

Exminster Parish Council Meeting Minutes

Monday 2 November 2015 at 19:30 in the Victory Hall

Chairman: Josie Walledge

15/485	<u>Public open session</u> No comments.	
15/486	<u>Present</u> Cllr Peter Chandler (PC), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Richard Morgan (RM), Cllr John Ponsford (JP), Cllr Josie Walledge (JW), Cllr Adrian Wood (AW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL) Public: 1	
15/487	<u>Apologies accepted from</u> Cllr Chris Maynard – work commitment Cllr Chrissy Hussey – personal reasons Cllr Lorne Smyth – illness Devon County Councillor Alan Connett – personal reasons	
15/488	<u>Declaration of interest on Agenda Items</u> None declared.	
15/489	<u>Dispensation requests regarding Code of Conduct</u> None received.	
15/490	<u>To approve the Draft Minutes of the EPC Meeting held on 19 October 2015</u> Resolved subject to amendment of item 15/479 to read <i>“The hedge near the road needed to be laid and there was not sufficient substance to lay it.”</i>	
15/491	<u>County Councillors Report on items other than those on the agenda</u> No report received.	
15/492	<u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor Kevin Lake reported that no new items had been brought to his attention since those reported at the last Parish Council meeting. Teignbridge District Councillor John Goodey reported that the refuse collection in part of Eager Way and the Buntings was missed last week. The collection had now taken place and a new protocol instituted that lorry drivers should radio in to base if they were unable to complete their round due to time constraints.	
15/493	<u>Chairman’s Report</u> The Chairman reported that she had recently attended a meeting of the Victory Hall Trust. Detailed plans of the Victory Hall had been prepared by a local architect, including details of the fire exits and evacuation routes. The fire evacuation routes will be displayed inside the Hall in due course. The Trust had been informed that the fire doors in the hall did not need upgrading. The Rural Aid grant would now be used in total to upgrade the fire detection equipment by way of the installation of an alarm system as soon as possible.	
15/494	<u>Clerk’s Report</u> The Clerk reported: 1. <u>Delegated authority used:</u> <ul style="list-style-type: none"> • £115 plus VAT to increase the income limit on the Parish Council’s Financial Software from £250,000 to £500,000. The temporary band increase would remain in place until contract renewal in February 2016. • £95.50 plus VAT to site 2 new external locks to the electric light cabinet at Deepway Green. This was carried out as a Health and Safety measure following reports that the cabinet had been broken into and the timer tampered with. There had been considerable difficulties with commissioning the lighting at Deepway and following input from the Project Manager and two electrical companies, it had been discovered that the timer on the lights had been correctly programmed, but that the cupboard 	

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Framework (the Framework). At that meeting it had been agreed to write to Heather Barnes at DCC regarding the matter. A response had been received from a member of her team, Dave Black, which had been circulated to all Councillors, alongside a response to Dave Black's letter drafted by the Exminster Neighbourhood Development Plan Implementation Group (ENDPIG) and sent by the Clerk. A meeting had been requested with Dave Black, but he was unavailable on the days offered.

In response to TDC with regards to the ATP, the DCC consultee, Joe Keech had suggested a covenant on the community owned facility which would secure its usage for the secondary school. This was deemed a satisfactory compromise, as opposed to DCC owning the land which would be the case if the ATP was inside the campus.

It was also noted that if the land were held by DCC and the secondary school did not come forward at the appropriate time, it would not be possible to deliver the ATP for the community.

It was resolved that the Parish Council would not pursue a meeting with Dave Black unless it was to discuss details of a covenant.

2. Meeting with the deputy CEO of TDC, Mr Phil Shears

A meeting had been arranged with Phil Shears on Thursday 5 November at which representatives from the Parish Council would outline the case for the ATP provision to be in accordance with the Framework and to ensure that it was appropriately funded.

