

ERMINGTON PARISH COUNCIL
The Minutes of Ermington Parish Council meeting
held in the Reading Rooms on 5 February 2019 at 7.30 pm

Present: Cllrs John Kerslake (Chairman), Di Webley, Patricia Dolman, Averil Heaton, John Dunlop, Richard Midgley, Denis Onley, Robert Cross and Josie Allis

Also present District Councillor T Holway
Police Community Support Officer A Potter
T Drew (Parish Clerk)

Parishioners present: 5

88/18 APOLOGIES

Apologies received from County Councillor R Hosking and Cllr S Martin.

89/18 MEMBERS' CODE OF CONDUCT – Declaration of Interests

In accordance with the Code of Conduct, members were invited to declare any personal, disclosable or pecuniary interests including the nature and extent of such interests they may have in items to be considered at the meeting.

No declarations were made.

90/18

(a) Police Reports for December 2018

Police Community Support Officer A Potter provided the following report:

Ermington

20th, possession of a controlled drug, enquiries ongoing CR/117047/18
23rd public order offence, threatening words CR/118297/18
23rd public order offence, threatening words [counter allegation to above] CR/118298/18
31st public order offence, threatening words/behaviour, enquiries ongoing CR/120472/18

Lee Mill Ind. Est.

7th shoplifting, offender arrested and charged CR/113160
7th shoplifting CR/114306/18
11th shoplifting, offender arrested and charged CR/114342/18
11th going equipped to steal, offender arrested and charged Cr/114401/18

Police Reports for January 2019

Ermington

Overnight 18th/19th criminal damage to car, scratches to bonnet paintwork CR/006294/19

Lee Mill Ind. Est.

19th, possession of an offensive weapon CR/005736/19
21st, making off without payment, motorist failed to pay for fuel CR/006470/19
30th, shoplifting CR/009261/19
30th shoplifting CR/009533/19

(b) Councillor's Reports

Cllr Hosking was not present but provided the following report for publication with the minutes:

National Report on 20 mph zones has been published and DCC are reviewing their policy.

Budget

It is proposed that the County Council precept will increase by 3.99% this year to enable a balanced budget. The County is still running a deficit this year of about £4 million, though we anticipate that we will be able to make savings to meet this shortfall by the year end.

Pressures on the budget going forward include additional demand for Statutory Services, particularly Children's Services where there has been a significant increase in Education, Health & Care Plans (EHCPs) and the cost of placements for children in care. DCC policy is emphasising early intervention to try and keep families together and reduce the number of children going into care.

Budget details will be confirmed next month.

Street Lighting

The installation of LED street lighting has produced encouraging savings and we will continue to roll this out across the County to the extent that our capital budget allows.

Cllr Holway

Joint Local Plan adoption due in March.

South West Mutual Bank for local businesses is still being developed.

Peer Review has recently taken place - various suggestions to be assessed.

Budget consultation is now available on the SHDC website.

SHDC have written to the Ministry of Housing, Communities and Local Government to urge the Government to close a tax loophole which allows second homeowners to avoid paying any tax on their properties. Currently, owners of second homes can decide whether to register their properties for council tax or business rates. To qualify for business rates, the property must be available for let for a minimum of 140 days per year. If registered for business rates, the owners of the properties can then apply for Small Business Rate Relief, and in most cases, this removes the charge completely.

Local Elections for all Borough Council and Town and Parish Council seats will be taking place on Thursday 2 May 2019.

Parish Councillors were reminded that any queries/concerns sent to Cllr Holway should be copied to the Clerk and Chairman.

Various complaints have been received in connection with the brightness of the exterior lights at "Ermington House", when approaching the property from the Ugborough direction, and they remain switched on during the night. This is a Highways issue to be raised with Cllr Hosking. **ACTION: Clerk**

£500 Locality Fund – agreed to purchase bench(es) for Ermington play park. Clerk to contact Ugborough's Parish Clerk to ascertain where they had purchased their recycled benches. **ACTION: Clerk**

(c) Public Questions

Parishioner - flooding is occurring via the water run-off from the main road into their property, "The First and Last Bistro" car park. Clerk to contact Cllr Hosking and DCC Highways to advise them of the problem and ask for a site meeting. **ACTION: Clerk**

91/18 TO CONFIRM MINUTES

The minutes of Ermington Parish Council meeting held on 4 December 2018 (as previously circulated), were agreed and signed by the Chairman.

