

Exminster Parish Council Meeting Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

Chairman: Josie Walledge

16/026	<u>Public open session</u> No comments.	
16/027	<u>Present</u> Cllr Peter Chandler (PC), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Richard Morgan (RM), Cllr John Ponsford (JP), Cllr Lorne Smyth (LS), Cllr Josie Walledge (JW), Cllr Adrian Wood (AW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Devon County Councillor: Alan Connett (AC) Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL) Public: 5	
16/028	<u>Apologies accepted from</u> Cllr Chris Maynard (CM) - illness	
16/029	<u>Declaration of interest on Agenda Items</u> Cllrs Walledge and Ponsford declared an interest in item 16/047 regarding the Victory Hall as they were Trustees of the Hall.	
16/030	<u>Dispensation requests regarding Code of Conduct</u> None received.	
16/031	<u>To approve the Draft Minutes of the EPC Meeting held on 18 January 2016</u> Resolved.	
16/032	<u>County Councillors Report on items other than those on the agenda</u> Devon County Councillor Alan Connett reported: <ol style="list-style-type: none"> 1. Road repairs were required between Exminster Hill and Crablake Farm where part of the road had subsided. As an interim measure, Highways would carry out remedial work to make the road passable. 2. A repair to the drain outside Seaton House in the village centre was required and would be carried out as soon as possible. 3. There had been increased activity with the Longhouse Community on the land at the end of Milbury Lane. 4. Discussions had taken place at Devon County Council (DCC) regarding Council Tax. The final figures would be released later this month, but it was anticipated that the rise would be in the order of 1.9-2%. 	
16/033	<u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor Kevin Lake reported: <ol style="list-style-type: none"> 1. The Give Way lines had still not been replaced at the junction to the Limes Surgery. This had been reported to Highways. 2. The travellers who had taken up residence near Kenbury Woods have been moved on. 3. He was supportive of the installation of a bus stop for Dawlish Bound buses, opposite Devington Park. Teignbridge District Councillor John Goodey reported: <ol style="list-style-type: none"> 4. Potholes outside Tesco had been reported to Highways. 5. Powderham Castle would host Radio 1's Big Weekend in May. A travel plan was being put in place to alleviate traffic congestion. The event would be a significant economic boost for the area. 	
15/034	<u>Chairman's Report</u> The Chairman reported that a meeting of the West Exe cluster had taken place on Wednesday 27 January. It had been resolved that the cluster would be wound-up and the funds held would be split between the five member councils. The Chairman thanked Councillor Madge for servicing the Cluster meetings since its inception.	

Exminster Parish Council Meeting Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

16/035	<p>Clerk's Report</p> <ol style="list-style-type: none"> 1. A letter had been received from Ms Beth Corbett informing the Council that regretfully, she would not be arranging a Street Party at Jubilee Close to celebrate the Queens 90th Birthday. 2. Mr Phil Wise from Teignbridge Neighbourhood Watch has agreed to attend the Annual Parish Meeting to give a short presentation. 3. Cllrs Madge, Ponsford and the Clerk met up with Mr Toby Russell, a representative from Devon Air Ambulance to discuss possible locations for a site in the village suitable for night landing. If the project was approved and went ahead, any costs involved would have to be met by the local Community. It was recognised that the benefits to Exminster may not be so great as the village was close to the Royal Devon and Exeter Hospital but there would be benefit in the availability to airlift a patient directly to a specialist hospital elsewhere. It was agreed that Mr Russell would prepare a report on the costs involved and suitability of the site and it would come back to Council for its consideration 4. Westbank Community Health Centre have requested a meeting with the Chairman of the Council to discuss parking problems on Farmhouse Rise. Cllr Chandler agreed to attend the meeting alongside the Chairman. 5. Ms Carole Kingman from the Guinness Trust had agreed to keep the Council updated of any plans for Spurfield House. 6. A contact email address had been set up for members of the community to report queries regarding trees in the Parish. Miles Sharpe would be monitoring the communication. It was agreed that the emails should also be forwarded to the Clerk. 	<p>JW/ PC</p> <p>HH</p>
Planning Matters		
16/036	Planning Applications	
/1	<p>15/03492/FUL, San Remo, Dawlish Road - Demolition of existing dwelling and erection of two dwellings and single garage (one dwelling in outline only)</p> <p>Cllr Morgan had looked at the plans. There were objections on the TDC planning portal due to the height of the one of the proposed dwellings being overbearing in relation to the neighbouring properties and the proximity of the property to the boundary.</p> <p>Council resolved to comment on the application:</p> <ul style="list-style-type: none"> • The Quality of Design policy in the Exminster Neighbourhood Development plan should be taken into account when determining the application. • Comments relating to the overbearing height of one of the proposed dwellings over neighbouring properties had been noted by the Council and should be taken into consideration. • An adequate site management plan should be put in place to address concerns about dust and pollution from the proposed build, and the removal of asbestos on the site. 	<p>HH</p>
/2	<p>16/00065/FUL, Lions Rest Eco Park, Station Road - Construction of viewing deck over existing container storage area</p> <p>Cllr Morgan explained that the viewing deck would have a bird watching hide on top. To date there had been no comments or objections on the TDC planning portal. It was noted that the platform was to be built on land which was currently not accessible to the public.</p> <p>Cllr Chandler suggested that the RSPB may be interested in the application and the Clerk agreed to forward the information to Peter Otley.</p> <p>Council resolved that it had no comment to make on this application.</p>	<p>JD</p> <p>HH</p>
/3	<p>To re-consider application 15/03501/MAJ, Land At Matford Home Park South Of A379, Matford - Removal of condition 4 on planning permission 13/02729/MAJ to provide alternative design for access, footways and cycleways</p> <p>Cllr Goodey explained that the plans had been misinterpreted when considered at the Parish Council meeting on 18 January. Two lanes of traffic would be maintained in each direction on the dual carriageway, with a third turning lane being added to access the development.</p>	

