

**Knowstone Parish Council – Minutes of the Parish Council Meeting held on 28<sup>th</sup> January 2025 at 7.30pm at Knowstone Village Hall.**

**Present:** Cllrs Pomfret (Chair), Parry, Clarke, Maidment, and McGregor.

Jane Mills, Clerk to the Council

Cllr Milton District Councillor  
1 Member of the public

Prayers were led by Cllr Pomfret

- 25/01/091 Apologies**  
No apologies were received
- 25/01/092 Declarations of interest**  
To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members were reminded that all interests should be declared at the beginning of the meeting and prior to the item being discussed.  
There were no declarations
- 25/01/093 To agree the agenda between Part A and Part B** (confidential information)  
It was **resolved** to agree the agenda between Part A and Part B  
Proposed: Cllr Parry, seconded: Cllr Maidment (All in favour)
- 25/01/094 To confirm and sign the Minutes of the Meeting of the Parish Council held on 26<sup>th</sup> November 2024**  
It was **resolved** to confirm and sign the Minutes of the Meeting of the Parish Council held on 26<sup>th</sup> November 2024  
Proposed: Cllr Pomfret, seconded: Cllr Clarke (All in favour)
- 25/01/095 County Councillor Report**  
The County Councillor was not in attendance
- 25/01/096 District Councillor Report**  
The District Cllr spoke about the 5- year land supply not being met. NDC is having to draw down reserves to meet the increased national insurance payments, which are costing in the region of £300,000 to £400,000 p.a and the government grant is only £100,000. DCC have voted to delay the local elections. Discussions are continuing regarding unitary authorities for the area. The new baler installation at the Recycling Site has almost completed.
- 25/01/097 Public Participation**  
In accordance with Standing Order 3 (f) members of the public are permitted to make representations and ask questions, the period set aside shall not exceed 15 minutes. It should be noted that answers will generally not be given at the meeting where the questions are delivered, each member of the public is entitled to speak once.

A member of the public spoke about the Batsworthy Wind Turbines, he circulated a report he had prepared demonstrating the number of days the turbines had been operating during 2024 and advised that noise restrictions had never been met.

**25/01/098 To receive a report from the Parish Clerk**

The Parish Clerk circulated a brief report with financial information, a bank reconciliation and a list of payments

Admin Scribe Accts	£14.40
Staff Costs	£432.06
Staff Costs HMRC	64.00
Admin Travel and exp	£51.00
Admin Scribe accts	£14.40
Admin postages	£7.20
Admin p/o memory stick	<u>£18.99</u>
Total	£602.05

It was **resolved** to agree the payments as listed above and accept the reports but not to renew the CPRE subscription

Proposed: Cllr Pomfret, seconded: Cllr Parry (All in favour)

It was agreed that the Clerk to the Council would prepare a report for the next meeting on the best options for investing the balances

**Action Points:** Make payments, agenda item report on investing

**25/01/099 To consider Action Points**

Action Points were noted, no response received re tree felling

**Action Point:** Response to be chased

**25/01/100 To consider a draft retention policy**

It was **resolved** to accept the draft retention policy after including web retention information.

Proposed: Cllr Pomfret, seconded: Cllr Clarke (All in favour)

**25/01/101 To consider an updated co-option policy**

It was **resolved** to accept the updated co-option policy

Proposed: Cllr Parry, seconded: Cllr Maidment (All in favour)

**25/01/102 To consider a draft procurement policy**

It was **resolved** to accept the draft procurement policy

Proposed: Cllr Pomfret, seconded: Cllr Parry (All in favour)

**25/01/103 To consider a scheme of delegation proposal.**

1. Planning Delegation to the Clerk

1.1. The council delegates decisions arising under development control consultations to the Clerk in consultation with all Councillors.

1.2. Consultation may be by correspondence, including email, or in person. It may also take place at meetings of the council.

