

Exminster Parish Council Meeting Minutes

Monday 15 August at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

16/344	<p><u>Public open session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. Mr Hewertson, a resident of Matford Mews, commented on item 16/350/1. The residents of Matford Mews opposed the planning application for the following reasons. <ul style="list-style-type: none"> • The field on which the development was planned was regularly flooded and had, in the past, caused flooding of properties in Matford Mews. Residents had installed their own flood prevention measures and were concerned that any further development on the land would exacerbate the situation. • The mains drainage only had the capacity for a further 5 properties and therefore would not be able to support the total number of dwellings proposed (under several different applications) on the site. • There were concerns about access onto Old Matford Lane. 2. Regarding item 16/354 – According to planning conditions, the Suitable Accessible Natural Green Space (SANGS) relating to the Sentry’s Farm development should have been available before the occupation of the first dwelling. This condition had not been fulfilled as the field in which the temporary SANGS was to be located remained completely overgrown. 3. The footpath between Highlands and the Swans Nest Roundabout was overgrown and impassable. 			JD
Part 1				
16/345	<p><u>Present</u></p> <p>Cllr Peter Chandler (PC), Cllr Gordon Evans (GE), Cllr Derek Madge (DM), Cllr Richard Morgan (RM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Josie Walledge (JW), Cllr Adrian Wood (AW).</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Public: 3</p>			
16/346	<p><u>Apologies accepted from</u></p> <p>Cllr John Goodey (JG) – personal reasons Cllr Chris Maynard (CM) – personal reasons District Councillor Kevin Lake – work commitments</p>			
16/347	<p><u>Declaration of interest on Agenda Items</u></p> <p>16/359 Cllr Ponsford declared an interest and would not be voting on the application as he had been involved in a professional capacity advising on the choice of refrigerators.</p>			
16/348	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>			
16/349	<p><u>To approve the Draft Minutes of the EPC Meeting held on 1 August 2016</u></p> <p>It was resolved to approve the minutes.</p> <p>Cllr Smith apologised for not declaring his interest as a Victory Hall Trustee (Page 2, item 16/335).</p>			
Planning Matters				
16/350	<p><u>Matford Development</u></p>			
/1	<p>16/01828/OUT, Old Matford House, Old Matford Lane – Outline - erection of up to eight dwellings (approval sought for access)</p> <p>Cllr Wood explained that the application fell within the Matford Development area and therefore would be subject to the same requirements as the four major applications.</p> <ul style="list-style-type: none"> • There were other planning applications pending on the same site and if all were approved there would be an extra 18 dwellings exiting onto Old Matford Lane. Therefore, all the applications for this site should be looked at in the round, rather 			

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	<p>than individually in order to assess the total impact.</p> <ul style="list-style-type: none"> • There was no mention of affordable housing within the application. • Confirmation was sought that the application was in accordance with both the TDC local plan and the Exminster Neighbourhood Development Plan. • The development would be eligible for Community Infrastructure Levy (CIL) payments and S.106 contributions. Due to technicalities associated with the number of contributors to a S.106 agreement, it was suggested that a separate S.106 agreement could be drawn up for this site, with a contribution to be made towards a Community Worker for the Matford development. It should also be ascertained whether it was possible for ongoing maintenance costs to be included in S.106 agreements and it was agreed that this was a question for TDC Strategic Place Manager, Nick Davies. • The application did not mention SANGS. This should be highlighted to TDC as the SANGS provision for the entire development needed to be in place before occupation of the first dwelling. [It was noted that this was not only an issue for this development but also for the Sentry's Farm development]. • Clarification should be sought regarding Old Matford Lane and vehicular access. • Concerns that there was insufficient mains drainage capacity had been raised by Bovis and should be reiterated. Mains drainage had been put in jointly by the Devon Hotel and Matford Mews and this only had the capacity to add 5 more properties. • The land on which the development was proposed regularly flooded and there had been incidents of properties within Matford Mews being flooded with the run off. <p>The Parish Council resolved to comment on the application including the aforementioned points.</p>	<p style="text-align: center;">HH</p> <p style="text-align: center;">HH</p>
/2	<p>Update on discussions with TDC</p> <p>Cllr Wood presented a timetable outlining some key dates when matters relating to the Matford Facility and Artificial Turf Pitch (ATP) would be considered by Council. A meeting had taken place with representatives from TDC as a fact finding exercise to work out what was required in order to effectively manage a large building project. The TDC representatives had all been involved in the project management of the Pavilions in Teignmouth. TDC had suitable expertise to project manage the Matford Facility and had expressed an interest in being involved. Councillors agreed that discussions regarding TDC potentially project managing the build should continue.</p> <p>An email sent by Cllr Wood following the meeting regarding the ATP on 3 August was circulated. Concern was expressed that the land allocation for the community ATP would be insufficient if Devon County Council (DCC) insisted that the entire 7.8 hectares was required to deliver their statutory responsibility for education. This would mean that it would be unfeasible to have a community ATP as specified in the South West Exeter Development Framework. To date, a response had not been received to this email and it was agreed that this should be brought to the attention of TDC Strategic Place Manager, Nick Davies, as a prompt response was required in order for the Parish Council to consider its position regarding the Bovis planning application at the meeting on 5 September.</p>	<p style="text-align: center;">AW/ HH</p> <p style="text-align: center;">AW/ HH</p>
/3	<p>Recommendation to get advice on the ongoing revenue affordability of the Matford Facility and the viability of an Artificial Turf Pitch from Richard Grady of Consult QRD (website: www.consultqrd.co.uk). A budget of £500 should be set by the Parish Council. This is a Community Plan and Neighbourhood Plan project.</p> <p>Cllr Wood had been unable to discuss the Parish Council's requirements with Mr Grady prior to the agenda for the meeting being sent. Following a discussion earlier in the day, an email was circulated outlining the work that Mr Grady could undertake within the parameters of the Parish Council's deadline. The email contained a quotation for the work in the sum of £900 plus VAT to include both an appraisal on the design of the Facility and consideration of the commercial implications, including revenue generation and potential attractiveness to third party operators.</p>	

