

Exminster Parish Council Meeting Minutes

Monday 21 March 2016 at 19:30 in the Victory Hall, Exminster

	<p>5. Following Council's request to remain updated on the disposal of Spurfield House, Christies auctioneers, acting as agents for Guinness Trust, had been approached to send details of the property that had been put on the Market. Early interest had suggested that the property may remain as a care home.</p> <p>6. An invitation to the Spring Open Day at Powderham Castle had been received.</p> <p>7. It was requested that the draft minutes from the Annual Parish Meeting were posted on the notice board for a short time, as they would not be approved until March 2017. Agreed.</p> <p>8. An email had been received from a resident to request a gate on the entrance to Spurfield near the Skate Park to help keep her dog contained within the field and stop him running onto Deepway Car Park. It was agreed that a reply should be sent to the resident explaining that Spurfield is a Public Open Space and, subject to the Public Open Space act 1906, dogs should be kept under control.</p> <p>9. The Deputy Clerk had gained a Certificate in Local Council Administration (CiLCA) qualification. The Council congratulated the Deputy Clerk on her achievement</p>	<p>JD</p> <p>JD</p>
16/107	<p><u>To review cemetery fees</u></p> <p>A report had been circulated outlining the current fees and the balance in the ring-fenced cemetery fund. The report showed that the income was currently exceeding expenditure and that funds had been brought forward from previous years.</p> <p>The Clerk explained that in 2012, the Parish Council agreed to align with Chudleigh Town Council's Cemetery fees. The Town Clerk at Chudleigh had been contacted and had advised that their fees would be increasing by 10% this year. Councillors did not believe that this was appropriate for Exminster.</p> <p>It was proposed that Exminster's fees remained at the same level for the 2016/17 Financial Year as for the 2015/16 Financial Year. (No increase). Resolved.</p>	JD
16/108	<p><u>To report on a meeting that took place between representatives from Westbank Healthy Living Centre and Exminster Parish Council and to consider the following request to revisit the planning application for a grasscrete car park on land off Reddaway Drive</u></p> <p>Cllr Chandler and Cllr Walledge had met with Mary Nisbett, Chief Executive at the Westbank Centre, on 5 February, and notes from the meeting had been circulated to all Councillors. It was noted that six months had passed since the Parish Council resolved not to lodge an appeal against refusal of the planning application and that there had been a change of circumstance since, in that planning permission had now been granted for the conversion of Exminster House in to apartments and therefore Westbank staff would no longer be able to park there.</p> <p>Additionally, refusal of the grasscrete car park planning permission had been due to its proximity to a listed building and the subsequent approval of the Exminster House application indicated a change in position with Historic England.</p> <p>Cllr Goodey reported that sources at Teignbridge District Council (TDC) had acknowledged that circumstances had changed and advised that the application could be re-submitted free of charge.</p> <p>Discussion took place about the benefits to the village and the potential conflict with the protection of green spaces outlined in the Neighbourhood Plan. Concerns about the management of the car park were raised. Further options such as leasing or selling the land were mentioned, alongside potential alternative locations for car parking near the Pavilion. It was noted that Westbank had offered to contribute 50% of the construction costs and 50% of the ongoing maintenance costs, subject to 50% of the spaces being allocated for use by Westbank.</p> <p>It was proposed to resubmit the original planning application to TDC with a covering letter explaining that circumstances had changed due to the approval of planning permission for Exminster House. Resolved.</p>	JD/HH
16/109	<p><u>To consider plans for improvements to the Deepway Centre</u></p>	

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	<p>Cllr Chandler had contacted South West Water and ascertained that the nearest mains sewer for the Deepway Centre to connect into was at the junction of Exe View and Deepway Lane.</p> <p>The Deepway Trust had been in general agreement with plans to expand the Deepway Centre.</p> <p>It was proposed that a quotation was sought from South West Water to connect the Deepway Centre to the mains sewer. Resolved.</p> <p>The item would be on an agenda for further discussion once the information had been received.</p>	PC/JD JD
16/110	<p><u>To review the potential of installation of CCTV at Deepway Green</u></p> <p>There had been no instances of Anti-Social behaviour reported recently.</p> <p>It was agreed that there was no apparent requirement for CCTV at this time but that the matter would be raised again should circumstances change.</p>	
Planning Matters		
16/111	<u>Planning Applications</u>	
/1	<p>16/00409/FUL, Vine Cottage - Two storey rear extension and replacement single storey side extension</p> <p>Cllr Morgan circulated a paper on the application. There were no objections lodged on the TDC planning portal to date.</p> <p>The building complied with the Quality of Design Policy in the Neighbourhood Plan.</p> <p>It was resolved to support the application.</p>	HH
16/112	<u>Planning Decisions</u>	
	Noted as listed below.	
/1	16/00099/CLDP, Redwald, Dryfield - Certificate of Lawfulness for proposed raising of flat roof on side and rear extension	
/2	15/03329/DCC, Kenbury Wood Limited - Replacement trommel within the existing building, replacement fines screen and improved fines collection area at Kenbury Wood Resource Recovery Facility, Kennford, EX6 7XD - GRANTED	
Other Planning Matters		
16/113	<p><u>To discuss the monitoring of Sentrys Farm planning conditions</u></p> <p>It was noted that the outstanding Sustainable Urban Drainage condition was due to be signed off in the next few weeks.</p> <p>Concerned residents had contacted Cllr Goodey regarding a potential issue with a wall backing onto a Devon Bank. A conversation had been initiated with the developer, Bovis Homes, to resolve the issue.</p>	
Finance Matters		
16/114	<p><u>RFO's report</u></p> <p>A direct debit payment in February in the sum of £14.83 for electricity for the MUGA and Skate-park lighting was noted.</p>	
16/115	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £6617.23.</p>	HH
16/116	<u>Draft accounts for February 2016</u>	
/1	<p>Budget Comparison Report</p> <p>It was noted that there was an over spend in the "Other Amenities" budget heading. This reflected the replacement of windows in the Victory Hall Annexe which had not been budgeted.</p> <p>Approved.</p>	
/2	<p>Balance Sheet</p> <p>Approved.</p>	
16/117	<p><u>To consider projects that may benefit from the 2016/17 Rural Aid Grant Scheme</u></p> <p>Potential projects were suggested and briefly discussed:</p>	