92/18 PAST SUBJECT MATTERS FOR THE PURPOSE OF REPORT ONLY

77/18 Flooding in Westlake - insufficient drainage to deal with the amount of surface water that comes down from Tod Moor. Nick Colton DCC Highways to inspect. **ACTION: Cllr Hosking/Nick Colton DCC Highways**

79/18 "The Spires" Public Open Space - BDW is happy to discuss the future of the land with various parties. A meeting is being arranged between SHDC and BDW. **ACTION: Cllr Holway/SHDC Rob Sekula.** Cllr Kerslake reminded the meeting of the legal arrangements set out in the Section 106 agreement involving BDW, Devon County Council, SHDC and three others. This included the important covenant that the land is managed in accordance with the Landscape and Biodiversity Plan. Ermington Parish Council had already rejected the offer to take on ownership of the land because of the costs of maintaining the land in perpetuity. Cllr Onley asked Cllr Holway whether or not any deviation from the covenant could be covered by indemnity insurance and asked if SHDC legal department could advise on this. **ACTION: Cllr Holway**

79/18 Crooked Spire ACV – ongoing. **ACTION: Cllr Martin**

79/18 Trial scheme to restrict the width of the road near "The First and Last" to see if it would slow down traffic is being drafted. **ACTION: Cllr Hosking/Nick Colton**

79/18 Repairs to Erme bridge. DCC Highways advised and is in the list of bridges to be inspected. **ACTION: Cllr Hosking**

79/18 Blocked drains on the left-hand side of Town Hill. A grate to be removed to assess the situation. A rota of drain cleaning is ongoing. DCC are proposing to be smart with their drain cleaning and possibly adjust visits based on blockage in gully rather than same sequence for all. **ACTION: Cllr Hosking/Nick Colton, DCC Highways**

79/18 River Erme erosion A3121 – a detailed survey with 1 metre grid carried out in 2015 for River Catchment purposes has been located and Cllr Hosking has been advised that another aerial survey is due this year. When the second set of data is available, we should be able to make an assessment of movement of the riverbank. **ACTION: Cllr Hosking**

79/18 Reading Rooms – information had been circulated by Cllr Onley prior to the meeting, of items in the rooms. Various people and groups have been consulted to ensure items are no longer required. **ACTION: Cllr Onley**

82/18 Ermington Parish Spring Clean Day – date to be confirmed. **ACTION: Cllrs Martin/Allis**

93/18 ALLOTMENTS – Cllr Onley

Awaiting a response in connection with land that may be available within the village. **ACTION: Clerk**

94/18 SPEED BEACON – Cllr Midgley

Cllr Midgley explained that he met with Nick Colton DCC Highways and set out some of the issues surrounding the use of a speed beacon in Ermington including the difficulty of locating a suitable site. It was agreed that Ermington would not now install a speed beacon.

95/18 ERMINGTON VILLAGE HALL PROJECT (EVHP)

Cllr Kerslake explained that Devon County Council (DCC) solicitor had decided to seek the opinion of a Barrister who is an expert in the field of town and village greens. DCC does not, therefore, expect to be able to provide any response to the application for at least a month. This meant that the project was, in effect, on hold.

96/18 PLANNING

Reference: 2738/18/FUL

Proposal: Erection of six small business units for Classes B1, B2 and B8 Use including parking, turning and alterations to access

Site Address: Richmond Place, Central Avenue, Lee Mill, PL21 9RL

Recommendation: No comment

Reference: 0122/19/FUL

Proposal: Proposed new site access

Location: Penquit Cottage, Penquit, PL21 0LU

Recommendation: Support

96/18 PLANNING (continued)

Planning Decisions

APPLICATION NUMBER: 3121/18/HHO

LOCATION: Penquit Mill Cottage Strode PL21 0LY

PROPOSAL: Householder application for demolition of an existing glazed conservatory extension and replacement with a new extension

DECISION: Conditional Approval

APPLICATION NUMBER: 0119/17/FUL

LOCATION: Rowlands Yard South East of Lee Mill Bridge Lee Mill Ivybridge PL21 9EF

PROPOSAL: Retrospective application for extension to travelling showmans yard

DECISION: Conditional Approval

APPLICATION NUMBER: 3575/18/PDM

LOCATION: Barn at Cleeve Farm Ermington Ivybridge PL21 0LP

PROPOSAL: Notification for prior approval for proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development (Class Q (a+b))

DECISION: Prior Approval Required and Refused

APPLICATION NUMBER: 3087/18/FUL

LOCATION: Cleeve House Lane From Marjery Cross To Eastern Lodge Ivybridge Devon PL21 0LP

