

**COPPLESTONE PARISH COUNCIL MEETING –5<sup>th</sup> November 2024 at 7.00pm held  
at the Methodist Church Meeting Room**

**MINUTES**

**Present** – Cllr Turner (Chairman) Cllr Faulkner (Vice-Chair), Cllr Dhinsa, Cllr Shaw, Cllr Clark, Cllr Glover, Cllr Sharp + The Clerk.

**Apologies** –Cllr Youngs, Cllr Eastman. Cllr F Letch (County) & Cllr N Letch (District)

<b>1</b>	<p><b>Declarations of Interest</b> None provided.</p>
<b>2</b>	<p><b>Approval of the Minutes of the meeting of the 1<sup>st</sup> October 2024</b> It was agreed by all present that the Minutes of the October meeting were signed and approved. <b>Proposed</b> – Cllr Faulkner <b>Seconded</b> – Cllr Clark</p>
<b>3</b>	<p><b>Open Forum</b> - an opportunity for the Electors to address the Parish Council. The Parish Council encourages the use of an Open forum. 5 Residents were present.</p> <p>The Footpath between Still Meadow and Shirley Corner has recently been worked on and hedges have been cut too far in. The Footpath is difficult to traverse including pupils that attend QE in Crediton. The Footpath issues should be reported to DCC on their website. Cllrs would report this issue too.</p> <p>The Chairman, Secretary and Treasurer of the CRA attended to speak about the request for £20,000 to complete the Building Regs application for the Village Hall. The Chair of the CRA provided information to the council regarding past activities and discussion of the request was made.</p> <p>The CRA still intend to apply for a Public Works Loan Board application in the future. New plans have been drawn up for the Hall and the total cost of the PWLB loan would be £500k. The previous village survey was raised. The Plans that have now been drawn up addressed previous concerns over the build that arose from the replies received. It was asked if public support exists for the new project and the amount of money required is large if support does not exist.</p> <p>Any decision to agree to a £20k payment to the CRA would have to be deferred and added formally to future agendas. Members were also advised to seek further information from the CRA regarding external funding and Business Plans. Members were asked to contact the Clerk with any further questions before the next meeting. The Clerk is to also seek full clarification from the PWLB on rules regarding referendums and applications relating to business plans only.</p> <p>Mr David Brassington also asked the council to approve a signage request for the allotments. The signage that exists is confusing for the public. Members approved the signage at a cost of £72. As this was on the agenda, members were asked to approve this payment now. This was agreed by all members. <b>Proposed</b> – Cllr Turner <b>Seconded</b> – Cllr Clark</p>

4.	<p><b>Principle Authority Reports</b></p> <p><b>4.1 To Receive County Council report.</b> Cllr Frank Letch had provided his apologies.</p> <p><b>4.2 To receive District Cllr report.</b> Cllr Natalia Letch had provided her apologies.</p> <p><b>Cllr Alex White</b> provided details of his work at MDDC. It is quiet. The Cross Hotel has generated some work. A compulsory purchase order of The Cross is unlikely. There are many hurdles to jump before these progresses. It is thought that this would be a last resort and only if the situation persisted and worsened.</p>
5	<p><b>Complaint to DCC Highways for 20mph Speed Limit within Coplestone Parish.</b> The Clerk reports on the complaint to DCC. Devon County Council has not replied. The Clerk is asked to report this to Cllr F Letch and DCC for a reply.</p>
6.	<p><b>The Cross Hotel</b> Update on works to date. Cllr Alex White provided information from Building Control. It is noted that the Two storey part of the building is to be demolished. This would include part of the building on Bewsley Hill. This will cause further disruption. Members raised concerns on the impact this will have on neighbouring and attached properties. It appears that the owner will have to plan to deal with this. It is also the owner's responsibility to deal with the traffic management measures.</p>
7	<p><b>Environment / Property</b></p> <p><b>7.1 Approval of Working Parties for Sunnymead and Fernworthy Park</b> CS – no updates for either park. Fernworthy and the planters now have ground to a halt. There is a concern that the area may become neglected. To keep momentum going, Cllr Clark has asked to form a working party to concentrate on these two pieces of land. Cllrs, Glover, Dhinsa and Clark agreed to progress this and report on matters at the next meeting. These members would monitor and consider action that is required. This was approved by all members present.</p> <p><b>7.2 Details of Fencing and Costs for Sunnymead Park</b> The Clerk provided the quote received from Cloverdown Services. The repair costs are £1500. This would involve replacement of damaged posts and uprights. This would last 5 – 8 years. For the fence to be fully replaced, the cost would be £8500 full replacement. It was felt that further quotes are required. Cllr Clark and The Clerk would consider this further. Cllr Dhinsa states that the shelter panels have now been removed and are being stored.</p> <p>The issue with the waste bin being filled with domestic waste from a local house has been raised with the suspected resident by Turner and Glover. The waste is reducing.</p> <p>The dog walking has stopped in Sunnymead after Cllr Glover intervened and informed those responsible that it is a no dog zone.</p> <p><b>7.3 Update on Highway Matters. Sign Cleaning, Signage at Carbon Capture Scheme and Bewsley Hill Mirror</b> The Highways Signage issue persists at the Carbon Capture Planting outside the village. This has not changed. It was noted that 19 signs exist.</p>

