

Winkleigh Parish Council

**Minutes of the Parish Council Meeting
on
Wednesday, 27th November 2024 7.30pm
at
Community Centre, Castle Street, Winkleigh**

Present: Cllr A Jacobs, Cllr A Keys, Cllr P Odulinski OBE, Cllr A Warner,

In attendance: District Councillor S Newton
Amy Roberts -Biosphere Communities Animator
Two members of the Public
Lucie Moorese (Locum Parish Clerk)

01.11.24	<p>Welcome: In light of the unforeseen absences of Cllr A Phillips (Chairman) and Cllr B Roth (Vice-Chairman), it was proposed by Cllr Jacobs and seconded by Cllr A Warner that Cllr P Odulinski be appointed to preside as Chair for this meeting.</p>	
02.11.24	<p>Apologies for absence were also received from: Cllr G Goldsworthy, Cllr A Wonnacott, and DCC Cllr A Saywell, and PCSO Sandra Brown.</p>	
03.11.24	<p>Declarations of Interest: None</p>	
04.11.24	<p>The Chair declared the meeting suspended for receipt of outside reports.</p>	
05.11.24	<p>County Councillors Report Cllr. Andrew Saywell, unfortunately could not attend the Parish Council Meeting due to prior arrangements, but did provide a report which was previously circulated to all the Parish Councillors.</p>	
06.11.24	<p>District Councillors Report – Cllr. Simon Newton presented his report</p>	
07.11.24	<p>Police Representative Report No report received.</p>	
08.11.24	<p>Public Participation – Amy Roberts introduced herself to the Councillors present and the public in attendance explaining her role and giving a brief introduction to the importance of biodiversity. She went onto explain how she collaborates with local groups and Councils to work together to help nature recovery and mitigate climate change problems and promote healthy environments for nature, thereby encouraging people to take an interest in their surroundings. She went onto explain more fully about the “Green Infrastructure” and the detrimental effect it is having on hedgehogs who are now critically endangered due to the environmental problems. A member of the public raised the subject of the provision of another bus shelter As concern expressed due to liability issue especially as if a child runs onto the road as the existing bus shelter faces the road. The Councillors advised that they would consider the cost of a bus shelter and the various variables. It was also noted that a speed camera would be a huge benefit, and, this was also noted by those present.</p>	
	<p><i>The public in attendance left the meeting.</i></p>	

09.11.24	<p>To receive and approve the Minutes of the Parish Council Meeting held on 23rd October 2024.</p> <p>The Minutes of the Parish Council Meeting held on 23rd October 2024 were presented for approval. The Locum Clerk informed the Council that, due to certain transcribing difficulties, the Draft Minutes were not yet fully completed. The Councillors expressed their willingness to assist in this matter and requested that the Draft Minutes be circulated for their comments.</p> <p>In the interim, it was unanimously agreed that the Minutes of the Parish Council Meeting held on 25th September 2024 could be officially signed.</p>	
10.11.24	<p>Matters arising from the Minutes of 25th September 2024 and 23rd October 2024 not covered in the agenda.</p> <p>The Council addressed matters arising from the Minutes of the meetings held on the above dates that were not covered in the Agenda.</p> <p>It was resolved by those present that the Draft Minutes of the Extraordinary Meeting held on 14th October 2024 could now be signed. Proposed by Cllr Warner and seconded by Cllr Keys.</p>	
11.11.24	<p>To do List Actions Update:</p> <p>The Councillors explained the historical reasons for the separate “List of Actions” and after further discussion it was agreed that this would be looked into further and updated by the Clerk as soon as it was possible to do so.</p>	
12.11.24	<p>Correspondence received by the Parish Clerk</p> <p>Nothing to report.</p>	
13.11.24	<p>Finance</p> <p>The following items were included on the Parish Council Agenda. The Locum Clerk, currently fulfilling the role due to the departure of the previous Parsh Clerk, reported that they are in the process of gathering necessary information and will work to investigate the relevant files. As a result, the following financial reports could not be presented at this meeting but will be provided as soon as possible.</p> <ol style="list-style-type: none"> 1. Schedule of Payments and Receipts since last meeting (invoices received and to be paid) 2. Bank Reconciliation 3. Accounts and Budget update for the period to 31st October 2024 <p>The above explanation by the Clerk was accepted by all Councillors present.</p>	
14.11.24	<p>Planning</p> <p>To note planning applications, comments and decisions since the last meeting.</p> <p>Cllr Odulinski briefly outlined the report from the Planning Sub-Committee – as per the Appendix I attached to these Minutes.</p> <p>The Planning Group discussed the three items listed and it noted that there were no significant comments or issues regarding these items, and the members of the Group expressed their general approval.</p> <p>All the Councillors present were in agreement to approve the three applications.</p> <p>Cllr Odulinski raised a new application that had been submitted a couple of days prior, specifically the retrospective application by Roger Hill for the change of land use and the erection of stables at The Airfield. Access to the relevant information online had proven unsuccessful and contact with the Planning Department for details revealed that the proposed building appeared to be quite extensive. A visit had been made to the site and noted the size of the proposed building. Upon reviewing the plans and</p>	

