

AXMOUTH PARISH COUNCIL

Clerk: Annie Dallaway, Fairview, Southleigh, Colyton, Devon, EX24 6JA
Telephone – 01297 680244 E-mail - clerk@axmouth.eastdevon.gov.uk
www.axmouthparishcouncil.co.uk

A meeting of Axmouth Parish Council was held on Wednesday 19 June 2013, at 7pm at Axmouth Village Hall.

Minutes

Those present:

Cllr Carol Rapley (Chair)	Cllr Crescy Cannan	Cllr Irene Harrison
Cllr Emily Mclvor	Cllr Ken Steven	Cllr Morag Steven

In attendance: Annie Dallaway, Clerk; Cllr Jim Knight (DCC)

The Councillors were summoned to attend a meeting of the Axmouth Parish Council to discuss the following matters:

1. **Apologies** were received and acknowledged from Cllr Alan Harrison, Cllr Glenn Hyde, Cllr Keith Lawes, Cllr I Thomas (EDDC)
2. **Declarations of Interests:** There were no interests declared.
3. **The Minutes of the Parish Council Annual Meeting on 15 May 2013** were approved and signed as a true record.

The Minutes of the Parish Council Planning Meeting on 5 June 2013 were approved and signed as a true record. Regarding planning application **13/1117/MOUT**, Cllr A Harrison had previously suggested that it was irrelevant of the Design Company to make reference to future development plans for the area which are not yet confirmed. Councillors acknowledged this point.

4. **Items to be dealt with after the public, including the press have been excluded:** Councillors agreed that there were none.
5. **Police Report:** There were no representatives of Devon & Cornwall Constabulary in attendance at the meeting. The Clerk reported that there had been three crimes in May 2013 – one theft, one vehicle interference and one incident of excess alcohol.
6. **Public Forum:** There were no members of the public present.
7. **To accept reports and agree actions on Highway matters**
 - a) **Maintenance items**
 - The Parish Lengthsman is due to visit the parish on 16 July. Councillors agreed that the Lengthsman should prioritise checking/clearing the ditches and gullies in the following areas:
 - i. Higher Lane, from Pound Hill to Green Lane
 - ii. Stepps Lane
 - iii. Higher Axmouth, from Bindon Manor to Spring Head

The Clerk will forward this information to the Highways Department. **ACTION: CLERK**

- Footpath clearance is required along the footpath from Stepps Cross to Higher Lane and the footpath off the bridleway at Higher Axmouth to Higher Lane. The Clerk has already

highlighted this to the DCC Footpath Team and footpath clearance is expected within the next week.

b) Traffic Mitigation Study

Cllr Rapley had previously circulated the DCC provisional traffic scheme for Church Street. Councillors expressed concern regarding the availability of useable footpaths and the provision of adequate disabled access. Councillors agreed that clarification of the following points was required from the Highways Department:

- i. The width of the level, useable footpath outside the Harbour Inn.
- ii. The width of the footpath opposite the Harbour Inn entrance adjacent the wall of the Church yard.

The Clerk will liaise with the relevant Highways Officers. **ACTION: CLERK**

8. Planning.

a) To consider new planning applications.

13/1166/LBC Wagtail Barn, Dowlands. Listed Building application for conversion of existing outbuilding into ancillary office and studio to include internal alterations, replacement of one rooflight, insertion of two additional rooflights, boiler flue and reinstating an original opening on the south elevation.

The Parish Council has no objection to make to this application but would like the building to remain ancillary to the main house rather than become a separate residential dwelling.

b) Planning Correspondence etc.

Community Infrastructure Levy. EDDC has prepared a Community Infrastructure Levy (CIL) Draft Charging Schedule, Draft Regulation 123 List and Draft Infrastructure Delivery Plan (IDP) for consultation. The deadline for responses is noon on Friday 12th July 2013. Councillors queried the IDP and the allocation of funding to the priorities identified in Priority 1 – 3. The Clerk will clarify what funding allocation will be available for the parishes. **ACTION: CLERK**

c) Neighbourhood Plan – to approve application to EDDC for designation of a Neighbourhood Area

Cllr Lawes had previously circulated a report on the Neighbourhood Planning process (filed with the minutes) and a recommendation that the Parish Council submit an application to EDDC to designate the parish of Axmouth as a Neighbourhood Area. The Council agreed to submit the application. The Clerk will complete the form in draft and circulate to Councillors for approval. The Clerk will also contact the Clerks of neighbouring Councils to determine which other parishes are seeking the Neighbourhood Area designation. **ACTION: CLERK**

9. Financial Matters

a) The financial statement to 31 May 2013 was received.

b) Cheques required:

There were none required.

The Council resolved to approve the financial statement to 31 May 2013.

- c) Parishes Together Fund – to receive an update.** Plans are in hand for the production of the Jurassic Coast leaflet which is due to be launched in October 2013. Suitable photographs of out of season activities are required for the leaflet. For an update on the brook maintenance project see agenda item 13 c).

