

Exbourne with Jacobstowe Parish Council.

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Minutes of the Council meeting held on Tuesday 27th September 2022 7.30pm at Exbourne Village Hall.

Cllrs Present: Steve Blakeman (Chair), Dave Stuart (Vice-Chair) & Michael Brady.

Also in Attendance: Alice Turner (Parish Clerk) and 1 member of the public.

BUSINESS TRANSACTED.

1.9.22: Welcome.

The Chair opened the meeting and informed everyone that an audio recording of the meeting was in progress to aid in the preparation of Minutes, the recording will be deleted once the draft minutes are published.

2.9.22 Co-option Vacancies (Chair)

Cllrs to consider candidates who have been confirmed as eligible to stand prior the Meeting. There is currently one vacancy for Exbourne Ward. No candidates came forward although the Clerk had received an expression of interest.

3.9.22 Apologies for absence:

Resolution to approve apologies (with reasons) made to the Clerk prior to the meeting.

Apologies from Cllr Lawson (Prior Commitment) were presented for approval.

[Cllr Blakeman proposed that apologies from Cllr Lawson \(Prior Commitment\) be approved, seconded Cllr Stuart. All in Favour – Motion Carried. \(RR2022/028\)](#)

The Clerk reported that she had also received apologies from County Cllr McInnes and Borough Cllr Ratcliffe would be attending from 8.30pm following a prior commitment.

4.9.22: Minutes of the Last Meeting. [Draft Minutes available on the website.](#)

Cllrs to consider the approval of Minutes of the meeting held:

- a) Tuesday 30th August 2022

Cllrs raised issues with the draft Minutes the Clerk was asked to revise and re-issue for consideration at the next meeting.

- b) Tuesday 6th September 2022

[Cllr Blakeman proposed that the minutes of the Extra-ordinary meeting held on Tuesday 6th September 2022 be approved and signed as a true and accurate record, seconded Cllr Brady. All in Favour – Motion Carried. \(RR2022/029\)](#)

5.9.22: Declarations of Interest.

Cllr Blakeman declared a Disclosable Pecuniary Interest in 9.9.22 a)i) as he is agent for application.

6.9.22: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes).

A member of the Public reported that PCC meeting has been deferred to October.

A member of the Public raised concerns about Higher Narracott Prior Approval application.

The Chair and Cllrs gave a vote of thanks to those who arranged the service of thanksgiving following the death of HM Queen Elizabeth II.

7.9.22: To receive reports from County Cllr. McInnes & Borough Cllrs Ratcliffe & Samuel.

[County Cllr McInnes had submitted a written report which can be read by following this link](#) or contacting the Clerk.

Borough Cllr Ratcliffe reported that the levelling bid decision should be received in October.

Cost of living concerns regarding people being able to afford heating and paying of the Council Tax Bills, for example are a priority at WDBC. Cllr Radcliffe agreed to report back as the scheme developed.

Cllr Blakeman reported that a member of the Public had formally complained about 2574/22/PDM which the Parish Council were not consulted on.

Cllr Stuart asked Borough Cllr Ratcliffe to invite a senior member of the Planning team to attend a meeting in November (as a separate meeting) as well as Graham Lawrence (conservation area officer).

Cllrs raised concerns about the Stagecoach change of services, Borough Cllr Ratcliffe agreed to look into this and report back.

8.9.22 Council Documents & Policies - Cllrs to consider/review the following policies:

- a) [EJPC 005 Data Retention and Disposal Policy V1.0 R1.](#)
- b) [EJPC 016 Training Policy V1.0 R1.](#)
- c) [EJPC 020 Freedom of Information & Publication Policy V1.0 R1.](#)

Cllrs discussed the policies and Cllr Stuart proposed that EJPC 005 Data Retention and Disposal Policy V1.0 R1, EJPC 016 Training Policy V1.0 R1 and EJPC 020 Freedom of Information & Publication Policy V1.0 R1 be approved and ratified without amendment with immediate effect, seconded Cllr Blakeman. All in Favour – Motion Carried. (RR2022/030)

9.9.22: Planning - Click on the application to view the planning documents. (Chair)

a) New Applications for consideration at this meeting:

- i. [3231/22/ARC Application for the approval of details reserved by condition 8 \(landscaping\) of planning consent 0878/18/FUL \(appeal ref: APP/Q1153/W/18/3208669\) at Ash House, The Tumbles, Exbourne EX20 3RN –](#)
Determination date 8th November 2022.

No discussion was had as meeting would be inquorate following Cllr Blakeman leaving the room due to his Disclosable Pecuniary Interest.

b) Other Planning matters, for information only unless listed on agenda: none.

