

**Uffculme Parish Council**  
**Minutes of meeting held**  
**Thursday 2 July 2020 on Google Meet**

**Chairman:** E Haglestein

**Present:** P Blackman    S Kidd            R Kingdom    J Gardner    M Pollard    P Mackian  
                  J Nash            D Wells        I Duncan     T Pointing

**20.07.01 Apologies for Absence**

No apologies were received

**20.07.02 Vacancies of the Council – Application for Co-option**

The Clerk had circulated the only precis received in respect of the vacancy advertised, as agreed at the last meeting. Councillor Duncan made a proposal to co-opt Tino as a member of Uffculme Parish Council, this was seconded by Councillor Pointing.

A couple of queries were raised in respect of the impartiality of Tino's appointment to the Council, given he is the husband of the Clerk, however this had been researched prior to the precis and application being made. It was agreed that the confirmation received from DALC would be appended to the minutes which confirmed that providing his involvement in Council matters was limited to all matters excluding the Clerk then there was no issue. The relationship to the Clerk would be registered with in his ROI form that was to be prepared and submitted to MDDC.

**20.07.03 To Approve the Minutes of the meeting held 4 June 2020**

The minutes were approved as an official Council record.

**20.07.04 County Councillors Report**

Councillor Radford had submitted an e mail to the Clerk prior to the meeting, which had been circulated to the Councillors, no queries were raised in respect of the report and it was agreed to attach that to the minutes.

**20.07.05 District Councillors Report**

Councillor Warren advised that the Mid Devon Local Plan had been received back from the Inspector and he was happy with the plan as drafted, subject to a few minor amendments, and therefore the procedure would be to submit the Plan for adoption to Cabinet on the 9 July 2020 and then to full Council on the 29 July 2020. Both of these meetings would be public meetings however held virtually.

The Greater Exeter Strategic Plan will be consulted on in September and one of the key aspects of this plan is a proposal to build some 2,000 houses between the railway station at Sampford Peverell and the main road. Councillor Warren suggested we may wish to submit a response to this.

The standard code of conduct by MDDC is also out for consultation and again he encouraged the Parish Council to submit a response.

MDDC will be re-opening their play areas on Monday 6 July 2020 with appropriate signage which had been circulated. Mid Devon are also looking to re-open town centres and have appropriate signage in place.

The budget for MDDC is being revisited in September to carry out a review as the finance that would normally have been expected to have been generated, from car parks and leisure centres had not been received due to

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Covid. They will look to balance their budget and consider whether more funds are required from Central Government.

Councillor Evans advised that all Mid District Council meetings would be taking place by Zoom in the foreseeable future. The Broadpath liaison meeting, of which Councillor Evans is Chair, has been postponed due to a large number of staff being on furloughed. The policy is also not to attend any meetings face to face until December.

MDDC is also carrying out an area referendum in respect of the way that the Council makes decisions going forward to ensure its governance and procedures.

Councillor Chesterton reiterated some of the points made by Councillors Evans and Warren and encouraged anybody with any queries to contact him.

**20.07.06 Finance**

**20.07.06.01 To Approve the June Financial Statement**

The June financial statement was approved as official Council minutes.

**20.07.06.02 Coldharbour Mill**

The Clerk advised that no further details had been received from the Mill in respect of funding applications and therefore this item would be carried forward.

**20.07.06.03 Ashill Play Area**

The Clerk confirmed that all of the amounts due to the play area installation company had been paid and signed off.

**20.07.06.04 Uffculme Village Hall**

Councillor Cornish was able to advise that the hall is finding it difficult to re-open at the moment and therefore the refurbishment works were on hold. The Clerk advised that the hall should be able to claim the MDDC grant and Councillor Cornish would feed this back.

**20.07.06.05 The Shambles Uffculme**

Councillor Pollard was able to advise that he had received a quote from David Bass and after consideration Uffculme Trust would be willing to pay for the refurbishment works. This was agreed.

**20.07.06.06 Uffculme Mens Club**

The Club seems to be continuing with their internal refurbishment works and were very thankful again to the Council for the funds offered.

**20.07.06.07 Uffculme Allotments**

Councillor Duncan provided an update in respect of the need to install water points in addition to those already in situ to ensure that all members had access to water within a reasonable distance from their plots. A new member had joined with mobility issues and therefore it was agreed that works needed to be carried out. The cost of the works was anticipated at £400 and Councillor Pollard suggested a grant of £200 to the Allotment Association, this was seconded by Councillor Nash and all of the meeting agreed.

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**20.07.06.08 Skatepark**

The Clerk confirmed that things are moving along, albeit slowly due to the current situation. A report was required to be submitted to Viridor as to progress on the funding which the Clerk would arrange. The Clerk was also able to update that she had met with the preferred contractor Maverick and they were carrying out some more detailed drawings with regards to the ground surveys.

