

Exminster Parish Council Meeting

Minutes

Monday 3 August 2015 at 19:30 in the Victory Hall

Chairman: John Goodey

15/308	<p><u>Public open session</u></p> <p>Comments:</p> <ul style="list-style-type: none"> Councillors were requested to speak up as the acoustics in the hall made it difficult to hear the debate at times. 	
Part 1		
15/309	<p><u>Present</u></p> <p>Cllr Peter Chandler (PC), Cllr John Goodey (JG), Cllr Chrissy Hussey (CH), Cllr Derek Madge (DM), Cllr Richard Morgan (RM), Cllr Lorne Smyth (LS), Cllr Adrian Wood (AW)</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL)</p> <p>Public: 6</p>	
15/310	<p><u>Apologies accepted from</u></p> <p>Cllr Chris Maynard (CM) – personal reasons</p> <p>Cllr Josie Walledge (JW) – personal reasons</p> <p>Devon County Councillor Alan Connett – personal reasons</p>	
15/311	<p><u>Declaration of interest on Agenda Items</u></p> <p>Cllr Wood declared an interest in item 15/339.</p>	
15/312	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
15/313	<p><u>To approve the Draft Minutes of the EPC Meeting held on 20 July 2015</u></p> <p>Proposed amendments to the minutes had been circulated prior to the meeting. It was resolved to approve the draft minutes with the amendments included.</p>	
15/314	<p><u>County Councillors Report on items other than those on the agenda</u></p> <p>Cllr Connett was not present.</p>	
15/315	<p><u>District Councillors Reports on items other than those on the agenda</u></p> <p>Teignbridge District Councillor Kevin Lake reported:</p> <ol style="list-style-type: none"> The Certificate of Lawfulness for the encampment near Milbury Reach had been pursued, but had not yet been issued. Ragwort near the entrance to Milbury Reach had been reported. The landowners were responsible for its removal, not the local authority. <p>Teignbridge District Councillor John Goodey reported:</p> <ol style="list-style-type: none"> An email had been received regarding a Government proposal to reduce the requirement for affordable housing within new developments, which had now been rejected. The Local Plan had been amended to take the proposal into account and would now return to its original wording. 	
15/316	<p><u>Chairman's Report</u></p> <ol style="list-style-type: none"> Cllr Wood was thanked for attending the Teignbridge District Council (TDC) planning committee meeting on 28 July and speaking about the proposed facilities for the Matford development. The application had been debated and Teignbridge District Councillors were keen to see that the infrastructure was appropriately provided to keep pace with the housing development. The application was expected to come before the committee for determination in October at the earliest. The Lacey Hickie and Caley (LHC) draft feasibility study report on the Local Hub for the Matford development had been received. The report would be discussed under item 15/327, which it was agreed would be moved up the agenda to follow item 15/322. Exeter City Council's review of its local plan was taking place. The review made no reference to the Matford development. There were no new matters within the review 	

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	<p>that related to the Parish although Councillors were welcome to review the document themselves and ask for a response to be on the agenda before the consultation ends on 31 August 2015.</p> <p>4. Cllr Goodey reminded Councillors that he had agreed to Chair the Parish Council until September and that succession planning needed to be considered.</p>	
15/317	<p>Clerk's Report</p> <p>In addition to the written report, the Clerk reported the following:</p> <ol style="list-style-type: none"> 1. Delegated authority was used in the sum of £360 (plus VAT if applicable) to authorise the felling of 2 trees in the Wilderness area for Health and Safety purposes. 2. A resident in Jubilee Close had asked if the Parish Council were organising any events to mark the Queens 90th Birthday next year. If not, the Jubilee Close Lunch Club would like to organise a Street Party for all Exminster residents on the green in Jubilee Close on Sunday 12 June. Council believed that this was a good idea that should be supported. It was suggested that they could apply for a Community Small Grant towards the costs. Cllr Hussey expressed an interest in attending some of the meetings. 3. A complaint had been received from a resident in Milbury Lane with regards the recent road diversions from Milbury Reach up through Milbury Lane, enquiring why the diversion had not been reversed in the past when Milbury Lane was closed. The complaint was passed onto Highways who responded that they did not have the authority to divert cars through un-adopted roads. 4. Applications for Elector Fund grants via TDC could be submitted in two rounds, closing 25 September 2015 or 5 February 2016. Cllr Goodey suggested that provision of cycle racks could be a potentially suitable project. Cllr Madge agreed to include details of the scheme in the Scene update report in order to inform local organisations of the opportunity. 5. The Community Police Officer, Jon Croft, had reported that he had been responding to complaints of nuisance behaviour outside the Victory Hall and at Deepway Green by speaking with youths that were using the areas. PC Croft understood that it was an ongoing problem and would continue to monitor the areas. 	<p>JD</p> <p>CH</p> <p>DM</p>
Planning Matters		
15/318	<p>Planning Applications</p> <p>15/01912/NPA, Exminster House Miller Way - Application for Prior Approval under Part 3 Class O and paragraph W for change of use from offices to 40 flats</p> <p>Cllr Morgan circulated a document summarising the planning application for the benefit of Councillors and outlined the history of the building and its previous uses. Questions were raised regarding parking that was currently used by Westbank and whether Community Infrastructure Levy (CIL) was payable on the development. Cllr Goodey mentioned that New Homes Bonus may be applicable.</p> <p>It was resolved to submit the following comments on the application to TDC planning:</p> <ol style="list-style-type: none"> 1. Clarity was sought as to whether CIL would be payable on the development. <ol style="list-style-type: none"> a. The government's CLG planning guidance portal on CIL stated that levy was not due on vacant buildings brought back into the same use; perhaps implying that it could be due on those undergoing a change of use. b. The blog on the guidance portal stated that development carried out under permitted development rights could be liable to pay a levy if the levy was in place and had a charging schedule in place. c. The development would introduce new <u>residential</u> floor space where there was 	
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Exminster Parish Council Meeting

