

Exminster Parish Council Meeting Minutes

Monday 4 July 2016 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Chris Maynard

16/294	<p><u>Public open session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> The Chairman of Scene Magazine, Mrs Jenny Luscombe, explained that Scene was a not for profit enterprise and had accumulated surplus funds. The funds were offered to the Parish Council to purchase a third defibrillator for the village. The Parish Council gratefully accepted the offer and thanked Mrs Luscombe. 	JD
Part I		
16/295	<p><u>Present</u></p> <p>Cllr Peter Chandler (PC), Cllr Gordon Evans (GE), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Adrian Wood (AW).</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL)</p> <p>Public: 3</p>	
16/296	<p><u>Apologies accepted from</u></p> <p>Cllr Richard Morgan (RM) – Work commitment</p> <p>Cllr Josie Walledge (JW) – Illness</p> <p>Devon County Councillor Alan Connett – Work commitment</p>	
16/297	<p><u>Declaration of interest on Agenda Items</u></p> <p>None declared.</p>	
16/298	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
16/299	<p><u>To approve the Draft Minutes of the EPC Meeting held on 20 June 2016</u></p> <p>Resolved.</p>	
16/300	<p><u>County Councillors Report on items other than those on the agenda</u></p> <p>Cllr Connett was not present.</p>	
15/301	<p><u>District Councillors Reports on items other than those on the agenda</u></p> <p>Cllr Kevin Lake reported:</p> <ol style="list-style-type: none"> The vehicle thought to have been abandoned on Reddaway Drive had been removed. Teignbridge District Council were re-considering the District Heating Scheme for the Matford development. A fly tipping incident had been reported on Milbury Lane. <p>Cllr John Goodey reported:</p> <ol style="list-style-type: none"> Teignbridge District Council (TDC) had published its new ten year Council Strategy. A link to the plan had been circulated to all Councillors by email. Cllr Goodey was supporting the Strong Communities priority and asked for feedback and ideas from Councillors. The first house had been occupied at Courtenay Grange. An issue with bright external lighting remaining on overnight was to be taken up with the sales office. 	
16/302	<p><u>Chairman's Report</u></p> <p>Cllr Walledge was not present.</p>	
16/303	<p><u>Clerk's Report</u></p> <p>The Clerk reported:</p> <ol style="list-style-type: none"> There had been two incidents of graffiti at the Skate Park over the last two weeks. The first occurred in the skate-park around June 19 and was reported to the police. The second occurred on 1 July and targeted various areas of the village, including the skate-park. The Police were investigating the crime and several witnesses had come forward. A local resident had kindly cleaned the graffiti off the Exminster sign at the entrance to the village. It was agreed that a letter of thanks should be sent from the Parish Council. Cllr Lake suggested that TDC and Devon County Council (DCC) were asked to attend to 	JD