**20.07.06.09 Gazebo for Childrens Groups**

The Clerk advised she had been offered a free of charge gazebo from a resident within the village which could be offered to children's groups. The Clerk had made contact with Claire Nicholls of Square Corner to see if this was something they would be interested in and they would. However once the Clerk had reverted back to the parishioner the gazebo had been passed to a family member and therefore was not available. During the discussions with Claire Nicholls it became apparent that a gazebo would give great flexibility with children's groups being able to meet outdoors, even if the weather wasn't great giving people some structure and stability during Covid. The meeting considered purchasing a gazebo for use by children's groups, the gazebo to be held by Claire Nicholls at Square Corner for use by various groups. It was proposed that a gazebo would be purchased, up to the cost of £500, this was proposed by Councillor Nash, seconded by Councillor Kidd and agreed by all.

**20.07.06.10 Christmas Lights Donation For Christmas Tree**

The Clerk advised she had been contacted by the Christmas Lights Committee to ask whether the Parish Council would like to sponsor a Christmas tree as the main fund raiser for the lights had been cancelled this year due to Covid. The Christmas tree sponsorship would be £100. This was proposed by Councillor Pollard, seconded by Councillor Wells, and all of the meeting in agreement.

**20.07.07 Business Arising**

**20.07.07.01 Mid Devon Local Plan**

As advised by Councillor Warren the Mid Devon Local Plan had been effectively approved by the Inspector as found to be sound, leaving J27 as unadjusted. The minor amendments are likely to be agreed and the Plan implemented by the end of July.

**20.07.07.02 Broadpath**

Councillor Evans was able to update the meeting that the new footpath by The Old Well leading up across Broadpath was now in situ and many people were seeming to us this footpath.

The works to cover the landfill site and move into a recovery phase are continuing and will do so for a couple of years.

**20.07.07.03 ABN Feed Mill**

Councillor Haglestein advised the meeting that the Liaison meeting would be rescheduled to Covid. However encouraged all Councillors to ask Parishioners and anybody smelling the Feed Mill to report it to the Environment Agency.

**20.07.07.04 Uffculme Mens Club**

Councillor Kingdom advised that a survey was being carried out on the building, specifically the roof as they had had some issues and depending on the results of the survey the Mens Club may come back to the Council for further financial assistance.

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As above the works continue inside, much of the labour is by the members of the Club who have really pulled together to improve the building.

**20.07.07.05 Uffculme Bowling Club**

As discussed at the June meeting Councillor Mackian has tendered his position as a representative of the Parish Council and Councillor Haglestein confirmed that she would take up this position.

The Club is currently closed due to Covid and they have lost a lot of their income as the bowling season runs over the summer months.

**20.07.07.06 Green Team**

Councillor Kingdom advised that the Green Team were looking to use a poster which had been prepared by York Council referencing tossing litter.

**20.07.07.07 Allotments**

Councillor Duncan advised that the waiting list had 3 applicants on as the site was currently in full occupancy. As above adding the water supply gave additional assistance to members. During Covid there had been an increased interest in the allotments as many people were home more than usual and therefore the allotments were having a bumper year.

**20.07.07.08 BMX Track/Skatepark**

As above the Clerk had progressed some of the conversations around the final design of the skatepark and it was agreed that Councillor Gardner had a family member with a very keen interest in skate parks and therefore the plans would be circulated to him for consideration as to good scheme or not.

**20.07.07.09 Parish Maintenance Update**

Councillor Pollard advised that the Markers Road hedge had been trimmed back giving greater access to the footpath.

**20.07.07.10 Magelake Management Contract with MRH**

This item was being carried forward due to Covid.

**20.07.07.11 Uffculme Pond Lease**

The Clerk advised she had contacted Hole & Pugsley, the previously used solicitors firm for the Council, however she had not had any phone calls or e mails returned and therefore was looking for suggestions of legal firms who could review the lease. A suggestion was made for Ashfords in Tiverton and also Stags. The Clerk would investigate these and bring options to the September meeting.

**20.07.07.12 Re-opening of Play Areas & Public Toilet**

The Clerk rang through that Mid Devon District Council were re-opening their play areas and a discussion was had as to when the right time was to re-open the Parish Council play areas. It was agreed that until we had received confirmation from our insurer as to best practice and policy we would put this on hold, it was agreed that when the Clerk received the appropriate information and was content that the Council were suitably protected the play areas would re-open with appropriate signage.

**20.07.07.13 Re-arranging the Planters in The Square**

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Councillor Duncan had advised the meeting that all works were complete with thanks to Councillor Pollard and Phil Salter. The re-allocating of the planters meant that there were an additional two parking spaces within the Square area and this was already having a positive effect on parking.

