

# ERMINGTON PARISH COUNCIL

## The Minutes of the Annual Parish Council Meeting held in the Reading Rooms on 21 May 2024 at 8.45 pm

**Present:** Cllrs Denis Onley (Chair), Patricia Hannam, John Dunlop, Robert Owens and Ian Creese

Devon County Councillor Dan Thomas

Teresa Drew (Parish Clerk and Responsible Financial Officer)

**Parishioner(s) / Visitor(s):** 5

### **001/2024 ELECTION OF CHAIR (and the signing of the Declaration of Acceptance of Office)**

Cllr Onley was elected as Chair and completed the Declaration of Acceptance of Office.

### **002/2024 TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies accepted from District Councillor Alison Dewynter.

### **003/2024 DECLARATIONS OF MEMBERS' INTEREST(S) IN RESPECT OF ANY ITEM ON THIS AGENDA**

Cllr Onley – declared an interest in connection with agenda item 11 – grant request from Ermington Environment

- Clarification personal Interest re. Councillor who lives adjacent to the A3121 as raised at last month's meeting. *This point was not discussed as the parishioner who asked for the clarification has submitted a Formal Standard Complaint to SHDC as they believed the Councillor failed to declare a pecuniary interest in the A3121 traffic calming scheme at the April 2024 council meeting.*

### **004/2024 VACANCIES FOR FIVE PARISH COUNCILLORS - Consider Applications Received for Co-Option**

No completed applications received.

### **005/2024 REPORT FROM DEVON COUNTY COUNCILLOR DAN THOMAS INCLUDING ITEMS FROM PAST MEETINGS**

Regarding the Combined County Authority latest, I would point out that it is couched in extremely positive language, but not everyone feels positive about it...

#### **New leader and deputy confirmed**

Devon County Council's deputy leader is set to become the new leader of the authority.

James McInnes has been chosen by the ruling Conservative group to replace John Hart. Long-standing Cabinet member Andrea Davis will become deputy leader.

The changes are set to be ratified at the council's annual meeting on Thursday 23 May.

John Hart is being nominated to become chairman of the council at the same meeting.

**Devon County Council and Torbay Council have formally submitted our joint proposal for a Devon and Torbay Combined County Authority (CCA) to the Secretary of State for Levelling Up, Housing and Communities, the Rt Hon Michael Gove MP.**

It follows agreement by both councils for the formation of a Devon and Torbay CCA that, if agreed by the Secretary of State, would oversee a raft of new decision-making powers and funding devolved to Devon and Torbay from Whitehall.

**005/2024      REPORT FROM DEVON COUNTY COUNCILLOR DAN THOMAS INCLUDING ITEMS FROM PAST MEETINGS (continued)**

Opportunities like this don't come around often, so it's seen by both councils as a major achievement to now submit the application to the government, and to be closer to having the CCA in place in the Autumn.

The CCA will deliver the devolution deal which will enable important decisions to be made locally on local priorities such as jobs and skills, housing, and the environment.

Councillors at Devon and Torbay councils were given an analysis of the feedback following recent consultation that drew responses from a broad cross-section of organisations including Devon's District councils, Town and Parish councils, and representatives from the business, education and skills, housing, transportation, health service providers and voluntary sectors.

Taking that analysis into account, Councillors at both councils agreed the next steps: to submit the proposal to the Secretary of State, and subject to receiving the approval and the making of the necessary Regulations, to draft a constitution for the Devon and Torbay CCA for consideration this September.

At Torbay Council's specially convened meeting, the vote to progress the CCA proposals was carried unanimously. But not all Councillors at Devon County Council were in agreement – Councillors Bailey, Brazil, Connett, Cox, Leaver, Letch, Roome, Thomas and Wrigley abstained from the vote.

The recommendations, however, were carried. In addition to the Devon and Torbay CCA, the County Council will begin the process of establishing the statutory Team Devon Joint Committee, to formalise the existing long-standing partnership between the eight District, City and Borough Councils, Devon Association of Local Councils (representing town and parish councils) and the two national park authorities.