Minutes

Monday 3 August 2015 at 19:30 in the Victory Hall

Chairman: John Goodey

	<p>none before.</p> <p>d. There appeared to be an additional floor (mezzanine) being created in attic space.</p> <p>2. The Parish Council agreed with the submission by Devon County Council (DCC) Highways. Parking should be provided on-site for 2 vehicles per property along with adequate visitor spaces to avoid on road parking. It was noted that parking at the site had recently been used by Westbank staff and customers. This would presumably be withdrawn meaning that those vehicles would need to park elsewhere; possibly on-road and therefore impacting roads in the immediate vicinity (Farm House Rise, Reddaway Drive and Miller Way)</p> <p>3. The S106 agreement should be for mitigation of the Exe Estuary and not Dawlish Warren.</p> <p>4. The Parish Council agreed with the Biodiversity officer that further information was required about the grounds and that advice from the RSPB should be sought regarding Cirl Buntings.</p>	HH
/2	<p>15/01724/FUL, 17 Crockwells Close - Single storey side extension and erection of boundary wall</p> <p>Cllr Morgan circulated a document summarising the planning application for the benefit of Councillors.</p> <p>There had been no objections from neighbours on the planning portal, however Cllr Madge was aware of some concerns and explained that there was a covenant to keep the front gardens open plan and therefore the character of the Close would be changed if a 1.7m high wall was erected. It was resolved to object to the application for the following reasons:</p> <ol style="list-style-type: none"> 1. The boundary wall would be outside of the building line and therefore out of character with the street scene. 2. Historically, there had been a restrictive covenant in place to prevent the enclosure of gardens as the Close was designed to be open plan. 3. Due to the aforementioned points, the application did not accord with the Quality of Design Policy in the Exminster Neighbourhood Development Plan. 	HH
/3	<p>15/01954/FUL, 32 Oak Close - Single storey rear extension</p> <p>Cllr Morgan described the application. To date there had been no objections from neighbours on the planning portal.</p> <p>It was resolved to support the application.</p>	HH
15/319	<p>Planning Decisions</p> <p>Noted as listed below.</p>	
/1	<p>15/00102/MAJ, Matford Home Park, Land To The South Of A379 - Change of use of land to suitable alternative natural green space (SANGS) (Use Class D2) including associated car parking area – GRANTED</p> <p>The Clerk was requested to clarify the location of the Car Park with TDC.</p>	JD
/2	<p>15/01117/COU, The Holt, Deepway Garden - Change of use of outbuilding to annex accommodation to be used ancillary to The Holt - GRANTED</p>	
/3	<p>DCC/3752/2015, Kenbury Wood Landfill Site, Old Dawlish Road, Kennford – Installation of office and welfare cabin and associated works – APPLICATION WITHDRAWN</p>	
Other Planning Matters		
15/320	<p><u>To consider Teignbridge District Council's proposals for changes to the Regulation 123 List and uses of S.106</u></p> <p>Cllr Wood had prepared a paper on the revision of the Regulation 123 List which had been circulated to all Councillors prior to the meeting, alongside illustrative appendices. The conclusion of the report welcomed the additional clarity provided and it was resolved that the</p>	