PROPOSAL: Creation of agricultural yard area

DECISION: Conditional Approval

APPLICATION NUMBER: 3612/18/HHO

LOCATION: Southwood Town Hill Ermington PL21 9LR

PROPOSAL: Householder application for extension to existing bungalow

DECISION: Conditional Approval

APPLICATION NUMBER: 3731/18/VAR

LOCATION: Ring O Bells Totnes Road Ermington PL21 9NS

PROPOSAL: Application for variation of condition 3 of planning consent 21/0760/02/F

DECISION: Conditional Approval

Appeal Notification Letter

Appeal reference: APP/K1128/D/18/3215977

Proposal: Householder application for proposed single storey extension on south elevation

Location: 2 Erme Bridge Cottages, Bunkers Hill, Ermington, Devon, PL21 9NN

Appeal start date: 21st January, 2019

Planning for Information Only

APPLICATION NUMBER: 3731/18/VAR

LOCATION: Barn at Lower Burraton, Lower Burraton Farm, Burraton, Ivybridge, PL21 9LA

PROPOSAL: Notification for prior approval for proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development (Class Q (a+b))

97/18 FINANCE

Precept 2019/2020 – Councillors discussed the Draft Budget and Explanatory Note. Both documents are attached to these minutes for reference and had been circulated in advance of the meeting. The documents formed the basis of a discussion and decision on Ermington Parish Council's Precept for the forthcoming financial year. The Explanatory Note had set out the following options:

1. No increase
2. Increase by 3.39%
3. Increase by 4.37%, or
4. Increase by 5.35%

Councillor Onley proposed a further option of reducing the Precept by 5% to reflect the new circumstances the Parish Council was facing as the stated reason for the previous years increase was to finance the new village hall, but this project was now 'on hold', and the timescale for needing to spend money raised for the project had already slipped by at least twelve months. The proposal was seconded by Councillor Allis. Cllr Kerslake responded by pointing out that expenditure would still be required on the project during the next year as reflected in the Draft Budget.

Councillors considered the options and a majority of Councillors voted to increase rather than decrease the Precept and Option 3 was selected which would provide an income of £27000 for 2019/20.

Members of the public had been invited to comment or ask questions on the Budget and Precept during the public questions section of the meeting but no questions or comments had been forthcoming.

Campaign to Protect Rural England (CPRE) - membership was discussed and it was agreed not to pursue.

It was agreed to pay the following:-

PAYMENT(S)

Description	Gross	Nett	VAT
Caretaker's cost 17 November 2018 – 16 December 2018 (inclusive)	£17.85	-	-
Caretaker's cost 17 December 2018 – 16 January 2019	£13.40	-	-
Clerk's Salary – December 2018	£525.18	-	-
Clerk's Salary – January 2019	£525.18	-	-
EDF Energy – monthly Direct Debit – December 2018	£21.00	£19.95	£1.05
SHDC – parish elections November 2018	£2,145.78	-	-
DALC – New Councillors Short Course, 5 December 2018 (Cllrs J Dunlop, J Dunlop, J Allis)	£90.00	£75.00	£15.00
Annual subscription to Ivybridge & District Association of Local Councils for the year 2018	£7.00		

RECEIPT(S) – Hire of Reading Rooms chairs - £35.00

GRANT REQUEST(S) – None

Treasurers Account – Balance £97,537.23 as at 14 January 2019

Business Account - Balance £8,392.13 as at 11 June 2018

98/18 CORRESPONDENCE

Emails circulated to Councillors via the Clerk:-

- SHDC - Avoid the unwanted gift of food poisoning this Christmas
- SHDC - Waste and Recycling Service
- Cllr Hosking - Christmas shop window photograph competition
- SHDC - Community Banking for the South West
- SHDC - Recycling this Christmas
- SHDC - Council pauses proposals to listen
- SHDC - Tourism gets a Beach Hut Bonus in Beesands
- SHDC - Investing in Kingsbridge
- SHDC - Supporting local companies as they expand and grow
- SHDC - More Time to Talk Toilets
- SHDC - Your Waste and Recycling Services - A new partnership
- SHDC - S106 Funds Released for Community Use
- SHDC - Your recycling service is changing for the better – how do you want to hear about it?
- Devon Communities Together - Understand the new benefits system with Citizens Advice Devon
- SHDC - Tackling Beach Pollution
- Parishioner - Ermington Public Open Space – see *agenda item (minute ref 92/18)*
- Parishioner – condition of Ash trees opposite their property, DCC Highways informed – *agenda item and information has been emailed to Parish Tree Warden. Parishioner has informed DCC and has been issued with a reference number.*
- SHDC - Appeal Notification Letter - 2 Erme Bridge Cottages, Bunkers Hill, Ermington, Devon, PL21 9NN
- SHDC - Would you like a flake with that?
- Devon Communities Together - If you LOVE Devon, you'll LOVE this update (corrected version)
- SHDC - Ivybridge Play Area Improvement – Have Your Say
- SHDC - Communities Together Fund: Cancelled Meetings

