

MINUTES OF THE MEETING OF BROADHEMPSTON PARISH COUNCIL
THURSDAY 6 MAY 2021

Present: Cllrs Wright (Chair), Dowson, Goddard, Head, Hughes (joined 7.28pm), Isaacs, Sutcliffe, Widger.

Apologies: None.

Also present: 3 members of the public
 Cathy Aubertin (Clerk)

No	Subject	Comments
1	The Chair will open the Meeting and receive apologies.	Cllr Wright opened the meeting at 7.38pm.
2	To declare any interests arising at this meeting.	None.
3	Approval to consider, amend as agreed by the Council and approve the minutes of the following meeting: 8 April 2021.	Cllr Goddard PROPOSED that the minutes of 8 April 2021 be APPROVED. This was SECONDED by Cllr Sutcliffe and AGREED.
<i>The Council will adjourn for the following items:</i>		
4	<p><u>Public Question Time:</u> A period of 5 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 Stokeinteignhead, which do not form part of the agenda.</p> <p><u>District Councillor Report</u></p> <p><u>County Councillor Report</u></p> <p><u>Parish Councillor Reports</u></p> <p><u>Parish Lengths-man Report</u></p>	<p>The trial use of the Village Square was discussed, and a parishioner agreed to work with another parishioner to produce a proposal of how the area would look should the current use become permanent, which would be more open and accessible to all, with planters and trees in place of pallets.</p> <p>The shop is keen to make more use of the area when its coffee shop reopens on 17 May.</p> <p>It was felt that there should be a working group to progress the project, and liaison with the shop, Church and school to ensure all concerns are considered. The trial period will end in two weeks, unless it is extended, which, it was believed, is an option.</p> <p>Concerns were raised about insurance. Clerk to recheck position with insurance company.</p> <p>Concerns were also raised that, despite signs to the contrary, people think that the area is only available to pub customers. This would be helped by replacing the pallets with planters. Further signs to be placed on the pallets to make this clearer.</p> <p>It was noted that the trial scheme had received much more positive feedback than negative.</p> <p>There is a need to provide additional parking in order to make the scheme permanent.</p> <p>Cllr Hughes reported that the trees had been received from the Woodland Trust. Due to the timing of their arrival, they have been planted on Cllr Sutcliffe's land and will be moved in the autumn.</p> <p>Cllrs Sutcliffe and Widger will arrange to meet with Mike Pearey to set priorities and agree schedule of work. Cllr Isaacs requested that the blocked drain at Elbridge be included.</p>

		Cllr Isaacs to provide drainage map to Cllr Wright.
<i>The Council will convene to conduct the following business:</i>		
5	<p>To consider the following planning applications:</p> <ul style="list-style-type: none"> • 21/00719/HOU Two Hoots, TQ9 6BB Swimming pool Planning application details - Teignbridge District Council • 21/00790/FUL Valley Brook Stables Change of use of land and barn from agriculture to equestrian Planning application details - Teignbridge District Council • 21/00639/FUL Coppa Dolla Inn, TQ9 6BD Extension to the rear Planning application details - Teignbridge District Council 	<p>No objections. Clerk to inform TDC.</p> <p>No objections. Clerk to inform TDC.</p> <p>No objections. Clerk to inform TDC.</p>
6	Climate change emergency – sub-committee feedback.	<p>No feedback.</p> <p>Cllr Sutcliffe suggested a parish meeting at Headlands to try to generate interest from the community in green initiatives, and it was further suggested that this be held on Saturday 17 July. This was agreed in principle and will be considered in detail in June. Clerk to add to agenda for June 2021.</p> <p>In the meantime all to consider what contacts they have they may be able to help. In addition, a working group meeting will take place on 13 May at 7.30pm. Clerk to circulate Zoom information.</p>
7	<p>To consider trial use of the village square, including:</p> <ul style="list-style-type: none"> • Disabled/ wheelchair access to the Church. • Costs. • Feasibility of providing additional parking. 	<p>It was agreed that, should the scheme become permanent, the final plan must include access to the Church for wheelchair users and for funeral directors to bring in coffins.</p> <p>It was understood that the current scheme could be extended until September but, ultimately, the PC will need to adopt or licence the land from DCC.</p> <p>Clerk to liaise with the Monk’s Retreat in respect of extending the current licence and to open the discussion with DCC in respect of the long-term plans.</p> <p>In respect of additional parking in Kings Close Field, it was agreed that the first step was to seek costs, based on three different scenarios. If the costs are affordable, there will be a need to liaise with Teign Housing and possibly to obtain planning permission.</p> <p>Cllr Wright will arrange for initial plans to be drawn up.</p> <p>Cllr Sutcliffe PROPOSED that the PC contribute 50% of the costs for the street licence. This was SECONDED by Cllr Isaacs and AGREED.</p> <p>Clerk to liaise with the Monk’s Retreat in this respect.</p>
8	To consider continued remote access to PC meetings	Consideration was given to continuing to stream PC meetings, to encourage more interaction with the community. This would possibly necessitate the purchase of a webcam, microphone and screen.

