

## Exminster Parish Council Meeting Minutes

Monday 4 January 2016 at 19:30 in the Victory Hall, Exminster

Chairman: Josie Walledge

15/552	<p><b><u>Public open session</u></b></p> <p>Comments: A member of the public, who had attended the Rentplus presentation immediately before the meeting, was enthusiastic about their proposal and hoped that the Parish Council would support it.</p>	
<b>Part 1</b>		
15/553	<p><b><u>Present</u></b></p> <p>Cllr Peter Chandler (PC), Cllr John Goodey (JG), Cllr Chris Maynard (CM), Cllr Richard Morgan (RM), Cllr John Ponsford (JP), Cllr Josie Walledge (JW), Cllr Adrian Wood (AW).</p> <p>Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillor: John Goodey (JG) Public: 5</p>	
15/554	<p><b><u>Apologies accepted</u></b></p> <p>Cllr Derek Madge (DM) – Illness Cllr Lorne Smyth (LS) – Personal reasons Devon County Councillor Alan Connett (AC) – Work commitment Teignbridge District Councillor Kevin Lake (KL) – Illness</p> <p>It was resolved to take item 15/566 after the Clerk’s Report to allow questions of the representatives from Rentplus.</p>	
15/555	<p><b><u>Declaration of interest on Agenda Items</u></b></p> <p>None declared.</p>	
15/556	<p><b><u>Dispensation requests regarding Code of Conduct</u></b></p> <p>None received.</p>	
15/557	<p><b><u>To approve the Draft Minutes of the EPC Meeting held on 7 December 2015</u></b></p> <p>Resolved.</p>	
15/558	<p><b><u>County Councillors Report on items other than those on the agenda</u></b></p> <p>No matters to report.</p>	
15/559	<p><b><u>District Councillors Reports on items other than those on the agenda</u></b></p> <p>No matters to report.</p>	
15/560	<p><b><u>Chairman’s Report</u></b></p> <p>The Chairman reported that a member of public was concerned about a trailer parked on Reddaway Drive that appeared to be trading as a mobile takeaway. The Clerk advised that the matter had been reported to the Police and Teignbridge District Council (TDC).</p>	
15/561	<p><b><u>Clerk’s Report</u></b></p> <p>The Clerk reported as follows:</p> <ol style="list-style-type: none"> <li>1. An email had been received from a resident informing the Parish Council that they were challenging advice received from their landlord regarding the disposal of asbestos tiles. Cllr Goodey had informed the Environmental Protection Manager at TDC for action.</li> <li>2. A First Aid Kit had been donated to the Parish Council by Devon Communities Together (DCT), as a membership benefit. The intention was to site the kit in a community hall. Discussion took place about where this would be best placed. It was suggested that the Clerk contacted the Victory Hall trust with a view to it being sited in the kitchen. The Clerk would also write and thank DCT.</li> <li>3. DNA property marketing kits would be on the agenda for the next Parish Council meeting. To date there had been no response to the Scene article explaining their purpose and inviting expressions of interest.</li> </ol>	<p>JD</p> <p>JD</p>

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15/566	<p><b>To consider whether to support Rentplus for the Sentrys Farm development</b></p> <p>Immediately before the Parish Council meeting, there had been a presentation by Rentplus who were interested in purchasing a portion of the affordable housing allocation in the Sentry's Farm development for a rent-to-buy scheme. A representative from Teignbridge District Council had also been present to explain how the scheme could dovetail with the existing affordable housing arrangements. Councillors were given a pack containing the information from the presentation. Standing orders were suspended to allow questions of the Rentplus representatives and confirmation of the following was received:</p> <ul style="list-style-type: none"> <li>• Rentplus did not have to take all of the affordable housing allowance in the development. A housing association could take the remainder for rent. Currently, the intention was that Rentplus would take on 16 of the 20 affordable housing properties, subject to the proposed market research and the views of the Parish Council.</li> <li>• Rentplus properties would be available to working families who would be carefully screened to ensure that they realistically had the means to aspire to home ownership. This would open the market for the properties up to families who were currently in private rented accommodation and not eligible for affordable housing. There was no age limit for applicants.</li> <li>• Rentplus was a company with no shareholders and private investors. It was low return, low risk, ethical investment opportunity.</li> <li>• A variety of different scenarios had been factored into the Rentplus business model. In the event of a property price fall, the scheme members would pay the market value of the property when they were due to purchase.</li> <li>• If the properties had to be sold on the open market, a percentage of the sale price would be received by TDC to be reinvested in affordable housing in the area.</li> <li>• In terms of maintaining the housing stock, it was noted that it was likely that there would be properties in the Matford development to replace the houses sold at the end of the first 5 years of the scheme operation.</li> <li>• The properties would be advertised through Devon Home Choice. Families already residing in the Parish or with a Parish connection would be given the highest priority, with residents of neighbouring rural Parishes given the second highest priority.</li> </ul> <p>Standing Orders were reinstated. A brief discussion about the scheme took place. The Parish Council resolved to support the Rentplus scheme and agreed that the market research proposed in the presentation should take place. It was agreed to put Rentplus in contact with Exminster Online so that information about the scheme could be advertised.</p>	JD
15/562	<p><b>To agree the date of the Annual Parish Meeting 2016</b></p> <p>It was resolved to hold the Annual Parish Meeting on Monday 14 March at 19:30. The date would be published in the February and March editions of Scene. There would be Cheese and Wine at 19:15 prior to the meeting. The Community Plan Steering Group would provide their annual update and it was suggested that a representative of the Green Spaces Group spoke regarding their work in the village.</p>	DM  PC/ JD
15/563	<p><b>To further consider the provision of a Defibrillator for the use of the Community</b></p> <p>The Clerk circulated information received from Ide and Kenn Parish Councils' explaining how they had sourced their Defibrillators. The Clerk noted that several members of Ide Parish Council were medically trained and it was agreed that their recommendation had been carefully considered. The Methodist Church Council were keen to start fundraising for a Defibrillator at an event in February. It was noted that there were currently at least 4 Defibrillators in the village, but they were within buildings and not available for public use. Discussion took place about the ongoing costs of servicing and maintenance of the Defibrillators.</p>	