10.9.22: Current & New Business.

a) Discussion on location of Weathervane – Carried from June Meeting. (Chair)

As there is no new information Cllrs agreed to defer this item to the next Meeting. The Clerk was instructed to ask the Parochial Church Council to report to next meeting either in person or by email.

b) Discussion on Road names (Cllr Brady)

Cllr Brady report that he had been contacted by a Parishioner in relation to the road names in Exbourne, which he summarised for the Council.

Cllr Brady said that he felt that the next step would be to consult the Villagers.

Cllrs discussed the document & Cllr Brady agreed to reissue the revised document for discussion at the next meeting.

c) P3 Partnership – discussion on continuation with the scheme. (Chair)

The Clerk was asked to invite Ros Davies to attend a meeting either in person or via zoom to discuss the scheme and to ask if the Council stop the scheme can they re-join at a later date.

It was suggested that the Clerk ask Sampford Courtney if they have any information regarding the P3 scheme.

d) Draft Conservation Area Appraisal (Cllr Brady)

As there is no new information Cllrs agreed to defer this item to the next Meeting.

e) Village name signs (Cllr Brady)

Following discussion, the Clerk was asked to contact DCC/WDBC regarding renewing the gateway signage at the North and South of Exbourne. [Cllr Brady proposed that in conjunction with the village gateway signs at the North & South of the village being renewed, that the village be asked, via Parish pump, if they would vol to create and maintain a floral display by the signs, seconded Cllr Blakeman. All in Favour – Motion Carried. \(RR2022/031\)](#)

f) Air ambulance landing site – update (Clerk)

Following discussion, the Clerk was instructed to send the following email to DAAT: The Parish Council is still committed to the project, the Cllr leading the project has been unavailable to confirm information but as soon as I receive an update, I will let you know.

11.9.22: Clerks Reports:

a) Approval of Overtime as presented at the meeting.

Cllr Stuart proposed that the Council approve 9.25hrs of overtime as presented by the Clerk, seconded Cllr Blakeman. All in Favour – Motion Carried. (RR2022/032)

12.9.22: Finance (Clerk).

a) To approve financial schedule of payments as presented at the meeting ([Appendix A](#)).

Cllr Blakeman proposed that the financial schedule of payments as presented at the meeting be approved, seconded Cllr Stuart. All in Favour – Motion Carried. (RR2022/033)

13.9.22 Cllr Reports & items for future agendas:

- Cllr Brady requested an update be provide on work of the Neighbourhood Plan Group.
- It was suggested that Consideration of creating “Welcome pack” for new residents be added to a future agenda for consideration.

14.9.22: Confirmation of the next Council meeting:

The next meeting will be on Tuesday 25th October 2022 at 7.30pm at Jacobstowe Church.

Please note that any changes to meeting dates or venue will be posted on the Website.

There being no further business the Chair closed the meeting at 9.27 pm.

Appendix A: Financial Schedule.

Payments for authorisation (retrospective):

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM23/020	£55.96	Alice Turner	Expenses (Sept 2022)	LGA 1972 S.111 & S.112	Staff Costs / Salary & Staff Costs/Office exp.
PM23/021	£265.78	Alice Turner	Salary (Sept 2022) Chq dated 7/10/22	LGA 1972 S.112	Staff Costs / Salary
TOTAL	£321.74				

Virements for approval:

Amount	FROM	TO
£26.58	Admin/NP(NG)	Staff Costs/Salary

Receipts for information:

Payment ref	Payment method	Details	Amount
PR23/004	Bacs	2nd Half Precept	£3,745.00
TOTAL			£3,745.00

Monies held as Reserves (after payments made): EMR = Earmarked Reserve

Amount	Details
£1,800.00	Election cost (Earmarked Reserve)
£1,500.00	Jacobstowe LEM/ Burial Ground (Earmarked Reserve)
£2,000.00	Maintenance Fund (Earmarked Reserve)
£1,000.00	Local Grants (Earmarked Reserve)
£50.00	IT Fund (Earmarked Reserve)
£3,000.00	General Reserve
£370.45	NP Fund (Earmarked Reserve)
£150.00	Training (Earmarked Reserve)
£139.30	Staff Costs (Earmarked Reserve)

£250.00	Lengthsman (Earmarked Reserve)
£10,259.75	TOTAL

Bank Situation:

Bank Total 15/09/2022	£13,622.41
Less Payments pending	£890.19
Plus, receipts received (after Bank date)	£3,745.00
Less Money held as reserves	£10,259.75
Available Balance	£6,217.47

Signed: Steve Blakeman Date: 29th November 2022