**006/2024      REPORT FROM DISTRICT COUNCILLOR ALISON DEWYNTER INCLUDING ITEMS FROM PAST MEETINGS**

- *Enforcement of hedge height "The Spires" Church Road* – the requirements of the 2012 planning permission for this development (application ref: 21/1425/12/F). Breach of the hedge maintenance (required by Condition 10) is now being dealt with by SHDC Planning Enforcement.

**007/2024      PUBLIC OPEN FORUM - Questions and Comments from Members of the Public to Parish Councillors, County and District Councillors**

Parishioner was surprised to see a Parish Councillor repairing a pothole which is not deemed deep enough by DCC Highways to repair. Cllr Thomas stated that volunteers across various parishes are filling in the potholes that are not deemed deep enough by DCC, but stressed not to fill potholes that are deep enough for DCC highways to repair.

Parishioner enquired what happens if the volunteer that fills in a pothole causes an accident. Cllr Thomas pointed out that only volunteers that are Chapter Eight trained are allowed to fill in potholes and are insured.

Parishioner pointed out that he was aware of people who would lay the hedge by "The Spires" on Church Road for free as detailed in agenda item 6. RESOLVED Clerk to pass on the idea to Cllr Dewynter. **ACTION: Clerk**

Parishioner enquired why the two or more parishioners who have applied for co-option have not been accepted. Cllr Onley explained the Co-option Policy which is available on the website. Discussion ensued on the process and Cllr Hannam explained that she applied during the recent election so did not apply via the co-option process. It was pointed out by a parishioner that the parish council needs to be diverse.

Parishioner asked for clarification on the employment of Callidus to produce a report so that the parish council can consult parishioners on costs for the reduction in speed on A3121 below Ermington. Cllr Onley replied that Callidus will produce a report and costings, a requirement by DCC Highways, so that they can produce costings for the proposed reduction in speed from 40 mph to 30 mph on the A3121 below the village. Parishioners asked if additional ideas could be explored with Callidus for the whole of the village. The parish council considered the best approach would be to take one task at a time.

Cllr Hanam wished to thank Cllr Dan Thomas for all his support and time that he has and is spending on reducing speed in the village, which was supported by those present.

**008/2024 APPROVAL OF PARISH COUNCIL MEETING MINUTES**

RESOLVED to approve the Parish Council Meeting minutes of 30 April 2024 (as previously circulated).

**009/2024**

(a) Election of Vice-Chair - **Cllr Owens**

(b) Election of Committees: -

- Planning - **all Councillors**
- Parish Rooms maintenance - **all Councillors**
- Finance (RFO & 2 Councillors) - **RFO (Clerk) & Cllr Onley & Cllr Dunlop**

(c) Election to outside associations: -

- Churchyard (1 Councillor) - **Cllr Owens**
- Ivybridge & District Association of Local Councils - **all Councillors**
- Ermington Environment group – **Cllr Hannam**

(d) Parish Tree Warden - **Ro Hughes (Parishioner)**

(e) Footpaths (1 Councillor) - **Cllr Owens**

(f) Snow Warden - **Cllr Creese**

(g) Road Warden (Chapter Eight Trained) - **Cllr Creese**

(h) Defibrillator checks (1 Councillor or parishioner) - **Josie Allis (Parishioner)**

(i) Web Site Maintenance - **Clerk & D B Computers. D B Computers will not be increasing their maintenance monthly charge for the next 12 months.**

(j) Salt/grit bin checks - Penquit, Endsleigh, Marjery Cross, Westlake and three grit bins in the village - **Cllr Creese**

(k) Devon Air Ambulance light and site checks - **Cllr Onley**

(l) Parish Council Facebook Maintenance - **Cllr Dunlop**

(m) River Warden - **Mark Walker (Parishioner)**

(n) Review of hire cost for the Reading Rooms – currently hourly rate: **RESOLVED no changes to hiring costs**

Hire charge per hour £6.00 per hour.

