

ERMINGTON PARISH COUNCIL

The Minutes of Parish Council Meeting held in the Reading Rooms on Friday 11 June 2021 at 7.30 pm

Present: Cllrs Denis Onley (Chair), Ian Creese, Robert Owens, Steve Yates
District Councillor Tom Holway (*from 7.45 pm to 9.17 pm*)
Teresa Drew (Parish Clerk and Responsible Financial Officer)

Parishioner(s) / Visitor(s): 1

Cllr Onley informed those present that Cllr Claire Cross has resigned with immediate effect. On behalf of the Councillors, Cllr Onley wished to thank Cllr Cross for her work and support to the Parish Council.

022/2021 APOLOGIES FOR ABSENCE

Apologies received from County Councillor Dan Thomas and Parish Councillor John Dunlop.

023/2021 DECLARATIONS OF MEMBERS' INTEREST(S) IN RESPECT OF ANY ITEM ON THIS AGENDA

None.

024/2021 PARISH COUNCILLOR VACANCIES

There are currently five vacancies – no applications have been received since the last Parish Council meeting. The notice advertising vacancies can be seen on parish noticeboards, Ermington Parish website and in the Ermington Parish Magazine.

025/2021 REPORT FROM DEVON COUNTY COUNCILLOR DAN THOMAS, INCLUDING OUTSTANDING ITEMS FROM PAST MEETINGS

Outstanding items from previous elected County Councillor for review:

005/21 Blocked drains on the left-hand side of Town Hill and Chapel Street, grate needs to be removed to assess the Situation

005/21 River Erme erosion A3121

005/21 Flooding Westlake

005/21 Modbury Cross Woodland Planting - update

026/2021 REPORT FROM DISTRICT COUNCILLOR TOM HOLWAY, INCLUDING OUTSTANDING ITEMS FROM PAST MEETINGS

SHDC have recently had a meeting with the waste contracting company FCC Environment (UK) Limited, as the new recycling system is not working in all areas and SHDC are extremely disappointed with the service. FCC understand that there is an urgent need to improve their delivery of the service in some areas.

Please report any issues on the SHDC website. Cllr Holway also stressed that no waste goes to landfill.

Various grants are available from SHDC, especially climate change grants.

006/21 Provision of strong good quality litter bags from SHDC, for parishioners to use when carrying out litter picking in the parish

027/2021 PUBLIC OPEN FORUM - Questions and Comments from Members of the Public to Parish Councillors, County and District Councillors

None.

028/2021 UPDATE ON FLASHING SPEED SIGN NEAR ERMINGTON STORE AND MORE – Cllr Creese

Cllr Creese has spoken to Nick Colton, DCC Highways, who confirmed a traffic survey has recently taken and he is waiting for results.

RESOLVED to purchase speed sign brackets, to mount the portable flashing speed sign which is shared with Yealton and Ugborough Parish Councils. A maximum spend of £300. **ACTION: Cllr Creese/Clerk**

029/2021 READING ROOMS FUTURE USE AND ACTIVITIES SURVEY – Cllr Yates

It was RESOLVED that the Reading Rooms will be available for hire when repairs are complete and they have been cleaned, subject to any Coronavirus restrictions required. **ACTION: Cllr Dunlop/Clerk**

Cllr Yates reported, to date 26 parishioners have responded to the survey in connection with the future use of the Reading Rooms. The survey has been available on the parish website and in the parish magazine for several months and will now be ended. Many different ideas have been received for their use to date, but not enough of one suggestion to designate either of the rooms for a single specific use, however it is hoped many of the ideas can be accommodated in some form. Cllr Owens stated that in addition to the survey responses, the parish church would like to use the building on Sundays.

RESOLVED to plan to maintain and equip both rooms for multi use activities and complete the repairs to the lower room, which will be carried out by Cllr Creese in accordance with the work itemised on the attached budget. The money for refurbishing the building has been obtained in the last year from two Devon County Council grants. **ACTION: Cllr Creese**

Discussion ensued on how to improve disabled access. RESOLVED Cllr Owens will investigate how other older village halls have improved disabled access and any grants available. **ACTION: Cllr Owen**

030/2021 APPROVAL OF PARISH COUNCIL MEETING MINUTES

It was RESOLVED to approve and Chair sign the Annual Parish Council Meeting minutes of 4 May 2021 as previously circulated.

