

Exminster Parish Council Meeting Minutes

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

Chairman: Josie Walledge

16/138	<p><u>Public open session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. Re: 16/151 Community involvement – It was suggested that the Victory Hall window overlooking the Coffee on the Corner Patio could be used to update the public on the work of the Parish Council. 2. Re: 16/152/3/1 Spurfield House – The Agents were conducting viewings for interested parties on Tuesday 5 April between 2pm and 4pm. 	
Part 1		
16/139	<p><u>Present</u></p> <p>CLlr Peter Chandler (PC), CLlr John Goodey (JG), CLlr Derek Madge (DM), CLlr John Ponsford (JP), CLlr Kevin Smith (KS), 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: 2</p>	
16/140	<p><u>Apologies accepted from</u></p> <p>CLlr Richard Morgan (RM) – personal reasons CLlr Chris Maynard (CM) – personal reasons</p>	
16/141	<p><u>Declaration of interest on Agenda Items</u></p> <p>None declared.</p>	
16/142	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
16/143	<p><u>To approve the Draft Minutes of the EPC Meetings held on:</u></p> <ol style="list-style-type: none"> 1. <u>Monday 21 March 2016</u> Resolved. 2. <u>Tuesday 22 March 2016</u> Resolved. 	
16/144	<p><u>County Councillor's Report on items other than those on the agenda</u></p> <p>Devon County Councillor Alan Connett reported:</p> <ol style="list-style-type: none"> 1. Confirmation had been sought from the Chief Executive Officer of Teignbridge District Council (TDC) that suitable parking restrictions would be in place in the villages of Exminster, Kenton and Starcross to ensure that residents were not inconvenienced by additional traffic due to the Big Weekend at Powderham Castle. Additionally, the A379 would become a freeway for the duration of the event, preventing traffic stopping between Exeter and Dawlish. 2. An incident of fly tipping on Deepway Lane at the junction with Coffins Lane had been attended to by TDC. 3. TDC had been asked to revisit its street naming policy so long established street names were protected and signposted. A sign had been requested for Lower Duck Street. 4. Repairs to the road outside the Victory Hall and Tesco were still being pursued with Highways. 	
15/145	<p><u>District Councillors' Reports on items other than those on the agenda</u></p> <p>Teignbridge District Councillor Kevin Lake reported:</p> <ol style="list-style-type: none"> 1. Residents were concerned about the van parked in the layby on Reddaway Drive. The Police had been advised. 2. A hard surfaced path had been requested to link Gissons with Crockwells Meadow. 3. Items retrieved from the fly tipped rubbish in Deepway Lane was being inspected for evidence of ownership. 4. The Parish Council were encouraged to seriously consider the purchase of Spurfield 	

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	<p>House as a village amenity. The District Councillors would support any action and request assistance from TDC.</p> <p>Teignbridge District Councillor John Goodey reported:</p> <ol style="list-style-type: none"> 5. The damaged signpost at the end of Days Pottles Lane had not been replaced, despite being reported on a number of occasions. 6. A Wildlife Officer from TDC had inspected photographs of a damaged tree at Milbury Reach and confirmed that the bark stripping was caused by a badger and that the tree would recover. 	
16/146	<p>Chairman's Report</p> <p>The Chairman reported:</p> <ol style="list-style-type: none"> 1. That she was saddened by the fly tipping on Deepway Lane. 2. There was concern about the impact on the bus services via Exminster during the Big Weekend. Cllr Lake explained that there was alternative provision, such as a Park and Rides from Matford and the Devon and Exeter Racecourse. Cllr Connett commented that it was anticipated that most people would use the designated transport rather than the No 2 service bus. 3. The Powderham Castle open day, attended on behalf of the Parish Council, had been an enjoyable and positive experience. 	
16/147	<p>Clerk's Report</p> <p>The circulated report was noted and there were no questions from Councillors.</p>	
16/148	<p><u>To discuss the impact of the Bridge Road works on the flow of traffic exiting the village.</u></p> <p>Cllr Goodey reported that residents were experiencing problems getting onto Matford roundabout from Sannerville Way. It had been suggested that a temporary traffic light could periodically stop traffic heading from the Devon Hotel towards the roundabout, thereby allowing traffic from Sannerville Way onto the roundabout.</p> <p>Standing Orders were suspended to allow Cllr Connett to speak.</p> <p>Cllr Connett explained that there had been a number of suggestions from the public for alleviating traffic congestion, following the delays faced during the days following the installation of the Bridge Road lane closure. Highways wanted to allow the situation to settle before making any changes and would consider the suggestions in due course.</p> <p>Standing Orders were reinstated.</p>	
Planning Matters		
16/149	<p>Planning Applications</p>	
/1	<p>16/00759/OUT, 2 Old Matford Lane, Matford - Outline - Demolition of two dwellings and replacement with four dwellings (approval sought for access)</p> <p>Cllr Morgan had researched the application and circulated a paper in his absence, containing a number of recommendations.</p> <p>It was noted that there was no mention of compliance with the Neighbourhood Plan in the application.</p> <p>It was resolved not to comment on the application itself, but to highlight that the Neighbourhood Plan should be promoted to the developers to ensure that policies EXM3 and EXM4 (as a minimum) were taken into account and should be considered by TDC in their decision making process.</p>	HH
/2	<p>16/00377/FUL, Land Adjacent to Exminster County Primary School, Exminster - Shed for storage of play equipment</p> <p>The Chairman commented that the Parish Council had recommended that the Playscheme apply for planning permission to site the shed on the land leased to the Primary School by the Parish Council.</p> <p>It was resolved to support the application.</p>	HH
16/150	<p>Planning Decisions</p> <p>Noted as listed below:</p>	