**20.07.08 Police Report**

Councillor Pointing was able to provide an update on the May statistics and there had been 12 incidents most of these as usual were relating to antisocial behaviour and around the centre of Uffculme across the 12 month average for the area 87% of reported incidents were resulted in no action being taken, 8% were still being reviewed and 5% were being progressed to court investigations.

Councillor Evans also reiterated he is now the policy advocate for the Police and he is able to provide updates on Policing matters. He asked whether the Parish Council would be happy to have a page on the website dedicated to this and it was agreed this would be looked into by Councillor Verona.

**20.07.09 Clerks Report**

**20.07.09.01 Boundary Review 19 July 2020**

The Clerk confirmed that an additional consultation period had been opened into the Mid Devon Local Boundary review.

**20.07.09.02 Facebook**

The Clerk advised the use of Facebook during Covid 19 had been well received by parishioners in the village and providing Council were happy with this this would be something that Councillor Verona would look to manage going forward.

The meeting discussed trying to be more transparent in its actions and moving forward with engagement with the community and it was agreed that this would be a good platform to use.

**20.07.09.03 Water Fountain**

The Clerk advised that the official opening of the water drinking station positioned outside of the Ostler needed to be carried forward due to Covid.

**20.07.09.04 Parish Council Coronavirus Support**

The Clerk advised that there had been a total of 91 tasks carried out for various people in and around the village. Many people who would use the service were very grateful and appreciative, not knowing what other options they would have used. It was agreed that when the shielding ends this service would also end., the anticipated date is the 31 July.

**20.07.09.05 Planters in The Square**

It was discussed with regards to plants being replanted into the various troughs in and around the Square and Councillor Pollard had arranged for Alistair and Phil to take up the watering of the plants once they were in situ. It was agreed that the Council would purchase suitable plants.

**20.07.09.06 Use of the Square by No 11**

The Clerk advised that she had been approached by Ian of No 11 to enquire about using some of the Square for outside tables, in respect of his customers social distancing outside.

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The meeting discussed the benefits of using the Square for outside catering tables and the insurance aspect needed to be clarified and also since the rearrangement of the planters whether there would be space for tables to be positioned. It was agreed that the Clerk would discuss with Ian as to whether he would like to look into using the Square, taking account of appropriate insurance measures, both by the Council and his business. The Council would then look to request sponsorship of the planters if he was interested in using the space.

**20.07.09.07 DCC & MDDC Grass Cutting**

The Clerk advised she had been in lengthy discussions with Phil Morgan at Devon County Council regarding the grass cutting in and around the village following a number of complaints. The Clerk explained to the meeting the issues with grass cutting and Devon County Councils revised cutting regime which meant that some areas did not receive a cut regularly. Many residents had raised complaints to the Clerk in respect of these areas and one area in particular was Culm Haven. The meeting discussed that the easy option would be for the Council to take responsibility of this area however the meeting was in agreement that taking over responsibility of this one area may then snowball and we receive a number of requests for grass cutting which is not financially viable for the Council. It was agreed that the Clerk would continue discussions with DCC and request that they take up responsibility of the grass. Failing this when the Culm Haven area is a MDDC managed site and therefore there maybe a duty of care by MDDC Housing to their residents. Both of these aspects would be explored further before the Parish Council considered cutting these areas.

**20.07.09.08 Chapel Hill Footpath Maintenance**

During the discussions the Clerk had had with Phil Morgan he was able to advise that a new fence had been agreed to be installed running parallel to the footpath on Chapel Hill. This had been broken now for a number of years and Phil was awaiting a date to meet the contractor to carry out works.

**20.07.09.09 Doing What Matters With DCC**

The Clerk also shared details of the new practice that DCC Highways were putting into play with regards to analysing road areas that needed maintenance. The new proposals seems that the area highways contact, Phil Morgan would be liaising with Parish Councils more in terms of finding out which areas in the Parish need work. Councillors Gardner and Hagelstein were happy to be the contact and the Clerk would pass their details onto Phil Morgan for discussion.

**20.07.09.10 Commonwealth War Graves**

The Clerk advised she had received an application from the Commonwealth War Grave Commission to place a sign at the cemetery advising that it contained Commonwealth War Graves. The Clerk shared the sign that would be placed and it was agreed this would be a fantastic addition to the cemetery.

**20.07.09.11 Cycle Way Between Uffculme and Willand**

The Clerk advised that she had been contacted regarding a cycle way between Uffculme and Willand and whether this would be able to be funded by the government's increased cycling grants. The meeting discussed that the Council felt that the grants were more intended for town centres and cycle ways however we would raise this with Councillor Radford for consideration.