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	It was resolved to authorise the work to be carried out at a cost of £900 plus VAT. Cllr Wood left the meeting.	HH
16/351	<u>Planning Applications</u>	
/1	16/01989/FUL, 37 Gissons - Attached dwelling Cllr Morgan explained that a previous application on this site had been refused and this application sought to address some of the concerns regarding the first application. The proposed dwelling was a 2 bedroomed starter home. There would be no loss of on-road parking. The materials proposed would match the existing materials of houses in the area where possible, although some were no longer manufactured. There would be no change to the boundary of the existing property. It was resolved to comment that the Parish Council deferred to TDC to assess the suitability of this application given the reduction in size (compared to the original application on the site), as there were currently no objections on the planning portal, and the materials would be as close as possible to existing, in accordance with the Quality of Design Policy in Exminster Neighbourhood Development Plan.	HH
/2	16/01819/FUL, 11 Exe View, Townfield – Replacement garage and driveway and erection of a Pergola in the front garden – REVISED PLANS The change to the planning application was very minor; regarding a pergola in the garden. It was resolved that this change required no comment from the Parish Council.	
/3	16/02097/VAR, Luccombes Coarse Fishery, Towsington Lane - Removal of condition 3 on planning permission 10/03859/COU to allow occupancy of managers accommodation all year round Cllr Morgan explained that currently the managers were only allowed to occupy the accommodation for 9 months per year. The applicants were requesting year round occupation to allow more time for refurbishment and maintenance, assist with security and to protect the fish stock. It was noted that this application may be subject to Rural Workers' Accommodation rules. No additional building was required and the security of the site was a valid issue. It was resolved that Council supported the application subject to validity under planning constraints, including Rural Worker's Accommodation rules.	HH
16/352	<u>Planning Decisions</u> Noted as listed below.	
/1	16/01186/FUL, Silver Ridge, Little Silver Lane - Two storey rear extension, dormer to side elevation including balcony and raising garage roof - GRANTED	
/2	16/01598/FUL, 20 Crockwells Rd - Single storey side extension - GRANTED	
/3	16/01503/VAR, Down Hills, Milbury Lane - Variation of condition 2 on planning permission 12/02197/FUL to remove chimney, raise roof line of extension, change dormer window to a standard window, alterations to number and location of windows, addition of sun tunnel, alterations to and addition of sky lights and remove window and replace with bi-folding door - GRANTED	
/4	16/01856/FUL, Field End, Deepway Lane - Two storey side extension including extended balcony - GRANTED	
/5	16/01829/FUL, 31 Jupes Close – Conservatory to rear - GRANTED	
Other Planning Matters		
16/353	<u>To consider the letter received from Teignbridge District Planning Department regarding the termination of issuing paper planning applications to Parish Councils</u> The letter had been circulated to all Councillors. TDC had reconsidered the timing of the termination, to take into account that additional technology may be required for displaying the plans and could be budgeted for, prior to April 2017 when paper planning applications would no longer be issued. TDC had plans to upgrade their website to make it more user friendly and would hold training	

