

**COFFINSWELL PARISH COUNCIL - MINUTES**  
**THURSDAY 18 JANUARY 2018 – ST BARTHOLOMEW’S CHURCH, COFFINSWELL**

Present: Cllrs Wills (Chairman), Berry, Harrington, Hermsen and Winchester  
 Cllr Dewhirst (DCC) (19.23) and Cllr Haines (TDC)

Also present: Rachel Avery (Clerk), 3 members of the Public

No	Subject	Comments
1	The Chairman will open the Meeting and receive apologies.	Cllr Wills opened the meeting at 19.02. There were no apologies.
2	To declare any interests arising at this meeting.	There were no interests declared.
	<i>The Council will adjourn for the following items:</i>	
3	<p><u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Coffinswell.</p> <p><u>County and District Councillors' Reports</u></p> <p><u>Police Report</u></p>	<p>There were queries raised regarding the recent Certificate of Lawfulness refusal at The Bothy. There is an ever-increasing number of vehicles on the site. It was NOTED that this application had been submitted due to complaints made by District Cllr Haines. It was AGREED that there has been a reasonable period since refusal, and the Parish Council will ask that TDC now start enforcement proceedings on the site. <b>Action: Clerk to contact TDC regarding the enforcement action on this site.</b></p> <p>A resident stated that there is not enough information being circulated around the village regarding Parish Council business. Some people are receiving shared emails from Mrs Gwynneth Hermsen, but this doesn't include council business. It was AGREED that the Council would consider this further and a Parish Council email distribution list and Facebook page would be created.</p> <p>District Cllr Haines reported that the 2018/19 budget recommendation is likely to be a £5 increase, which is the same as 2017/18. This recommendation is currently out for consultation and a decision will be made in February.</p> <p>He reported that there are ongoing enforcement issues, including the caravan on Pitland Lane.</p> <p>County Cllr Dewhirst's report forms part of the minutes.</p> <p>There was no police report.</p>
	<i>The Council will convene to conduct the following business:</i>	
4	<p>Approval to consider, amend as agreed by the Council and approve the minutes of the following minutes:</p> <p>16 November 2017</p> <p>21 December 2017 (Planning)</p>	<p>It was RESOLVED to APPROVE the minutes, subject to requested changes.</p> <p>It was NOTED that these minutes would be approved at the March meeting.</p>
5	<p>To consider the following planning applications:</p> <p><a href="#">17/02983/FUL</a> Use of caravan as temporary residential accommodation to support a rural enterprise (Great Hill Stables, Great Hill Road, Torquay)</p> <p><a href="#">18/00002/CAN</a> Fell one spruce and one palm tree and remove lower branch from one conifer (The Cones, Connybear Lane/Owner)</p> <p>To consider making comments on TDC's consultation regarding local listed building lists.</p>	<p>It was RESOLVED to send the following comments to TDC:</p> <ul style="list-style-type: none"> <li>• Concerns over the future use of the caravan and the creation of a dwelling in this area</li> <li>• Whilst the Parish Council had not been privy to the confidential business plan as part of the planning application submitted to TDC, the size of the area is too small to run an equine business.</li> </ul> <p>No objection.</p> <p>The Parish Council wished to make no further comments.</p>

6	Enforcement Issues.	Concerns were raised over the installation of new windows at Rose Cottage. <b>Action: Clerk to contact Conservation Officer.</b> The issue of the use of the bungalow at Blue Hills is still ongoing. <b>Action: Clerk to contact Enforcement Officer.</b>
7	Finance: <ul style="list-style-type: none"> <li>• Footpath leaflet</li> <li>• To agree accounts for payment</li> <li>• Half yearly accounts 2017/18</li> <li>• To set the 2018/19 precept</li> </ul>	It was NOTED that the printer had issues with the size of the document and the quote had been resubmitted based on this. It was NOTED that the clerk would contact Mrs Gwynneth Hermsen. <u>Payments for approval:</u> Mrs R Avery - Clerk's Expenses - £18.00 Mr A Hermsen - Clerk's PAYE - £79.60 Mrs R Avery - Clerk's Salary - £318.34 <u>Bank Balances (as at 29 December 2017):</u> Main Account £4066.08 Parish Paths £269.40 It was RESOLVED to APPROVE invoices for payment. It was NOTED that the half yearly accounts had been approved at the November meeting. It was NOTED that the precept recommendation for 2018/19 is £3910, the same as 2016/17. Cllr Wills PROPOSED that the precept be set at £3910. This was SECONDED by Cllr Hermsen and APPROVED.
8	Phone box.	It was NOTED that BT have reported that an inside clean had been undertaken, but a survey of the outside is awaited.
9	Neighbourhood Watch.	Cllr Wills thanked County Cllr Dewhirst for the contact details of the Neighbourhood Watch. He hopes that a representative would attend the Parish Council's AGM in May. Whilst the Neighbourhood Watch is not too formal in the way it is set up, coordinators and volunteers will be required to enable the scheme to operate within the village.
10	Funding and Grants.	There was nothing to report.
11	Engaging with the Community.	It was NOTED that the clerk would endeavour to look at email distribution and Facebook as discussed in public question time.
12	Footpaths and Highways.	Cllr Harrington would return the P3 forms to DCC, once Cllrs Wills submits his mileage claim for the annual P3 event. It was NOTED that the final date for the diversion of footpath number 2 is 28 March, and the land is currently in an awful mess. <b>Action: Clerk to write reminder letter to DCC and owners.</b> Cllr Winchester reported concerns regarding a persistent flow of water at Dacombe Cross. There is a possible burst spring at Combe End and the drains in the road are blocked. <b>Action: Clerk to contact DCC and County Cllr Dewhirst will raise this with Highway Engineer.</b> It was NOTED that there stream past Pathfields is overflowing on to the road. <b>Action: Clerk to ask DCC to contact owner.</b> Cllr Harrington reported that one of the Council owned snow shovels will now be held at Bramley House. Concerns were raised regarding the damaged verges and deterioration of road surface on Connybear Lane. It was NOTED that the Clerk had contacted DCC.
13	To note any correspondence received.	Clerks and Councils Direct.
14	To note the date of the next meeting: <b>Thursday 15 March 2018 at 19.00.</b>	This was NOTED. The meeting was closed at 20.42.