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	<p>clean the remaining graffiti and offered to contact TDC accordingly</p> <p>2. A letter had been received from a resident who was a member of Exeter Model Railway Club asking to use a small area of Deepway or Spurfield on an occasional basis to lay some temporary track to exhibit engines. It was resolved that the Parish Council were supportive of the idea and a response should be sent accordingly.</p> <p>3. A letter had been received from a resident drawing the Council's attention to a perceived mis-use of the Tennis Court by the school and also by an Archery instructor teaching children. It was agreed that Cllrs Walledge and Maynard would speak to the school and the sports instructor.</p> <p>4. A letter had been received from a resident complaining about overgrown vegetation in Miller Way, particularly near the junction with Reddaway Drive and the post box. The letter asked the Parish Council to remind residents of their responsibilities. It was agreed that Cllr Madge would mention this in a Scene article. The Clerk would contact TDC and DCC to ascertain ownership of the land. The owners of Exminster House would also be contacted regarding their boundary.</p>	<p>JD</p> <p>JW/ CM JD</p> <p>JD</p>
16/304	<p><u>To scope the future workload of the Council and to discuss working arrangements to manage the demand</u></p> <p>Cllrs Ponsford, Smith, Walledge and Wood had met to discuss workload and associated matters on 2 June and notes from the meeting were circulated.</p> <p>As Councillors had not had sufficient time to read and consider the notes of the meeting, it was agreed to put the item on the agenda for the meeting on 18 July.</p> <p>The part II item (16/316) would also move to 18 July.</p>	<p>JD</p>
Planning Matters		
16/305	<u>Planning Applications</u>	
/1	<p>16/01488/FUL, 40 Milbury Farm Meadow - Roof lights to north and south elevations</p> <p>Cllr Madge explained that the work had already been completed.</p> <p>It was resolved that the Parish Council had no comment to make on this application.</p>	<p>HH</p>
16/306	<u>Planning Decisions</u>	
/1	<p>16/00935/FUL, Land Adjacent to Reddaway Drive, Reddaway Drive - Creation of 58 parking spaces with new access – REFUSED</p> <p>Councillors commented as follows:</p> <ul style="list-style-type: none"> • The parking and safety issues highlighted in the application were ongoing and could potentially become worse once development of Exminster House commenced. • Possible alternative sites and solutions should be considered in consultation with residents. • The Parish Council should concentrate on projects that could be achieved. • The root cause of the parking congestion was the extension of Westbank and it should be their responsibility to address the problem. <p>The Council agreed at this stage there was no further action required and to revisit the situation in January 2017.</p>	<p>JD</p>
Other Planning Matters		
16/307	<p><u>To consider making a request to Teignbridge District Council to publish the Bovis planning report earlier than its usual 7 days before Committee, due to its significance and expected length</u></p> <p>The Clerk explained that Cllr Connett had written to TDC to ask for earlier sight of the report and had suggested that the Parish Council made a similar request.</p> <p>Cllr Wood noted that Bovis were keen to see the application considered as soon as possible. Once outline planning permission had been granted, Bovis intended to deal with the detailed plans on a Reserved Matters basis, rather than with a single, detailed planning application. This would be achieved on a phase by phase basis with plans and paperwork for the Parish Council to</p>	

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	<p>consider for each separate phase. It was likely that Phase 1 (the 'Local Centre') would contain residential dwellings, the commercial hub, the Matford Community Facility and the ATP. Cllr Wood said that the information from Bovis meant that in the short term (up to 12 months), the Parish Council would need more meetings to discuss Reserved Matters for Bovis and outline planning applications from other developers. The Parish Council would also need to meet to discuss S.106 agreements for the Matford Facility and the ATP. In the medium term (9 to 18 months), the Parish Council may need to consider issues arising from the construction process in Matford and project management for the Matford Facility and ATP. Finally, in the longer term (18 months onwards), there would be the management of the Matford Facility and dealing with a new community. Any future plan should look strategically at the Council's vision for three years hence and then work backwards.</p> <p>Questions were raised as to how TDC would manage the Reserved Matters process, specifically whether the Reserved Matters would come before the TDC Planning Committee; the Parish Council's favoured option.</p> <p>It was resolved to ask TDC for sight of the Officer's Report to the Planning Committee a week early.</p> <p>It was agreed to ask TDC for clarification as to how the Reserved Matters process would be managed.</p> <p>The Parish Council needed to plan additional meetings to consider the Officer's Report. The following dates were suggested based on the dates of the TDC Planning Committee meetings.</p> <ul style="list-style-type: none"> • Wednesday 20 July • Wednesday 17 August • Wednesday 14 September 	<p>HH</p> <p>HH</p> <p>JD</p>
<p>Neighbourhood Development Plan</p>		
<p>16/308</p>	<p><u>Notes of the ENDP Implementation Group meeting held on 15 June 2016</u></p> <p>Notes from the meeting had been circulated to all Councillors.</p> <p>Cllr Wood outlined three key areas on which the group would seek clarification in the coming months:</p> <ul style="list-style-type: none"> • Capital Funding (timing of S.106 contributions and the legal issues relating to the usage of Community Infrastructure Levy (CIL) in advance of S.106 funding) • Construction of the Matford Facility (cost, details of the procurement process and project management) • Revenue Funding (confirmation from NHS England/Ide Lane GPs for the Surgery element, revenue streams and ongoing management and day to day running of the Matford Facility) <p>It was noted that a meeting was taking place with representatives from the Architects Lacey, Hickie and Caley (LHC) on Thursday 7 July as a fact finding exercise. Cllr Wood mentioned that LHC had designed the Pavilions building in Teignmouth. It was likely that a request to the Parish Council for authority to spend the remaining funds agreed to facilitate preparation of the costings would be sought at the next meeting of the Parish Council, despite no confirmed date for the Bovis application to be heard by the TDC Planning Committee.</p> <p>Cllr Goodey gave an update on the notes in that the District Heating scheme was again under consideration for the Matford Development and the issues regarding the high pressure gas main identified by the HSE had been resolved.</p> <p>Cllr Chandler noted that he had met with South West Water regarding the provision of toilets at Deepway. The matter would be on an agenda for discussion following the conclusion of the legal discussions currently in progress.</p>	
<p>16/309</p>	<p><u>The ENDP Implementation Group supports the provision of a multi-use 2G Artificial Turf Pitch (ATP) in the Matford Development suitable for hockey and other sports. Subject to support from the Parish Council this option will be pursued with Teignbridge District Council and Bovis</u></p> <p>The notes from the ENDP meeting set out the reasons why a 2G ATP was the preferred option in</p>	