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	<p>1. Land at Spurfield, Deepway Lane, Exminster Application for modification of Section 106 agreement relating to Planning Permission 97/3009/42/1 to permit use of public open space as allotments – AGREED It was noted that this matter would come back to the Parish Council for further discussion.</p>	
Other Planning Matters		
16/151	<p><u>To consider how to keep the community informed about the Parish Council's involvement in the South West Exeter development and its plans for Exminster village following questions raised at the Annual Parish Meeting</u></p> <p>A number of suggestions for the promotion of the work of the Parish Council were considered, in order to address the apparent perception that the Parish Council were spending all funds on Matford and the South West Exeter development.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> • Designate a space on the Parish Council notice board to specifically highlight work carried out and in progress with respect to the Community Plan and Neighbourhood Plan. • Display the Scene article written by the Implementation Group on the notice board and website, and to share the website content on social media. <p>The impact of the aforementioned would be reviewed in July.</p> <p>Cllr Wood explained that the Implementation Group were tasked with writing an annual report on progress made with the Plans, to be approved by the Parish Council.</p> <p>It was noted that photographs would be required to illustrate the work.</p>	<p>JD/ HH</p> <p>JD</p> <p>JD</p>
16/152	<u>Neighbourhood Development Plan</u>	
/1	<p>Notes of the Implementation Group meeting held on 8 March 2016</p> <p>The circulated notes were noted and there were no questions from Councillors.</p>	
/2	<p>Article in April SCENE</p> <p>A copy of the article, written by Community member of the Implementation Group, Mr Karl Walker, had been circulated for information.</p> <p>Cllr Wood made clear that the introduction of the article had been discussed at the Parish Council meeting on 1 February.</p> <p>This initial article was scene setting; explaining the background.</p> <p>The annual progress report would be different to the articles written for publication.</p>	
/3	<p>Priority for the Exminster Neighbourhood Development Plan</p> <p>1. Potential purchase of Spurfield House</p> <p>Slides from a presentation regarding Spurfield House had been circulated, showing the extent of the land, the layout of the property and a list of potential uses. The Community Right to Bid form for the property that the Parish Council had submitted to TDC in 2012 was also circulated for information. The Right to Bid had been rejected by TDC as it was deemed that the property was not accessible to the wider community.</p> <p>Cllr Goodey explained that the land occupied by Spurfield House could potentially link two areas of the village together; the village centre and Deepway.</p> <p>The list of potential uses was discussed.</p> <p>It was noted that the land alongside Spurfield House, could be developed.</p> <p>The pros and cons of ownership of a listed building were outlined.</p> <p>It was proposed that the Parish Council indicated a strong interest in acquiring the property and/or the land alongside, subject to financial caveats and due diligence.</p> <p>Resolved.</p> <p>Cllrs Goodey, Smith, Walledge and Wood would view the property at the open afternoon on Tuesday 5 April and register the strong interest with the Agent.</p> <p>2. Legal advice on the covenant relating to the fence required between EPC's Spurfield property and Spurfield House</p> <p>Cllr Wood explained that the covenant put in place when Spurfield was acquired stated</p>	<p>AW</p>