Hire charge for booking 4 hours or more £20.00

Hire charge for the day £35.00

(o) Parish Councillors were made aware of the requirements - *“Three clear days at least before a meeting of a parish council a summons to attend, the meeting, specifying the business proposed to be transacted at the meeting and signed by the proper officer of the council, shall be left at or sent by post to the usual place of residence of every member of the council.”* The Parish Councillors **RESOLVED** to receive such agendas, minutes and other documentation(s) by email duly sent to the Councillors email address provided. Such service of documents by email will therefore be deemed to have taken place, unless a Councillor notifies the Clerk that such has not or cannot be received and requests a hard copy.

(p) Cheque signatories confirmed as **Cllrs Onley, Dunlop and Creese**

**010/2024 PLANNING**

**Planning Decision**

Planning Application: 0441/24/FUL

Site Address: Endsleigh Garden Centre, Endsleigh, Ivybridge, PL21 9JL

Decision: Conditional Approval

1359/24/ARC Approval of Details Reserved by Conditions

Site Address: Budlake, Ermington, PL21 9NG

Decision: Discharge of Condition Approved

0901/24/PDM Prior Approval Agricultural Building to Dwelling C3

Site Address: Land At Sx 631 544 Ivybridge

Decision: Prior Approval Required and Refused

**011/2024 FINANCE**

RESOLVED to agree the following:

Bank balances:- Treasurers Account on 15 April 2024 = £63,223.26

Business Bank Account 9 April 2024 = £46,550.44

(ii) Receipt(s):- Bank Interest (Business Account) 09/04/2024 = £48.03

**011/2024 FINANCE (continued)**

(iii) Payments:- RESOLVED to make the following payments

Description	Gross	VAT	Net
Parish Clerk – April 2024 salary and working at home allowance	£781.73	-	-
DB Computer Repairs – maintenance of parish council website April 2024	£45.00	-	-
Internal Auditor – complete internal audit of accounts 2023/24	£89.40	-	-
Community Heartbeat – annual support 01/06/2024 – 01/06/2025 Ermington Telephone Box, Chapel Street, Devon, PL21 9LP (D00000018693)	£162.00	£27.00	£135.00
Reimbursement to Cllr Creese - steel earth rammer 4.5 kg	£23.98		

(iv) Grant Request(s) - Ermington Environment Group – RESOLVED to grant £100.00 **ACTION: Clerk**

(v) RESOLVED to approve the Financial Statement and Earmarked Reserves

**Financial Statement**Lloyds Bank Business Account bank statement as at 9 April 2024: **£46,550.44**Lloyds Bank Treasurers Account bank statement as at 15 April 2024: **£63,223.26**

Less: any unrepresented cheques £0.00

**Total Funds = £109,773.70****Earmarked Reserves**

Repairs to Reading Rooms, Ermington -£20,000

**Total uncommitted Funds = £89,773.70**

(vi) Parish Councillors reviewed spend and income to date, against budget 2023/2024 - no issues raised.

(vii) Internal Audit Report – no issues raised

(viii) RESOLVED to approve End of Year Accounts 2023/2024

(ix) RESOLVED to confirm the dates for the period for the exercise of public rights = 5 June – 14 July 2024

**012/24 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 1 2023/2024 - TO APPROVE AND SIGN DOCUMENT**

RESOLVED to approve and sign the document.

**013/24 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 2 2023/2024 - TO APPROVE AND SIGN DOCUMENT**

RESOLVED to approve and sign the document.

**014/23 UPDATE ON REDECORATION OF THE INTERIOR OF THE READING ROOMS – Cllr Creese**

The decorator will be starting soon and the companies who were not successful have been informed.

**015/24 TO CONFIRM PARISH COUNCIL'S REGISTER OF ASSETS**

RESOLVED to make no amendments to the Parish Council's Register of Assets.

**016/24 REVIEW ASSET REGISTER POLICY**

RESOLVED no amendments are made to the Assets Policy.

**017/24 CLIMATE CRISIS ADAPTATION – Cllr Hannam**RESOLVED to have a Climate Change tab on the website. **ACTION: Clerk**

RESOLVED Cllr Hannam to explore how a link between the Ermington Environment group and the parish council, after a recent meeting with a parish councillor from Holbeton.

**018/2024            REPORTS ON ALLOCATED AREAS OF RESPONSIBILITY**

- (a)     Ermington Parish Church Liaison = **Cllr Owens** no update.
- (b)     Community Speed Watch (CSW) report = **Cllr Dunlop** has contacted Brent Knole in Somerset and the feedback was, it was a lot of work to install and it is disappointing the police are not pursuing any speeding vehicles.
- (c)     Ermington Environmental Group, Climate Change and Biodiversity Plan, River Erme Catchment = **Cllr Hannam**. Water – Wild About The River Erme (<https://ermeriver.org/>), Annual Conference takes place on Tuesday 18 June 2024, Ivybridge Watermark Centre - Leonards Road Ivybridge PL21 0SZ, 7:00 pm - 9:30 pm. Himalayan balsam bash took place recently in the parish. Ugborough has designed an informative poster which EPC can use.
- (d)     Road Warden Scheme and maintenance of the speed cameras = **Cllr Creese**. The speed camera is being relocated. RESOLVED Cllr Onley will write to the police commissioner and congratulate her on her appointment and ask if she can help with reducing the speeding in the village. **ACTION: Cllr Onley**
- (e)     Assessment of Parish footpaths = **Cllr Owens** is attempting to get Honeys field resurfaced; he has two quotes and is awaiting a third quote.
- (f)     Public Transport and activate travel options = **Cllr Dunlop** no update.

**019/24            A3121 SPEED LIMIT (VARIATION OF DCC POLICY) – Confirm Appointment of Callidus as Consultant Engineer to Look at Options and Give an Indication of the Cost**

RESOLVED to appointment Callidus as recommended by Devon County Council, at a cost of £3,170, plus £475.00 for a site meeting with Cllr Owens. DCC requires an engineering works report and quotation from Callidus, that support compliance with the reduction in speed from 40 mph to 30 mph on the A3121 below the village.

The parish council welcomes other ideas from parishioners that could be achieved in the village.

**020/2023            CORRESPONDENCE TO NOTE**

*Some of the correspondence listed below can be viewed on the parish website: -*

Livewell - We have 12 patients at Lee Mill who are given varying lengths of leave depending on their stage of recovery and risk. The most popular leave is leave to Tesco or to the bus stop in Tesco to go to Plymouth etc. Our concern is that there is no pavement provision from the hospital to the industrial estate, where they use the cut through, so when it is wet or dark, the patients tend to walk on the road. We are sure you can appreciate that this is quite risky so we are stuck between being overly restrictive and not granting leave or carrying the risk that they may be struck by a car on the road below. We wonder if it would be possible to have a pavement along the large grass verge on the left, as you walk towards Tesco, to link to the pavement in the industrial estate? This would then reduce the risk to our patients and nearby residents.

RESOLVED to ask Cllr Thomas to investigate if this request is possible as it is not in the parish council remit to deal with, as it is a Devon County Council highways issue. **ACTION: Clerk**

Donation of drinking glasses from the family of a parishioner who passed away.

Citizens Advice South Hams - Thank you from Citizens Advice South Hams for grant.

SHDC - Alleged Unauthorised Works Not in Accordance with 0968/22/PDM

**021/2024            TO CONFIRM DATE OF NEXT PARISH COUNCIL MEETING AND VENUE**

RESOLVED the date of the next Parish meeting commencing at 7.30 pm, will be held on 2 July 2024, in the Reading Rooms.

The meeting closed at 10.40 pm.

*Denis Onley*

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(Ermington Parish Council Chair)

Date: 2 July 2024

**Agenda and minutes can be viewed on the Ermington Parish website - <http://www.ermingtonparish.com/parish-council>**

To report highway issues - <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

SHDC website to report issues - <https://apps.southhams.gov.uk/webreportit>