

# AXMOUTH PARISH COUNCIL

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

---

**A meeting of Axmouth Parish Council was held on Wednesday 21 November 2012, at 7pm at Axmouth Village Hall.**

## Minutes

### Those present:

Cllr Carol Rapley (Chair)	Cllr Paul Britton	Cllr Crescy Cannan	Cllr Alan Harrison
Cllr Irene Harrison	Cllr Keith Lawes	Cllr Ken Steven	Cllr Morag Steven

**In attendance:** Annie Dallaway, Clerk; Cllr Ian Thomas (EDDC)

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 Emily McIvor, Cllr Jim Knight (DCC)
- 2. Declarations of Interests:** Agenda item 11d) All members present declared a pecuniary interest as council tax payers in the parish
- 3. The Minutes of the Parish Council Meeting on 17 October 2012** were approved and signed as a true record.  
**17 Oct 2012/3** The insurance company has provided a quote for the Village Hall stage, lighting and sound system to be added to the policy. However, Councillors agreed that due to the low risk involved these items should not be added to the insurance policy.
- 4. Items to be dealt with after the public, including the press have been excluded:** None
- 5. Police Report:** There were no representatives of Devon & Cornwall Constabulary present at the meeting. The Clerk reported that there had been 8 crimes in October 2012 – 1 theft of a kayak at Axmouth Bridge and 7 incidents of burglary of caravans at Westhayes Caravan Park.
- 6. Public Forum:** There were no members of the public present.
- 7. Community Flood Plan Presentation – Jane Fletcher-Peters, Environment Agency, Flood Resilience Officer was unable to attend the meeting as planned, as a result of the EA being on high alert following the recent extreme weather conditions.**
- 8. To accept reports and agree actions on Highway matters**
  - a) Maintenance items**
    - Councillors noted that the bollard on the Village Gateway Sign had been knocked down.
    - Warning signs are still required at the T Junction near Dowlands to advise motorists of the change in priority. The Clerk will liaise with Cllr Knight regarding this. **ACTION: CLERK/CLLR KNIGHT**
    - The recent bad weather has resulted in numerous pot holes on the B3172 from the village to Boshill.

## **b) Brook maintenance**

Cllr Cannan had previously circulated a report from the meeting which took place between members of the new community group, 'Natural Axmouth' and Scott West, Devon Wildlife Trust Rivers Ecologist. The group recommends that a number of surveys take place to provide evidence for a management plan for the brook. To ensure a balanced approach, Councillors agreed that the convenor of 'Natural Axmouth' should circulate the EA report to all members of the group for information. The Council reiterated that the priority for brook maintenance must always be to minimise flood risk. **ACTION: CLLR CANNAN.**

## **c) Traffic Mitigation Study**

Cllr Rapley reported that the matter had not been raised at HATOC but that Tom Vaughan, DCC Highways Officer had advised that it was likely that the traffic scheme would be carried over into the next financial year, to allow appropriate time to finalise a design to satisfy Safety Audit. A further meeting has been scheduled with Tom Vaughan and Cllr Knight for 30 November, in order to clarify outstanding design issues. Cllr Rapley will highlight the expectation of the Council that the funding for the scheme is carried over into the next financial year. Cllr Rapley will also inform DCC about the proposed new development site to the rear of Axe Farm which will require an enhanced footpath for access. **This will be an agenda item for December.**

## **9. Planning.**

### **a) To consider new planning applications.**

**12/2164/FUL 6 Coombe Orchard, Axmouth** Construction of conservatory

The Council objects to this application as members are concerned regarding the design and appearance of the proposed conservatory. Specifically members feel that the sloping roof on the front elevation will have a negative visual impact.

### **b) Planning Correspondence etc.**

- A letter has been received from Hall & Woodhouse regarding the approved planning application for the Harbour Inn. Mr Woodhouse wishes to reassure the Council that the design team is keen to preserve the current charm of the public house. Cllr Thomas reported that although the application had not been referred to DMC committee, the Chair of the DMC was sympathetic to the highways issues raised but constrained by the fact that the Highways Authority was not able to comment on Listed Building Consent applications.
- A copy of a letter to EDDC Chair of DMC, has been received from a local resident regarding the Seaton Quay development.

**c) EDDC Village Boundary Review.** The Village Plan Drop-in Afternoon was a success with 39 local residents in attendance. 46 questionnaires have been received in total and the Clerk has produced a Consultation Report to be included in the submission to EDDC. 76% of respondents were in favour of a development of 10 houses on the land behind Axe Farm outside the flood plain. The Parish Council endorsed this site as the preferred option for the parish. Councillors approved the Sustainability Appraisal Form and the one page summary of village design and development issues to sit alongside the Village Plan in the Local Plan document. Cllrs Rapley and Cannan will liaise to complete the Community Infrastructure Priorities form. The Clerk will liaise with Cllr Rapley to ensure that all documents are submitted to EDDC by the deadline of 30 November. **ACTION: CLLR RAPLEY/CLERK**

A letter has been received from a local resident regarding the proposed development site. Cllr Rapley will draft a response. **ACTION: CLLR RAPLEY**

## **10. To accept reports and agree actions from the following:**

**a) County Councillor** Cllr Knight was not in attendance at the meeting.

b) **East Devon District Councillor** Cllr Thomas reported on the following:

- EDDC is anticipating a significant shortfall in its budget for the next financial year.
- Consultation is taking place regarding a proposed wind turbine in Musbury.
- Consultation is taking place regarding the proposed new site for the school in Uplyme.

c) **Parish Councillors** No reports available.

d) **Parish Clerk** Nothing to report.

