

Exminster Parish Council Meeting

Minutes

Monday 21 September 2015 at 19:30 in the Victory Hall

Chairman: Josie Walledge

15/399	<p>Public open session</p> <p>A member of the Pre-school committee spoke regarding item 15/414, explaining the increase in pupil numbers over the last few years, and the need for further outside space. It was the committee's intention that the Deepway Centre garden was extended to accommodate this without undue impact on other users, and the Parish Council's approval was sought.</p>	
Part 1		
15/400	<p>Present</p> <p>Cllr Peter Chandler (PC), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr John Ponsford (JP), Cllr Josie Walledge (JW).</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: 3</p>	
15/401	<p>Apologies accepted from</p> <p>Cllr Chrissy Hussey (CH) – personal reasons</p> <p>Cllr Richard Morgan (RM) – illness</p> <p>Cllr Lorne Smyth (LS) - illness</p> <p>Cllr Adrian Wood (AW) – work commitments</p> <p>Devon County Cllr Alan Connett (AC) – work commitments</p>	
15/402	<p>Declaration of interest on Agenda Items</p> <p>None declared.</p>	
15/403	<p>Dispensation requests regarding Code of Conduct</p> <p>None received.</p>	
15/404	<p>To approve the Draft Minutes of the EPC Meeting held on 7 September 2015</p> <p>Resolved.</p>	
15/405	<p>Chairman's Report</p> <ol style="list-style-type: none"> 1. It was disappointing to see that work on Bridge Road had been indefinitely delayed. 2. Exminster Primary School timber trail was now open. This had been partly funded by a grant from the Parish Council. 3. Training sessions were suggested for new Councillors on, for example, planning and reading financial reports. These could take place on Monday evenings when there were no meetings arranged. 4. The Chairman wished to delegate some of the Ex-officio roles and invited other Councillors to take on roles of interest to them. Cllr Goodey agreed to attend the Community Plan Steering Group meetings. The West Exe Cluster meetings also required a representative from the Parish Council but there were no offers. 	<p>JW/ DM/ JD</p> <p>JD</p>
15/406	<p>Clerk's Report</p> <ol style="list-style-type: none"> 1. Remembrance Service – Cllrs were reminded that the civic Remembrance Sunday service would take place in the Victory Hall on 8 November. 2. Footpaths - Improvement works to Footpaths 2 and 4 had been agreed with the Public Rights of Way office. This project would be co-funded by Devon County Council (DCC) and would use up the £500 that the Council had left in its footpath budget. The County Footpath Warden had assured that DCC would provide further funding so that the Parish Council had sufficient money for Mr Fowler to carry out routine strimming as may be required during the remainder of the year. 3. Deepway Green – A letter had been received from Miss Helen Kukor asking for permission to use Deepway Green to run a 'bootcamp' on a Monday morning for a small group of local residents to focus on fitness through exercise. Miss Kukor charges a small fee for the 'bootcamp'. It was noted that she was fully insured. It was suggested 	All