Post

CPRE – newsletter and membership information (1 year's membership £36) – *agenda item (minutes ref 97/18)*

The next Parish Council Meeting will take place on Tuesday 5 March 2019 at 7.30 pm in the Reading Rooms, Ermington.

Cllr Holway was thanked for attending the meeting and left at 8.00 pm

The meeting closed at 9.20 pm

John Kerlake

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(Ermington Parish Council Chairman)

Date: 5 March 2019

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

Ermington Parish Council Draft Budget 2019/20 - Explanatory Note

The enclosed spreadsheet shows the draft budget for 2019/20. The actual spend and income against the budget for the current period (2018/19) will not be known until April this year but spend and income for the period ending 31 January 2019 (Column 2) has been used as the basis for estimating expenditure for 2019/20 as set out in the final column. Estimates also take into account a degree of inflation at a rate of 3%.

Running Costs (Sections 1-3)

A significant item of expenditure that was not anticipated when drawing up the 2018/19 budget was the cost of parish elections. The normal procedure for filling casual vacancies is to advertise them, meet applicants and co-opt those candidates felt by councillors to be suitable. If however a number of parishioners request that an election be held to fill a vacancy there is a statutory requirement to hold one. This is organised by South Hams District Council who invoice the Parish Council for its costs. In the financial year 2018/19 three vacancies arose and as a result of requests for an election two elections were held. One to fill two vacancies and another to fill one. This added a total sum of £ 4345 to our budgeted costs. All councillors will be required to stand for re-election in May 2019. The Parish Council will, however, be invoiced for the cost of that in FY 2020/21 but on the basis of previous experience it is sensible to assume that during the FY 2019/20 further vacancies will arise which will not be filled by co-option. A provision of £4500 in the Budget has therefore been made for that possibility.

Anticipated costs relating to the insurance and maintenance of the public open space below "The Spires" included in the 2019/20 budget now no longer arise following the decision by the Parish Council not to take the land over. If the Parish Council's plans to build a village hall on Ermington Playing Field proceed the field will need to be purchased from South Hams District Council (SHDC) for £1. The agreement with SHDC would require SHDC to continue ground maintenance including grass cutting for a period of two years. SHDC would also continue inspection and insurance of the play equipment during the same period. The Parish Council would however be responsible for obtaining and paying for public liability insurance on the land, other than the play area. Liability would also arise for any work to the boundaries, play equipment, hedges, railings, gates, benching and so on. A figure of £750 has been included for these costs.

Grass cutting for Honey's field assumes that the Parish Council fund this subject to the agreement of the landowner.

Community Grants (Section 4)

The Parish Council routinely supports expenditure for the Churchyard (£1200) and the same figure is included in the 2019/20 budget. Also the annual fireworks display (£500). The latter figure is included in the figure for miscellaneous

donations for 2019/20. The defibrillator figure of £1702 for the current period relates to a payment to the Community Heartbeat Trust for the defibrillator and sentry box amounting to £1575 plus a maintenance charge of £127. The £1575 figure was covered by a grant in 2016. Expenditure for 2019/20 relates to maintenance of the equipment only.

Village Hall Project (Section 6)

Financial planning for this project and allocating expenditure to specific timescales has proved to be difficult due to unforeseen circumstances. The project is currently on hold pending a decision from Devon County Council in response to an application by the Friends of Ermington Park Group that the recreation ground be designated as a Village Green under The Commons Act 2006. If the application is successful the Parish Council will be forced to abandon its plans to build a village hall on that site. If, however, the application fails and there is no other impediment to the project the Parish Council will continue with its plans. This will involve costs during the 2019/20 period as outlined in the Budget. The professional/planning fees relate to the planning fee plus the need for input from professionals to prepare planning support documents. Also the cost of a professional to prepare the submission for planning on behalf of the Parish Council and undertake follow up discussions following the planners' response.

