

**COFFINSWELL PARISH COUNCIL - MINUTES**  
**THURSDAY 21 SEPTEMBER 2017 – ST BARTHOLOMEW’S CHURCH, COFFINSWELL**

Present: Cllrs Wills (Chairman), Hermsen and Winchester  
 Cllr Dewhirst (DCC)

Apologies: Cllrs Berry and Harrington  
 Cllr Haines (TDC)

Also present: Rachel Avery (Clerk)

No	Subject	Comments
1	The Chairman will open the Meeting and receive apologies.	Cllr Wills opened the meeting at 19.38. It was RESOLVED to APPROVE the apologies of Cllrs Berry and Harrington. Apologies from District Cllr Haines were NOTED.
2	To declare any interests arising at this meeting.	There were no interests declared.
	<i>The Council will adjourn for the following items:</i>	
3	<u>Public Question Time</u> : A period of 15 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. <u>County and District Councillors' Reports</u> <u>Police Report</u>	There were no members of the Public present.  County Councillor Dewhirst’s report forms part of the minutes. There was no police report.
	<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 minutes: 20 July 2017	It was RESOLVED to APPROVE the minutes.
5	To consider the following planning applications: <a href="#">17/01819/FUL</a> Two storey side extension, first floor extension over existing garage, dormer windows to front and rear elevations to include balcony on front elevation and new detached double garage (Ash Roding, Coffinswell/Mr J Farmer) <a href="#">17/01925/FUL</a> Replace existing cedar shingle roof with natural slate tile roof (Swallows Hatch, Coffinswell/Mr R Pett) <a href="#">17/02217/CAN</a> Crown lift and crown reduce on oak by 2-3m; fell three leylandii and fell one ash tree (Beersbrook, Coffinswell/Knowle Tree Nursery on behalf of client)	It was NOTED that this application had been withdrawn.  No objection.  No objection.
6	Enforcement Issues.	It was NOTED that the Clerk had reported the Parish Council’s concerns regarding the bungalow at Blue Hills and further information is awaited.
7	Finance: <ul style="list-style-type: none"> <li>• To note the additional items added to insurance policy and increase in premium</li> <li>• To agree accounts for payment</li> </ul>	It was NOTED that the brush cutter, defibrillator and laptop had been added to the insurance policy at the cost of £36.41.  <u>Payments for approval:</u> Community First Trading – addition to policy - £36.41 Mrs R Avery - Clerk's Expenses - £19.45 Mr A Hermsen - Clerk's PAYE - £79.60 Mrs R Avery - Clerk's Salary - £318.34

		<p><u>Bank Balances (as at 31 August 2017):</u>  Main Account £3122.55  Parish Paths £269.40  It was RESOLVED to APPROVE invoices for payment.</p>
8	Defibrillator.	<p>It was NOTED that the defibrillator is now up and running, further to Cllr Hermsen and the Clerk meeting with Justin Sharples from Devon Ambulance Service. It was NOTED that the Clerk would contact him to obtain further information on providing the required monthly checks.  <b>Action: Clerk to contact Justin Sharples.</b></p>
9	Neighbourhood Watch.	<p>Cllr Wills has been unable to speak to anyone with regards to the Neighbourhood Watch scheme. County Cllr Dewhirst explained that he would email the Neighbourhood Watch volunteer coordinator on his behalf. Thanks were extended to County Cllr Dewhirst.</p>
10	Funding and Grants.	<p>The Clerk reported that the proposed footpaths booklet will be sent to DCC for their approval.  Gwynneth Hermsen has explained that the document is quite large, and suggested that three separate booklets or a larger A5 leaflet may be more suitable.  Cllr Winchester suggested that wording could be reduced, but it was AGREED that an A5 booklet would be preferred to three separate leaflets.  It was NOTED that the Clerk would await further information from Gwynneth Hermsen, as she is due to meet the printer to discuss options tomorrow (Friday 22 September).</p>
11	Engaging with the Community.	<p>Cllr Hermsen PROPOSED that in the winter months, meetings should start at 19.00. This was SECONDED by Cllr Winchester and APPROVED. It was NOTED that the November meeting would start at 19.00.</p>
12	Footpaths and Highways.	<p>It was NOTED that there has been a further extension of time for the diversion of footpath 2, but DCC have written to confirm that this will be the last extension that would be supported. This extension is due to expire at the end of March 2018.  It was NOTED that John Churchward had contacted the Clerk today regarding Willowpark Lane. It was NOTED that the road is now on DCC's work schedule and the Clerk would circulate the details once received.  Cllr Harrington had emailed the Clerk regarding the state of the track lane to Kingskerswell. It was NOTED that this path has now been trimmed and flailed.  It was NOTED that Cllr Hermsen has cleared the footpath at the Fort. This job had been large and it is hoped that further work in future years will not be so time consuming. He was thanked for his efforts.  Cllr Harrington had cut the grass verge opposite Glendower.  It was NOTED that Cllr Wills intends to trim the area at Lower Well in due course.  Cllr Hermsen suggested that further help with footpath upkeep should be considered. <b>Action: Agenda item for November.</b>  It was asked whether litter picking is covered by the Parish Council's insurance. <b>Action: Clerk to confirm.</b>  The annual P3 workshop is due to take place on Tuesday 28 November in Ivybridge. Cllr Hermsen was unable to attend. It was NOTED that the Clerk would ask Cllr Harrington if he intended to attend this.</p>
13	To note any correspondence received.	<p>Clerks and Councils Direct, DALC AGM (10 October).</p>
14	To note the date of the next meeting: <b>Thursday 16 November 2017 at 19.30.</b>	<p>This was NOTED. The meeting was closed at 20.26. It was NOTED that the meeting would commence at 19.00.</p>