<p>15.11.24</p>	<p>communicating with the owner it was noted that a discrepancy in the location description on the planning application. The Councillors discussed the need for clarity on the application and it was confirmed that the application had already been submitted.</p> <p>In conclusion it was noted that:</p> <ul style="list-style-type: none"> i) The Councillors agreed that the application should have been reviewed prior to the comments of work, and they expressed their disappointment regarding the retrospective nature of the application, which was deemed by some as inappropriate. ii) It was evident that the historic environment would be disturbed as it was highlighted that the site is part of a World War II military area, and the construction could have possibly disturbed any archaeological deposits. iii) Despite the concerns raised, support for the stables was also expressed in that it was a beneficial facility for the village, and duly acknowledge the demand for such resources. However, they did reiterate the importance of prior consultation to address the scale and impact of the development. iv) The Parish Council regrets not being consulted before the work began and emphasised the need for better communication in future planning applications to ensure full community involvement and planning standards are adhered. <p>The Clerk was instructed to respond to TDC accordingly.</p> <p>TDC request for suggestions for 4 Road Names on the Great Well Park development: TDC Street Naming Reference: DEV/0071/2024</p> <p>After discussion concerning this matter, it was suggested that the names could reflect aviation history – specifically aircraft names due to the Winkleigh Parish’s historical connection to the airfield.</p> <p>It was confirmed that those Councillors absent had been consulted with the suggested names of: Lysander, Spitfire, Wellington, Mosquito, Liberator and Beau Fighter, and after further discussion all attendees expressed support for the proposed names of: Lysander, Spitfire, Wellington and Beau Fighter.</p> <p>Cllr Warner was asked to send response to TDC as soon as possible. (This action was proposed by Cllr Odulinski and seconded by Cllr Keys).</p> <p>Footpath – Great Well Park</p> <p>It was mentioned that Mr. Nicholas Turner, a community member, proposed naming a footpath “John Turner Way” to honour his father’s service and contributions to the community. The footpath is located on land previously owned by the Turner family and is part of the Great Well Park development. After discussion it was agreed to support Nicholas Turner’s proposal for the footpath name and it was noted that he may provide a granite gate post for the sign.</p> <p>It was agreed that a formal letter from the Parish Council should be sent to Mr Nicholas Turner confirming support for naming the footpath “John Turner Way”.</p> <p>To receive Report on behalf of the Finance and Governance Committee: Tenders:</p> <ul style="list-style-type: none"> a) Cemetery Maintenance: Cllr Warner confirmed that there have been four tenders submitted for this. b) Cemetery Ditch and Bank: An update was provided regarding this indicating there has been some progress with the tender process but at the moment there is no designated person to tend to the ditch and bank work scheduled for next Summer. 	
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c) Occasional work – Cllr Warner advised that this was still being looked at as a possibility.

d) Concerning issue of Tender for Undergrounding Electricity to Bungalow. Cllr Warner advised that there was an issue concerning the issue of the last four metres of the trench required from the wall of the bungalow to the fence – approximately one metre deep and 0.30 metre wide. This would be the responsibility of the Parish Council.