Reserves

The annual accounts for 2017/2018 show cash assets less liabilities in excess of £90000. The Parish Council maintains a General Reserve of £10000 and the remaining £80000 had been placed in the earmarked reserves for the Village Hall Project. The earmarked figure includes £20000 Section 106 money received in 2013/14. The outturn for 2018/19 is expected to show a surplus as a result of underspend on delayed items under Land Running Costs (Section 3) and Fees (Section 6) but partly offset by unanticipated costs for elections (Section 2)

Precept 2019/20

The current Precept is £25299 plus support Grant of £426 making a total of £25725. Grant Support for 2019 has been slightly reduced to £384. The Parish Council is invited to decide on the Precept for 2019/20. Suggested options are as follows:

1. No increase provides income of £25885 = +£160 over 2018/19
2. 3.39% increase provides £26750 = +£1025 over 2018/19 which increases a Band D property cost by 4.4p per week
3. 4.37% increase provides £27000 = +£1275 over 2018/19 which increases a Band D property cost by 5.67p per week
4. 5.35% increase provides £27250 = +£1525 over 2018/19 which increases a Band D property cost by 6.94p per week.

The total Budget for 2019/20 is £37040

The impact of Options 1 to 4 above would result in the following estimated financial outcomes to the 2019/20 Budget:

Option 1: Deficit of £9300

Option 2: Deficit of £8435

Option 3: Deficit of £8185

Option 4: Deficit of £7935

On the basis of the anticipated surplus for 2018/19 it is reasonable to assume that around £10000 can be added to the earmarked funds for the village hall. Overspend of between £7935 to £9300 in 2019/20 as a result of village hall expenditure would justify using the village hall earmarked reserves.

EPC Finance Sub-Committee
28 January 2019

Ermington Parish Council

Codes from Spreadsheet	EXPENDITURE	Budget 2018/19	Spend/Income Year to Date ending 31 January 2019 (including VAT)	Budget 2019/20
	1. Property Running Costs			
RR1	Electricity	300	210.00	275
RR6	Water	50	76.84	125
RR4	Insurance	800	787.08	815
RR2	Caretaking	250	159.71	250
RR3	Fire Inspect/PAT Test	150	139.32	130
RR5	Maint/Repairs	2000	1759.43	500
	Sub-Total	3550	2535.28	2095
	2. Admin Running Costs			
AD1	Clerk Salary	6250	5220.00	6495
AD3	Payroll Services	140	120.00	140
AD4	Subscriptions	300	348.37	400
AD5	Misc expenses/Training/Travel/Data Protection	300	154.00	300
AD6	Stationery, office supplies, postage etc. (AD6)	30	191.93	150
AD7	External Audits	400	240.00	450
AD8	Parish Web Site	120	124.95	130
PE	Parish Election	150	4318.53	4500
	Sub-Total	7690	10717.78	12565
	3. Land Running Costs			
	Insurance Public Open Space	0		0
	Grass Cutting Public Open Space - area below "The Spires"	0		0
	Public Open Space - the playing field	1700		750
	Insurance (Honey's Field)	0		0
CM1	Grass Cutting (Honey's Field)	500	550.00	550
LM	Lengthman	400		400
	Sub-Total	2600	550.00	1700
	Total Running Costs	13840	13803.06	16360
	4. Community Grants/Donations			
CHRCHYD	4.1 Churchyard	1200		1200
P3	4.2 P3	300		300
CM	4.3 Misc & Donations	1000	824.15	1000
DEFIB	4.4 Defibrillator running costs	127	1792.00	130
	Total Comm/Grants/Donations	2627	2526.15	2630
	5. S137 Grants/Donations			
S137	Donations	50	20.00	50
	Total S137	50	20.00	50
	Total Grants/Donations	2677	2546.15	2680
	6. Village Hall Project			
SFVHP	Professional/Planning Fees	10000		12500
SFH	Solicitors Fees	4000		5000
EPP - cost	Ermington Parish Projects - cost	500		500
	Total Project Costs	14500	0.00	18000
	Total Expenditure	£31,017.00	£16,349.21	£37,040.00
	INCOME			
			Precept = £25,299 plus £426 grant = £25,725	
P	Precept	25725	25725.00	27250
RR	Hire of Reading Rooms	650	681.50	650
P3	Bank Interest - Business Account	5		5
EDF CREDIT	EDF Refund	0		0
VAT Refund	VAT Refund	600	245.29	400
AD & CM	Locality Grants, SHDC, DCC received (AD & CM)	500	754.97	500
EPP - income	Ermington Parish Projects - income	0	210.48	0
	Total Income	£27,780.00	£27,617.24	£29,105.00
	9. Surplus/Loss	-3237	11268.03	-7935