	In respect of Sign Cleaning, this was confirmed to be Highways responsibility. It is never carried out other than for safety issues due to budget restraints. Members would consider cleaning individual signs themselves. The Clerk was asked to add this to the Enlightener Article.																																			
8.	<p><b>Parish Council use of Facebook / WhatsApp / Email</b> – To receive views on use of such mediums for council business</p> <p><b>Facebook</b> – This is a quick format to tell people what is going on. Spotted Copplestone Can this be updated and can Copplestone use the dormant Parish Council Page? Discussion arose on the use of this medium. Cllr Sharp offered to investigate this matter and ascertain how to improve the situation.</p> <p><b>WhatsApp</b> – Members thought this runs well. It was felt that information can be passed quickly onwards about issues within the village.</p> <p>Emails – Cllr Clark asked for the domain registration gov.uk to be implemented throughout. Concerns on Freedom of Information requests were noted.</p> <p>The Topic of emails was noted when the website was raised. The Clerk noted that this system was not brilliant. It covered most aspects of Parish Council business but could do with significant improvement. The Clerk noted that websites now include email ability. The Clerk suggested he explore a new and improved website. This was agreed by all members.</p>																																			
9.	<p><b>Parish Council Procedures &amp; Standing Orders</b> - To report on potential changes and updates. Cllr Clark had looked through the website and feels that improvement could be made. Financial regulations have been changed in respect of procurement procedures. The Clerk welcomed a second eye to look at the Standing Orders for future update.</p>																																			
10	<p><b>12. Finance</b> Current Account Balance - £35,057.26</p> <p>To sanction the following payments due:</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Ref</th> <th>Payee</th> <th>Purpose</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>10.1</td> <td>01471</td> <td>PFK Littlejohn LLP</td> <td>External Audit Fee</td> <td>£252.00</td> </tr> <tr> <td>10.2</td> <td>01472</td> <td>Signs Express (Exeter)</td> <td>Allotment Signage</td> <td>£72.00</td> </tr> <tr> <td>10.3</td> <td>01473</td> <td>Clerk</td> <td>Salary</td> <td>£435.40</td> </tr> <tr> <td></td> <td></td> <td>Clerk</td> <td>Backpay following NALC pay agreement for 2024/25</td> <td>£137.28</td> </tr> <tr> <td>10.4</td> <td>01474</td> <td>David Brassington</td> <td>P3/PROW Honorarium</td> <td>£100</td> </tr> <tr> <td>10.5</td> <td>01475</td> <td>The Information Commissioner</td> <td>DP Registration</td> <td>£40</td> </tr> </tbody> </table> <p>The above payments were approved by all members present.</p> <p><b>Proposed</b> – Cllr Turner <b>Seconded</b> – Cllr Shaw</p>	Item	Ref	Payee	Purpose	£	10.1	01471	PFK Littlejohn LLP	External Audit Fee	£252.00	10.2	01472	Signs Express (Exeter)	Allotment Signage	£72.00	10.3	01473	Clerk	Salary	£435.40			Clerk	Backpay following NALC pay agreement for 2024/25	£137.28	10.4	01474	David Brassington	P3/PROW Honorarium	£100	10.5	01475	The Information Commissioner	DP Registration	£40
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11.	<p><b>Financial Assistance Requested</b></p> <p>a. CRA – £20,000 for Consultant Fees for Village Hall. – Discussed at minute Ref 3 above. b. Churches Housing Action Team – Donation required. Members did not approve a donation</p>																																			
12.	<p><b>Precept and Budget consideration for 2025/26</b></p> <p>The Clerk asked all members to consider any budget requests for 2025/26 financial year to be conacted at the January meeting. The check list for action required, prepared by Cllr Turner would be forthcoming to assist. A general discussion arose about how the Parish Council consider their budget.</p>																																			

<p><b>13.</b></p>	<p><b>Correspondence</b></p> <p><b>Dog Bins within Coplestone x 2</b>  This was a continual issue. It was noted that MDDC has proposed a solution after looking at the issue. A general-purpose waste bin can be placed where required. MDC can install and empty if asked to. The Clerk is asked to progress this.</p> <p><b>The Cross Hotel x 1</b>  This correspondence was noted by Alex White for future reference.</p> <p><b>Martin Greig – Remembrance Service Information.</b>  A new flag has been purchased. Members of the council indicated if they could attend as a representative of the Parish Council.</p>
<p><b>14.</b></p>	<p><b>Member Statements</b></p> <p><b>Cllr Shaw –</b> A request to MDDC in respect to substantial amounts of litter and rubbish being stored / deposited at properties in Bewsley Hill. An external structure is considered unsafe as well as being in accordance with planning regulations for the area. Cllr White can progress this matter with enforcement as they are aware of previous issues.</p> <p>Cllr Shaw also passed on her resignation from the Council. Members thanked Carla for her time as a member of the Parish Council with the work undertaken at Sunnymead and Fernworthy. She will assist in the transfer of her duties to other members in due course.</p> <p><b>Cllr Turner -</b> Rubber matting has been acquired and it was asked if this could be placed on the informal footpath toward lychgate. The matting would be free of charge. This was accepted and considered further by Cllr Turner and Dhinsa.</p>
	<p>There were no further topics for discussion and the meeting concluded at 20.55pm</p> <p><b>Date of next Meeting – 3<sup>rd</sup> December 2024</b></p>