Exminster Parish Council Meeting

Minutes

Monday 3 August 2015 at 19:30 in the Victory Hall

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	Parish Council supported the revised document.	JD
15/321	<p><u>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</u></p> <p>Information pertaining to the application and its refusal had been circulated to all Councillors. Cllr Wood explained that pre-application advice had been taken from TDC who were initially satisfied and supportive of the application.</p> <p>Discussion took place about whether an appeal should be lodged and it was resolved to undertake the following action prior to bringing the matter before the September Parish Council meeting for a decision.</p> <ol style="list-style-type: none"> 1. Approach Simon Williams, Planning Consultant, for advice as to whether a successful outcome was likely on appeal. It was agreed to authorise £500 for this work. 2. Approach Persimmon Homes to ascertain the costs of releasing the Public Open Space covenant on the land. 3. Approach Westbank, as potential users of the car park, whether they would contribute towards the initial construction costs and ongoing maintenance of the car park. 	<p>AW</p> <p>JD</p> <p>AW/ JD</p>
15/322	<p><u>Sentry's Farm</u></p> <p>Cllr Goodey thanked Dianne Smyth for her work with Get Involved Exminster who had advised the Parish Council that the Supreme Court had refused permission for an appeal against the planning permission originally granted to Bellway Homes in June 2012.</p> <p>As the development would be going ahead, it was suggested that it would be advantageous for the Parish Council to re-iterate some highways issues to TDC, DCC and Bovis Homes prior to commencement of the works.</p> <p>The Chairman suspended Standing Orders to allow input from Dianne Smyth who was present in the public gallery.</p> <p>It was resolved that the following points would be raised:</p> <ol style="list-style-type: none"> 1. The crossing point over the A379 south of Exminster should be a pelican/controlled crossing. (It was noted that the crossing was included in the original Bellway Plans, but was not in the Bovis Homes plans). 2. The pelican crossing on Sannerville Way north of the northern exit from the village should be moved south of the junction to enable traffic to exit the village more easily. 3. A footpath should be installed from the Royal Oak to the Swan's Nest Roundabout. 4. A cycle path should be provided throughout the whole length of the village. (The proposed route had been considered by Zsolt Schuller, Strategic Sustainable Travel Officer, DCC and the matter had previously been discussed at Property and Amenity Committee meetings). <p>Standing orders were re-instated.</p>	<p>JD</p>
15/327	<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></p> <ol style="list-style-type: none"> 1. The draft LHC report on the Local Hub for Matford had been received from Sarah Ratnage (Infrastructure Development Management Officer for the SWE Development). Cllrs Goodey and Wood had subsequently met with Sarah Ratnage and a representative from LHC, and a response to the report had been formulated and circulated to all Councillors. <p>Cllr Wood read through the response point by point and explained the rationale behind each comment.</p> <p>It was resolved to submit the response to Sarah Ratnage with a copy sent to Bovis Homes as the facilities would be on their land.</p> <ol style="list-style-type: none"> 2. A meeting was taking place on 18 August involving Matford Development Stakeholders, 	<p>HH</p>