Exminster Parish Council Meeting

Minutes

Monday 21 September 2015 at 19:30 in the Victory Hall

	<p>that the Council should have a policy for the use of Deepway Green but it was agreed to allow her to continue with her activity in the short term, subject to receiving a copy of her public liability insurance certificate, until the matter could be discussed further at the next Parish Council meeting.</p> <p>4. Parking - Cllr Connett had received a letter from a resident in Jupes Close regarding parking difficulties in the area. Cllr Connett had responded to the points raised and asked that the Parish Council be made aware of the concerns and consider them in the event of any future traffic/parking proposals. Cllr Goodey noted that he had also received and responded to a letter as a District Councillor.</p>	JD
15/407	<p><u>To review the Councillor vacancy on the Deepway Trust & Victory Hall Trust</u> Cllr Chandler agreed to become the Parish Council representative on the Deepway Trust. Cllr Ponsford agreed to become the Parish Council representative on the Victory Hall Trust.</p>	PC/ JP/JD
15/408	<p><u>To consider if the Parish Council should adopt a Social Media Policy</u> To be put on a future agenda as Cllr Morgan was not present to introduce the matter.</p>	JD
15/409	<p><u>To consider a request from Teignbridge Neighbourhood Watch for a donation towards a fund raising campaign to purchase D.N.A. property marking kits</u> The Parish Council had a statutory power under section 31 of the Local Government and Rating Act 1997 to contribute towards crime prevention. Council required further information about the benefit of the kits and how they could be used and it was agreed to invite a representative from the Neighbourhood Watch to a Parish Council meeting for further explanation.</p>	JD
	Property & Amenities Matters	
15/410	<p><u>To consider the below requests from the Community Plan Steering Group</u></p> <p>1. To discuss the feasibility of creating a Community Orchard on land owned by the Council in Townfield Cllr Chandler had visited the allotment and had found it to be poorly maintained. The Clerk had already been in touch with the allotment holder who is waiting to hear of the plans that the Parish Council have for the area. The Green Spaces group would be looking to the Parish Council to potentially fund the clearance work and the purchase of trees. Additionally, there was a sycamore tree and an oak tree in the vicinity of the land which may require attention. It was resolved that the Green Spaces Group be allowed to use the land. The Clerk would continue dialogue with the allotment holder to progress the matter.</p> <p>2. To plant spring bulbs in the Bowling Green area The Green Spaces Group had spoken to Mr Fowler regarding the planting of bulbs around the seats on Reddaway Drive. Mr Fowler was happy with their positioning and agreed it would not interfere with maintenance. It was noted that funding for the purchase of the bulbs had been received. It was resolved to allow the planting of the bulbs.</p>	JD JD
15/411	<p><u>To further discuss the ongoing maintenance of Exminster Parish Council property in Townfield</u> Cllr Madge commented that the land currently looked untidy. There were brambles on the land which should be cleared irrespective of whether work to the Orchard went ahead. Mr Fowler had organised machinery for clearance of overgrown vegetation for another area of the village and it was suggested that this could also be used on Townfield. Cllr Walledge also reported that a gap has appeared in the hedge adjacent to the footpath behind Exminster Garage. Cllrs Madge, Chandler and the Clerk would meet with Mr Fowler to discuss the cutting back of the vegetation and the plum tree.</p>	JD/ DM/ PC

Exminster Parish Council Meeting

Minutes

Monday 21 September 2015 at 19:30 in the Victory Hall

15/412	<p><u>To consider a suitable place for the siting of cycle racks in the centre of the village</u> Cllrs Madge and Chandler had agreed that the cycle racks could be placed in the previously suggested location outside the Victory Hall, near the telephone box at an angle to conserve pavement space. The land belonged to Highways so their permission would need to be sought. There would be three cycle racks sited. An alternative site at the rear entrance to the Victory Hall was suggested, but it was thought that there may be issues with visibility. Cllr Maynard would check the spacing of the cycle racks at Deepway to ensure that there was sufficient space between them for two cycles, side to side. It was resolved to progress the siting of the cycle racks outside the Victory Hall.</p>	<p>JD</p> <p>CM</p> <p>JD</p>
15/413	<p><u>To further discuss the management of grass verges in Exminster owned by Devon County Council</u> There had been a number of debates about the grass-cutting, both on and offline, during the summer months. Rob Turner at DCC had been consulted regarding the matter and three options had been identified for the Parish Council's consideration:</p> <ul style="list-style-type: none"> • The funds for grass cutting held by DCC could be paid to the Parish Council who would then take on the contract. • The Parish Council could pay for the current cuts carried out by DCC to be supplemented. • Leave arrangements as they are currently <p>The Clerk had ascertained that DCC paid South West Highways (SWH) £983 per annum for four reduced cuts (visibility splays only) in Exminster. It was noted that the cutting could be carried out by suitably qualified operatives. There was concern that the Parish Council as the contractor would not be able to secure a good rate for the work due to economy of scale. It was also noted that the Parish Council would need to sign an agreement discharging DCC of its responsibilities and liabilities, bringing additional risk to the Parish Council. It was suggested that South West Highways were approached to provide a quotation for the areas that required cutting, after the map that indicated the areas that were currently managed by DCC had been checked. It was also suggested that the Green Spaces group were consulted to agree which areas ought to be cut and which should be left unmanaged. The item would be tabled again once the quotation had been received.</p>	<p>JD/ DM</p> <p>JD</p>
15/414	<p><u>To further consider a request from Exminster Pre-school to increase the size of the enclosed garden at the Deepway Centre – Chairman</u> The Chairman and Cllr Wood had met with Pre-school staff to identify their requirements. Access to the garden for other users was discussed, in particular vehicular access through the double gates. It had been recommended that the fence should be moved further up to accommodate this. The legal aspect of leasing the land was also a matter for consideration. Cllr Madge was concerned that the static equipment may be abused by members of the public. It was explained that the equipment would be within a separately fenced area (with a taller fence). It was resolved that in principle the Parish Council were satisfied that the idea would be a good use of the land. A meeting would be set up with the Deepway Trust to progress the matter further, before it was brought back to the Parish Council.</p>	<p>JW/ AW</p>
15/415	<p><u>To further consider a request from The Deepway Centre Trust for a financial contribution to recent works at the Deepway Centre</u> Urgent work had been carried out to the soakaway at the Deepway Centre over the summer. The Trust had requested a contribution from the Parish Council towards the work.</p>	

