

Clerk to Parish: Tracy Smith, 28 Burnardsfield Road, Colyton, Devon EX24 6PF
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Annual Meeting of Southleigh Parish Council held on **Wednesday 18^h May 2022 at 7.45 pm** in Southleigh Parish Hall.

Members of the public were most welcome to attend and to make representation, ask or answer questions and give evidence on the any item on the agenda before the commencement of the meeting. Each member of the public was entitled to speak once only. The maximum time allowed for public participation was 5 minutes. Members of the public should contact the clerk.

The election of Chairman shall be the first item of business transacted at the Annual Parish Council meeting (Local Government Act 1972)

Cllr Reed as outgoing Chair will declare the meeting open and immediately resign his post. In the event of an equality of votes in the election of Chairman the person presiding at the meeting has a casting vote in addition to any other vote he may have (Local Government Act 1972)

1. ELECTION OF CHAIRMAN

- i). To receive nominations for Chairman and to resolve to elect a chairman for 2022/2023 – John Reed was nominated by Karen Luff and Seconded by Claudine Beard, John Reed agreed to be Chairman for the coming year, but stated this term of office would be the last time he would stand on the Parish Council.
- ii). The Chairman signed the Declaration of Acceptance of Office.

Vice Chairman - Claudine Beard was nominated to remain as Vice Chairman
Proposed by Andy Foxwell and Seconded by Stuart Terry.

Claudine Beard happily accepted the nomination of Vice Chairman.

2. APOLOGIES

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the Members present and that record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which are tendered to also be recorded. Under Section 85 (1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

3. Minutes

Minutes of last meeting 19th May 2021.
Approved and signed by Chairman.

4. Next Annual General Meeting will be held sometime in May 2023.

The Annal General Meeting of Southleigh Parish Council at 8pm

Welcome and any Apologies

Present: Chairman John Reed. Vice Chairman Claudine Beard, Cllr Karen Luff, Cllr Andy Foxwell, Cllr Stuart Terry, Cllr Helen Parr and Cllr Marcus Hartnell & Clerk

5. **Chairman's Report**

Chairman thanked Vice chairman for all the work she had done in the last year. Busy year, 11 planning applications, some large planning building application at Knowle, also some retrospective planning applications. Covid restrictions have now ceased, and council meeting's are now held in person.

Welcome new parish councillor.

I have attended meetings with Ward Councillors.

Written to Chairman of East Devon – which enable a meeting with Stuart Hughes regarding the bridge has resulted in securing funding for repair to the bridge with SPC funds and 3 different funding grants being award to us.

Queen Platinum Jubilee Tree seems to have failed to take root and will need to be replaced, will need to wait until the autumn before planting another tree – Vice Chair may be able to donate the replacement tree. Cllr Helen Parr announced that the plaque for the oak tree will be available soon, she will collect on behalf of the Southleigh council and bring the plaque to the next meeting.

6. **Reports from:**

Church Committee

SOUTHLEIGH PAROCHIAL CHURCH COUNCIL

REPORT FOR A.G.M. MAY 2022

(January – December 2021)

Southleigh Church resumed regular Services but numbers dropped away following on from all the COVID restrictions. Congregations for festival services were down on past years.

There were nearly 20 for the Easter Service, 30 for Harvest which included Teddies parachuting off the Church Tower & a bring & share lunch in the Village Hall, 20 for the Remembrance Service, just over 20 on Christmas Eve and 40 for the Carol Service, followed by some light refreshments afterwards & chance to catch up with friends & neighbours. Southleigh held a joint Childrens Outside Christmas Party/Christingle Service the weekend before Christmas which was very well

supported. Father Christmas arrived in the snow on the Church Tower & distributed gifts to the Children.

There were the usual PCC Meetings during the Year – due to restrictions some were in the Church, outside the Church & in the Village Hall.

There were no Baptisms or Funerals during this past year.

1 Wedding 31st July - Will Mace to Rebecca Duffield from London, Great Friends of the Guest Family at Glebe House, Southleigh. It was a lovely day & the whole Wedding Party walked through the Village from the Church back to Glebe for the Reception accompanied by a Brass Band.

Mrs. Catherine Rosier made the decision to stand down as Churchwarden (due to commitments at home), huge thanks to her for her contribution over the years.

