

Exminster Parish Council Meeting Minutes

Monday 17 October 2016 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

16/433	<p><u>Public open session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. Unresolved issues related to Milbury Reach: <ol style="list-style-type: none"> a. It appeared that the maintenance plan relating to the Social Housing apartments on the development had changed since planning permission was granted, with the Management Company, Chamonix and the Social Housing operators unclear of their responsibilities. Confirmation needed to be sought from Teignbridge District Council (TDC) whether the maintenance plan had been amended. This issue had implications for other developments within the Parish as they would all be based on a similar management model. b. The footpath from the development onto the main road, past the Stowey Arms, had not been adopted by Devon County Council (DCC). This was concerning because Enterprise Inns, who owned the land the path crossed, could withdraw the right of the public to use the path. c. A question had been raised on Social Media about whether the open space at Milbury Reach was Public Open Space or was exclusively for the use of residents of the development. 2. Issues at Sentry's Farm: <ol style="list-style-type: none"> a. Work was taking place on site on Saturday afternoons and Sundays. This was in breach of the planning conditions. b. A question was raised about the extent of the land for the temporary Suitable Alternative Natural Green Space (SANGS)/recreational open space for the development. Planning condition 11, relating to the area, referred to a drawing which did not appear on the plans. 	
Part 1		
16/434	<p><u>Present</u></p> <p>Cllr Peter Chandler (PC), Cllr Gordon Evans (GE), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Josie Walledge (JW), Cllr Adrian Wood (AW).</p> <p>Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Public: 5</p>	
16/435	<p><u>Apologies accepted from</u></p> <p>Cllr John Goodey (JG) – Teignbridge District Council commitment Cllr John Ponsford (JP) – personal reasons</p>	
16/436	<p><u>Declaration of interest on Agenda Items</u></p> <p>None declared.</p>	
16/437	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
16/438	<p><u>To approve the Draft Minutes of the EPC Meeting held on 3 October 2016</u></p> <p>Resolved.</p>	
16/439	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. The application submitted to the TDC Elector Fund by the Parish Council on behalf of the Victory Hall Trust had been successful in the sum of £3244 for Projector equipment in the Victory Hall 2. The latest survey on the banks at St Martins had been received by the Clerk and would be on the agenda for discussion at a Parish Council meeting in November. Cllrs Chandler and Evans agreed to look at the report and the banks prior to the meeting. 3. The Parish Council had been asked whether they wished to decorate a tree for the Methodist Christmas Tree Festival. Cllr Chandler offered to enter one on behalf of the 	<p>HH</p> <p>PC/ GE</p>

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	<p>Parish Council. The item would be on the next agenda for a resolution regarding expenditure.</p> <p>4. It was confirmed that, as last year, there would only be one Parish Council meeting in December on Monday 5th. The first meeting in January was due to fall on a Bank Holiday. The Clerk would look into the availability of meeting rooms for Tuesday 3rd or Wednesday 4th January.</p>	<p>JD</p> <p>JD</p>
Planning Matters		
16/440	Other Planning Matters	
16/441	<p><u>To consider the letter from Exeter Estates Ltd regarding the proposal for a mixed use business development on land to the East of the Peamore Centre</u></p> <p>The letter had been circulated to all Councillors. The Clerk displayed plans associated with the proposal. It was agreed to invite the company to present their proposal at a Parish Council meeting.</p>	JD
16/442	<p><u>To discuss the monitoring of Sentry's Farm planning conditions</u></p> <p>1. To inform Council of the response from South West Water (SWW) regarding foul water provision in Exminster following the additional development in the village. SWW had confirmed in an email to a resident, Mr Samson, that the pumping station at the end of Milbury Lane would continue to operate satisfactorily with additional development in the village. Mr Samson had been thanked for bringing the matter to the attention of the Parish Council</p> <p>2. To report on the response from TDC to the questions posed regarding the SANGS provision at Sentry Farm The email response to the Clerk's questions had been circulated to all Councillors. The Officer would attend site to inspect the condition of the SANGS, to check compliance with planning condition 11 which had now been discharged. The Officer had advised that the land on which the temporary SANGS was located did not require a change of use application. Standing Orders were suspended to allow Mrs Smyth to speak from the public gallery who was not satisfied about the response she had received from TDC regarding the classification and extent of the land allocated for the temporary SANGS. Standing Orders were reinstated. It was resolved to write to TDC asking whether a change of use application would be required for the land when the temporary SANGS was no longer in use and the actual extent of the land (as the plan relating to condition 11 was not available). Additionally, a breach of the planning condition relating to working hours should be noted as work had been taking place on site on Saturday afternoons and Sundays.</p>	JD
16/443	<p><u>To discuss issues relating to ground maintenance at Milbury Reach</u></p> <p>Items raised in the Public Open Session related to the development were addressed.</p> <p>1. Maintenance and land management – Chamonix, the management company for the development, and the two Social Housing operators, Aster and Sanctuary Housing, appeared to have conflicting opinions about the management of areas in the vicinity of the Social Housing apartments. This was a planning matter and clarification should be sought with TDC as to whether there had been an amendment to the original planning documents associated with the land management.</p> <p>2. Public Open Space – The Parish Council had sought advice prior to the development commencing about the status of the open space and its availability to all residents, not just those who lived on the development and paid for its maintenance.</p> <p>It was resolved that the Clerk should write to Ian Perry, the TDC Planning Officer for the development, asking whether the maintenance plans had been amended since the planning conditions were discharged and to clarify the exact areas of the development which were classified as Public Open Space.</p>	JD

