

Exminster Parish Council Meeting Minutes

Monday 16 November 2015 at 19:30 in the Victory Hall

Chairman: Chris Maynard

15/507	<p><u>Public open session</u> The Neighbourhood Watch Co-ordinator reported plant thefts from gardens in the Milbury Reach and Glebelands areas of the village.</p>	
15/508	<p><u>Present</u> Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr John Ponsford (JP), Cllr Lorne Smyth (LS), Cllr Adrian Wood (AW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Devon County Councillor: Alan Connett (AC) Public: 3</p>	
15/509	<p><u>Apologies accepted from</u> Cllr Peter Chandler – personal reasons Cllr Chrissy Hussey – personal reasons Cllr Richard Morgan – work commitments Cllr Josie Walledge – illness Teignbridge District Councillor Kevin Lake – personal reasons</p>	
15/510	<p><u>Declaration of interest on Agenda Items</u> None declared.</p>	
15/511	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
15/512	<p><u>To approve the Draft Minutes of the EPC Meeting held on 2 November 2015</u> Resolved.</p>	
15/513	<p><u>Chairman's Report</u> Cllr Walledge was not present.</p>	
15/514	<p><u>Clerk's Report</u> The Clerk reported:</p> <ol style="list-style-type: none"> 1. Defibrillator – Gary Powell at Teignbridge District Council (TDC) had been contacted regarding the possibility of purchasing a defibrillator with an Elector Fund grant. Confirmation was received that this had been the case for other Parishes. The deadline for Elector Fund applications was 5 February 2016. Ide and Kenn Parish Council had been contacted for details of the equipment that they had installed. It was agreed that the item would go on the next available agenda after the information had been received. 2. Pillar Box - A new Royal Mail pillar box had been sited in Reddaway Drive. A request to the Post Office to site an extra pillar box in the Village was made by the Community Plan Steering Group (CPSG) in July 2014, but they were informed at that time that the request had been refused due to lack of funding. It was agreed to write to thank John Tucker, from the CPSG, for his work on progressing the matter. 3. Christmas Tree and Festive Lighting - Approval was sought to spend £240 plus VAT (if applicable) on a Christmas Tree for the Village and £120 plus VAT (if applicable) for an electrician to test and install the lighting. Resolved. 4. Erection of a shed on the land at Townfield – The Summer Playscheme had asked permission to erect a shed on the land at Townfield leased to the school by the Parish Council. The dimensions of the shed were confirmed as 2m x 3m and the intention was to build it on a plastic frame. Confirmation had been received that planning permission was required because of the complex nature of the ownership of the land. The surrounding area of land would be cleared as part of the project. Councillors confirmed that they were satisfied with the dimensions of the shed. The Clerk would contact the Playscheme to advise them to go ahead with the planning application 	<p>JD</p> <p>JD</p> <p>JD/ HH</p> <p>JD</p>

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	process.	
	Finance Matters	
15/515	<p>RFO's report</p> <ol style="list-style-type: none"> 1. Delegated Authority - In addition to the circulated report it was noted that delegated authority had been used as the purchase cost of the dog bin was in excess of the amount authorised by £33.00 excluding VAT. 2. Internal Control - An Internal Control inspection for the second quarter was carried out by Cllr Chandler on 10 November. There were no matters to bring to the attention of the Council. 	
15/516	Draft accounts for October 2015	
/1	<p>Budget Comparison Report</p> <p>It was resolved to approve the report.</p>	
/2	<p>Balance Sheet</p> <p>It was resolved to approve the Balance Sheet.</p>	
15/517	<p>To discuss the draft budget for 2016/17</p> <p>The RFO had prepared a draft budget discussion document in conjunction with the Clerk and Lead Councillor for Finance, Cllr Walledge. The intention of the document was to present a forecast to the current financial year end and to discuss how to move towards setting an appropriate level of precept.</p> <p>Based on the outcome of discussions at the meeting, further drafts would be produced in order to finalise the budget at the second Parish Council meeting in January or the first meeting in February, as that would be the last opportunity before the figures needed to be provided to TDC by Friday 5 February.</p> <p>The RFO had invited questions from Councillors in advance of the meeting. The following questions were answered:</p> <ul style="list-style-type: none"> • If the Parish Council decided not to increase the precept per household for the next Financial Year, how would the budget be affected? <i>There would be a budget deficit (based on the current draft figures) of approximately £3000.</i> • Were some of the additional electrical/lighting costs down to the Community Plan Projects? <i>Yes.</i> • Why was there a decrease in the Council Tax Support Grant when the housing number had increased? <i>According to Lesley Tucker, Chief Finance Officer for TDC, the Parish's Council Tax Support Loss had reduced from a base reduction of 113.1 to a base reduction of 102.0. Overall in Teignbridge, the allocation between towns and parishes had been changed slightly according to changes in actual Council Tax Support between towns and parishes. Council agreed that this matter did not need to be pursued further.</i> • What options did the Parish Council have for Automatic Pension Enrolment? <i>A decision would need to be made as to whether to pay the statutory minimum contribution (the difference between the total salary and the threshold figure) or otherwise. Information had been received from NALC within the last week, which needed to be studied, including details on scheme providers.</i> <p>Other points that had been raised included that the Community plan element of the precept should be shown in the appropriate column on the income page and any balance between income and expenditure for the Community Plan Projects should be transferred into the Community Plan Projects fund to be held towards the delivery of the Community Plan projects not yet accomplished.</p> <p>Cllr Wood reminded Councillors of the resolution passed by the Parish Council in January 2013 when it was agreed to increase the precept by £36 per household and that these funds would be</p>	