Exminster Parish Council Meeting Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

	It was resolved to support the application.	HH
16/037	<u>Planning Decisions</u>	
/1	14/03705/FUL, 1 Higher Marsh Row Cottages, Exminster – Two storey side extension, single storey rear extension, raising of rear dormer and new detached garage/store - GRANTED	
/2	15/03027/FUL, 2 Higher Aboveaway, Exminster - Change hipped roof to gable and new flat roofed rear dormer - REFUSED	
Other Planning Matters		
16/038	<u>JR/PRE/1081/2016 -Request for a Scoping Opinion for a consolidated planning application for the Resource Recovery Centre including the extension of time and area for the landfill operation, at Kenbury Wood Resource Recovery Facility, Kennford EX6 7XD</u> It was resolved to make no comment	HH
16/039	<u>To discuss the priorities for expenditure of Community Infrastructure Levy (CIL) and the mechanism by which the Parish Council will hear and deal with bids for CIL</u> Cllr Goodey suggested that a training session was required for all Councillors to understand the background to CIL and the implications of spending it. Cllr Wood said that the Parish Council's priorities for spending CIL were under consideration by the Neighbourhood Development Plan Implementation Group (ENGPIG) and were set out in the Neighbourhood Development Plan itself. He said that CIL appeared to be a panacea to some people but that was not the case. There should be a training programme which covers not only CIL but, also, the other sources of funds available to the Parish Council. It was agreed that a training programme would be written by Cllr Wood, the Clerk and Deputy Clerk, to be delivered by them on a Monday evening, as soon as possible.	AW/ JD/ HH
16/040	<u>To consider the notification of intention from Teignbridge District Council to cease providing paper copies of planning applications from 3 May 2016</u> It was reported that there had been considerable opposition to the notification at the recent TALC meeting. There had been no consultation on the change and the short notice had not been appreciated as there had been no opportunity for Councils to budget (for the coming financial year) for the IT infrastructure required to allow plans to be displayed or viewed electronically. It was resolved that the Parish Council would write in support of TALC's representation to Nicola Bulbeck asking for the cessation to be delayed, requesting consultation and noting the short timescales involved and the impact on the budget. Cllr Connett suggested that a subscription could be paid to TDC to continue to provide paper copies of the plans.	JD
Community Plan		
16/041	<u>Community Plan Projects</u> The new litter bins for Deepway Green had been ordered and would be arriving in March.	
16/042	<u>Community Plan Steering Group</u> Cllr Goodey had attended a meeting of the Group on Thursday 28 January and reported as follows: <ol style="list-style-type: none"> 1. Prices had been sought for Community Notice Boards to be sited on the railings at the Royal Oak and potentially on the bus shelter at Devington. 2. A representative from the Green Spaces Group would be speaking at the Annual Parish Meeting. 3. There had been a short presentation by Andromeda Capital. Interested Councillors could request the paperwork from Cllr Goodey. 	
Neighbourhood Development Plan		
16/043	<u>To approve a draft letter to Regional School's Commissioner (RSC) regarding education provision for the Matford Development</u> Following the meeting with the representatives from the Diocesan Board of Education, St Christopher's Multi Academy Trust had confirmed that, subject to satisfactory support, they would be submitting a Free School application for the Matford Development. This meant that it	

Exminster Parish Council Meeting Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

