preparation for the next phase of excavations. They are awaiting a bat report before demolishing the bungalow.  Dust suppression has been revamped, repaired and improved.  Blast monitoring is still ongoing and two new stations have been put in place for vibration checks.  Stock piles remain the same.  Conveyor curtains have been purchased in an effort to alleviate dust being blown off the stone while on the belts.  No work has been carried out at Fenacre.  Longwood Lane  Internal exploratory work has been completed but no official report is available.  Future drawings for internal roads, probable landscape issues and feasibility will be available hopefully by the next meeting and would then be part of a complete road planning application.  Highways  The road through Burlescombe village to the A38 is in an appalling state of repair. It was reported that there is £32,000 ring fenced for this work but there is no indication as to when it is likely to happen.  The quarry manager reported that some lorry drivers have been disciplined for non-compliance of speed, road markings and not waiting at restricted school times.  Traffic movements  Jan to March  49,369 tonnes of Asphalt  204,411 tonnes of dry stone  9,514 tonnes of recycled road planings  Total traffic movements of 13,332 lorries  1577 tonnes of asphalt on 812 lorry movements over 47 instances of which 2 were on Sundays.  Unilateral undertaking  Full calendar year allowance = 160 nights  Nights worked 1st January 2018 to 31st December 2018 = 143 nights  Nights worked 2019 to 31st March = 47  Environmental  Dust monitoring is ongoing with possibilities of putting a monitoring station in the school and AI will investigate other issues.  Planning  No planning  AOB  14-2019  There are ongoing discussions with Neil Parish over funding for Longwood Lane and who is responsible.  The recent litter pick was discussed with the quarry encouraging drivers to use litter bins provided on the quarry weighbridge at driver level. |  |
| **6.11** | **ORL/ Parkwood Report**  There was no report. |  |
| **6.12**  **6.12.1**  **6.12.2**  **6.12.3**  **6.12.4**  **6.12.5**  **6.12.5.1**  **6.12.5.2**  **6.12.5.3**  **6.12.5.4**  **6.12.5.5**  **6.12.5.6**  **6.12.5.7**  **6.12.5.8**  **6.12.5.9**  **6.12.5.10**  **6.12.6** | **Clerk’s Report**  Finance:  Income: Precept (first half) £5387.82  Wayleave payment £11.92  The Internal Auditor had completed Section three of the Annual Audit.  Councillors approved the Annual Governance Statement.  Councillors approved Section 2 of the Accounts for Audit. Both statements were signed by the Chairman.  The following expenditure was approved:   |  |  |  |  | | --- | --- | --- | --- | | **Amount £** |  | **Payable to** | **Comments** | | 245 | BACS | S Jarvis | Clerk salary for May | | 212.18 | BACS | DALC | DALC membership | | 310.20 | Cheque | Countrywide Gardening | Grass cutting | | 150.00 | Cheque | David Goodhall | Internal Audit invoice | | 475.99 | Cheque | Mid Devon DC | Burlescombe goal posts | | 500 | Cheque | The PCC of Burlescombe | St Mary’s Church - grant | | 245 | BACS | S Jarvis | Clerk salary for June | | 300 | Cheque | G Hawkins | ORL/Parkwood maintenance | | 10.50 | Cheque | URC Hall | URC Hall hire | | 12.00 | Cheque | Burlescombe Community Hall | Hall hire |     Approval was given for the payment of Countrywide Gardening invoices if they fall between Council meetings and require payment.  Approval was given for the payment of £20 per hour to Leslie Findlay on receipt of an invoice (up to £100) for her help to the Clerk with Audit paperwork.  Approval was given for LW to attend a DALC planning course. £48.  Approval was given for GWC membership £25 |  |
| **6.13.**  **6.13.1**  **6.13.2** | **Correspondence**  An application for premises licence from FW3 Ltd, Unit 3 Woodlands Business Park, Burlescombe had been received for comment. No objections were raised.  The Community Hall secretary had emailed asking for a letter of support from BPC to aid their grant application for a sound system. All three quotes have been received by BPC. It was agreed that the Clerk would write a letter of support on behalf of BPC. | **SJ** |
| **6.14** | **Matters brought forward for information or future agenda**  Councillor Vacancies  Due to the fact that BPC has just one elected councillor it was agreed that the Council would request a Notice of Vacancy from the returning Officer of Mid Devon District Council in order to advertise for new councillors. The Notice of Vacancy will be displayed in the parish and on the parish website.  15-2019  There being no further business the meeting closed at 8.22pm. The next meeting will be on Monday 1st July in the URC Westleigh at 7pm. | **SJ** |

Lewis Worrow

Chairman

Burlescombe Parish Council

16-2019