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	<p>ring-fenced until all the Community Plan Projects had been completed. In addition, the resolution went on to state that the Precept would be reduced if the amount was not required for Community Plan projects.</p> <p>It was agreed that the next draft budget should include a ring-fenced amount of £49,972.00 of the total precept figure for Community Plan projects and that this should be shown separately on the budget spreadsheet.</p> <p>Discussion took place about whether the Precept needed to be raised by 2% as shown on the draft.</p> <p>It was agreed two further drafts of the next set of figures would be produced, one showing no increase on the precept and one showing a 2% increase.</p> <p>It was noted that in the Asset Maintenance budget expenditure line, an allowance had been made for potential additional grass cutting as the Parish Council had agreed to seek costs for the work. It was agreed that this figure should be removed as a decision had not been taken to undertake any extra grass cutting at a cost to the Council.</p> <p>In addition to the draft figures, a further expenditure line for election costs needed to be added, on the advice of Lesley Tucker and Cathy Ruelens. The figure appropriate to the electorate in the Parish would be £1000 per annum over four years.</p> <p>The next draft was to be available for the December meeting.</p>	HH HH JD
15/518	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £8562.95.</p>	
	<p><u>Planning Matters</u></p>	
15/519	<p><u>Matford Development – update and discussion</u></p>	
/1	<p>Artificial Turf Pitch (ATP)</p> <p>An email from Cllr Wood to Phil Shears (Deputy CEO TDC) and Nick Davies (Strategic Place Business Manager) had been circulated, outlining matters discussed at the meeting attended by Cllr Wood and Cllr Goodey.</p> <p>There were two options regarding the ATP:</p> <ol style="list-style-type: none"> 1) The land to be in the Parish Council’s ownership with a covenant providing access for the school. 2) The land to be owned by Devon County Council (DCC) with a suitable covenant in place ensuring: <ol style="list-style-type: none"> a) Unrestricted use of the ATP and the MUGA for the community from 5 p.m. on all school days, throughout the day and evening on non-school days including weekends and bank holidays during term time and Monday - Sunday during half terms and the Christmas, Easter and Summer holidays. b) Some priority for Exminster residents to be channelled through the Parish Council c) Agreed rates to be charged in line with TDC charging rates and subject to arbitration d) In addition, 0.5 ha would become annexed to the proposed indoor sporting facility in order to provide further outdoor space. <p>The Parish Council were already aware and supportive of option 1 but option 2 was new. It was explained that negotiations regarding both options would take place between TDC and DCC. Council resolved to support both options and to write to Phil Shears explaining that the Parish Council were supportive of both options and looked forward to a resolution of the negotiations between TDC and DCC before the meeting on 7 December, alongside a mandate to proceed with the Indoor Sports Facility project.</p> <p>It was noted that if there were any enquiries from DCC regarding the ATP, they should be referred to TDC.</p>	JD JD
/2	<p>I. Education</p> <p>It was resolved to suspend Standing Orders to allow ENDP Implementation Group Community Member Dianne Smyth and County Councillor Alan Connett to respond on these issues.</p>	