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	<p>sessions for Clerks to ensure that they had the knowledge to present the plans appropriately in a Powerpoint presentation if required.</p> <p>The Parish Council had already invested in a portable projector and screen, but it was noted that the Victory Hall Trust had plans to install a fixed projector and electrically operated screen in the Victory Hall which would be readily accessible during meetings.</p> <p>It was suggested that the Parish Council write to TDC to ask if, during their review of the website, it could be arranged that all documents relating to a planning application could be downloaded simultaneously, for viewing offline.</p>	JD
16/354	<p><u>To discuss the monitoring of Sentrys Farm planning conditions</u></p> <p>It was agreed to write to TDC planning department to highlight that condition 11, relating to the SANGS being in place before the occupation of the first dwelling, had not been discharged. This should also be brought to the attention of Strategic Place Manager, Nick Davies, as it also related to the Matford Development.</p> <p>Additionally, it was noted that the Parish Council had not been updated on the Sustainable Urban Drainage System condition that it had previously written to TDC about.</p>	HH JD
Community Plan		
16/355	<p><u>Community Plan Steering Group update</u></p> <p>The Steering Group only had a small number of members and it was proving difficult to recruit and retain new members.</p> <p>A community litter pick would be arranged in the autumn.</p> <p>It was agreed to check with the Secretary of the Steering Group whether the draft minutes could be circulated to Councillors, due to the length of time before the minutes were approved.</p>	JD
Finance Matters		
16/356	<p><u>RFO's report</u></p> <ol style="list-style-type: none"> 1. Direct Debit Payments during July – £40.68 including VAT for electricity for Deepway Green. 2. Automatic Enrolment (Pensions) – The Parish Council's staging date for Automatic Enrolment was 1 August. All requirements were in place and a Declaration of Compliance had been sent to the Pensions Regulator, and subsequently acknowledged. 3. Purchase order for costing work for the Matford Facility – The purchase order, initially made out to Lacey, Hickie, Caley (LHC) in the sum of £4,500 had been split between LHC and a Quantity Surveyor (AECOM), as LHC's indemnity insurance did not cover the Quantity Surveying work. Revised purchase orders amounts were LHC £3,320 and AECOM £1,180. LHC had received two quotations for the Quantity Surveying work and had recommended AECOM. 4. Purchase of Anti-Graffiti coating – A cheque had been received in the sum of £150.00 from the father of one of the youths involved in the graffiti incident. This had been used to purchase a coating that Mr Fowler will apply to suitable equipment and areas in September. 	
16/357	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £4264.10.</p>	HH
16/358	<p><u>Draft accounts for July 2016</u></p>	
/1	<p>Budget Comparison Report</p> <p>It was resolved to approve the report.</p>	
/2	<p>Balance Sheet</p> <p>Advice had been received that interest should not be shown on the S.106 fund lines on the balance sheet.</p> <p>It was resolved to approve the report.</p>	

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16/359	<p><u>To consider a Community Grant application from the Coffee on the Corner in the sum of £500</u></p> <p>It was explained that the grant was for a contribution towards the purchase of two new refrigerators.</p> <p>It was resolved to approve the application under s.137 LGA 1972.</p>	JD/ HH
16/360	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Madge reported that former Chairman Ken Beer had passed away. Cllr Madge was very privileged to have served on the Parish Council under his chairmanship when a number of key projects that had shaped the village took place in the late 1970's and early 1980's. 2. Cllr Evans had attempted to find the documents associated with the Deepway Trust in order to further discussions regarding ownership. To date, the lease had not been found, but minutes had been found suggesting that the documents existed. It was suggested that the Deepway Trustees should be asked to look for them in their archives. A timeline had been constructed from the minutes including information about grant applications and funding which may prove useful. Information on the acquisition of Deepway Green was required, which may assist further. Cllr Evans and Mrs Evans were thanked for their input. 3. Cllr Morgan reported on a meeting with Cllr Madge and Victory Hall Trustees. Now that the legal relationship was understood a report would be received from the Victory Hall Trust by mid-September to be presented to the Council in October, outlining the trust's plans. Information regarding the legal implications would be discussed at the same meeting 	
16/361	<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 16/363 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Resolved.</p>	
16/362	<p><u>Public Open Session</u></p> <p>No comments.</p>	
Part II		
16/363	<p><u>To agree the notes of the Part II meeting held on the 1 August 2016</u></p> <p>It was resolved to approve the notes.</p>	
<p>Date of next meeting: Monday 5 September 2016 at 19:30 in the Victory Hall</p> <p>The meeting closed at 21:15</p>		

Signed:....Josie Walledge..... Date:....5 September.....