		<p>it was agreed that Zoom had made meetings more accessible and more inclusive and, moving forward, would result in a reduction in carbon footprint if parishioners did not drive to the meetings but could view them at home. A concern about meetings being recorded was raised but the consensus was that this should be explored further.</p>
9	To consider revising the allotment agreement.	<p>Councillors considered the revised allotment agreement and agreed that further amendments were required as follows:</p> <ul style="list-style-type: none"> • Allotment holders should be allowed to have one shed and one greenhouse or poly tunnel. • Allotment holders must inform the PC of their intention to erect a building or tunnel on their plot. • If larger than the measurements included in the agreement, the PC reserves the right to instruct the tenant to remove. <p>Cllr Wright to provide revised maximum measurements for poly tunnels to the clerk, for the new agreement to be completed.</p> <p>Cllr Issacs PROPOSED that, with the above amendments, the revised agreement be issued to all allotment holders for this year. This was SECONDED by Cllr Goddard and AGREED.</p> <p>Clerk to make amendments to the agreement and circulate to tenants.</p>
10	<p>Open spaces update:</p> <ul style="list-style-type: none"> • Small playing field. • Headlands. • Kings Close Field. • Community Orchard • Allotments. 	<p>The work highlighted by the RoSPA report has almost been completed.</p> <p>Solar panels are due to be fitted in the next five weeks.</p> <p>Regular risk assessments have commenced and are being recorded on the iAuditor app. Cllr Wright is currently considering ways of stopping people from climbing on the shelter roof.</p> <p>Covered in item 9.</p>
11	<p>Finance:</p> <ul style="list-style-type: none"> • To agree accounts for payment. 	<p>Cllr Sutcliffe PROPOSED that the invoices be paid. The was SECONDED by Cllr Isaacs and AGREED.</p> <p>Clerk to arrange payments.</p>
12	<p>Clerks Report:</p> <ul style="list-style-type: none"> • Review of actions in previous minutes. • Microsoft 365. • Annual leave. 	<p>None outstanding.</p> <p>Following the clerk's report, it was agreed that the PC should proceed with the purchase of Microsoft 365 Business Standard. Although yet to be considered by Stokeinteignhead PC, it was recommended that the monthly cost of £9.40 should be paid by SPC until the Google Drive licence held by SPC expires, when the cost should be shared.</p> <p>The clerk will be on annual leave for week-commencing 10 May 2021.</p>
14	<p>To note any correspondence received:</p> <ul style="list-style-type: none"> • Fraud protection information. 	<p>Clerk to invite the officer to attend the September PC meeting and, if he can attend, the meeting will start at 6.30pm.</p>

15	Public Question Time: 10 minutes.	Following the resignation of Cllr Dowson, Cllr Wright thanked him for the last three years and Chair and his years as a Councillor before that. All Councillors echoed this and agreed that Cllr Dowson will be much missed. Clerk to notify TDC.
16	To note the date of the next meeting: Thursday 10 June 2021.	This was NOTED. The meeting was closed at 9.47pm..