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	<p>It was resolved to go ahead with the Ide Parish Council recommendation of purchasing a Defibrillator from the Community Heartbeat Trust.</p> <p>It was resolved to purchase 2 Defibrillators for the village. Siting would be discussed at a later date.</p> <p>It was resolved to apply to the Elector Fund to part fund the apparatus.</p> <p>The Methodist Church Council would be advised to go ahead with their fundraising and an article would be submitted to Scene explaining the intention to acquire the community Defibrillators.</p>	JD/ HH DM
<b>Planning Matters</b>		
15/564	<b>Planning Applications</b>	
/1	<p><b>15/03027/FUL, 2 Higher Aboveaway - Change hipped roof to gable and new flat roofed rear dormer</b></p> <p>Cllr Ponsford declared an interest in this item as he was acquainted with the Architect who had produced the plans.</p> <p>Cllr Morgan explained that the proposed work significantly changed the appearance of the building.</p> <p>The plans were passed around the table. It was noted that there had been an objection to the application lodged on the TDC planning portal.</p> <p>It was resolved to comment that the Quality of Design policy in the Neighbourhood Development Plan should be taken into consideration when determining this application.</p>	HH
15/565	<b>Planning Decisions</b>	
/1	<b>15/03144/TPO, 1 The Buntings - Felling of one tree - GRANTED</b>	
/2	<b>15/01724/FUL, 17 Crockwells Close, Exminster- Single storey side extension – GRANTED on the basis of a revised application that excluding the building of a boundary wall</b>	
<b>Other Planning Matters</b>		
15/567	<b>Neighbourhood Development Plan / Matford Development</b>	
	It was resolved to take item 7 second and item 2 last, for continuity.	
/1	<p><b>To consider the Community Infrastructure Levy (CIL) Policies Consultation on the revised Regulation 123 List for Teignbridge District Council ('TDC')</b></p> <p>Cllr Wood had reviewed the revised regulations and produced a paper with a number of recommendations.</p> <p>It was agreed to request confirmation from TDC that the four community elements referred to in the TDC report on Community Facilities (see item 15/567/2) and the Artificial Turf Pitch would be covered by S.106 funds and that the two sports elements did not fall under categories 6 or 14 in the list of infrastructure projects and types of Infrastructure that may be funded wholly or partly by CIL.</p> <p>The response to the consultation should be sent to TDC for the attention of Mr Simon Thornley and Mr Nick Davies.</p>	HH/ JD
/7	<p><b>Update for GPs Branch Surgery in Matford</b></p> <p>A copy of the report received from TDC entitled Community Buildings Justification had been forwarded to Ide Lane Surgery and NHS England as it partially related to the Primary Care provision for the Matford Development.</p> <p>As previously notified to both TDC and Bovis, the 500sqm allocation for the branch surgery was insufficient when taking into account the other services that the Practice wanted to provide in the new GPs Surgery. NHS England and its partners were aware that there would be additional cost implications which would not be at a cost to the Matford Developers.</p> <p>It was resolved to remind TDC and Bovis of the increased requirement in land allocation.</p>	JD/ HH
/3	<p><b>To consider a quotation in the sum of £2,726.00 plus VAT from LHC to produce 3 draft options for the community facilities in the Matford Development.</b></p> <p>An email exchange between Cllr Wood and LHC had been circulated, outlining the proposal to produce the draft options and agreeing a timescale in which it could be done.</p> <p>It was resolved to accept the quotation in the sum of £2,726.00 plus VAT.</p>	HH

