

SYDENHAM DAMEREL PARISH COUNCIL

Minutes of a meeting of Sydenham Damerel Parish Council held on Thursday 17th January 2019 at
7.00pm in St Mary's Church, Sydenham Damerel.

Present: - Cllr B Baldwin (WDBC), Cllr B Isaacs (Chair), Cllr M Hurdwell (MH), Cllr P Rogers (PR), Cllr Reddicliffe (SR),
Cllr J Pattison (JP), Cllr C Brittan (CB)

In Attendance: - M Forster (Locum Clerk)

		Action
1	<p>Apologies for absence Apologies have been received from Cllr T Windemer</p>	
2	<p>Declarations of interest relating to matters on the Agenda None</p>	
3	<p>Members of the Public Open Forum – Questions No Public Questions</p>	
4	<p>Approval of Minutes of the previous meeting(s) Minutes of the previous meeting, held on 15th November 2018 were accepted as a true and accurate record and were duly signed by the Chairman. The Locum Clerk was directed to ensure that signatures on documents posted to the PC website are redacted.</p>	Locum Clerk
5	<p>WDBC Update i) Council Tax Increase Cllr Baldwin reported that West Devon Borough Council have determined that an increase in Council Tax of 2.99%, for the 2019/20 period, is required in order to balance their budget. ii) Joint Local Plan. Cllr Baldwin reported that responses to the JLP Consultation were now with the Inspectorate and it is anticipated that the Plan will be adopted by all three Councils in March/ April 2019. Sydenham Damerel will no longer be designated as sustainable. Consequently, any future planning applications relating to housing will be considered as though they were in open country side and will find approval much more challenging.</p>	
6	<p>Matters arising from the minutes of the previous meeting i) Change of Bank Provider (previous minute 6.i refers) The Chair confirmed that no action had been taken on this matter. After a short discussion it was unanimously resolved that the current Bank Provider should be retained for the time being and at least until after the Annual Meeting. ii) Adoption of Standing Orders and Financial Regulations (previous minute 6.v refers) The Locum Clerk confirmed that copies of the proposed Standing Orders and Financial Regulations had been circulated to all Cllrs. Cllr Hurdwell proposed that they be adopted. Cllr Pattison seconded the motion which was unanimously approved. iii) Contract for Parish Clerk (previous minute 6.vii refers) A Contract has been drawn up which is acceptable to both parties. The Locum Clerk to return a signed copy to the Chair.</p>	Locum Clerk

	<p>iv) Improved Website Security (previous minute 7.1 refers) The Chairman confirmed that a disclaimer has been added to the enquiry submission page of the PC website. Cllr Baldwin noted that many Parish Councils were adding this extra layer of security (SSL) because of GDPR concerns. After a short discussion it was resolved to take no action at this time other than to monitor the situation.</p> <p>v) Village Notice Boards (previous minute 7.ii refers) Cllr Windemer has obtained quotations for alternative key access to the Horsebridge notice board and replacement of the Sydenham Damerel notice board along with samples of timber alternative material. Discussion took place regarding the potential costs and it was resolved that; 1. The current key system at Horsebridge, though ungainly, works and does not warrant improvement and 2. A lower cost option should be sought for the Sydenham Damerel Notice Board. Cllr Reddicliffe undertook to make enquiries in this regard.</p> <p>vi) Village Signs (previous minute 7.iii refers) The Locum Clerk advised that both Village Signs had been cleaned immediately after the last meeting and the sign at the lower end of the village straightened. A brochure of street furniture, including Village Gateway Signs, was supplied for information. Discussion amongst Cllrs arrived at a consensus that the current signs are legible and not in such disrepair as would warrant requesting their replacement. It was therefore resolved that no further action is required.</p> <p>vii) Potential Village Car Parking (previous minute 7.iv refers) All agreed that parking provision in the Village would be a good thing but as there was no firm proposal as to how this might be achieved it was unanimously resolved that the matter be dropped unless / until this situation changes.</p>	SR
7	<p>New Business</p> <p>i) Neighbourhood Development Plan The Chair posed the question as to whether any attempt to produce an NDP was still a worthwhile endeavour? Cllr Baldwin noted that the process had, for a variety of reasons, become complex, time-consuming and lengthy. Only one NDP has so far been adopted in the Region and, given that Sydenham Damerel has lost its "sustainable" designation, development is unlikely and an NDP probably irrelevant. Cllr Hurdwell proposed that no further action be taken on this matter, Cllr Rogers seconded the motion and it was unanimously carried.</p> <p>ii) Local Policing / Crime The Chair noted that there had been two recent burglaries in the Parish and questioned whether the Police Authority would have published data on rural crime. Cllr Baldwin noted that regional data would be published but it was most unlikely that it would extend to Parish level. Discussion took place including Neighbourhood Watch Schemes but it was felt that, other than individual alertness to the rise in rural crime across the country, there is little else that can be done.</p> <p>iii) Protocol for marking the Death of a Senior National Figure The Chair explained that in the event of the death of a senior national figure the National Association of Civic Officers had published guidelines as to the actions to be taken by Councils and that possibly a link should be provided on the PC website to a National Book of Condolence. The Locum Clerk provided a copy of these for information. After a short discussion it was felt that these had no implications for small Parish Councils. Cllr Hurdwell proposed that no action be taken, Cllr Brittan seconded the motion and it was carried unanimously.</p> <p>iv) 2019/20 Parish Budget and Precept Application After discussion amongst Cllrs and consideration of the current surplus, it was resolved that the Precept should be held at 2018/19 level. It was unanimously resolved that the Locum Clerk should make the necessary application before the 1 February deadline.</p>	Locum Clerk

8	<p>Planning Applications</p> <p>The Locum Clerk advised that no planning applications had been received since the last meeting and further advised that future planning applications will only be supplied in electronic format by WDBC. After a short discussion vis-à-vis the workability of this proposal, and the typical number of submissions annually, it was resolved to monitor the situation over coming months before deciding on the best approach to discussing future applications at Council in the most constructive manner.</p>	
9	<p>Correspondence</p> <p>The Locum Clerk reported the following:</p> <p>i) Culverhill (Wonwood Farm Access)</p> <p>Enquiries have been received from two residents at Culverhill regarding clearing works to the lane giving access to Wonwood Farm. After circulation to Cllrs a response has been supplied to the residents explaining the nature of the works, the fact that a tree preservation order (TPO) is in place at this location, the procedure they can follow if they believe the TPO has been contravened and confirming that no planning application has been made in respect of barns at Wonwood Farm.</p> <p>ii) TSB</p> <p>A letter was received from TSB apologising for recent business disruption. Cllr Hurdwell noted that St Marys, who also bank with TSB, had received compensation for difficulties they had encountered due to this. The Locum Clerk advised that SDPC had not encountered any difficulties and therefore have no grounds for complaint.</p>	
10	<p>Income & Expenditure since last meeting</p> <p>The Locum Clerk confirmed that there had been no income or expenditure since the last meeting.</p> <p>i) The Locum Clerk was requested to prepare copies of the PC budget for 2019/20 and a statement of the account surplus in order that Cllrs can consider potential future parish initiatives.</p>	Locum Clerk
11	<p>Dates of next Meeting(s)</p> <p>Thursday 14th March 2019 7pm St Mary's Church Annual Assembly Thursday 16th May 2019 7pm St Marys Church</p> <p>The Chairman closed the meeting at 8.30pm</p>	

Accepted as a correct record

17/3/19

Date

Signed

Chairman