- d) **S106 funding – to review status.** The Clerk has written to local landowners to explore whether they are willing to sell or lease some land for a small kick-about space and shelter for older children. A reply has been received from two landowners but no suitable land identified as yet. The Council agreed to write to Bindon Manor Estates to explore this option further. **ACTION: CLERK**
- e) **Grant application - to consider the grant application from Axmouth Children's Theatre.** The Council approved the grant application for £297.17 for the purchase of a stage microphone and cables, conditional on the equipment being available for use by other community groups. The Clerk will write to Mr Henty and also clarify that the appropriate insurance and storage arrangements are in place. **ACTION: CLERK**
- f) **Playground Association – to clarify asset ownership and insurance.** The Council agreed that the playground equipment should continue to be owned by the Playground Association but would be insured by the Parish Council. The Clerk has requested an up to date list of items to ensure the sum insured is adequate.
10. **Annual Report 1 April 2012 – 31 March 2013 to approve the report.** The Council approved the Annual Report which will be displayed on the website.
11. **Enhanced access between the Church and the Village Hall – to consider the proposal received from the Village Hall Committee.** The Village Hall Committee has been approached by the Friends of Axmouth Church and the PCC regarding a feasibility study to explore improved access between the Church and the Village Hall to enable Church users to take advantage of the kitchen and toilet facilities within the Village Hall. This may require a new access door into the Village Hall and a covered walkway between buildings. The Parish Council expressed support for the proposal to appoint an architect to investigate this idea further.
12. **Community Flood Plan – to receive a report from the working group.** The working group has still not met. Cllr Cannon will organise a meeting in the near future to include Cllr Lawes, Cllr Mclvor and Cllr Knight.
13. **To review and agree actions on the following village projects:**
- a) **Active Villages**
The table tennis tables, bats and balls have all been delivered and a taster session will be organised. The jive dance taster sessions will also be scheduled in due course.
- b) **Community Day Saturday 13 July**
Posters have been displayed around the village. The following list of jobs was agreed: painting the bus shelter; painting the telephone kiosk; relocation of the dog bin outside the bus shelter; relocation of the grit bin at Stepps Cross; maintenance of post and rails in Church Street and on Coronation Corner; litter picking; installation of scorch plates on picnic tables (Cllr K Steven to source scorch plates).
Fixed Asset Review
Councillors agreed to carry out the Fixed Asset Review by the end of June. Any maintenance tasks identified can then be included in the list of jobs for Community Day. **ACTION: ALL COUNCILLORS**
- c) **Natural Axmouth**
Cllr Cannan had previously circulated the Brook Survey report and a Natural Axmouth report (reports filed with minutes). The Brook Survey report contains 6 recommendations for future brook maintenance. Councillors expressed support for the recommendations but Cllr K Steven suggested that the wording of recommendation 4 should be amended as follows to highlight the importance of the free flow of water to alleviate flood risk:

“Brook maintenance should aim to ensure the free flow of water and also enhance bio-diversity by letting light into the middle of the watercourse.”

Councillors approved the survey recommendations with the amendment as above and suggested an annual review would be useful. The Brook Survey results and recommendations will be displayed at the Village Show. The next meeting of the Natural Axmouth group is on the 5 July and more detailed guidance on brook maintenance will be circulated following the meeting.

ACTION: CLLR CANNAN.

Councillors agreed that a contractor would be appointed in the autumn to carry out further brook maintenance, courtesy of the funding available from the Parishes Together Fund.

The Natural Axmouth group will have a stall at the Natural Seaton Festival on 20 July 2013 – volunteers to help run the stall are needed.

14. To review and agree actions on the following village amenities:

a) Burial ground

Cllr Rapley reported that enquiries for suitable land for an extension of the burial ground were ongoing. A further report will be provided at the July meeting.

15. To accept reports and agree actions from the following:

a) Devon County Councillor Cllr Knight reported on the following:

- A Highways order has been issued but work is still outstanding to restore the priority at Dowlands T Junction to its original status. Warning signs will also be required to advise motorists of the change in priority.
- The red and white posts near the Village Gateway have been checked and are in the correct position.
- Resurfacing of the B3172 from Coronation Corner to the bridge has been scheduled for 2014.
- Cllr Knight provided an overview of his current representation:
DCC committees: PROW; Corporate Services; School Transport; Personnel Appeals Panel.
Local interest groups & organisations: East Devon AONB Partnership; the Jurassic Coast Forum; Inshore Fisheries and Conservation Authority; Children’s Homes Inspection service; Devon & Somerset Fire & Rescue Service; 8 local Primary Schools.
EDDC representation: Seaton Regeneration Group.

b) East Devon District Councillor Cllr Thomas was not in attendance at the meeting.

c) Parish Councillors

- Cllr M Steven announced her resignation as a Councillor. Cllr Rapley thanked Cllr M Steven for her significant contribution over the years.
- Cllr Rapley reported that she had attended the recent Seaton Regeneration meeting and the Jurassic Coast Annual Seminar.

d) Parish Clerk The Clerk had previously circulated the Internal Auditor’s report.

16. To accept any relevant correspondence - see Appendix A to the Agenda.

17. Date of the next meeting of the Parish Council Wednesday 17 July 2013.

The meeting ended at 9.40pm

Date:

Chairman: