

Exminster Parish Council Meeting
Minutes
Monday 6 July 2015 at 19:30 in the Victory Hall
Chairman: John Goodey

15/254	<p><u>Public open session:</u></p> <p>Comments:</p> <p>Grass verges</p> <ul style="list-style-type: none"> • Concern was expressed about health and safety as it was difficult to effectively clear up after a dog in long grass. • The village looked untidy with long grass, but biodiversity and the environment needed to be considered. • The Parish Council should be cautious not to take on additional work for which residents had paid council tax to other local authorities. 	
Part 1		
15/255	<p><u>Present:</u></p> <p>Cllr Chrissy Hussey (CH), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr Richard Morgan (RM), Cllr Lorne Smyth (LM), Cllr Josie Walledge (JW)</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Devon County Councillor: Alan Connett (AC)</p> <p>Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL)</p> <p>Public: 6</p>	
15/256	<p><u>Apologies accepted from</u></p> <p>Cllr Adrian Wood (AW) – Personal reasons</p>	
15/257	<p><u>Declaration of interest on Agenda Items</u></p> <p>None declared.</p>	
15/258	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
15/259	<p><u>To approve the Draft Minutes of the EPC Meeting held on 15 June 2015</u></p> <p>Resolved.</p>	
15/260	<p><u>To consider the co-option of Peter Chandler onto Exminster Parish Council</u></p> <p>Mr Chandler, present in the public gallery, was invited to outline his reasons for wanting to join the Parish Council.</p> <p>A vote took place and it was resolved to co-opt Mr Chandler onto the Parish Council who joined the meeting table and signed a Declaration of Acceptance of Office.</p>	
15/261	<p><u>County Councillors Report on items other than those on the agenda</u></p> <p>Devon County Councillor Alan Connett reported:</p> <ol style="list-style-type: none"> 1. A walk to the school from Milbury Reach had taken place with members of the County Council and Cllr Derek Madge, Parish Councillor, to highlight the issues faced by pedestrians. The following had been requested: <ul style="list-style-type: none"> • An extension of the 20mph speed limit from Exminster Garage towards Milbury Reach. • A zebra crossing near Exminster Garage, at the junction with Reddaway Drive. (It was noted that if a crossing was provided, the school may have to close the Townfield entrance to discourage crossing back over the main road to use the Townfield footpath). • Progress with the Stowey Arms footpath link. <p>A report on whether the above items were achievable would be followed up by Cllr Connett.</p> 1. The provision of cycle racks in the village centre was still feasible and the Parish Council should decide whereabouts they could be situated. It was agreed that this should be an agenda item at a future meeting. 	JD

Exminster Parish Council Meeting Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<ol style="list-style-type: none"> 2. Highways have written to land owners adjacent to Deepway Lane following reports from residents about overgrown hedges encroaching onto the road. 3. Enforcement action could not currently be taken on the unauthorised encampment near Milbury Reach. Devon County Council (DCC) was looking at land ownership issues. 	
15/262	<p><u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor Kevin Lake reported:</p> <ol style="list-style-type: none"> 1. The planning application for Stowey Arms footpath was being fast tracked by the planning department. 2. The enforcement officer had been contacted about the unauthorised encampment (transit camp) near Milbury Reach. Users of the camp would be required to apply for a Certificate of Lawfulness. 3. An unidentified resident had reported that a footpath over the marshes had been blocked by barbed wire, but no specific place had been named. It was requested that the Parish Council footpath warden was made aware. 4. Teignbridge District Council (TDC) were no longer responsible for cutting all the grass verges, that they had previously been contracted to do on behalf of DCC 5. In response to Cllr Connett's comments regarding the walk through the village, it was confirmed that the Townfield entrance to the school had been originally opened to alleviate pressure on the main entrance. 	JD
15/263	<p><u>Chairman's Report</u> Cllr Goodey reported:</p> <ol style="list-style-type: none"> 1. Attendance at the flag raising for the Armed Forces day on 22 June on behalf of the Parish Council. 2. That he attended the Rail Resilience forum, considering the future of the Exeter to Newton Abbot stretch of rail track. The flood risk near Powderham had been noted and there was an intention to carry out work over the next 50 years when it was believed that the track could be compromised by flooding. 3. Cllr Madge was thanked for attending the walk to the school from Milbury Reach with Cllr Connett. 4. The appeal against non-determination of the Sentry's Farm planning application had taken place on 23 June. TDC had not defended their decision not to determine the application. S106 agreements that the Parish Council had not been party to or any knowledge of, had been outlined at the hearing. To be discussed later on in the meeting 5. A site meeting would be taking place regarding the Bovis Homes major planning application for Matford on 8 July. Cllrs Wood and Goodey would be attending. 6. A resident had commented on grass encroaching on the footpath in Crockwells Meadow. 	JD
15/264	<p><u>Clerk's Report</u> The Clerk reported:</p> <ol style="list-style-type: none"> 1. TDC were advising all stockists of garden waste sacks that the sack collection service was being phased out ahead of the introduction of a new recycling scheme to be phased in between September and November this year. 2. Several complaints had been received about litter at Deepway Green, especially in the area around the skate park and outdoor gym. Additionally, empty bottles of alcohol had been found and the local Community Police Officer had been informed who had agreed to visit the area when possible. Cllr Walledge commented that she had seen Police patrolling the area on Thursday evening. 3. Emails had been received from residents of Milbury Reach enquiring about the responsibility of the developers to leave the site in an acceptable condition. The 	

Exminster Parish Council Meeting Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<p>residents had been referred onto TDC planning department.</p> <p>4. The Victory Hall and the Deepway Centre had been visited by the Rural Aid committee following the Parish Council's recent application submitted on behalf of the halls. It was noted that the scheme was oversubscribed this year.</p> <p>5. TDC had confirmed that they were still considering the Council's application for the modification of the S106 agreement relating to land at Spurfield.</p> <p>Cllr Walledge asked about the provision of litter bins at Deepway. The Clerk confirmed that information had been requested from TDC after which the item could be discussed at a Parish Council meeting.</p> <p>Cllr Madge suggested increasing the litter picking patrol at Deepway Green. Council agreed that Miss Langdon should be approached to ask if she would be able to do this.</p> <p>Cllr Goodey had received feedback from the Rural Aid Committee that it would have been better to submit two Rural Aid applications. The Clerk confirmed that advice had been sought from TDC prior to submission, indicating to the contrary.</p>	<p>JD</p> <p>JD</p>
15/265	<p><u>To consider appointing lead councillors for planning, media etc.</u></p> <p>Since the idea of Lead Councillors was discussed at the meeting on 1 June, Councillors had had time to consider which area they were interested in.</p> <p>Cllr Morgan agreed to become the Lead Councillor for planning. Cllr Madge agreed to assist.</p> <p>Cllr Madge agreed to become the Lead Councillor for media.</p> <p>Cllr Goodey agreed to become the Lead Councillor for Property and Amenities. Cllr Hussey agreed to assist.</p> <p>Cllr Smyth agreed to assist the Lead Councillor for Finance, Cllr Walledge.</p>	
15/266	<p><u>To review the start times of Parish Council meetings</u></p> <p>At the February Parish Council meeting it was resolved to start meetings at 19:30 and that a review would take place in July.</p> <p>Following a brief discussion, it was proposed that the start time of meetings remained at 19:30, with a maximum 2 hour meeting time, as stated in Standing Orders.</p> <p>Resolved.</p> <p>The Chairman asked for item 15/277 to be taken next. Resolved.</p>	
15/277	<p><u>To discuss the management of grass verges in Exminster owned by Devon County Council</u></p> <p>Cllr Walledge opened the debate and noted that there had been much discussion on social media about grass cutting in the village.</p> <p>The Clerk explained that DCC were the authority responsible for grass cutting and, in previous years, the work had been contracted out to TDC. This year the contractors were South West Grounds Maintenance. The frequency of cuts had decreased this year, following the Tough Choices consultation, and there were different cutting requirements for different areas: Urban grass (within a 30 mph speed limit) was cut 4 times per year and rural grass twice. It was noted that TDC would continue to cut the grass on the land within their ownership.</p> <p>The following comments from Councillors were noted:</p> <ul style="list-style-type: none"> • Historically the Parish Lengthsman would have been responsible for cutting the grass. • It was suggested that the grass around the Parish Council owned benches on Reddaway Drive could be strimmed. • Consideration needed to be given as to whether the Parish Council had a power to spend on Highways and whether the contractors were qualified to work near the Highway. • Disappearance of wild flowers was a biodiversity issue and the long grass went some way to addressing it. • A working party could be formed to decide which areas of the village should be 	

Exminster Parish Council Meeting

Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<p>maintained with wild flowers and which areas should be manicured.</p> <ul style="list-style-type: none"> • The grass cutting contract could be tendered for in the next financial year as there was a mandate from the Community Plan to maintain the green spaces however it may be necessary for the Parish Council to top up the funds. • The Parish Council should not have to pay for grass cutting out of its budget as it would be double taxation. <p>Standing Orders were suspended to allow the public to speak and the following comments were noted:</p> <ul style="list-style-type: none"> • DCC were not legally obliged to provide a grass cutting service apart from visibility splays which were a safety issue. • The PR related to grass cutting (an emotive issue) would become the Parish Council's problem, whereas at the moment concerns could be legitimately passed back to DCC. • Advice on grass cutting and verge maintenance was needed to ensure that the husbandry was properly carried out. • The Parish Council could take an opportunity to engage and consult with the community over what they would like to see. <p>Standing Orders were reinstated.</p> <p>It was agreed that their needed to be a structured approach to the issue.</p> <p>It was resolved to ask DCC for the following information:</p> <ul style="list-style-type: none"> • The costs involved in maintaining the verges in Exminster • Would DCC be prepared to let the contract out to the Parish Council • What was the annual plan for cutting/maintenance • Would any work be carried out on the areas not cut <p>It was agreed to confer with the Green Spaces group for ideas of maintaining various areas in the village.</p> <p>The matter would be on the agenda in September for further discussion when a response had been received to the aforementioned questions from DCC.</p>	
		JD
		JG
		JD
Planning Matters		
15/267	<u>Planning Applications</u>	
/1	<p>15/01331/MAJ, Land Off Chudleigh Road, Alphington - Hybrid application comprising: Full application for conversion of the existing threshing barn and associated linhay to form three dwellings and erection of 16 new dwellings with associated landscaping and access and outline application for dwellings including four gypsy and traveller pitches and public open space (approval sought for access)</p> <p>A letter from a resident had been received objecting to the application.</p> <p>The application would be discussed in full at the Parish Council meeting on 20 July.</p>	
/2	<p>15/01504/MAJ, Peamore Truck Centre, Alphington - Two storey show room/workshop and office</p> <p>Cllr Morgan had looked at the application and circulated notes explaining the area in question and the proposed building.</p> <p>It was noted that there were no objections to the application on the TDC planning portal.</p> <p>Council resolved that it had no objection to the application and to comment as follows:</p> <ul style="list-style-type: none"> • The development should take place in accordance with relevant Exminster Neighbourhood Development Plan policies. • The provision of solar panels should be considered on the roof of the building to ensure that it was eco friendly. • There was no information about the intended opening hours included in the application and consideration should be given to the future housing planned nearby. • The application was unclear as to which way round the building faced. • Would the signage for the building be lit or unlit? 	

Exminster Parish Council Meeting Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<ul style="list-style-type: none"> The application said that there was no vehicle parking and no cycle stands, but the Transport Statement stated the proposal was for 5 parking space and 5 cycle stands. The application stated 945 square meters, but the Design and Access statement indicated a total of 1282 square meters. 	HH
/3	<p>15/01711/FUL, Land at Milbury Farm. Construction of new footway/cycleway.</p> <p>Cllr Madge had looked at the application which was identical to the previous application which had expired. It appeared that work had already started on site. It was resolved to recommend approval of the application.</p>	HH
15/268	<p>Planning Decisions</p> <p>Noted as listed below.</p>	
/1	<p>15/01254/TPO, Matford Barton 12 Dawlish Road - Felling of tree - GRANTED</p>	
15/269	<p>Other Planning Matters</p>	
/1	<p>To consider the refusal of the Planning application submitted by Exminster Parish Council for a grasscrete car park on land adjacent to Reddaway Drive, Exminster</p> <p>It was agreed to put this item on the September Agenda and noted that the window for appeal closed in October. Information would be circulated regarding the project prior to the September meeting for the benefit of new Councillors.</p>	JD
<p>Community Plan</p>		
15/270	<p>Community Plan Projects</p>	
/1	<p>To discuss the Project Managers' costs in relation to the Community Plan projects on Deepway Green</p> <p>A paper had been circulated detailing the project costs to date and the amount due to the Public Open Space, for the information of Councillors. It was explained that the final figure could not be calculated until all the projects were complete. The Clerk and Deputy Clerk had met with Cllr Walledge, the Lead Councillor for Finance and discussed the figures. It was noted that the Clerk and Deputy Clerk had been pleased with the level of service received from the Project Manager.</p>	
/2	<p>To decide on the level of insurance cover required</p> <p>Quotations for additional insurance cover had been circulated prior to the meeting. A decision was required whether to insure the surfaces of the MUGA and Tennis Court (which the insurance company advised were a low risk) alongside the fencing, or the fencing only. It was resolved to insure the fences only with immediate effect.</p>	HH
/3	<p>Update on projects</p> <p>The Clerk reported:</p> <ol style="list-style-type: none"> The MUGA was finished but there were some snagging issues with the ball stop fence that were being rectified. The ground around the MUGA and tennis court would be finished to an acceptable standard by Mr Fowler who would invoice Courtstall directly. The safety surface in the under 8's play area had not been finished to an acceptable standard, although the remedial work required around the trampoline had been satisfactorily completed. The Tennis Court was finished and a net would be provided on payment of the final invoice, allowing the court to be opened for use. The lighting for the MUGA and skate park was awaiting connection. Instruction on how to operate and change the lighting would be received by the Deputy Clerk and Clerk. Work on the skate park had commenced. A quotation had been received to repair the concrete edge of the skate park in the sum of £1470.00. It was resolved to delegate authority to the Clerk or Deputy Clerk to make the decision as to whether the work was necessary and to spend up to £1470.00 on remedial work. The Basket swing would be located immediately adjacent to and on the same side of 	JD

Exminster Parish Council Meeting Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<p>the path as the under 8's play area subject to the footprint being large enough to accommodate the safety surfacing. The alternative location was on the green side of the path, near the stepping stones and the top entrance to the under 8's play area.</p> <p>8. It was proposed that signage for both the MUGA and tennis court would consist of A2 notice boards which would contain general rules and regulations for usage alongside a timetable. Wording for the signs would be drafted and circulated by email for discussion at the EPC meeting on 20 July.</p> <p>9. The school had requested use of the MUGA every afternoon during term time from 13:15 to 15:15 on Monday, Thursday and Friday and 13:15 to 16:30 on Tuesday and Wednesday. The timings would be circulated to all Councillors for further discussion at the meeting on 20 July.</p> <p>10. Mr Henry Fowler had been extremely helpful during the work at Deepway, for which the Clerk and Deputy Clerk were very grateful. The Chairman would write to thank him for his valuable input.</p>	<p>HH /JD JD JG</p>
15/271	<p><u>Community Plan Steering Group – update</u> Minutes of the most recent meeting had been circulated. There were no comments or questions from Councillors.</p>	
	<p>Neighbourhood Development Plan</p> <ol style="list-style-type: none"> The Deputy Clerk reported that Dianne Smyth had accepted an invitation to join the Exminster Neighbourhood Development Plan Steering Group (ENDPIG) as a community member. The report commissioned by the Parish Council and ENDPIG had been received from Mr Simon Williams (planning consultant) and had been circulated to Parish Councillors and ENDPIG members. The report would be discussed at the next ENDPIG meeting. 	
15/272	<p><u>To receive updates on progress and discuss / decide further Priorities for the use of Community Infrastructure Levy (CIL) and infrastructure paid by development</u> No update.</p>	
Finance Matters		
15/273	<p><u>Accounts for Approval</u> The Deputy Clerk explained that a percentage of the Playdale invoice was being withheld until satisfactory completion of the surfacing in the play area. A proportion of the net cost of the HAGs SMP invoice would be paid by BACs directly from Viridor. It was resolved to approve payments in the sum of £60,651.26.</p>	HH
15/274	<p><u>To consider the following Community Small Grant applications from:</u></p> <ol style="list-style-type: none"> Exminster School Association Cllr Walledge had an appendix B interest and would not vote on the application, but would not absent herself from discussion. Councillors had received papers outlining the intended use of the grant which was to be put towards a Timber Trail on the school field. It was resolved to grant £500 to the School Association. Exminster Summer Playscheme Cllr Maynard declared an interest and would not vote on the application. Papers concerning the intended use of the grant to provide activities for local children during a week in the summer holidays had been circulated prior to the meeting. It was resolved to grant £500 towards the Summer Playscheme. 	<p>JD/ HH JD/ HH</p>
Property & Amenities Matters		
15/275	<p><u>To consider the quote from Exe Terminators to replace areas of decayed floor timbers under the Victory Hall stage</u></p>	