	<p>would be considered alongside the Exeter Creative School application by the Regional Schools Commissioner.</p> <p>Cllr Goodey explained that the intention of the draft letter was to ask that a decision on education provision for Matford was not made in haste, in light of the delay in the planning process that may not require a school to be delivered within the original timescales.</p> <p>The draft letter, contributed to by Mrs Smyth (Implementation Group member), Cllr Goodey and Cllr Wood had been circulated to all Councillors and would be copied to a number of interested parties including local MPs.</p> <p>Cllr Connett had received a copy of the draft and commented that the RSC would welcome the local response.</p> <p>It was resolved to approve the letter.</p> <p>It was agreed that the letter would be sent also as a response to the Bovis planning application. St Martin's Parochial Church Council were to be thanked for the assistance with encouraging the Diocesan Board of Education to participate in the Spring 2016 Free School applications.</p>	<p>HH JD</p>
<p>16/044</p>	<p><u>To approve an existing Community Member of the Implementation Group remaining a member of the Implementation Group after moving out of the Parish</u></p> <p>It was explained that an existing Community Member was moving from Matford to Alphington and wished to remain a member of the Implementation Group, despite no longer living in the Parish, although that was not an explicit requirement in the Terms of Reference of the Group. Resolved.</p>	
<p>16/045</p>	<p><u>To approve the draft interim report on Community Facilities for the Matford Development (Matford Facility) incorporating options drafted by LHC</u></p> <p>The draft interim report on the Matford Facility had been circulated to Councillors which included the Options produced by LHC and the report produced by TDC entitled Community Buildings Justification.</p> <p>Cllr Wood explained that no decision was sought on the Options at this stage.</p> <p>Cllrs Goodey and Wood had met with a representative from LHC who had designed the Pavilion Theatre in Teignmouth and had been impressed with the flexibility and versatility of the space when they visited the venue. It had proved useful to see different elements on one footprint as envisaged for Matford.</p> <p>It was resolved to approve the interim report and send it to TDC as a response to the Bovis planning application.</p> <p>Next Steps:</p> <ol style="list-style-type: none"> 1. Mr Nick Davies, TDC, had responded to the questions that the Parish Council had asked regarding the TDC Community Buildings Justification report and the response to the CIL consultation. The response indicated that a further meeting was required with both Mr Davies and Mr Shears (Deputy Chief Executive, TDC). 2. A meeting with Bovis was required to discuss the letter to the RSC and the interim report on the Matford Facility. 3. Meetings with Exeter Creative School and St Christopher's Multi Academy Trust were to be arranged to advise them of the rationale behind the letter to the RSC. 4. A meeting had been arranged with Ide Lane Practice to discuss their requirements for the GPs Branch surgery. 5. A meeting with Alphington Forum had been arranged to explain progress to date. 6. The Editor of Scene Magazine had agreed that the Neighbourhood Development Plan Implementation Group could have a page in Scene for progress updates. All copy would be submitted through the Clerk or Deputy Clerk. The page would be entirely separate to the Parish Council's existing page. <p>The Parish Council noted that it had previously agreed to take on the Matford Facility so long as the capital and revenue positions were acceptable. Cllr Wood pointed out that before the</p>	<p>HH HH HH JD</p>

Exminster Parish Council Meeting Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

	<p>development was completed the Matford Facility was likely to require substantial deficit funding from CIL and / or the Precept collected in Matford. Longer term the Precept in Matford would cover the likely ongoing revenue shortfall.</p> <p>It was resolved that the Matford Facility should only be taken on by the Parish Council if:</p> <ol style="list-style-type: none"> 1. S.106 funding was forthcoming as per the South West Exeter Development Framework 2. The Parish Council owns all land and buildings relating to the Matford Facility 3. In the opinion of the Parish Council, the Matford Facility meets its requirements 	
Finance Matters		
16/046	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £5241.70.</p>	HH
16/047	<p><u>Victory Hall</u></p> <p>It was resolved that Cllr Madge would take the Chair for this item as the Chairman had declared an interest and, alongside Cllr Ponsford would not partake in any voting.</p>	
1/	<p>To consider a request from the Victory Hall Trust to meet and discuss a more efficient and effective way forward to fund future upgrades to the Victory Hall</p> <p>The letter of request had been circulated to all Councillors.</p> <p>Cllr Wood questioned the Parish Council's relationship with the Victory Hall Trust. It was felt that the legal relationship needed to be explored and that this should be investigated before any funding was considered.</p> <p>It was suggested that Councillors who were not Trustees of the Victory Hall should look at the lease documentation prior to any meeting with the Victory Hall trust. Cllrs Morgan and Wood agreed to look into this, arrange a meeting and report back to the Parish Council.</p>	AW/ RM/ JD
/2	<p>To consider a Community Small Grant application from the Victory Hall Trust in the sum of £500 in respect of upgrading the fire standards in the Victory Hall</p> <p>It was explained that work in addition to that funded by the Rural Aid grant was required to ensure that current fire standards were adhered to.</p> <p>The financial position of the Trust was briefly discussed and it was noted that the Trust had only just broken even in the last financial year.</p> <p>It was resolved to grant £500 to the Victory Hall Trust.</p>	JD/ HH
/3	<p>To consider a request from the Victory Hall Trust to improve the lighting facilities at the rear entrance to the Hall</p> <p>Standing orders were suspended to allow Mr Richard Pike, Chairman of the Victory Hall Trust to speak.</p> <p>Mr Pike explained that advice had been received during the work to the fire alarm system, that the outside lighting was inadequate. The Trust were not asking the Parish Council for funding, but advising that the work needed to be carried out as the Parish Council were responsible for works to the outside of the building.</p> <p>Standing orders were reinstated.</p> <p>It was resolved that the Parish Council were responsible for the external lighting.</p> <p>The Clerk had received a quotation to install 5 LED floodlights to the rear entrance to the building, in the sum of £550.00. It was agreed that further quotations for the work should be sought.</p> <p>Cllr Madge agreed to assist the Clerk regarding the scope of the work if required.</p>	JD DM
Property & Amenities Matters		
16/048	<p><u>To consider the findings of the recent site visit undertaken at Minster Park, Reddaway Drive, on 15 January 2016.</u></p> <p>The report had been circulated to all Councillors.</p> <p>Cllr Chandler highlighted that the report stated that there was no active or historical evidence of land sliding and that the movement of soil was surficial.</p> <p>In line with the recommendations of the report:</p> <p>It was resolved to remove the cut vegetation and soil that had built up against a length of fencing</p>	

Exminster Parish Council Meeting Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

	<p>on the East side without disturbing the slumped material. It was resolved to commission a further report in 3 to 4 months' time. It was agreed that the Trust should be advised to direct any correspondence regarding the banks to the Parish Council. The Clerk had received an email from a resident who was concerned that there was a problem with the banks, having picked up reference to them in the minutes of previous meetings. The resident to be advised of the current situation.</p>	<p>JD JD JD JD</p>
16/049	<p><u>To consider the request to provide a bus shelter in Reddaway Drive, on the opposite side to Devington Park</u> The Clerk had investigated the cost of supply of a bus shelter which was in the region of £4,000. Installation costs would be additional to this. It was noted that the Parish Council owned the land where the bus shelter could be sited. It was agreed in principle that the Parish Council was supportive of a bus shelter in this location. Questions were raised about the bus shelter that should have been provided as part of the Milbury Reach development and it was suggested that Cllr Connett was approached to discuss options with Michelle Davies who had been pursuing the matter. Cllr Lake suggested that Stagecoach could be approached for funding.</p>	<p>JD</p>
16/050	<p><u>Councillors' Reports – for information only</u> Cllr Chandler reported:</p> <ol style="list-style-type: none"> 1. A meeting had taken place with Miles Sharpe regarding the oak trees in Crockwells Meadow. Additionally, removal of 2 branches was needed from the tree nearest Sannerville Way as there was evidence of rot. The previously cut wood that was on site had been removed to form an animal sanctuary. 2. A meeting had taken place with a bat expert regarding wildlife in the wilderness. Additionally, the bat boxes that Cllr Chandler had made had been inspected, found to be appropriate, and had now been installed at Deepway Green. Cllr Chandler was thanked for supplying and siting the bat boxes 3. The Community Orchard was progressing well and the ground was nearly ready for trees to be planted. Funding for the trees could be acquired through a Community Small Grant. <p>Cllr Madge reported:</p> <ol style="list-style-type: none"> 4. Matters raised at the TALC meeting on 28 January. 5. The March Scene report should contain details of the increase in Precept. It was suggested that the increased costs of the Parish Council taking back management of Hospital Drive and the associated increased in trees requiring attention could be mentioned. <p>Cllr Morgan reported:</p> <ol style="list-style-type: none"> 6. Regarding the San Remo planning application (16/036/1), the Parish Council should support the Ecological Consultant's report with regard to bat and bird nesting, in addition to its other comments. Agreed. 	<p>HH</p>
16/051	<p><u>Public Open Session</u> Comments:</p> <ul style="list-style-type: none"> • A Trustee of the Victory Hall was pleased that Councillors had agreed to meet to discuss the situation. • Regarding the notification that paper copies of planning applications would no longer be provided by TDC, it would be good to have projection facilities available in the Victory Hall, but there was a value to having paper plans available. • It was interesting that a meeting was to be held to discuss parking with Westbank. • There would only be one lane in each direction on the swing bridge for the next 12 months due to the installation of the cycle lane. 	

Exminster Parish Council Meeting

Minutes

Monday 1 February 2016 at 19:30 in the Victory Hall, Exminster

The meeting closed at 21:30

Date of next meeting: Monday 15 February 2016 at 19:30 in the Victory Hall

Signed:....Josie Walledge..... Date:....15 February 2016.....