Mr. Robin Hartnell still Churchwarden & he was joined by Mr. Michael Williams.

We are very fortunate to have Lynn Loynd as our Treasurer, making an excellent job at keeping the Church Accounts in order, particularly difficult at the moment, funds were still limited. The Annual Fayre did go ahead this year & was very successful, so hopefully this would help the Church Funds.

Again a big thank you to all who voluntarily help to maintain the Church & Churchyard. A particular thank you to the Foxwell Family for keeping the Churchyard grass cut so beautifully, people love walking around the Village, through the Churchyard & always comment how lovely it all looks. Also thank you to Roger & Lesley Wisbey Neighbouring Home Owners who cut the hedges. Marian & Graham Barton have continued throughout the year to keep the Church clean & there has been a few volunteers to help with some flowers in the Church, particular thank you to Thomasina Tarling.

Everyone in Southleigh has a fond regard for the Church & its surroundings.

Marian Barton

Minute Secretary – May 2022.

Parish Hall Committee

Southleigh Village Hall Chairman's Report for 2021 AGM As with 2020, the hall saw very little use in the last year due to COVID-19 social distancing measures.

Consequently, hall usage and associated income was negligible, and as the Grizzly was also cancelled no donation was received from them for our support. On the upside Southleigh Fayre was exceptionally well-attended so the Hall has benefitted from a larger donation this year. The committee has decided to allot some of the £10,000 grant from EDDC for updating the Hall electrics (lighting & heating). This work is scheduled for mid-November 2021. Thanks to Sue & Chris Hightet for organising. The Hall chimney stack also needed remedial work to stabilise the top few courses of brickwork. As the fireplace is no longer in use, we took the decision to reduce the height and cap it with a weather-vane. Thanks go to Ian Archard for doing the work. The garden has been regularly mown by David Craig (many thanks David). He has also taken over managing the Hall insurance. Thanks also go to the Selways

for hedge trimming, and Bruce Cole & Annie Brown for other garden maintenance. Chris Highet & Stuart Aplin (as usual!) done a variety running repairs including ceilings, windows, roof gullies and stonework. With some redecoration, a spring-clean and the updated electrics the Hall should become viable again. Two successful events have been held in the Hall since the easing of COVID-19 restrictions: a Quiz night in July hosted by Jacqui, and a Harvest Festival lunch in October. Both were well attended and enjoyed. The Hall continues to be responsible for the defibrillator, but we are hoping for a contribution towards running and service costs from the PCC.

7. Public Forum

No one.

8. To agree any items to be discussed after the public, including the press have been excluded.

No one.

9. Approval of Minutes

Minutes from Wednesday 16th March 2022 were approved and signed by Chairman.

10. Planning Applications

Planning Application 22/0948/FUL Mr & Mrs Guest, Glebe House, Southleigh

This application was approved by the council – clerk to notify planning department.

Planning Application (received after Agenda was published)

Planning Application 22/1024/FUL Mr S Simon, South Bank, Southleigh

This application was approved by the council – clerk to notify planning department.

11. Finance – AGAR and Accounts

Confirmation of receipt of first half of the precept for this year.

Confirmation the funding had been agreed and the funds had been received into bank account.

Bank reconciliation approved and signed by Chairman and one other Councillor.

Southleigh Accounts for Year End 2021/2022

Council viewed documents:

Record of payment over £100.00
Asset Register
Payments to Clerk
End of year accounts 2022
Bank Receipts to 31st March 2022
Bank Current Account to 31st March 2022
Variances form

All above documents were approved by the council and signed by Chairman.

AGAR 2021/2022

Council viewed the application of this year's AGAR forms 2021/2022:

Page 2 Checklist

Page 3 Exemption Document

Page 4 Annual Internal Audit Report 2021/2022 signed by internal Auditor.

Page 5 Section 1 Annual Governance Statement 2021/2022

Page 6 Section 2 Accounting Statements 2021/2022

Following the viewing of the above documents the council agreed to:

Page 3 Exemption Certificate which was signed by Responsible Financial Officer and Chairman.

Page 5 Section 1 Annual Governance Statement 2021/2022 was signed by chairman and Clerk.

Page 6 Section 2 Accounting Statements 2021/2022 signed Chairman and Responsible Financial Officer.