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	<p>that the Parish Council had an obligation to place a fence on the boundary of the land owned by the Parish Council and the land owned by Spurfield House. The fence had been erected and knocked down several times.</p> <p>It was proposed to seek legal advice, for the protection of the Parish Council, to ascertain whether the obligation had been satisfied by putting a fence in place, despite it being knocked down or whether another attempt at erecting a fence was necessary. (There were concerns that third parties could claim rights over the land). Resolved.</p> <p>It was proposed that the Clerk had authority to spend up to £750 to seek advice. Resolved.</p>	JD
4/	<p>Report from the EPC meeting held on 22 March 2016</p> <p>Cllr Wood reported as follows:</p> <p>As with the Community Plan projects, the Parish Council should seek to maximise receipts from Community Infrastructure Levy (CIL), S.106 funds and grants in order to be in a position to carry out all applicable projects.</p> <p>When the Parish Council applied for the entire Parish to be the area for the Neighbourhood Development Plan (NDP), CIL for Parish Councils did not exist.</p> <p>CIL Regulation 59A came into being in April 2013. This provided that, in the case of Exminster Parish, TDC had to pass a maximum of 15% of all CIL receipts in the Parish to the local Council. This percentage became 25% of the CIL receipts if there was a NDP in place.</p> <p>For the purposes of the Exminster NDP, it was estimated that £4 million in CIL would be received from the Matford development by the Parish Council if the NDP was successful in the Referendum and the 2,000 dwellings were built as expected.</p> <p>This amount was approximately twice the amount coming to the Parish if it did not have a valid NDP; the Exminster NDP was worth an additional £2 million towards infrastructure in the Parish. It was important to realise that CIL received by the Parish Council was not extra money from development. A £4 million gain for Exminster Parish Council would be TDC's loss.</p> <p>The first priority for the expenditure of CIL by the Parish Council was set out in Policy EXM1 "...a Community Sports & Leisure Facility capable of maximising potential use by those in the existing and proposed residential communities of Exminster village and Matford settlement respectively." At the time, the Parish Council thought that the Facility would take the lion's share if not all of the £4 million.</p> <p>However, CIL was subject to indexation, there had been additional planning applications subject to CIL (Sentrys Farm and Exminster House) and, TDC had upwardly revised the expected size of the 1,400 dwellings in Matford which would be subject to CIL. Therefore, the latest forecast suggested that the Parish Council would receive £6.6 million; over £3 million more than would have been received without a NDP.</p> <p>At the beginning of 2014, the Parish Council was informed by TDC that under the CIL regime there would be no S.106 funding. However, later that year TDC advised that there were certain circumstances where S.106 monies would be forthcoming; simplistically, if the development itself justified it and the provision was onsite. The effect for the Matford development was to bring the Principal Community Building, the GPs Surgery and the indoor and outdoor sports facilities into the ambit of S.106. For the past eighteen months, the Parish Council had tried to maximise S.106 contributions from the Matford Developers.</p> <p>Potential S.106 contributions for the Matford Facility and the details of those contributions remained confidential as discussions were still in progress. When all potential contractual matters relating to the Matford Facility were clear then the details would come before the Parish Council in a part I meeting.</p> <p>A copy of the Parish Council's Brief on the Matford Facility had been circulated. Until changed by the Parish Council, it remained the aspiration against which any offer from TDC and the Matford Developers would be judged.</p> <p>Cllr Wood asked for questions on his report.</p> <p>Concerns were raised about the running costs of the facility.</p>	