## 11. Financial Matters

a) **The financial statement to 30 October 2012** was received.

b) Cheques required

691 Get Mapping PLC	£12.00	Annual subscription
692 Axmouth Village Hall	£11.25	Hall hire fee
693 S M Stephen	£10.70	Reimburse maintenance items
694 CPRE	£29.00	Annual subscription

**The Council resolved to approve the financial statement to 30 October 2012.**

The Clerk requested a further cheque 695 for £315 for Steve Upperdine for the work carried out on the footbridge (approved expenditure to be funded by DCC Locality Budget) – approved by Council.

c) **Playground committee donation** Councillors agreed that it would be useful to see the playground inspection report and maintenance recommendations prior to any further discussion about donations. The inspection took place last week. **This will be an agenda item for December.**

d) **To review Precept 2013/14** At the Chairman's discretion, this item will be discussed after agenda item 12.

e) **EDDC/DCC Parishes Together Fund.** Cllr Thomas will organise a meeting of the Trinity parishes to explore the idea of using the fund for extended lengthsman's services. **ACTION: CLLR THOMAS**

f) **DCC Locality Budget.** The Council resolved to submit an application for funding for bird silhouettes on the fence at the rear of the Viewing Platform, subject to the receipt of satisfactory quotes. The Council also resolved to submit an application for funding for the costs of framing the Tithe Map, subject to quotes. **ACTION: CLLRS K & M STEVEN to obtain quotes.**

g) **S106 funding – to review status.** The Clerk will contact Sulina Tallack for clarification of the amount of S106 funding available (including money due for 2 Combe Orchard) and the deadline for spending the funding. Councillors expressed ongoing support for the idea of a Viewing Platform opposite the foot of Squire's Lane as a potential S106 project. **This will be an agenda item for the New Year. ACTION: CLERK**

## 12. Dispensation arrangements – to consider amendment to Standing Orders

Following changes in legislation and the repeal of the previous Code of Conduct, the Clerk advised that it was necessary to update the Council's Standing Orders with regard to dispensations. Revised wording for section 3.15 of the Council's Standing Orders had previously been circulated to all Councillors.

**The Council resolved to approve the amendment to the Standing Orders to allow the Council to grant a universal or individual dispensation from either or both of the restrictions on participation and voting at a meeting in relation to a disclosed pecuniary interest. The Council resolved to delegate decisions on dispensation to the Clerk and approved the Dispensation Request Form (for individual dispensations to be submitted a minimum of 3 days prior to a meeting).**

Precept planning and approval is scheduled to take place December 2012 and all Councillors will have a disclosable pecuniary interest as council tax payers. **At the Clerk's discretion, the Council resolved to grant a universal dispensation to all Councillors for the duration of the Council, to enable them to participate and vote in relation to precept planning matters.**

**11d) To review precept 2013/14** At the Chairman's discretion this item was moved to allow for the amendment to the Standing Orders as above.

The Clerk had previously circulated a draft budget forecast for 2013/14. The Council agreed that in future, individual grants to organisations would not be specified in the budget but that a set amount would be allocated for total expenditure on grants each year. Changes to the Council's grants policies and procedures will be made clear to the local community in the Spring Parish Magazine. Cllr Rapley highlighted the need for a review of the Clerk's hours. DALC has advised that no precept should be formally approved until after the publication of the Local Government Finance Report in January. Councils need to ensure that they do not exceed any limits set by the Secretary of State. The Council will make a "minded to" decision at the December meeting for ratification in January.

**13. To review and agree actions on the following village projects:**

- a) **The purchase of a plaque for the Jubilee trees** Cllr Cannan reported that arrangements were in hand to organise a quote for the proposed wording for the plaque.
- b) **Jubilee Walk project** Cllr Lawes had previously circulated notes from a recent meeting of the footpath group. Steve Gardner, DCC PROW Officer is currently compiling detailed proposals to each landowner, via the land agent. Cllr Lawes asked Councillors for a final endorsement of the proposed footpath and it became clear that some councillors wished to explore the idea of a joint footpath/cycle route. It may be possible to secure additional funding if the project includes a cycle route. Further discussion is required. **This will be an agenda item for December.**
- c) **Telephone kiosk** Cllr M Steven reported that the repairs to the kiosk were outstanding and she would look into this. A local resident has suggested that the kiosk could be used as a wildlife information centre.

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

- a) **Tithe map** See agenda item 11f)

**15. To accept any relevant correspondence - see Appendix A to the Agenda. Items received since the agenda circulated:**

- Invite to Jurassic Coast Communities Forum 14 Dec, Bridport Town Hall
- Letter from local resident re proposed development at Axe Farm
- Copy of letter to EDDC from local resident re Seaton Quay Development
- EDDC Countryside Newsletter Autumn 2012

**16. Date of the next Parish Council meeting Wednesday 19 December 2012.**

The meeting ended at 9.40pm

Date: .....

Chairman: .....