031/2021 PLANNING

Reference: 1495/21/HHO

Proposal: Householder application for amendments to interior layouts and exterior materials following class Q approval (2628/19/PDM) and for provision of additional woodburner flue and PV panels

Site Address: East Burraton, Burraton, PL21 9LA

Recommendation: It was RESOLVED to submit 'no comment' on this application.

Reference: 0887/21/HH

Proposal: READVERTISEMENT (Revised plans received) Householder application for single storey rear extension (resubmission of 4244/20/HHO)

Site Address: 2 Erme Bridge Cottages, Ermington, PL21 9NN

Recommendation: Following discussion it was RESOLVED to object to this application – previous objections and the planning inspectors comments remain relevant to his application.

Reference: 1064/21/HHO

Proposal: Householder application for extension and modifications to existing farmhouse, demolition of existing garage/store, erection of new garage/store and creation of annexed accommodation

Site Address: Brook Farm, Ivybridge, PL21 9LE

Recommendation: It was RESOLVED to submit 'no comment' on this application.

For information only:

Applicant: Mr Sebastian Barnett

Application Number: 1817/21/PDM

Proposal: An application to determine if prior approval is required for a proposed change of use of agricultural buildings to 1 x no. dwellinghouse (Class C3) including building operations

Location: Way Farmhouse, Ermington, PL21 9NU

Planning Decisions

APPLICATION NUMBER: 0065/21/FUL Ermington

LOCATION: Teal Barn Burraton Devon

PROPOSAL: Provision of an agricultural building

DECISION: Conditional Approval

031/2021 PLANNING (continued)**Planning Decisions**

APPLICATION NUMBER: 1011/21/FUL Ermington
 LOCATION: Woodcock Barn Burraton PL21 9JZ
 PROPOSAL: Creation of winter turnout area

DECISION: Conditional Approval

APPLICATION NUMBER: 0279/21/HHO Ermington
 LOCATION: Western Lodge Ivybridge Devon PL21 9JS
 PROPOSAL: READVERTISEMENT (Amended Description and Revised Plans Received) Householder application for proposed conversion of garage to study/workshop and formation of carport with balcony over

DECISION: Conditional Approval

Planning Application below, for information only: Applicant: Mr Sebastian Barnett

Application Number: 1817/21/PDM

Proposal: An application to determine if prior approval is required for a proposed change of use of agricultural buildings to 1 x no. dwellinghouse (Class C3) including building operations

Location: Waye Farm Barn, Ermington, PL21 9NU

032/2021 FINANCE

(i) Bank balance – to note the bank balance of Treasurers Accounts as at 13 May of £67,605.03 and Business Account as at 9 April 2021 of £45,921.12.

(ii) Banked receipts – to note receipt for May - Bank Interest 09/04/2021 - £0.39.

(iii) To resolve to make the following payments: -

Description	Gross	VAT	Nett
Clerk's Salary – May 2021	£606.34		
EDF Energy – monthly Direct Debit – May 2021	£12.35	£0.65	£13.00
DB Computer Repairs – April & May 2021 website maintenance, setup of Reading Rooms questionnaire on website	£130.00	-	-
DB Computer Repairs – June & July 2021 website maintenance	£60.00	-	-
Amazon – ink cartridges for HP Printer	£203.40	-	-
The Community Heartbeat Trust – annual support year 6 cost (min 4 years) 01/06/2021 – 01/06/2022	£126.00	-	-

(iv) Grant Request: to support the publication of Ermington Parish Magazine. RESOLVED the Clerk to send the Grant Policy.

Action: Clerk

(v) Zurich Insurance Renewal – RESOLVED to renew insurance at a cost of £774.18 including tax.

(vi) Internal Audit – RESOLVED to receive the Internal Auditor's Report from Alison Marshall and pay the resulting invoice of £150.00. Alison will not be able to Audit the accounts in future. Alison to be sent a thank you for her support over recent years.

Actions arising from report to be discussed at September 2021 meeting. **ACTION: Clerk**

(vii) RESOLVED to approve End of Year Accounts 2020/2021.

(viii) RESOLVED to agree the dates for the period for the exercise of public rights.

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

Financial Statement			
Lloyds Bank Business Account bank statement as at 9 April 2021 :	£45,921.12		
Lloyds Bank Treasurers Account bank statement as at 13 May 2021:	£67,605.03		
		£113,526.15	
Less: any un-presented cheques			
	001422	-£606.34	
	001424	-£67.20	
	001425	-£50.00	
	001427	-£606.34	
	001404	-£7.00	2020/2021 cheque not cashed in January 2021
Plus: any un-banked cash/cheques		£0.00	
Earmarked Reserves		-£20,000	
Repairs to Reading Rooms, Ermington			
Total uncommitted Funds =		£92,189.27	

Devon Air Ambulance Lights – an EDF electricity fixed for business contract has been agreed, to be reviewed 24 May 2023. Standing charge 25 pence per day and pence per unit 19.5.

033/2021 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 1, 2020/2021

RESOLVED to approve the document.

034/2021 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 2, 2020/2021

RESOLVED to approve the document.

035/2021 CONFIRM FIXED ASSET REGISTER

RESOLVED to approve the fixed asset register, circulated prior to the meeting and can be viewed on the parish website.

036/2021 REPORTS ON ALLOCATED AREAS OF RESPONSIBILITY:

- a) Church liaison = **Cllr Owens – to date, no formal meeting has taken place**
- b) Ermington Park = RESOLVED Clare Cross (parishioner) will continue to be, the contact person in connection with the play park
- c) Climate Change and Biodiversity = RESOLVED Cllr Onley will be the parish link
- d) Road Warden Scheme update = **Cllr Creese** - is currently washing road signs in the parish
- e) Assessment of Parish footpaths = **Cllr Owens**
- f) Footpath from Higher Keaton to Fernham - parishioners have enquired why this footpath is not on current OS maps = **Cllr Owens – has liaised with a parishioner who is assisting with assessing the footpath**

037/2021 CORRESPONDENCE TO NOTE

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

DCC - Information on Devon Climate Assembly
SHDC - Lobbying Government for Remote Meeting Legislation
DCC - Routine testing identifying asymptomatic COVID-19 cases in Devon, a plea to take up the vaccine to help protect others and we need families for brothers and sisters
Cllr Holway - Dementia Action Week bookings!
DCC - Temporary Traffic Notice - Strode Cottages to Whitmore Lane Ludbrook Gate, Ermington, Ugborough (TTRO2140324)
DCC - Temporary Traffic Notice - BEECH ROAD, Ermington (TTRO2138985)
DCC - New council promises all-out effort to drive Devon's economic recovery
SHDC - South Hams Climate Change and Biodiversity Newsletter
DCC - Urgent appeal for foster carers in Devon - do you have what it takes to foster a teenager?
DCC - Get out and move about for mental health awareness week
SHDC - Code of Conduct
SHDC - Model Code of Conduct
DCC - Hugs are back! Go for the flow twice a week and Devon's vaccination centres need volunteers
Cllr Holway - Our £1m giving programme launches on Monday 24 May
Devon Communities - Providing food at community and charity events
SHDC - New Civic Chairman Announced
SHDC - New premises licence application - Hattiers Rum, Holbeton
Cllr Holway - Save the date, Summer Resilience Forum Event
SHDC - Council Listens to Public and Adapts Motorhome Plans
SHDC - Council Takes Practical Steps On Path To Help Residents Go Greener
DCC - Temporary Traffic Notice - Lane to Strashleigh Farm, Ermington (TTRO2140538/72/82)
SHDC - Caution as Covid Restrictions Ease
DCC - Tour of Britain Cycle Race Returns to Devon: Monday 6th Sept
SHDC - Have A Pawesome Time on The Beach With Your Dog This Half Term
SHDC - Motorhomes Motor to the South Hams
SHDC -FCC Environment issues a service update and apologises to the residents of South Hams
SHDC - Waste Service Update
DCC - Temporary Traffic Notice - Langbrook Cross to A379, Ermington (TTRO2140763)
SHDC - Ahoy There! Historic Salcombe Ship's Figurehead Returns
Zoom Renewal Notification – RESOLVED not to renew