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	<p>Cllr Goodey reported that he had attended the opening of the Pavilions in Teignmouth. In order to ensure that the facility was viable it had been made very clear during the design process that the space had to be multi-purpose and adaptable.</p> <p>Cllr Wood commented that Option 2 from the Lacey, Hickie, Caley (LHC) report commissioned by the Parish Council earlier this year was the preferred option by allowing maximum flexibility of the space. The Devon County Council hub study, commissioned last July, outlined a much smaller facility with less opportunity for flexible spaces.</p> <p>It was noted that it was likely that there would be a need to subsidise the facility from the precept.</p> <p>Cllr Goodey explained that, in the past, sports facilities had been built with little design input and this had made them unviable. Because of the input of the NDP and the Implementation Group, it would ensure that the facilities for Matford were designed appropriately and were viable.</p> <p>Cllrs Goodey and Wood were thanked for their explanations.</p>	
Finance Matters		
16/153	<p><u>Accounts for Approval</u> It was resolved to approve payments in the sum of £834.85.</p>	HH
16/154	<p><u>To review quotes to supply a shelter at the Skate Park, Deepway Green, and to consider whether to submit a Rural Aid grant application for the shelter.</u></p> <p>The Clerk and Chairman had sourced some prices for shelters, alongside photographs of potential structures for indicative purposes.</p> <p>The Chairman had circulated information from Thames Valley Police regarding the pros and cons of shelters and matters to consider in the commissioning process, including suitable consultation with the user group.</p> <p>Cllr Smyth had liaised with skate park owners and had ascertained that the shelters were frequently subject to abuse and the simpler the design, the better.</p> <p>From the information produced it was ascertained that a budget of up to £7,000 would be required.</p> <p>It was noted that it was likely that the Parish Council would have to find matched funding and that there were sufficient additional funds in place including the West Exe Cluster funds and the Milbury Reach S.106 funds.</p> <p>It was resolved to submit an application in the sum of £5000.</p> <p>Cllr Smyth would attempt to liaise with the user group.</p>	JD LS
16/155	<p><u>To consider a Community Grant application from the Community Plan Steering Group in the sum of £500</u></p> <p>The purpose of the grant was to provide a notice board inside the bus shelter near Devington Park to inform residents who may not venture into the Village Centre.</p> <p>It was noted that there was also an intention to site a notice board near the Royal Oak, but that would be funded by other sources.</p> <p>The boards would be maintained by two volunteers.</p> <p>Questions about the ongoing ownership of the boards were raised, as the life of the steering group was limited. It was likely that the ownership would transfer to the Parish Council.</p> <p>It was suggested that the notice board at the southern end of the village could be located in the bus shelter opposite the Royal Oak.</p> <p>Concern was expressed about the design of the notice boards and it was suggested that, if the notice boards were located in bus shelters, they could be open pin boards like the community notice board outside the Victory Hall.</p> <p>It was proposed to defer the application subject to agreeing the design of the noticeboards and confirmation of their ongoing maintenance and ownership.</p>	JD
Property & Amenities Matters		
16/156	<p><u>To consider the purchase of a projector and screen for the use of the Parish Council</u> The Deputy Clerk had researched the cost of portable equipment and suggested a budget of £400.</p>	

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	<p>It was noted meetings took place in a wide variety of venues and that there were costs associated with hiring equipment.</p> <p>It was unlikely that audio visual equipment would be installed in the Victory Hall in the near future and it would be useful to display planning application maps and other information at meetings.</p> <p>It was resolved to authorise expenditure of up to £400 on a projector and portable screen.</p>	HH
16/157	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Ponsford had walked all the footpaths in the Parish. There were a few broken signposts that had been reported to DCC for rectification. 2. Cllr Chandler reported that the paper handkerchief tree on Reddaway Drive had been re-located. It was suggested that a Red Maple tree was planted nearby, on the Queen's 90th Birthday on 21 April, with a commemorative plaque. This was agreed by Council. The Clerk would be advised of the time of the planting and advise Councillors accordingly should they wish to attend. 	PC/ JD
16/158	<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 16/160 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Resolved.</p>	
16/159	<p><u>Public Open Session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. There was a rumour that there was a covenant on Spurfield House, limiting its use to mental health provision. 	
Part II		
16/160	<p><u>To agree the notes of the Part II meetings held on:</u></p> <ol style="list-style-type: none"> 1. <u>Monday 21 March 2016</u> Resolved. 2. <u>Tuesday 22 March 2016</u> Resolved. 	
<p>The meeting closed at 21:20</p> <p>Date of next meeting: Monday 18 April 2016 at 19:30 in the Victory Hall</p>		

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