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	<p>3. Footpath – The Clerk reported that Bloor Homes had confirmed that Enterprise Inns were responsible for the upkeep and maintenance of the footpath and surrounding green area. The Clerk had written to Enterprise Inns to ask for a copy of their maintenance plans for the path and surrounding area</p> <p>The path would not be adopted by Devon County Council with the estate roads and would remain in the ownership of Enterprise Inns. Concerns were raised that Enterprise Inns could close the path if it chose to.</p> <p>The Clerk had previously taken this matter up with Devon County Council and been advised that following advice from the County Solicitor together with the fact that Enterprise Inns had not put forward the land for adoption, the land would remain in the ownership of Enterprise Inns</p> <p>It was agreed that Cllr Connett would be asked to take up the matter.</p> <p>It was noted that a resolution to the aforementioned issues was important considering the scale of the forthcoming development at Matford.</p>	JD/ AC
Community Plan		
16/444	<p><u>Community Plan Steering Group update</u></p> <p>No update available.</p>	
Neighbourhood Development Plan		
16/445	<p><u>Notes of the ENDPIG meeting held on 21 September 2016</u></p> <p>There were no questions on the notes.</p> <p>Cllr Wood highlighted that Bovis had granted an extension to TDC until the 18 October, in the first instance, for determination of planning application 15/00708/MAJ.</p>	
16/446	<p><u>To consider and if appropriate approve the draft Parish Council's Exminster Neighbourhood Development Plan (ENDP) 2016 Annual Report to Residents, a request to print 3,000 copies at a cost of £315 (plus VAT if applicable) and request to spend up to £500 (plus VAT if applicable) to deliver copies to Residents</u></p> <p>The draft leaflet had been circulated to all Councillors.</p> <p>Delivery of the leaflets was discussed and a list of delivery rounds was circulated for Councillors to sign up to, by emailing the Clerk with their preferred area.</p> <p>The Deputy Clerk confirmed that a higher resolution copy of the Community Sports and Leisure Facility diagram had already been sourced prior to the meeting.</p> <p>A link to The South West Exeter Development Framework document, mentioned in the leaflet, was not on the Parish Council website. It was agreed that a link should be put on the Neighbourhood Development Plan webpage.</p> <p>Several amendments to the draft were suggested.</p> <p>Cllr Smith agreed to work with the Deputy Clerk to enhance the leaflet and include any other projects in the village that were appropriate to highlight, relating to the NDP.</p> <p>It was agreed to bring a revised version to the Parish Council meeting on 7 November.</p>	All KS/ HH
16/447	<p><u>To consider and if appropriate approve the Community Infrastructure Levy (CIL) Project Tracker showing the status of all projects identified to date qualifying for the use of CIL</u></p> <p>The Project Tracker had been circulated to all Councillors.</p> <p>The projects were briefly outlined.</p> <p>Cllr Wood stated that St Martin's Church additional facilities project would come to the Parish Council for approval.</p> <p>Cllr Wood highlighted ways in which the Parish Council could fulfil policy EXM04, related to the acquisition of Public Open Space and green spaces, and explained that a paper was being prepared by Phil Markham to be brought, initially, to the Implementation Group.</p> <p>It was resolved to approve the CIL Tracker, upload it to the Parish Council website and reference it in the ENDP report.</p>	HH/ KS
16/448	<p><u>To consider and if appropriate approve the request for final design work for the Northern Junction by Devon County Council at a cost of £25,720 (plus VAT if applicable)</u></p>	