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	<ul style="list-style-type: none"> • A Teen Shelter for Deepway, near the skate park. (Funds for the Westexe cluster could also be used to support this project). • To fund the clearance of footpaths onto the RSPB land. (It was noted that this should be funded by Devon County Council (DCC)). • A pathway across Gissons field to link Gissons Garages to Crockwells Meadow, with a junction off to the Crockwells Road cut through. (Questions were raised about ongoing maintenance and land ownership). <p>It was proposed to consider the provision of a Teen Shelter at Deepway. Resolved.</p>	JD/HH
Property & Amenities Matters		
16/118	<p><u>To consider the occasional use of the Parish Council meeting room by the Community Police Officer</u></p> <p>Since the Police Office at Jubilee Close was closed, PC Croft had nowhere within the village to take refreshments or complete paperwork.</p> <p>The Clerk explained that the Parish Council meeting room could be used for this purpose, during some evening and at weekends. It was noted that access would have to be carefully agreed, so that it did not interfere with bookings in the Victory Hall Annexe.</p> <p>The Victory Hall Trust had been approached regarding this suggestion and were in agreement in principle.</p> <p>It was proposed that PC Croft was supplied with keys to the Annexe, Parish Council meeting room and the Public Toilet. Resolved.</p> <p>It was noted that there would be a cost for key cutting (approximately £40.00). The Clerk would liaise with the Victory Hall Trust.</p>	JD
16/119	<p><u>To consider the Annual Inspection report on land owned by Exminster Parish Council</u></p> <p>The Clerk had inspected the Parish Council owned land with Mr Fowler and presented a report outlining maintenance priorities. It was noted that Mr Fowler had already completed most of his actions.</p> <p>The Clerk brought three outstanding items before Council for comment:</p> <ul style="list-style-type: none"> • The fence panel by the back entrance to the Victory Hall required replacement. It was suggested that Mamhead Sawmills were contacted for a quotation. • The side door and beam to the Victory Hall required painting. It was agreed to liaise with the Victory Hall Trust about the timing of the work. • Litter was accumulating around the edge of the enclosed area of the Bowling Green. It was proposed that the Litter Picker could attend to the site on a monthly basis, thereby adding an hour to her contract. Resolved. 	JD JD JD
16/120	<p><u>To consider the Parish Council's position on unauthorised tree planting on Parish Council land</u></p> <p>Cllr Madge reported that a number of trees had been planted on Parish Council land without permission, specifically in Crockwells Meadow and on land off Reddaway Drive.</p> <p>It was proposed that the Council's policy in these situations would be that unauthorised trees were removed, and where possible the planter was contacted. Resolved.</p> <p>It was proposed that the Handkerchief Tree (planted without permission on Reddaway Drive) was re-sited and a Red Maple tree donated by the RSPB was planted nearby to form an avenue of trees adjacent to Reddaway Drive. Resolved.</p> <p>It was agreed that any future requests to plant trees on Parish Council land were dealt with by the Clerk in consultation with Cllr Chandler and Mr Fowler.</p> <p>It was agreed to include this information in the next Scene article.</p>	DM
16/121	<p><u>To consider the current opening hours of the Public Toilet</u></p> <p>An email had been received from a resident requesting that the public toilet opening hours were extended.</p> <p>Currently, the toilets were open between 09:00 and 17:30.</p> <p>Following discussion, it was resolved that the opening hours should remain unchanged.</p>	JD

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16/122	<p><u>To consider the purchase of HM Queen Elizabeth II 90th birthday commemorative medals for schools and Councils</u></p> <p>It was resolved not to purchase any medals as it was not felt to be a good use of public money.</p>	
16/123	<p><u>Councillors' Reports – for information only</u></p> <p>1. Cllr Goodey asked for the impact of the Bridge Road roadworks to be on the next agenda as he had had complaints from residents who had been caught in congestion on Sannerville Way.</p>	JD
16/124	<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 16/126,127 and 16/128 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Resolved.</p>	
16/125	<p><u>Public Open Session</u></p> <p>No comments.</p>	
Part II		
16/126	<p><u>To note the increase in the minimum wage with effect from April 2016 and adjust wages where appropriate</u></p>	
16/127	<p><u>To review the salary point of the Deputy Clerk as a result of achieving the Certificate in Local Council Administration (CILCA)</u></p>	
16/128	<p><u>To consider whether the Parish Council pay employers pension contributions in accordance with the statutory minimum or on the total salary.</u></p>	
<p>The meeting closed at 21.20 Date of next meeting: Tuesday 22 March 2016 at 19:30 in the Victory Hall</p>		

Signed:.....Josie Walledge..... Date:.....4 April 2016.....