The Framework stated: *"Provision of an Artificial Turf Pitch (ATP) would be welcomed and would deliver valuable facilities for the community. This type of provision would be equivalent to approximately 3 hectares of active recreation space because of its flexibility of use. Any ATP provision should be located adjacent to the school campus and/or the sports provision in development area C. This will ensure the greatest opportunity for use."*

As a community facility, the ATP should be funded by S106 contributions and not by Community Infrastructure Levy (CIL). Councillors supported the principle that the developers should be required to pay for their fair share of infrastructure.

It was noted that there was support from Devon County Councillors Alan Connett and Roy Hill (representing Alphington) for the Parish Council's stance on the ATP.

It was hoped that TDC would be in agreement with the Parish Council's position following the meeting on Thursday. However, should this not be the case it was proposed that further action was taken by the Parish Council to include a submission of the evidence supporting the Parish Council's stance to the planning department at TDC and a letter outlining the salient points to members of the TDC Planning Committee. This should, again, raise concerns regarding lack of progress on agreement of S106 contributions as if insufficient funds were forthcoming, the burden would fall on CIL, thereby reducing the money available for other development sites in Teignbridge.

The fine details of the aforementioned letters would be agreed in conjunction with the Clerk and Chairman following the outcome of the meeting on Thursday 5 November.

Resolved.

3. Education

At the Parish Council meeting on 5 October it was agreed to write to MPs Mel Stride and Ben Bradshaw regarding an apparent issue with the Regional Schools Commissioner not having a duty to ensure a Free School provider delivered according to the Local Plan. A response from Mr Bradshaw's office had suggested that it may be beneficial to involve Devon County Councillor Roy Hill and Exeter City Councillor Rob Crew from Alphington. Additionally, Mr Stride's office had requested further information from DCC and was awaiting a report from Simon Niles, to which the Parish Council would be copied in.

Prior to any meeting with MPs taking place, representatives of the Parish Council had met with Cllr Hill and Juliet Meadowcroft from the Alphington Forum who were supportive of the need to secure the Early Years Provision and to ensure that the best provider was chosen for the development. Questions were raised as to how the consultation process would work as

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	<p>there would be a limited number of residents at Matford.</p> <p>At the meeting on 5 October, the Parish Council also agreed to press DCC to start a procurement process in the next six months so that parents were given choice. DCC responded that they did not feel that it was necessary as it was too early and there were considerable costs involved.</p> <p>A letter had been received from the potential Free School provider and had been circulated to Councillors. Cllr Wood proposed that representatives from the Parish Council should meet with the provider to discuss:</p> <ul style="list-style-type: none"> • How their proposals accorded with the TDC Local Plan • How their consultation process would work • How they had decided on a start date of September 2017 when it was unlikely that there would be a trigger point requirement in the Framework until September 2018. <p>It was resolved that a meeting would be arranged with the Free School Provider, to be attended by the representatives who had previously been involved with the issues from the Parish Council and ENDPIG.</p> <p>Cllr Wood left the meeting.</p>	JD
	Community Plan	
15/497	Community Plan Projects	
/1	To approve the installation cost of siting 2 bins at Deepway Green in the sum of £300 plus VAT. Resolved.	JD/ HH
/2	Update Advice had been sought from Public Open Space about the type of litter bins that would be most suitable for Deepway Green. Metal was the preferred material, as it was more resistant to vandalism. It was noted that the cost of the metal bins was in excess of the sum previously authorised. It was resolved to authorise expenditure of up to £300 plus VAT per bin.	JD/ HH
15/498	Community Plan Steering Group No update.	
	Finance Matters	
15/499	Accounts for Approval It was resolved to approve payments in the sum of £705.60.	HH
	Property & Amenities Matters	
15/500	<u>To consider a request from the Victory Hall Trust to improve the storage facilities in the Cleaner's cupboard, it shares with EPC</u> The Victory Hall Trust had requested that the Parish Council contribute to the costs of improvements to the cupboard, including shelving and flooring. The increased storage would be beneficial as it would enable bulk buying of materials, potentially saving costs. The Trust envisaged expenditure of up to £200 for the work and proposed that the Parish Council contribute 50%. The Trust would be overseeing the work. It was resolved to spend £100 on the improvements.	JD
15/501	<u>To consider the future maintenance options for the Victory Hall roof</u> The Clerk had extensively researched options for the maintenance of the roof. The consensus from the professionals who had looked at the roof was that there was no urgency to re-roof (which would cost in the region of £45,000) although there were a number of tiles that had slipped that could be replaced. A quotation to replace the slipped tiles had been received in the sum of £300 plus VAT (if applicable). The Parish Council would need to consider the ongoing maintenance of the roof with a view to budgeting for the replacement in the future. It was suggested that the Parish Council held a property maintenance contingency fund for this purpose. It was resolved to spend £300 plus VAT if applicable on the replacement of the slipped tiles. Architect James Brookes was thanked for his help and advice on the matter.	JD/ HH