1.3. The Clerk will arrange for relevant papers to be circulated to the councillors who should return their comments, to the Clerk for determination of the council's response within the prescribed consultation period

1.4. Delegated decisions will be reported to and recorded in the minutes of the next council meeting.

1.5. In respect of controversial or major development proposals, the Clerk in consultation with the chairman, may decide that a parish meeting and/or an extraordinary meeting of the council be called to consider the matter.

It was **resolved** to accept the scheme of delegation proposal

Proposed: Cllr Pomfret, seconded: Cllr McGregor (All in favour)

**25/01/104 To consider purchase/rent of land for village parking**

Cllr Pomfret advised he had contacted the Diocese regarding the field adjoining the Mason's Arms.

Standing Orders were suspended to allow a member of the public to speak.

Proposed: Cllr Pomfret, seconded: Cllr Parry All in favour)

Standing Orders were re-instated

Proposed: Cllr Pomfret, seconded: Cllr Parry All in favour)

After some considerable discussion it was agreed that due to a number of issues it would be inappropriate to proceed any further

**25/01/105 To consider review of the emergency plan**

The Chair explained about the problems following storm Darragh, it was suggested that an emergency "What's App Group" in case of future problems should be set up. This will be investigated.

The contact details on the plan will be updated.

**25/01/106 To consider feedback on the Governance Review proposed by NDC**

It was agreed to write to NDC advising that the Parish Council does not wish to change its boundaries, remaining as Knowstone Parish Council, with 7 Members

**Action Point:** Contact NDC with Knowstone Parish Council views

**25/01/107 To consider feedback to DALC on the devolution white paper**

The Clerk to the Council will be attending the meeting and will report back

**25/01/108 To consider further applying for a gov.uk domain name**

It was agreed that currently there is no need for a gov.uk domain name. With regard to the website, the Clerk to the Council will contact the administrator to give updates and accessibility issues will be further investigated.

**Action Point:** Clerk to the Council will submit the updates

**25/01/109 To consider planning application**

**Link:** [Planning application: 79620 - Council Services](#) East Hill Farm  
Knowstone South Molton Devon EX36 4RY

Erection of a double garage

It was **resolved** that Knowstone Parish Council recommend supporting the application.

Proposed: Cllr Clarke, seconded: Cllr McGregor All in favour)

**25/01/110 To receive Councillor reports**

**a. Highways Cllr McGregor**

No further update

**b. Footpaths & Beaples Stone – Cllr Parry**

A gatepost has dropped on the footpath between East Knowstone and Shapcott Barton

**c. Moors Management Association – Cllr Maidment**

The Chair has been re-elected, and a new Treasurer, swaling and grass cutting will take place when dry

**d, Welcome Pack - Cllr Maidment**

Continuing to circulate welcome packs, updated emergency plan to be included

**e. Emergency Plan – Cllr Parry**

Discussed as an agenda item

**f. Parish Hall – Cllr Pomfret**

Annual report attached. Request from Cttee for £250 towards 80<sup>th</sup> Anniversary of VE Day tea party

It was **resolved** to make the grant

Proposed: Cllr Pomfret, seconded: Cllr Parry (All in favour)

**g. Police Advocate – Cllr Pomfret**

No further update

**h. Snow Warden – Cllr Stanbury**

It was **resolved** to purchase a grit bin

Proposed: Cllr Pomfret, seconded: Cllr Parry (All in favour)

**Part B**

**25/01/111 To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting.**

It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting.

Proposed: Cllr Pomfret, seconded: Cllr Clarke (All in favour)

**25/01/112 To consider staff matters**

It was **resolved** that following a satisfactory probationary period the Clerk to the Council be appointed permanently

Proposed: Cllr Pomfret, seconded: Cllr Parry (All in favour)

**25/01/113 To resolve to readmit members of the press and public**

It was **resolved** to readmit members of the press and public

There being no further business, the meeting closed at 9 45pm

Signed.....Dated.....

DRAFT