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	It was intended that the Parish Council would produce a report to be presented to the TDC Planning Committee.	
/4	<p><b>Response from Exeter Diocesan Board of Education</b></p> <p>The Diocesan Board of Education acknowledged that the Free School bidding process appeared to be the principal route for promoting a school within the Matford Development and that they were interested in further discussion with the Parish Council on this matter. A meeting had been arranged with Parish Council representatives on Thursday 7 January. The outcome of the meeting would be discussed at the Implementation Group meeting on Thursday evening.</p>	
/5	<p><b>Response from Mel Stride MP regarding Education Provision in SW Exeter</b></p> <p>Lord Nash, Parliamentary Under Secretary of State for Schools, had responded to Mel Stride about the queries raised by the Parish Council regarding the Free School Process. A copy of the letter had been circulated to all Councillors. It was noted that the Local Authority would be required to advise what was required in terms of information contained within Local Plans relevant to location of the proposed Free School.</p> <p>It was agreed that as the letter had been discussed in a public forum and that a copy of the letter could be taken to the meeting with the Diocese on Thursday, and potentially circulated more widely to the Creative School and TDC.</p>	
/6	<p><b>Update from meeting with Exminster Community Primary School</b></p> <p>Notes from the meeting held on 14 December with the Headteacher of the Primary School, Mrs Sarah Whalley and representatives of Exminster Parish Council and Exminster Neighbourhood Development Plan Implementation Group, were circulated.</p> <p>Cllr Walledge explained that the intention of the meeting had been to update the school on the Matford Development, the Neighbourhood Development Plan (and its associated Implementation Group) and CIL.</p> <p>The school had highlighted issues with lack of space for provision of wrap-around care and were considering whether a “community hub” would be feasible on the current school site.</p>	
/2	<p><b>Report from Teignbridge District Council on Matford Community facilities</b></p> <p>A report entitled Community Buildings Justification, dated 16 December 2015, had been received from TDC and circulated to all Councillors (‘the TDC Report’). The TDC Report was in the public domain and had been linked to the Bovis Planning application. It was suggested that the Parish Council commented on the TDC Report via the application. The following points were discussed and it was resolved to include them in the response:</p> <ol style="list-style-type: none"> <li>a) TDC should be commended for their report as it was useful in progressing the Community Facilities at Matford and welcomed by the Parish Council.</li> <li>b) Storage within the Community Building(s) was vital and the amount of space required should not be underestimated.</li> <li>c) The Parish Council wondered whether the library provision should be in addition to the 650sqm Community Building and not included within it, as surely not every new community would expect to have a library. Concerns about the running and funding of the library were expressed. The report stated that the library allocation was 140sqm (to serve 2500 homes), whereas 112sqm would be more appropriate for 2000 houses (within Teignbridge).</li> <li>d) Policy EXM1 from the Exminster Neighbourhood Development plan covered both indoor and outdoor sports. This should be emphasised as it would include the ATP and / or recreational space.</li> <li>e) Confirmation was sought as to why there were a <i>minimum</i> of 4 courts in the sports hall and what was meant by the <i>opportunity for extension</i>. Additionally, it should be emphasised that it was important that the sports hall could be partitioned to enable multiple groups to be accommodated simultaneously.</li> <li>f) It should be reiterated that 500sqm was the minimum NHS England requirement for 4GPs Branch Surgery but additional space was required to accommodate other related services. It was accepted that any additional space over and above the 500sqm would not be</li> </ol>	