Clerk stated that the deadline for Submission of this year's AGAR is 1st July 2022.

Period of Elector's rights

The local Audit and Accountability Act 2014 requires the council to publish its own period of public rights; the period must include the first 10 working days of July. To note that the period of electors rights will commence for 30 days and will commence on Monday 13 June 2022 and will finish on Friday 22 July 2022. Notification will be placed on the noticeboard and website.

The period of Elector's rights dates was approved by the council.

Finance

Payments already paid since last meeting, agreement of payments, given by chairman and RFO (Karen Luff).

DALC Affiliation Fee	£65.54
Jubilee Mugs	£328.80
total	£394.34

Payments agreed to be made (see box below)

Payments to be made	
Payment of hall hire for this meeting	£20.00
Payment to Clerk for Microsoft Subscription x 2 months at £5.99	£11.98
Payment to Clerk for wages March 2022	£166.05
Payment to Clerk for wages April 2022	£167.10*
Total payment to Clerk	£345.13

* Note. From April 2022 Clerk's Holiday Pay has had an increase, informed by accountants and shown on payslip.

Cheques for the above were signed at the end of the meeting.

12. Highways

- i) **Stubhayne bridge, no news**
- ii) **Road through Blackbury Camp, road is terrible, there are many potholes, it is a local road and is a priority to the village.**
- iii) **Southleigh bridge funding is due soon.**

13. Reports from:

- a) **County Councillor report was issued to all Councillors prior to the meeting.**

b) District Councillor – see attachment (page 8 to page 10)

14. Correspondence

New Code of Conduct - to be discussed at the next meeting.

Replies to letter sent to 6 parishes re planning issues.

15. Any Other Business

48 Jubilee mugs have been purchased and will be given to children under 18. Any remaining Jubilee mugs will be put up for sale to anyone who would like one.

Response to Planning Issue Meeting with other parish councils letter.

Clerk confirmed the letter sent out to six parish councils last month to invite them to a meeting regarding planning issues and respective planning applications had been sent out.

Clerk inform all councillors that Colyton Parish Council planning committee, had replied to the letter and that their Chairman, Vice chairman and Clerk would be happy to attend a meeting regarding planning issues and respective planning applications. Clerk also had received today notification that Offwell Parish would also like to attend a meeting with the Southleigh Councillors.

CLlr Helen Parr confirmed that Offwell Parish Council would be willing to send Chairman and Clerk to attend a meeting.

Will need to convene a meeting, date, time and venue, to be confirmed at a later date.

Clerk will wait to contact the five other councils after AGAR applications have been completed.

Chairman thanked all for attending.

16. Next Parish Council Meeting will be held on Wednesday 13th July 2022

17. Meeting Closed at 21.15

Signed Date:

Reports 13.

b)

Annual Meeting May 2022- Report of District Councillor Helen Parr
EDDC is being run by The Democratic Alliance.

During the year the District Council has had to cope with the problems caused by
Coronavirus, in the same way as every other organisation.

Meetings are still being held on Zoom, and despite strong opposition, Councillors recently
voted by a small majority to extend this till October. No decisions are made by
councillors. Decision making is delegated to senior officers who make decisions after
listening to council debates on zoom, apart from the decision on the Budget which
was taken at a meeting held in person, because only Councillors present at the
Budget meeting may vote.

Staff Wellbeing - Staff Surveys were carried out over the year, and responses showed a very
worrying reduction in staff morale and wellbeing. The pandemic had caused
problems, but bullying and poor Councillor/Staff relationships were also reported.
The Chief Executive made several reports to the Scrutiny Committee, [which acts as
the council's critical friend], and presented an Action Plan. An Employment matter,
normally the responsibility of the Chief Executive, had to be resolved at a
Confidential Extraordinary Full Council Meeting 9 Feb 2021.

As result, a Learning Review costing £18k, findings Confidential, was carried out by the Local
Government Association to try to improve relationships at the council. A Personnel
Committee was established. The LGA made a number of recommendations, some of
which were accepted by the Personnel Committee 22 March 2022, including
strengthening the Code of Conduct; improving procedures for Grievances and
Employment matters, and increasing training and support for new Leaders/ Portfolio
Holders and Administrations.

Budget and Car Park Charges- A Full Council Meeting was held 23 Feb 2022 at the Ocean,
Exmouth, to agree the Budget, including revised car park charges. The Cabinet had
made the decision to double parking charges from £1.00 per hour to £2.00 per hour
in the Prime Car Parks, the hot spots of Exmouth, Sidmouth, Seaton & Beer. Inland
parking charges would increase 50% from £1.00 to £1.50 per hour, eg. in Axminster
and Honiton. The Cabinet considered these charges would be reasonable regardless
of the effect on the High Street and local residents. A previously unaffordable Wish

List of projects costing over £700k was included in the Budget, made affordable by the extra revenue which would be earned.

These huge increases were agreed by the ruling group despite advice that the council could not simply raise car parking charges to bring in revenue to spend on other areas- this was not lawful under the terms of the Road Traffic Regulation Act. Income from parking charges must be calculated for the purpose of managing and maintaining car parks and for traffic management.

Following strong protest from Sidmouth, an Extraordinary Meeting of the Council had to be called to reconsider the charges in the Roxburgh Car park, Sidmouth. The increases were very contentious, but the Budget was pushed through by the Democratic Alliance.

EDDC is administering Government Grant giving a council tax rebate of £150 to every east Devon resident living in an A, B, C or D band property.

Public Toilets- the council received reports on the Public Toilets in East Devon and held a Consultation during the year. Despite strong objections, Colyton Dolphin Street toilets were listed for closure and disposal eg. to Colyton Parish Council. A period of 12 months was allowed for negotiations between CPC and EDDC on terms of the hand over, and the Unisex Disabled Toilet would remain open during that time.

It is doubtful whether any funding will be available, but hopefully the negotiations will be successful and CPC will find a way to take on the management of Dolphin Street toilets, which are absolutely essential to the town.

Work on the revised East Devon Local Plan continued and a working Draft Plan has been presented with Strategic sites for development, and a possible New Town. The draft plan was discussed over several meetings and sent back to be amended. A Seminar was held with Town & Parish Councils to discuss two issues- the Settlement Hierarchy [a table showing which settlements will have development, determined by available services/facilities], and whether Built Up Area Boundaries should be retained. One site has been allocated for development in Colyton- land at the Peace Memorial Playing Fields, adjacent to the Reece Strawbridge Youth Centre. EDDC has put out a further call for development land. A public Consultation on the Draft Plan will be held in due course.

Colyton Parish Neighbourhood Plan- EDDC planning officers supported the writing of Colyton Parish NP with expertise and advice. The DC held a Referendum on the NP where over 90% vote was Yes, and the Plan was Made /Adopted. EDDC must have regard to Colyton Parish NP policies along with policies in the Local Plan and National policies, when planning decisions are made. The huge amount of work carried out by volunteers over several years was recognised by EDDC and those involved were congratulated. Colyton Parish NP is one of a number of NPs that have been worked on during the year, with guidance from EDDC planning officers.

A Governance Review of Colyford was commenced by the District Council following a request from Colyford residents who wish to have their own Parish Council. Residents of Colyton Parish have been consulted and a report and recommendations is awaited.

A new Action on Poverty Fund has been opened by the District Council. Grants of between £500 and £5,000 are available for projects and activities to help reduce poverty in East Devon. For details on this and other grants available see EDDC website.

River Axe Special Area of Conservation- Natural England recently advised EDDC that new planning permissions for new homes, and other developments providing overnight accommodation, should not be granted in the catchment of the river unless they can be shown to be “nutrient neutral”. This is because of the sensitivity of the River Axe, which is a designated Special Area of Conservation.

The fundamental problem is that there are excessive levels of phosphates entering the river. Most phosphates entering the river come from agricultural activity, including run-off from farmed land. Much of the remainder comes from the waste water from human activity, associated with the houses we live in and business premises and buildings we use. Projects on farms to improve the quality of water discharge eg. covering yards, have been supported and funded by Natural England and the Environment Agency for many years. A mitigation scheme for new dwellings will however need to provide mitigation in perpetuity and so is proving much harder to achieve.

EDDC is now one of over 70 local authorities affected by this issue. Both Colyford and Colyton are outside the River Axe Special Area of Conservation. However Axminster is within the catchment area, and this possible embargo on residential building could have a serious effect on housing numbers in the Local Plan and put at risk the 5 Year Land Supply which the government requires district councils to maintain.