037/2021 CORRESPONDENCE TO NOTE (continued)

Email = Parishioner – Public Donations

Email = Information re. Village Hall Project Funding

Email = Parishioner – re. Village Fund money given to Parish Council for Honey’s Field and new Village Hall – discussion took place on the emails received. A response was agreed and RESOLVED Cllr Onley will reply. **Action: Cllr Onley**

Ermington Village Fund meeting 27th April 2021

Email = Parishioner - Garden rubbish and fencing poles, rear of No2. Erme Park.

Email = Parishioner - Garden rubbish and fencing with large exposed nails deposited on the side of the Highway. Ref: item 3. On our previous e-mail

Email = Parishioner - Break in the hedges – **Action: Cllr Onley**

Email = Parishioner - Three main concerns (maintenance of culvert A3121, speed along the road between bottom of Town Hill and Bunkers Hill and work being carried out on No2 Erme Park) – **Action: Cllr Dan Thomas will investigate**

Email = Parishioner - Blocked up pipe under road next to Rectory Cottage – **Action: Cllr Dan Thomas will investigate**

The Parish Clerk prior to the meeting, circulated to Parish Councillors Guidance on “Returning to Physical Meetings - Delivering Covid 19 Secure Council Meetings” and “Preparing for the possible return to face-to-face meetings”.

038/2021 REVIEW OF DOCUMENTS

RESOLVED Cllr Yates will review the Risk Assessment of Reading Rooms by the beginning of July 2021. **Action: Cllr Yates**

RESOLVED Cllr Yates will review Health and Safety Policy by the beginning of July 2021. **ACTION: Cllr Yates**

Review Grant Policy – RESOLVED to approve the updated policy.

039/2021 TO CONFIRM DATE OF NEXT PARISH COUNCIL MEETING

The next Parish Council Meeting to be held in the Reading Rooms will take place on [6 July 2021](#) at [7.30](#) pm.

Meeting closed at 9.30 pm.

Denis Onley

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(Ermington Parish Council Chair)

Date: 6 July 2021

Agenda and minutes can be viewed on the Ermington Parish website

<http://www.ermingtonparish.com/parish-council/archives>

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

SHDC website to report issues - <https://apps.southhams.gov.uk/webreportit> - click on report from drop down menu.

Table 1

Phase 1	BUDGET	CONTRACTOR	TIMESCALE	PROGRESS %	ACTIONS REQUIRED	COMMENTS
Ground Floor						
Floor sub structure	£6500.00	AMBC	Apr 21	100%		
Walls repair & decoration	£300.00	IC	Jun 21	10.0%	Work in Progress (WIP)	
Floor finish, main room & toilet	£1800.00					Wood veneer or vinyl - samples obtained, toilet floor paint
Replace toilet	£250.00					Full size
Replacement kitchen units & sink	£500.00					Stainless steel tops 1 +1/2 bowl
replace storage heater	£250.00					
Electrical checks/recommissioning water boiler & heaters	£200.00					
Purchase folding Chairs (24 ?)	£1200.00					
Purchase folding tables (4 x 1.8m ?)	£500.00					
Procure crockery/cutlery & teaspoons	£50.00					
Cleaning schedule agreed						
Top floor						
Clean inside		CH			Agree regular cleaning schedule	
Pressure wash entrance path & steps	£200.00					
Phase 2						
Negotiate rear main entrance & path						
Secure funding						
Phase 3						
Disability access						
External window/door/guttering repairs?						
TOTAL	£11750					