Action: it was agreed that a tender would be issued for the work on this ditch, and, after further discussion it was agreed that possible alternative solutions, such as undertaking the work internally, might be explored.

Proposed by Cllr Jacobs and seconded by Cllr Odulinski.

It was emphasised that getting an official tender figure is crucial for budgeting purposes.

16.11.24

Parish Environment Group Report

- i) Representatives on outside bodies Reports/updates
- ii) Report: Cemetery and Bungalow Group Report:
- iii) Grass cutting and maintenance.
- iv) Burial book and records Management Temp
- v) Update concerning Wayleave for proposed cable undergrounding.

The Councillors discussed the above subjects and the following is a resume of outcomes and further actions:

Playground Improvements:

- It was confirmed that a meeting had been held with a specialist to discuss potential improvements to the Village playground. Discussions included the installation of new equipment and the replacement of deteriorating wooden structures with more durable materials.
- It was felt that the playground would require a more comprehensive approach to its development – considering the needs of all age groups as well as a number of other sports.

Cemetery & Bungalow

Cllr Warner had previously submitted his views concerning the need for a proposed budget for 2025-26.to be made available as soon as possible.

Grass Cutting and maintenance

It was confirmed that Tenders had been received and after discussion the Councillors agreed on the most suitable to accept. **This was proposed by Cllr Odulinski and seconded by Cllr Keys.**

Burial Book management of records

It was confirmed that the Locum Clerk would liaise with the Vice Chair, Cllr B Roth regarding any correspondence on this and act accordingly.

Wayleave:

Cllr Warner confirmed that he had formally signed the necessary documents on behalf of the Parish Council. This action was endorsed by all Councillors.

17.11.24

S106 Issues

i)Report of meeting 19th November 2024 with Adrian Avery, TDC

Cllr Warner had previously submitted his report to all the Councillors concerning this meeting, and during discussion concerns were raised regarding the delay in receiving

<p>18.11.24</p>	<p>S106 funding for planned improvements and it was confirmed that enquiries as to the status of the funding would be made</p> <p>ii)ESMG Meeting planned with David Whithead Development Manager (SW) GWR. Update on contact. It was confirmed that some of the Councillors were to meet David Whitehead, Development Manager of Great Western Railways, at which it was hoped that there would be a better understanding of the role of GWR reference the parking at Eggesford Station. The Councillors hoped that the outcome would result in a better understanding of the history of the line as well as the possibilities for the future.</p> <p>Parish Council Vacancies:</p> <p>It was confirmed that the Parish Council can proceed with the co-option process to fill the vacant positions. It was agreed the necessary advertisements would be prepared as required and advertised accordingly. This was endorsed by all Councillors.</p>	
<p>19.11.24</p>	<p>Street Safety Group Report</p> <p>i) Consider adoption of community Car Park: It was agreed that a decision should be delayed so as not to exclude the absent Councillors from the decision.</p> <p>** Due to the time elapsed for the Parish Council Meeting an extension of 20 minutes was requested and agreed.**</p> <p>ii) Dog Poo Bins – review locations and repositioning. It was agreed that if TDC were unable to supply a bin in the near future, then the Parish Council could consider buying one for them to install – cost approximately £100. Action: Cllr Warner to contact TDC.</p> <p>iii) Update concerning replacement Bus shelter on Main Road: specifications and budget allowance. In view of several factors to be taken into consideration concerning the replacement of the bus shelter, such as size, materials, accessibility features as well as the allocated budget for the project, Cllr Jacobs suggested that as there were several Councillors absent that this Agenda item should be deferred to the next Parish Council Meeting and was agreed.</p> <p>iv) Update concerning Hatherleigh Road/Townsend Hill. Cllr Odulinski confirmed that she had attended to this matter and it was hoped that the hedging would be trimmed very shortly.</p> <p>v) Discuss submission to Mid Devon DC Local Plan ref Eggesford Station, Chulmleigh: It was noted that the Transport consolation response had been submitted to the DCC by the Parish Council. In the meantime, it was agreed that a submission should also be sent to Mid Devon DC reference their local plan emphasising the importance of Eggesford Station as an effective centre for the area. Action: Councillors Warner and Odulinski to prepare and send.</p>	
<p>20.11.24</p>	<p>Paths and By-ways Report</p> <p>Update report concerning Footpath towards Broadwoodkely (through High Moor View Estate and provision of Dog Poo bin.</p> <p>It was confirmed that more stone had been placed on the path and the original footpath is now restored for public use. The dog poo bin provision covered under the Road Safety Group Report.</p>	

