

## Cotleigh Parish Council

### **Draft Minutes of the Cotleigh Parish Council Meeting held via zoom at 7.30pm on Tuesday 12 January 2021**

**Present:** Cllrs: Nigel Young (Chair), Sophie George, Martyn Broom, Ward Councillor David Key, Chris Henley (Footpath Warden), Kerry Kennell (Clerk) and 2 members of the public.

**1/21 Apologies:** Cllr Bob Carter and Ward Councillor Colin Brown.

**2/21 Declarations of Interest on Agenda Items:** Cllr George declared an interest in the planning application.

**3/21 Minutes:** The Minutes of the Parish Council Meeting held on 13 October 2020 were confirmed as a true record of the meeting and signed by the Chair.

It was agreed to change the agenda to ensure the meeting was quorate when the planning application was discussed.

**4/21 Parish Councillor vacancy:** One application has been received for the parish councillor vacancy. Chris Henley was confirmed as a parish councillor with immediate effect. The parish clerk will forward some paperwork to Cllr Henley for completion.

**5/21 Cotleigh Charity Endowment Fund:** Ian Piper spoke to the parish council in his capacity of Secretary to the Cotleigh Charity Endowment Fund. In October 2020 four new trustees were appointed and the previous trustees stood down. The trustees are now Len Spiller (Chair), John Woollacott, Janet Patch (Treasurer) and Ian. It has taken time to complete the necessary paperwork and get signatories set up. Ian confirmed that the trust document says that the fund should be for the benefit of residents of Cotleigh - there is no nothing to say that this should be specifically for children in the parish. The trustees now need to decide how to put the funds to use to benefit the parish. The next step will be to communicate with the residents of Cotleigh. The current balance is £40,000. The trustees want to resolve the ownership of the car park and field. It appears that over 30 years ago the trust paid for these, but the sale was never registered with Land Registry. Ownership needs to be clarified. Cllr Henley asked when applicants who have already applied will be told whether their application is successful. Ian confirmed that he will write to the applicants to confirm the current situation. The parish council thanked Mr Piper for attending the meeting.

The meeting was suspended for members of the public to speak. A member of the public raised concerns that the village website was terribly slow and clunky to move around. He felt that it would benefit from being hosted elsewhere. The member of the public offered to pay for the site to be moved to a faster server. This will be raised with Cllr Carter who has responsibility for the website. The member of the public also raised concerns that Cotleigh does not have a Neighbourhood Plan but that other parishes do. It was confirmed that the parish council did start work on the Neighbourhood Plan but due to a lack of interest from the parish it was decided that they would not pursue it at the time which was 2014/15. It was agreed that the information will be circulated to the parish council for discussion at the next meeting.

**6/21 Matters raised by the Chairman:** Cllr Young advised that the grit for the grit bin will now be stored by Duncan Broom at Wellhayes Farm. The clerk has contacted Barry Godfrey who will look at the noticeboards when he next comes to Cotleigh with a view to repairing them.

**7/21 Councillors Reports:** No items were raised.

**8/21 District and County Councillors' Reports:** Cllr Key will drop 50 sandbags over to Cllr Broom for members of the public to use if they need to. Cllr Key suggested that the parish council could apply to Cllr Chubb for money from the locality fund if they wanted to update the parish website.

**9/21 Community Police Officer's Report:** No report was received. Cllr Young advised that there had been a suspicious white van in mid-December which he had contacted our community police officer about this but that he had not received a response. Residents are reminded to contact 111 for non-urgent issues and 999 for urgent issues.

**10/21 Footpath Warden:** Cllr Henley has started the annual inspection of footpaths and has walked approximately 50% of paths. There is a new sign by Stadbury Lane. The footbridge at Bluebell Wood is still slippery as the anti-slip wire has not yet been installed. The clerk will chase this. The definitive review is coming up and Cllr Henley discussed whether 1 or 2 paths should be deleted. This will be discussed further once the annual inspection is completed.

**11/21 Planning**

20/2775/FUL

Mr and Mrs S George

Wheelgates Cotleigh Honiton EX14 9HG

Construction of first floor extension and single storey extension

The parish council has no objection to this application (3 in favour, 1 abstention)

**12/21 Covid 19** – it was noted that there has been an increase of cases in Honiton and the surrounding local area. The clerk will ensure updates from EDDC are put on the website for parishioners to see.

**13/21 Clerk's Report**

a. **Defibrillator training** – this will take place once Covid restrictions are lifted.

b. **Blackdown Hills Parish Network** – it was agreed that the parish council will not re-join the BHPN.

**14/21 Finance Report &Accounts to be paid:** The present balance stands at £14,503.05  
The following payments were agreed:

Cheque number 1000 Clerks Wages: Sept-Dec £411.20

Cheque number 100 HMRC £88.80

**15/21 Highways** – it was agreed that Cllr Henley and Cllr Broom will draw up a list of ditches which need to be cleared. This will be carried out annually each Autumn, but it will be reviewed at the March meeting to see if any ditches need attention before then.

**16/21 Website** – this was discussed during public participation. Cllr Henley agreed to update the contact list for the village of useful contact details and village organisations. The clerk will forward a copy of what she was sent when she became parish clerk.

**17/21 Precept** – it was agreed that the precept would remain at £3,600 which equates to £33.33 for a Band D property.

**17/21 Agree dates of future meetings**

**Tuesday 9 March 2021 at 7.30pm**

The meeting ended at 8.45pm.