Exminster Parish Council Meeting

Minutes

Monday 21 September 2015 at 19:30 in the Victory Hall

	<p>addressed.</p> <ul style="list-style-type: none"> • The new surface for the cone climber, basket swing and gate to the under 8's area had all been installed. • Deepway Green Opening Event on 26 September <ul style="list-style-type: none"> ○ Mr Fowler had been working hard to ensure that the area looked tidy for the opening event. ○ Cllr Walledge agreed to draft a speech for Cllr Goodey to read at the opening. ○ Cllr Madge would advertise the event on Facebook. 	JW DM
Finance Matters		
15/421	<p><u>RFO's report</u></p> <ol style="list-style-type: none"> 1. Delegated authority – approved in the following sums: <ul style="list-style-type: none"> • £29.17 required for installation of the carpet in the Clerks' Cupboard • £1640 over quotation required to complete works underneath the stage in the Victory Hall. (Authorisation without amount given at EPC meeting on 6 July, minute 15/275 due to the unknown nature of the extent of the works.) 2. Direct debit payment of £16.95 for electricity to the Skate Park noted. 3. Internal Control – An internal control inspection was carried out by Cllrs Chandler and Goodey on 8 September 2015. There were no matters to bring to the attention of the Council. 	
15/422	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £11647.89.</p>	HH
15/423	<p><u>Draft accounts for August 2015</u></p> <p>The accounts had been circulated prior to the meeting. There were no questions on the reports.</p>	
/1	<p><u>Budget Comparison Report</u></p> <p>Resolved to approve.</p>	
/2	<p><u>Balance Sheet</u></p> <p>Resolved to approve.</p>	
15/424	<p><u>To consider whether to enter into a new long term agreement until 2018 with Came and Company, the Parish Council insurers.</u></p> <p>The Deputy Clerk explained that currently the Parish Council were in a long term agreement with Came and Company, expiring in September 2016. An invitation had been received from Came and Company to extend this agreement until September 2018, which would result in a 5% discount on this year's premium of £2633.54 including Insurance Premium Tax (IPT). To date, the service from Came and Company had been good and the Deputy Clerk recommended that the offer was taken up to extend the long term agreement. Resolved.</p>	HH
15/425	<p><u>To review the Exminster Parish Emergency Plan</u></p> <p>A copy of the Emergency Plan had been circulated, including details of the amendments made. It was noted that Cllr Ponsford's phone number needed amending. It was resolved to approve the amended plan.</p>	JD
15/426	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Chandler reported that work had continued on the hedge/bank in Crockwells Meadow. There was another session taking place on Saturday 26 September. A Hedgehog Hotel was being installed into the bank. 2. Cllr Goodey noted that the Methodist Church were willing to house any defibrillator outside the church and supply the electricity and telephone connection. The item would be on the agenda for an October meeting. The Clerk would pass paperwork about the defibrillator to Cllr Goodey. 	JD JD
15/427	<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 15/429 & 15/430</u></p>	

Exminster Parish Council Meeting

Minutes

Monday 21 September 2015 at 19:30 in the Victory Hall

	<p><u>(part II) having due regard to the confidential nature of the business to be transacted.</u> It was noted that item 15/429 was not required. Resolved.</p>	
15/428	<p><u>Public Open Session</u> Over £2 Million was taken out of the Milbury Reach development S106 funds to pay towards Bridge Road. This was now not happening due to DCC being unable to find a contractor that was able to carry out the work within budget. Cllr Goodey added that development would be able to commence at South West Exeter as the clause stated that work had to commence before the development could start rather than be completed, and technically work had started. Therefore, there would be traffic chaos on Bridge Road after first occupancy was anticipated in 2017. It was agreed that the item should be on the agenda at the October meeting for a considered response to DCC.</p>	JD
<p>Date of next meeting: Monday 5 October 2015 at 19:30 in the Victory Hall The meeting closed at 21:30</p>		

Signed:....Josie Walledge..... Date:....5 October 2015.....