21.11.24

Receive updates and reports from the People Services Committee

i) Strategic Plan

-To agree membership of each of the three core theme subgroups

ii) Printing of said Strategic Plan. As a print requirement of 150 copies was needed after discussion on item (i) above it was proposed by Cllr Warner and seconded by Cllr Jacobs that a small budget be made available for the printing. **This was approved by all Councillors**

iii) Invitation to Business Breakfast 14th January 2025. This was confirmed as to be held in the Community Centre, and Cllr Goldsworthy would receive a budget for the provision of food and refreshments. The invitations will be issued to all the local businesses. Also the launch of the Community Awards which will also include a Business Award.
Cllr Goldsworthy to advise budget required.

iv) Distinctly Winkleigh advertising. As all the Parish Councillors are fully aware of the need for proactive communication within their community, they also feel that it is highly important that these needs are met through proper planning and development; thereby important to show what events are happening within the Parish for the year. A suggestion of a “show board” was thought as a good idea to display what was happening in the year.

v) Community Awards update

Cllr Odulinski confirmed that she had spoken to a wide range of people and also visited the local school, where the Deputy Headmistress has agreed to support and promote the competition and the Chair of the Governors has agreed to be a judge. It is intended this will take place during the Spring Term.

vi) Christmas Fair and Winkleigh Community Fair. It was thought that these would be the opportune times to show the community and visitors the depth of support from the Parish Council.

Action: Cllr Warner confirmed he would try to ascertain the date(s) of the Community Fair.

Proposed by Cllr Jacobs, seconded by the Chair that the meeting moves into Part II.
Approved unanimously.

Exempt Session

Confidential Matters (Part II) Public Bodies (Admission to Meetings) Act 1960 S1(2)

Parish Council come out of Part II and resumed the open meeting.

Meeting ended at 9.53 pm.

Date of next meeting: 22nd January 2025

Chair _____

Date _____

Winkleigh Parish Council

WEDNESDAY, 27th NOVEMBER 2024 at 7.30 pm

APPENDIX 1

14.11.24 **Planning**

To note planning applications received since last meeting

- **Application Ref: 1/0769/2024/FUL: Grasshopper Lane, Winkleigh**
Erection of a substation

- **Application Ref: 1/0892/2024/FUL Mr Ralph Northcott - The Cactus Shop Caldicott Winkleigh Devon EX19 8DW**
Erection of a rural workers dwelling - Variation of condition 2 of planning permission 1/0244/2023/FUL (Plans) -

- **Application Ref: 1/0936/2024/COUPD Mrs Tina Brook Prior, Grid Reference 262712 107991 Hatherleigh Road Winkleigh**
Notification for the change of use from commercial, business and service (Class E) to 1no. dwelling house (Class C3) (Schedule 2, Part 3, Class MA) -