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	<p>A copy of the quotation and schematic report on the Northern Junction had been circulated to all Councillors.</p> <p>A short explanation was given about the background to the work, linking back to the Community Plan and Neighbourhood Development Plan consultation.</p> <p>Discussion took place during which a number of issues were raised regarding the report, consultation, and cost versus benefit.</p> <p>A vote was taken on the proposal as tabled, the proposal was not approved. Councillors expressed concerns that they could not clearly read the detail and understand the plans on the working of the junction and felt they did not have enough information to understand some of the other issues. It was agreed further clarification was needed, including background information in the Jacobs report. It was agreed to circulate the report.</p> <p>No alternative proposal was tabled at the meeting.</p>	JD/ HH
16/449	<p><u>To receive an update on the Southern Junction</u></p> <p>The detailed plans for the junction, taken from the S.106 document for the Bellway planning application had been circulated.</p> <p>A copy of an email outlining an estimated cost of design was circulated at the meeting. The estimate included a safety audit, survey and senior engineer and technician time, with an upper estimate of £4000. Disappointment was voiced that DCC had advised that traffic lights at this point were not viable due to limited vision by drivers on the approach from Dawlish.</p> <p>It was requested that a link to the electronic copy of the S106 document was circulated to all Councillors as the plans supplied were not clear enough.</p> <p>It was agreed this subject would be discussed again at a future meeting</p>	AW/ HH
Finance Matters		
16/450	<p><u>RFO's report</u></p> <ol style="list-style-type: none"> 1. Direct Debits were noted for September: £40.30 including VAT - electricity for Deepway £4.05 - NEST pensions contributions. 2. The External Audit was concluded by Grant Thornton on 27 September 2016, with a clean audit opinion. The auditors noted that the Notice of Appointment of Date for the Exercise of Electors' Rights for the 2014/15 Financial Year allowed only 19 working days instead of 20 working days for the inspection of books and records. 3. In order to protect the Parish Council's finances, it was suggested that another bank account was opened with an independent provider in which CIL funds could be invested. Santander, HSBC and Co-operative Bank had been approached for application details. It was agreed to check the application details for the Co-operative bank as it was thought that this would be the most efficient to set up. The resolution to open an account would be on a future agenda. <p>The RFO was thanked for the work on the audit and annual accounts.</p>	HH
16/451	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £6220.72</p>	HH
16/452	<p><u>Draft accounts for September 2016</u></p>	
/1	<p><u>Budget Comparison Report</u></p> <p>There were no questions on the report.</p> <p>It was resolved to approve the budget comparison report.</p>	
/2	<p><u>Balance Sheet</u></p> <p>A revised balance sheet was circulated at the meeting with a correction on the balances of the CCLA funds.</p> <p>It was resolved to approve the balance sheet.</p>	
Property & Amenities Matters		
16/453	<p><u>To consider the Annual Tree Survey and agree any recommendations</u></p> <p>The survey highlighted an issue with a large oak tree on Crockwells Meadow. The tree had</p>	

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	<p>developed a fungal growth and quarterly monitoring was recommended at a cost of £15 per inspection.</p> <p>Cllr Chandler noted that both oak trees were affected and stated that he would check the trees periodically. Once the fungus had bloomed, it would not bloom again until next year.</p> <p>It was agreed to ask Mr Sharpe the rationale for a quarterly inspections based on the advice that he had received.</p>	JD
16/454	<p><u>To consider a letter from the Exe Estuary Partnership inviting Exminster Parish Council to become a Partner of the Exe Estuary Management Partnership</u></p> <p>The suggested contribution for Parish Councils wanting to become partners was £500. As there were no Councillors with an interest in attending the meetings, it was resolved not to take up the offer at this time.</p>	JD
16/455	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Smith reported that the Autumn Litter Pick had taken place on Saturday 15 October. 2. Cllr Walledge reported that the defibrillator awareness evening on 10 October had been well attended and informative 3. Cllr Chandler reported that there would be a bulb planting session on Dryfield on 22 October at 09:30. 	
16/456	<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 item 16/458 (part II) having due regard to the confidential nature of the business to be transacted.</u></p>	
16/457	<p><u>Public Open Session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. Disappointment was expressed that there had not been a resolution on the Northern Junction project. 2. It was apparent that the Parish Council had undertaken extensive work, in the past, relating to the Northern and Southern Junction projects and it was a shame that the documentation had not been referenced or consulted prior to the meeting. 	
Part II		
16/458	<p><u>To agree the notes of the Part II meeting held on the 3 October 2016</u></p> <p>Resolved.</p>	
<p>Date of next meeting: Monday 7 November 2016 at 19:30 in the Victory Hall</p> <p>The meeting closed at 21:30</p>		

Signed:....Josie Walledge..... Date:.....7 November 2016.....