

COFFINSWELL PARISH COUNCIL MEETING - MINUTES
THURSDAY 19th NOVEMBER 2020 – HELD VIA ZOOM

Present: Cllr A Parkes (Chair), Cllr A Brent, Cllr S Avery and Cllr V Flower
 Cllr A Dewhirst (DCC), Cllr M Haines (TDC)

Also present: Mrs Juliette Thompson (Clerk) and three members of the public

No	Subject	Comments
1	The Chair will open the meeting and receive apologies.	The Chair opened the meeting at 7:16pm. There were no apologies. The Chair gave thanks to Michele Berry who had stepped down as a parish councillor. The councillor vacancy has been advertised and interest has been received from Mr N Orchard. The Chair reminded all that meetings are recorded.
2	To declare any interests arising at this meeting.	None
	<i>The Council will adjourn for the following items:</i>	
3	<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 Coffinswell. County Councillors Report District Councillors Report Police Report NHW Report	No public questions. The Chair thanked Cllr A Dewhirst and Cllr M Haines for regularly attending meetings. Cllr A Dewhirst's report is available on the parish council website. No report. No report other than previously circulated alerts. Cllr S Avery asked if the PC were aware of a recent incident involving an armed response unit in the parish – no-one was aware of this and Sheenagh Orchard said she would try to find out more. No report other than previously circulated alerts.
	<i>The Council will convene to conduct the following business:</i>	
4	Approval to consider, amend as agreed by the Council and approve the minutes of the following meeting: 17 th September 2020	It was proposed by Cllr S Avery, seconded by Cllr A Brent, and agreed by all to accept the minutes of the meeting held on Thursday 17 th September 2020 as a true and accurate record.
5	To discuss the following planning applications: 20/02047/CAN – Twickenway, Coffinswell Fell three ash trees and seven ash stems	Cllrs thought the application was lacking in information: <ul style="list-style-type: none"> • There was no report to say if the ash trees are actually infected; and if so, to what degree. • It is hard to tell at this time of the year if there is any infection, as the trees are not in leaf. • Cllrs would prefer to see a greater management plan and phased reduction. • Cllrs will be guided by Mr Waddams (TDC's tree specialist) Based on these points, it was hard to support this application Cllr A Brent proposed, Cllr V Flower seconded, and all agreed to object to the felling of the trees, pending a management plan for those trees based on their condition.

	<p>20/01725/HOU – Hacombe Heights, Ridge Road Single storey front and ridge extensions</p> <p>To note the following planning consents:</p> <p>20/01405/CAN – Swallows Hatch, Coffinwell Crown reduce one beech tree by 2-3m and remove limb on SW side to clear building TDC does not object to this proposal</p> <p>20/01510/CAN – Old Well House, Coffinwell Fell one oak tree TDC does not object to this proposal</p>	<p>It was proposed by Cllr A Parkes, seconded by Cllr A Brent and agreed by all to support this modest extension.</p> <p>Both noted.</p>
6	<p>Enforcement Issues: Campsite meeting update</p>	<p>Cllr S Avery and Cllr V Flower to arrange a meeting with TDC Enforcement Officer and Mr J Pilgrim during January 2021.</p>
7	<p>Neighbourhood Plan update</p>	<p>Cllr V Flower is waiting to hear back from TDC on taking this forward and is also looking into possible funding options. Cllr A Brent has contacted ACT and is waiting to hear back.</p>
8	<p>Strategic Plan proposal</p>	<p>The Chair explained the proposed Strategic Plan and the reasoning behind it: it was proposed by Cllr A Parkes, seconded by Cllr V Flower and agreed by all to adopt the plan for 2020/21. The Strategic Plan will be displayed on the website.</p>
9	<p>Proposal to change the day of the parish council meeting.</p> <p>Proposal to increase the number of parish council meetings.</p> <p>To agree meeting dates for 2021</p> <p>Proposal to increase Councillor numbers</p> <p>Proposal to change the layout and design of the agenda</p>	<p>It was proposed by Cllr A Parkes, seconded by Cllr S Avery, and agreed by all to change the meeting date from Thursday to the 3rd Tuesday of the month.</p> <p>It was proposed by Cllr A Parkes, seconded by Cllr V Flower and agreed by all to increase the number of meetings to ten per year. There will be no meeting during August and December. Next year's meetings dates were agreed by all.</p> <p>It was proposed by Cllr A Parkes, seconded by Cllr S Avery, and agreed by all to ask TDC if the number of Coffinwell Parish Councillors be increased from five to six.</p> <p>It was proposed by Cllr A Brent, seconded by Cllr A Parkes and agreed by all to change the layout and design of the agenda.</p>
10	<p>Finance: To agree accounts for payment</p> <p>Budget and Precept proposals</p>	<p>It was proposed by Cllr S Avery, seconded by the Cllr A Brent, and agreed by all to approve the accounts for payment (available to view on the parish council website). The Chair explained the budget and precept process and proposed maintaining a minimum reserve of six months: this was seconded by Cllr A Brent and agreed by all. It was proposed by Cllr A Brent, seconded by Cllr S Avery, and agreed by all to increase the precept by 20% for 2021/22. A document explaining the budget and proposed increase to the precept will be put on the website.</p>
11	<p>Funding and Grants: Receipt of CIL payment</p> <p>Proposal to purchase land at Princess Cottages</p> <p>Proposal to purchase land at The Well</p>	<p>The Chair explained that the parish council had received a £7756.54 CIL payment and a consultation will take place on how to spend the money. It was agreed that this earmarked/specific reserve will be moved to a separate account</p> <p>It was proposed by Cllr A Brent, seconded by Cllr V Flower and agreed by all to go ahead with the proposal to purchase the strip of land by Princess Cottages, Coffinwell. Cllr A Parkes to draft land registry entry for the unregistered land at The Well.</p>
12	<p>Engaging with the Community</p>	<p>Covered above</p>

13	<p>Footpaths and Highways: Highways update</p> <p>P3 update and finance/works forms for 2021</p> <p>To note the submitted crime report for missing road sign</p>	<p>Although Sam Williams has confirmed that the parish is on the list for the gully sucker, Cllrs have been regularly clearing gullies and drains to cope with flooding.</p> <p>Cllrs have realised that a quicker response is achieved by reporting blocked drains, potholes etc on the DCC map, rather than emailing Highways direct.</p> <p>Cllr A Dewhirst reported that repairs at Dacombe Hill have hit engineering problems, which has caused work to stop.</p> <p>Cllr A Brent to complete works forms in January 2021. Clerk to complete finance forms.</p> <p>Provided the excess is not too high, the Clerk will claim for a new sign on insurance.</p>
14	To note any correspondence received	A plaque for the well was proposed at a cost of approx. £100.
	<i>The Council will adjourn for the following item:</i>	
15	Public Question Time: 10 minutes.	Cllr A Brent to look at improving pedestrian access to unmetalled road behind Osmond Cottage, Churchway.
	<i>The Council will convene to conduct the following business:</i>	
16	To note the date of the next meeting:	Tuesday 19 th January 2021 The meeting was closed at 9:43pm