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Minutes

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	<p>hosted by the Parish Council. A draft agenda had been circulated for the information of Councillors and it was noted that the intention of the meeting was to focus the minds of the attendees on the provision of the Parish Sports & Community Facility. As well as community facilities such as coffee shop, library and meeting rooms, the Facility is expected to include indoor and outdoor sports (with Artificial Turf Pitches) and a GPs Branch Surgery. In addition to representation from the Parish Council, Dianne Smyth, a Community Member of the Implementation Group would also attend.</p>	
Community Plan		
15/323	<p><u>Community Plan Projects</u></p> <p>1. Update Tarmacking of the skate park was now complete, awaiting installation of the refurbished equipment. Broken pottery and glass had been found around the side of the MUGA by a Resident who picked it up, the area has also been checked again. It was confirmed that the basket swing would be reinstated as the work progresses.</p> <p>2. Notice Boards Notice boards to contain 6 x A4 sheets had been sourced at a cost of £239.00 plus VAT per unit. A list of suggested rules and information to be displayed had been circulated. The expenditure on the notice boards was approved.</p> <p>3. Signage Siting and wording of signage had been circulated prior to the meeting. It was resolved to authorise expenditure of £300 on the following signage:</p> <ul style="list-style-type: none"> • 2 x signs approx. 50cms x 40cms to be displayed on posts at the entrance to Deepway Green by the Pre-school and the back entrance to the Green by the MUGA. <i>“Deepway Green Owned by Exminster Parish Council No dogs allowed on the Green or in any play area Please use Litter bins provided The facilities in the area of Deepway Green and Spurfield are for the use of the Community, please be considerate of other users and local residents.”</i> Plus visual pictures prohibiting dogs, litter, smoking and alcohol. • 1 sign at the top of the Public footpath leading into Deepway Green <i>“Please keep all dogs on leads, no fouling”,</i> including picture • 1 sign at entrance to the Under 8 play area <i>“No dogs allowed”,</i> including picture <p>4. Provision of litter bins Information regarding the initial purchase cost and servicing of litter bins had been obtained from TDC. Carole Smith, who was covering for Miss Langdon, had reported that the level of litter had decreased since she last carried out the work in June. The litter picking had been increased to 3 times per week and it appeared that the bins were being emptied twice a week. It was agreed to monitor the situation and to agenda for further discussion at the mid-September meeting.</p> <p>5. Benches The cost for replacement benches near the MUGA was £1030 plus VAT (to include installation). This would be funded from the Asset Maintenance budget. It was also agreed to install an additional bench, of the same type, near the Tennis Court.</p>	<p>HH</p> <p>JD</p> <p>JD</p> <p>HH</p>

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	<p>6. CCTV Following reports of anti-social behaviour, it was suggested that consideration be given to the provision of CCTV at Deepway Green. It was agreed to re-agenda this item at a future meeting for detailed discussion.</p> <p>7. Lighting Advice had been sought from the Contractors regarding the lighting. It was normal practice to have lighting on demand, within a pre-determined timeframe, with the lights staying on for 45 to 60 minutes per session, as continuous lighting would cause light pollution and would cost in the region of £25 per week. It was resolved to implement on demand lighting with a cut off time of 9pm.</p> <p>8. Timetable The school had requested use of the MUGA every weekday afternoon during term time, between 13:00 and 15:15, with an additional extension of time to 16:30 requested on Tuesdays and Wednesdays. It was agreed to re-agenda this item for further discussion</p>	JD
15/324	<p><u>Community Plan Steering Group</u> The Clerk had received an email from the Green Spaces Group requesting permission to continue work on the reinstatement of the hedge in Crockwells Meadow in September. It was resolved to permit the work to go ahead.</p>	JD
Neighbourhood Development Plan		
15/325	<p><u>Appointment of a Parish Councillor to ENDPIG</u> Re-agenda.</p>	JD
15/326	<p><u>To review the Terms of Reference for Exminster Neighbourhood Development Plan Implementation Group (ENDPIG)</u> The draft revised Terms of Reference had been circulated. It was resolved to approve the revised Terms of Reference.</p>	JD
Property & Amenities Matters		
15/328	<p><u>To consider a suitable place for the siting of cycle racks in the centre of the village</u> Re-agenda for next meeting.</p>	JD
15/329	<p><u>To consider increasing the option of the number of contracted cuts per year in Crockwells Meadow, to three</u> Questions were raised as to when the cuts would take place in order not to disrupt wildlife. The Clerk assured that the cutting would be carried out taking wildlife into consideration. It was resolved to increase the contracted cuts of Crockwells Meadow to three per year.</p>	JD
15/330	<p><u>To authorise the sum of £250 + vat for the annual work undertaken by the Conservation Group in the Wilderness area</u> Resolved.</p>	HH/ JD
15/331	<p><u>To consider the future maintenance of the Hospital Drive path</u> Re-agenda.</p>	JD
15/332	<p><u>To discuss the ongoing maintenance of Exminster Parish Council property in Townfield – Cllr Madge</u> Re-agenda.</p>	JD
15/333	<p><u>To consider if the Parish Council should adopt a Social Media Policy – Cllr Morgan</u> Re-agenda.</p>	JD
15/334	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Madge reported attending the TALC meeting at which he made comment on the lack of communication with the Parish Council regarding TDC's recent public consultation event. 	

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	2. Cllr Chandler thanked Cllrs Madge and Wood for their informative introductions to the Parish Council.	
15/335	<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 15/337,338 and 15/339 (part II) having due regard to the confidential nature of the business to be transacted.</u> Resolved.	
15/336	<u>Public Open Session</u> No comments.	
The meeting closed at 21:40 Date of next meeting: Monday 17 August 2015 at 19:30 in the Victory Hall		

Signed:....John Goodey..... Date:....17 August 2015.....