**The next meeting of the Council will be held on Thursday 3 September via Google Meet.**

**clerk@uffculmeparishcouncil.gov.uk**

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**From:** Rebecca Walker <rebecca@devonalc.org.uk>  
**Sent:** 17 June 2020 11:26  
**To:** clerk@uffculmeparishcouncil.gov.uk  
**Subject:** RE: Councillor

Dear Verity,

Your husband can apply for co-option and that's not an issue. If he was successful, then he would need to declare your employment on his Register of Interests and declare a DPI when any employment issues were discussed so he would not be able to participate or vote in any discussions about your employment such as salary rises, disciplinary and grievances etc.

Very best wishes,  
Rebecca

**Rebecca Walker PSLCC**, Assistant to the County Officer  
**Devon Association of Local Councils Ltd**

t: 01392 241131 ext \*201 | w: devonalc.org.uk | The Devon Rural Hub, Amory Building, Cheriton Bishop, Devon EX6 6JH

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**From:** clerk@uffculmeparishcouncil.gov.uk <clerk@uffculmeparishcouncil.gov.uk>  
**Sent:** 17 June 2020 10:08  
**To:** Rebecca Walker <rebecca@devonalc.org.uk>  
**Subject:** FW: Councillor

Hi Rebecca

I think I may have an old email address, please see my below email

Thanks

Verity

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**From:** [clerk@uffculmeparishcouncil.gov.uk](mailto:clerk@uffculmeparishcouncil.gov.uk) <[clerk@uffculmeparishcouncil.gov.uk](mailto:clerk@uffculmeparishcouncil.gov.uk)>  
**Sent:** 11 June 2020 09:31  
**To:** [cara@devonalc.org.uk](mailto:cara@devonalc.org.uk)  
**Subject:** Councillor

Hi Cara

Quick question (or at least I hope it is!!) for you!

I am Clerk to Uffculme, we have a vacancy that has been advertised and no election called so the vacancy can be filled by co-option. My question is...can my husband apply to the Council for co-option with me being Clerk? Would this present a conflict of interest?

Many thanks

Verity

**From:** Councillor Ray Radford <ray.radford@devon.gov.uk>  
**Sent:** 02 July 2020 10:38  
**To:** uffculmeparishclerk@btinternet.com  
**Subject:** July Report

Dear Verity.

I am not aware of too many problems with Uffculme, I am sure there might be somewhere, please let me know if there are. If there are, I am meeting with Phil Morgan (County Highway Officer) this Friday when I will be able to raise any concerning issues.

There appears a desire to create a cycleway/footpath from Willand to Uffculme and I have been asked to enquire whether this would qualify for funding under the new Government allocation of funding to encourage cycling and walking, I am waiting for a response from County Officers. I would not be too optimistic, because I believe it is more aimed at urban areas. Traffic flows this last June is down 27%, compared to June last year.

The covid-19 pandemic is still rambling on, although very much receding and let's hope we do not get a second spike. How this will affect County's finances is unknown, but budgets are coming under pressure. When the lockdown was introduced, the Government said they will pay, they have been paying but we will have to wait to see if they cover the whole costs. The first tranche of funding was £338,000.

The Medium Term Financial Strategy Borrowings stand at £507m, at an average interest rate of 5.11%, this is historical. We have investments of £215m to March 2020. No long term or short term borrowing was undertaken during 2019/20. It is not envisaged that any new long term borrowing will be required over the next 3 years period, but will be revised annually. No opportunities arose during last year financial year to repay any outstanding debt without incurring substantial premium penalties, which would negate the benefit of repaying the debt. Investment income of £2.496m was achieved in 2019/20 against a full year budget of £1.6m. This represented a return of 1.11%. Successful prudent management of the Council's short term cash reserves has delivered a surplus of £900k for the 2019/20 financial year.

Our Pandemic Incident Management Team (PIMT), which was set up in response to the coronavirus pandemic, will be replaced from 1 July with different arrangements – a new Recovery Coordinating Group (RCG), chaired by Meg Booth, Chief Officer for Highways, Infrastructure Development and Waste. This Group is coordinating our organisational post-pandemic recovery and regrowth, informed by the needs of the people of Devon. You will recall that the Government recently announced a major role for local authorities in managing the containment of COVID-19 as lockdown is eased. All upper tier local authorities are now producing Local Outbreak Management Plans (LOMPs) in partnership with the NHS and a range of stakeholders. Devon County Council is also one of 11 Beacon Councils nationally which will share good practice with other authorities, and we are also leading on work around the core themes of tourism and public protection such as phishing and scams related to COVID-19. The new COVID-19 Health Protection Board, in partnership with Torbay Council, will be chaired by Dr Virginia Pearson, Devon's Director of Public Health.

Just as a reminder to local organisations/clubs etc, I still have my locality budget available, any worthy request, point them to me, I will help if I can and as long as the budget lasts.

Regards,  
Ray

Ray Radford  
Devon County Councillor  
Willand & Uffculme Division