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	<p>funded by the Developers. Discussions on what exactly was required should start immediately.</p> <p>g) Option 3 from the LHC Hub report was referred to, but further information had been received from TDC following the LHC Hub report's publication rendering it out of date as it did not:</p> <ul style="list-style-type: none"> <li>i. Allow 650sqm for the Community Building,</li> <li>ii. Allow sufficient car parking for the 4 court sports centre</li> <li>iii. Accord with the 1900sqm requirement, mentioned on page 5, for a combined Principle Community Building and Indoor Sports Centre</li> </ul> <p>h) The cost per square metre for providing the facilities, outlined on page 9, were based on 2008 rates. It was important that current rates were used for the S.106 agreements.</p> <p>i) Clarification was sought that all the land would be provided, at no cost to the Community, by the Developers.</p> <p>j) If the buildings were to be a complex rather than stand-alone buildings, the timings for provision would need to be revised, to ensure that the S.106 funding was received at an appropriate time.</p> <p>k) TDC should be advised that the Parish Council were compiling their own report for the Community Facilities, including options on the ATP and recreational space.</p> <p>Cllr Wood was thanked for his work on the Matford Development reports and CIL consultation.</p>	JD/ HH
<b>Community Plan</b>		
15/568	<p><b><u>Community Plan Projects</u></b> No update.</p>	
15/569	<p><b><u>Community Plan Steering Group update</u></b> The Green Spaces Group had started work on the hedge in the orchard at Townfield.</p>	
<b>Finance Matters</b>		
15/570	<p><b><u>To further discuss and, if appropriate, agree the Budget and Precept for 2016/17</u></b></p> <p>The Deputy Clerk circulated a further update to the budget (version Francis), to address the following:</p> <ul style="list-style-type: none"> <li>a) Restricted or designated account balances – the expenditure on Footpaths and the Cemetery had been balanced with income. An income figure (as a transfer from the designated funds) had been added for the Wilderness, again balancing the expenditure. This effectively took these self-financing assets out of the precept calculation, while keeping the items on the budget spreadsheet for clarity.</li> <li>b) There had been a query as to where the sinking fund value of £29,000 per annum (over a 10 year period) had come from. It was confirmed that the value had been taken from the initial feasibility studies carried out for the Community Plan Projects.</li> </ul> <p>The budget spreadsheet presented two scenarios: To increase the precept by 2% for the 2016/17 financial year, or for the precept to remain the same for the 2016/17 financial year at £81.14 per band D equivalent property.</p> <p>As there would be a £2739.00 budget deficit if the precept was not increased, it was proposed to increase the precept by 2% for the 2016/17 financial year to £82.76 per band D equivalent property. Resolved.</p> <p>The final version of the budget would be brought before the Council at the next Parish Council meeting on 18 January.</p>	HH
15/571	<p><b><u>Accounts for Approval</u></b> It was resolved to approve payments in the sum of £4222.60.</p>	HH
15/572	<p><b><u>To consider a Community Small Grant application in the sum of £500, from Westbank Community Health &amp; Care Centre in respect of the Walking Football initiative</u></b></p> <p>Paperwork associated with the grant application had been circulated. The Clerk explained that Westbank had been approached by Micky Turner, following discussions at the Patients Participation Group. Westbank would receive the funds on behalf of the group and the group</p>	

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	would be accountable for its expenditure to Westbank It was resolved that the Council would support the application with a community small grant in the sum of £500. (S.137)	JD/ HH
<b>Property &amp; Amenities Matters</b>		
15/573	<b><u>To consider the quotes received to replace the windows in the Victory Hall annexe</u></b> Cllr Wood declared an interest in this item as he would be employing one of the Contractors on personal business. The Clerk had approached four companies to provide a quotation for the window replacement, but only received responses from two. A document comparing the quotations had been circulated. It was resolved to approve the specification for the windows. It was resolved to accept the quotation from Doors and Windows in the sum of £1885.00 plus VAT. (It was noted that this figure did not include the cost of the fan). The Clerk would liaise with Cllr Ponsford about the procurement and installation of an appropriate fan and authority was given for the Clerk to incur the additional costs associated with this in line with Financial Regulations.	JD/JP
15/574	<b><u>To further consider any actions arising from the stability report on the banks at Minster Park, Reddaway Drive</u></b> The Deputy Clerk had advised the Parish Councils insurance company about the bank stability report and received a reply confirming that if the banks became the responsibility of the Parish Council, there would be no additional premium as the Public Liability Insurance already in place would suffice, subject to the Parish Council taking reasonable precautions to prevent injury or damage arising. It was recommended that the Parish Council should continue to take expert advice on how best to manage the land and to possess proof that the advice was being followed. It was resolved to appoint Ruddlesden Geotechnical Limited to carry out a first inspection, in line with their recommendation, and to review whether it was necessary to carry out further inspections based on the findings of the first inspection.	JD
15/575	<b><u>To consider the feasibility of a Community Helipad in Exminster for the Devon Air Ambulance service</u></b> Devon Air Ambulance were looking into the feasibility of having a community helipad in Exminster to enable the helicopter to increase its operating hours by enabling it to land in darkness. It was resolved that this matter should be progressed. The Clerk would arrange a meeting with the Community Helipad Development Officer and Councillors would be invited to attend.	JD
15/576	<b><u>Councillors' Reports – for information only</u></b> Cllr Maynard reported that dog bins had been installed at Milbury Reach.	
15/577	<b><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 item 15/579 (part II) having due regard to the confidential nature of the business to be transacted.</u></b> Resolved.	
15/578	<b><u>Public Open Session – (Maximum 10 minutes)</u></b> No comments.	
<b>Part II</b>		
15/579	<b><u>To agree the notes of the Part II meeting held on the 7 December 2015</u></b> Resolved.	
The meeting closed at 21:30 Date of next meeting: Monday 18 January 2016 at 19:30 in the Victory Hall		

Signed:....Josie Walledge..... Date:....18 January 2016.....