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	<p>II. Delivery of the SWE Framework Cllr Wood explained that, at the meeting with Messrs Shears and Davies, it was clarified that the Parish Council were concerned about the delivery of the Local Plan and the South West of Exeter (Matford) Development Framework ('the Planning Documents') regarding education, rather than the provider. Therefore it was imperative that the Regional Schools Commissioner was aware of, and accorded with, the Planning Documents. Delivery of the provisions in Planning Documents would protect Exminster Village and Exminster Primary School. The Free School Provider had indicated, at the meeting with representatives from the Parish Council that they had consulted with parents throughout Exeter who had expressed an interest in the ethos of the school. If they put a bid in, there was no overall commitment to a school in Matford, if an alternative site was available elsewhere. Therefore, there was no requirement for their bid to accord with the Planning Documents.</p> <p>III. Availability at the right time The Free School Provider with interest in education provision in Matford were proposing an opening date of September 2017. As the Bovis Outline Planning application has still not been approved by TDC, with a likely further six months for a detailed application to be approved, it was very unlikely that the trigger point of occupation of the 200th dwelling would be reached by September 2017. It was noted that the delay in the Bovis determination would have a knock on effect to the Westcountry Land and Matford Home Farm applications, with the only full planning permission being for Matford Home Park which could potentially start on site at any time from March 2016 onwards. It was agreed to write to Matford Home Park to find out their aspirations and timeline for commencement of development and, as had been mentioned by Mr Baker at a recent meeting, the provision of allotments and a nursery for early years' children. Due to delays in the planning process, Council agreed that a start date for the School Year of 2018/19 was the preferred opening date for a school.</p> <p>IV. Phased opening The Free School Provider was proposing a phased opening of the school from September 2017 with no early years' provision and initially only the reception and year 1 classes open to admissions. This scenario was outlined in the paper circulated, alongside an alternative scenario from the Exeter Diocesan Board of Education who were currently involved in opening a school at Newcourt. Their scenario proposed opening the school in 2018/19, with early years' provision from the outset and taking in half forms from Y1 onwards until full occupancy was reached over a 7 year period. Both scenarios were discussed and due to the possibility of having children of different ages at different schools, Council agreed that the Exeter Diocesan Board of Education's scenario was the preferred scenario for a phased opening.</p> <p>V. Lack of competition To date, there was only one Free School Provider interested in opening a school in the Matford area. This would limit choice and flexibility. Council agreed to write to the Exeter Diocesan Board of Education to request that they take part in the Free School process for April 2016 in order to provide choice, competition and, maybe, some flexibility.</p> <p>VI. Response to Local MP's Mel Stride and Ben Bradshaw Mr Black, Head of Transport, Planning and Environment at DCC had responded to Mr Stride and a copy of the letter had been circulated. It was suggested that a further letter was written to Messrs Stride and Bradshaw in response to the issues raised in Mr Black's letter, reiterating the concerns of the Parish Council that a Free School Provider could be appointed that did not meet all the requirements of the Planning Documents and highlighting a possible disconnect between the delivery of the Governments Planning and Education Policies. Also, to state that the</p>	
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	<p>Parish Council will be engaging with potential Providers including the Exeter Creative Primary School and the Exeter Diocesan Board of Education to find a solution which delivers the requirements of the Exminster Parish residents (current and future) and meets the Planning Documents.</p> <p>Standing Orders were reinstated.</p>	
15/520	<p><u>Sentry's Farm</u> Standing Orders were suspended to allow Dianne Smyth to input on items 1/ and 2/ from the public gallery.</p>	
1/	<p>Commencement of development Cllr Goodey explained that there were two planning applications associated with the development; the original Bellway application and the later Bovis application. All work to date had been carried out under the Bellway application and planning conditions had not been discharged. Considerable work was required to satisfy the condition related to drainage.</p>	
2/	<p>To discuss the monitoring of planning conditions The construction management planning condition had been discharged and workers were complying with it. There was no further requirement for plant to access the site via Sentries Orchard as an access route was in place from the Swan's Nest Roundabout. Standing Orders were reinstated.</p>	
3/	<p>Highways Cllrs Goodey and Wood had met Mr Ardley at DCC to discuss the three highways proposals that the Parish Council had agreed to pursue. A safety audit was due to take place at either end of the village to ascertain whether the proposals for crossings were feasible. An approximate cost for each crossing was given as £200,000. S258 funds may be available to pay towards work at the southern end of the village. The matter would come back to the Parish Council for discussion when further information was available.</p>	
15/521	<p><u>Councillors' Reports – for information only</u> Cllr Madge asked for Highways to be contacted regarding cycleway signage for the Milbury Reach cycle lane.</p>	JD
15/522	<p><u>Public Open Session</u> No comments.</p>	
<p>The meeting closed at 20:53 Date of next meeting: Monday 7 December 2015 at 19:30 in the Victory Hall</p>		

Signed:....Josie Walledge..... Date:.....7 December 2015.....