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15/502	<p><u>To consider if there is a requirement for any other permitted closures to be included in the Deed of Modification being drawn up for land at Spurfield</u></p> <p>Following discussion at the Parish Council meeting on 19 October, it had been confirmed by TDC that Bovis Homes did not need to be involved in the deed of modification.</p> <p>The Council had been asked by TDC if they wanted to request the addition of any acceptable breaches of Covenant to be added to the Modification whilst it was being drawn up. Potential breaches of the covenant were suggested as maintenance and other uses as agreed by the Parish Council. It was agreed to submit these to TDC and to re-agenda the item for further discussion when advice and examples of other potential breaches had been received from the officer.</p>	JD
15/503	<p><u>To consider the future maintenance of the Hospital Drive path</u></p> <p>A quotation for patching the tarmac had been received in the sum of £1977.70 plus VAT if applicable. It was noted that obtaining like for like quotes for this work was extremely difficult because of the subjectivity of exactly how many patches required maintenance. The Clerk had approached a number of different companies with no success.</p> <p>Questions were raised about whether this was an appropriate time of year to carry out the work with the prospect of frost. The Clerk agreed to ask the contractor for advice.</p> <p>It was suggested that the cost of the ongoing maintenance of this path was considered in the budget. It was resolved to accept the quotation for £1977.70 plus VAT.</p>	JD/ HH
15/504	<p><u>To consider a request from Exminster Primary School to permit a shed to be erected on the land at Townfield outside of the school gate for the use of the Summer Playscheme</u></p> <p>It was noted that the lease required the permission of the Parish Council to put a structure on the land.</p> <p>It was resolved in principle that the land could be used for the erection of a shed subject to appropriate planning permission being sought if required and the dimensions of the shed being advised to the Parish Council.</p> <p>It was suggested that the upkeep of the land was mentioned in the response to the school.</p>	JD
15/505	<p><u>Councillors' Reports – for information only</u></p> <p>Cllr Madge reported</p> <ol style="list-style-type: none"> 1. that he had met with Cllr Ponsford and Mr Kirkbride, the outgoing footpath warden, regarding the handover of the role. A member of the public had also expressed an interest and it was suggested that they be approached to act as an extra pair of eyes. 2. the interpretation panel for the Historical Walks was proving difficult to mount due to its weight. It was suggested that the Parish Council wrote to the company who had manufactured it to ask for advice and action if Cllr Madge continued to have no success. <p>Cllr Chandler reported</p> <ol style="list-style-type: none"> 3. that it was envisaged that the cost of the trees for the proposed Community Orchard was likely to be in the region of £500 which was not enough to warrant an Elector Fund grant application. It was suggested that a Parish Council Community Small Grant would be appropriate. Discussion took place about whether the Elector Fund grant could be used to purchase a defibrillator. The Clerk agreed to email Gary Powell at TDC to ascertain whether this would be appropriate. 	JD JD
15/506	<p><u>Public Open Session</u></p> <p>No comments.</p>	
<p>The meeting closed at 21:18 Date of next meeting: Monday 16 November 2015 at 19:30 in the Victory Hall</p>		

Signed:....Chris Maynard..... Date:....16 November 2015.....