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	<p>that it would satisfy residents' expectations and was likely to be the most versatile surface and thereby generate the most revenue.</p> <p>It was resolved to write to TDC setting out the Parish Council's expectations for the pitch, including the following conditions:</p> <ul style="list-style-type: none"> • Subject to contract • Terms acceptable to Exminster Parish Council (EPC) in S.106 Agreements • The land allocation to be in line with the South West Exeter Development Framework and transferred free of charge to Exminster Parish Council • Appropriate S.106 contributions from the developers • Provision of outdoor changing facilities • Appropriate levels of designated parking • Pitch to be floodlit • Terms for the use of the Secondary School as previously discussed by the Parish Council: <ul style="list-style-type: none"> ○ Per Joe Keech's letter of 19 June 2015 that the secondary school having unrestricted access 8am – 5pm during school term time (i.e. Monday – Friday) ○ The hours of access for the next school year to be agreed in advance with any unused hours (between the hours and days shown above) to be available to EPC ○ EPC to be reimbursed by DCC for the hours agreed in advance and any additional usage mutually agreed ○ Detailed work being undertaken by EPC to satisfy itself that the capital and revenue funding is acceptable. 	AW/ HH
Finance Matters		
16/310	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £1983.60.</p>	HH
16/311	<p><u>To authorise the completion and signing of National Westminster Bank PLC's Bankline Mandate for the provision of internet banking services and to accept the Bankline Terms on behalf of Exminster Parish Council</u></p> <p>Resolved.</p>	HH
Property & Amenities Matters		
16/312	<p><u>To consider the siting of litter bins at the bus stops under the Motorway bridge</u></p> <p>Cllr Smith explained that he had been allocated the area at the last Community Litter pick and had noticed a large amount of rubbish had accumulated in the vicinity of the bus stops on either side of the road. It was hoped that if it was possible to site litter bins near the bus stops, this would alleviate the problem.</p> <p>As the bins were on a highway, they would be emptied free of charge by TDC, however the cost of purchasing and installing each bin was £250.</p> <p>Cllr Lakes and Goodey pledged to purchase both bins by way of a community grant.</p> <p>It was resolved to install a bin at both bus-stops under the Motorway bridge.</p>	JD
16/313	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Madge reported that he would be leading a walk through the village on 25 July. All Councillors, partners and friends were welcome. 2. Cllr Madge respectfully asked for all reports to be considered at Parish Council meetings to be circulated with the agenda, to allow sufficient time to consider their contents. 3. Cllr Maynard continued to progress the domain name change from exminsterparish.co.uk to exminster.gov.uk. 	
16/314	<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 16/246 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Not required.</p>	
16/315	<p><u>Public Open Session</u></p> <p>No comments.</p>	

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Part II	
16/316	To discuss the impact on staff of the future workload and working arrangements identified in <u>item 16/304</u> To be on the agenda on 18 July.
The meeting closed at 20:45 Date of next meeting: Monday 18 July 2016 at 19:30 in the Victory Hall	

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