Exminster Parish Council Meeting Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<p>Exe Terminators had carried out a survey and provided a report and quotation. Questions were raised as to the relative responsibilities of the Victory Hall Trust and the Parish Council. As the floor was considered to be the fabric of the building it was considered to be the responsibility of the Parish Council.</p> <p>The quotation was in the sum of £420 (plus VAT), but it was noted that there may be additional work required if further inspection found evidence of more decay.</p> <p>The provision of a contingency was required and authority was delegated to the Clerk to instruct the company to undertake further work if necessary. The work would be funded by the Asset Maintenance budget.</p> <p>It was resolved to undertake the work.</p>	JD
15/276	<p><u>To discuss the ongoing maintenance of Exminster Parish Council property in Townfield</u></p> <p>Due to time constraints, the item would be put on the agenda for a meeting in August.</p>	JD
15/278	<p><u>Councillors' Reports – for information only</u></p> <p>Cllr Walledge reported that she had seen and engaged with the Police and a PCSO patrolling at Deepway Green.</p>	
15/279	<p><u>It is proposed that in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960, the Press and Public will be excluded from items 15/281 and 15/282 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Following discussion on the items listed in part II, it was resolved to take the items in part I. Accordingly, items 15/218 and 15/282 were moved up the agenda.</p>	
15/281	<p><u>Sentrys Farm appeal</u></p> <p>The appeal took place on 23 June on the non-determination of the Bovis planning application for the land at Sentry's Farm. Cllr Goodey was present in the public gallery and the Deputy Clerk accompanied by Mr Phil Markham attended to read a statement on behalf of the Parish Council.</p> <p>TDC officers did not defend their non determination of the application.</p> <p>During proceedings, it was apparent that S106 agreements relating to the site had been agreed between Bovis Homes and TDC, but the details of the agreements had not been publicised on the website prior to the hearing and therefore the Parish Council, and residents had no knowledge of them and there had been no consultation.</p> <p>Standing Orders were suspended to allow Dianne Smyth to give further details from the hearing.</p> <p>Standing Orders were reinstated and a discussion of how the Parish Council should address the situation took place.</p> <p>It was resolved that a letter would be written to TDC to express the Parish Council's frustration and disappointment at the lack of communication regarding the changes to the S106 agreements. It was noted that the legal position of the NDP needed to be emphasised and highlighted.</p>	JG/ JD
15/282	<p><u>To receive updates on progress and discuss / decide on the contractual arrangements for the delivery of Priorities agreed in Part I of EPC meetings for the use of Community Infrastructure Levy (CIL) and infrastructure paid by development</u></p> <p>No update.</p>	
15/280	<p><u>Public Open Session</u></p> <p>Comments:</p> <ul style="list-style-type: none"> • If the Townfield entrance to the school was closed it would potentially sustain the official crossing point. • If work was required to the railway line to ensure that it was not flooded in 50 years time, it should start immediately. • New Councillors should receive a tour of the Parish Council owned village amenities and planning training. 	

Exminster Parish Council Meeting

Minutes

Monday 6 July 2015 at 19:30 in the Victory Hall

	<ul style="list-style-type: none">• The Clerk and Deputy Clerk were thanked for their work relating to the Deepway Green projects.• Disappointment was expressed that TDC had agreed the S106 agreements regarding Sentry's Farm without consulting the Parish. Residents, alongside the Parish Council, should be encouraged to write and complain to TDC.• The Deputy Clerk was thanked for attending the Sentry's Farm hearing at TDC on 23 June.	
<p>The meeting closed at 21:30 Date of next meeting: Monday 20 July 2015 at 19:30 in the Victory Hall</p>		

Signed:.....John Goodey..... Date:.....20 July 2015.....