

Exminster Parish Council Meeting Minutes

Tuesday 3 January 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster

Chairman: Josie Walledge

17/1	<p><u>Public open session</u> Comments:</p> <ul style="list-style-type: none"> • Council was wished a happy and prosperous new year. • A representative of Exminster Feoffees asked to be kept informed regarding meetings with the new owners of Spurfield House and to be involved in any negotiations regarding access. 	JD
Part I		
17/2	<p><u>Present</u> Cllr Peter Chandler (PC), Cllr Gordon Evans (GE), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Josie Walledge (JW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Devon County Councillor: Alan Connett (AC) Public: 4</p>	
17/3	<p><u>Apologies accepted from</u> Cllr John Goodey (JG) – personal reasons Cllr Lorne Smyth (LS) – personal reasons Cllr Kevin Lake (KL)</p>	
17/4	<p><u>Declaration of interest on Agenda Items</u> Cllr Madge noted that he lived opposite the property involved in the planning application in item 17/11/1.</p>	
17/5	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
17/6	<p><u>To approve the Draft Minutes of the EPC Meeting held on 5 December 2016</u> Resolved.</p>	
17/7	<p><u>County Councillors Report on items other than those on the agenda</u></p> <ol style="list-style-type: none"> 1. Devon County Council (DCC) Highways had been asked to replace the green cycle lane surface near the BP garage. Residents were asked to email Cllr Connett with any experiences of lack of cycle awareness by cars exiting the garage over the damaged surface in order to raise the priority of the issue. 2. A petition was running to reinstate a three bus per hour service on the no. 2 bus. Cllr Connett was asking residents to contact him with their experiences of the new timetable, to present to Stagecoach. Anecdotal evidence suggested that during peak times some of the scheduled buses were not turning up and therefore other services were oversubscribed. 3. Councillors and residents were asked to advise Cllr Connett of the impact of the closure of the Townfield entrance to school. 	
17/8	<p><u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillors Goodey and Lake were not present.</p>	
17/9	<p><u>Chairman's Report</u></p> <ol style="list-style-type: none"> 1. The Chair wished everyone a happy new year. 2. Disappointment was expressed about the recent incident of vandalism to the Defibrillator in the village and the destruction of the litter bin at the bus stop underneath the Motorway bridge. 3. The Annual Parish Meeting would take place on Tuesday 28 March. 	
17/10	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. A response has been received from Stagecoach regarding the 2 bus explaining the rationale for the new timetable. 2. An email has been sent to the new owners of Spurfield House requesting an informal meeting. 	

Exminster Parish Council Meeting Minutes

Tuesday 3 January 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster

	<p>3. There would be no extension of the referendum principle (for capping the precept) to Town and Parish Councils for the 2017/18 Financial Year. However, increases in precepts would be kept under close scrutiny.</p> <p>4. Mr David Whitton, Chief Officer for Highways at DCC, had responded to the Parish Council's request for the 20mph speed limit to be extended from the Reddaway Drive junction to the Motorway Bridge. The response had been circulated to all Councillors. A review of actual traffic speeds would be conducted through the Speed Complaint Action Report Forum (SCARF) and consideration would then be given as to whether it was appropriate to implement further safety measures.</p> <p>5. The Fire Brigade had been called to attend to a fire in one of the litter bins underneath the Motorway bridge. The Clerk would inform Teignbridge District Council (TDC) to ascertain ownership and replacement.</p> <p>6. An attempt had been made at vandalising the defibrillator at the Victory Hall. A resident intervened and the Police had been contacted. The door of the unit has been broken.</p> <p>7. TDC's rural skip service would visit the village on 25 February at the Victory Hall car park</p> <p>8. A speaker was required for the Annual Parish Meeting. Councillors were asked for suggestions as soon as possible.</p> <p>9. There had been reports of thefts from the allotments. Standing orders were suspended to allow a member of the public to speak to clarify. Standing orders were reinstated.</p>	All
Planning Matters		
17/11	<u>Planning Applications</u>	
/1	<p>16/03044/FUL, 26 Crockwells Road, Demolish existing garage and construction of a two storey side extension</p> <p>Cllr Smith explained the application. A window on the side elevation would potentially cause overlooking to the neighbouring property and there was a comment on the Planning Portal to that effect. It was noted that several other properties along the road had similar extensions, so the proposed alteration would be in keeping with the street scene. It was resolved to support the application and to advise TDC that the official notice of the planning application did not appear to have been displayed.</p>	HH
17/12	<u>Planning Decisions</u>	
	None to report.	
Other Planning Matters		
17/13	<u>Matford Facility</u>	
/1	<p>To update Council on the briefing from Teignbridge District Council on 13 December options/scenarios)</p> <p>Cllr Walledge gave a brief overview of the meeting, for which notes had previously been circulated to Councillors. Further to the meeting on 13 December, a meeting to discuss the Artificial Turf Pitch (ATP) has been arranged for Tuesday 10 January at 19:00 in the Victory Hall Annexe. Ros Eastman, Fergus Pate, Nick Davies and Phil Shears would attend from TDC. It was suggested that Cllrs Walledge, Goodey, Ponsford, Karl Walker (Chair of the Neighbourhood Development Plan Implementation Group) and the Deputy Clerk represented the Parish Council. The negotiating position would be discussed in part II.</p>	
/2	<p>To consider a strategy for reviewing the report from the Planning Officer at TDC regarding the Bovis Homes planning application 15/00708/MAJ</p> <p>The report from Ros Eastman was expected imminently. It was proposed that a short informal meeting took place on Friday 6 January at 19:00 in the Victory Hall Annexe, to allocate sections of the report to Councillors and members of ENDPIG and the S106 Working Party for consideration prior to the Parish Council meeting on Wednesday 11 January at which the response to the report would be agreed. It was hoped that Cllr Goodey would have time to look at the report prior to the</p>	JG

Exminster Parish Council Meeting Minutes

Tuesday 3 January 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster

	meeting on Friday, having experience of Planning Committee reports.	
/3	<p>To nominate a Councillor to speak at the Planning Committee meeting when the above application is considered</p> <p>The TDC Planning Committee meeting was scheduled for January. A nomination would be made at the Parish Council meeting on Wednesday 11 January.</p>	JD
17/14	<p><u>To consider any comments to be submitted on the Bishopsteignton Neighbourhood Development Plan</u></p> <p>Council had no formal comment but informally congratulated Bishopsteignton on their work to date and wished them success for their referendum.</p>	JD
Finance Matters		
17/15	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £5219.69.</p>	HH
17/16	<p><u>To discuss the quotation for the renewal of the Edge IT accounts software in the sum of £539 (plus VAT if applicable) per annum over a 5 year contract period.</u></p> <p>The RFO recommended that the contract was taken up. The software was specifically designed for Town and Parish Councils and was easy to operate. When assistance had been requested in the past, the company had been quick to respond. There were significant benefits in having the data stored remotely and it was advantageous that the application was online so that it could be accessed from any computer without needing individual software licences.</p> <p>Resolved.</p>	HH
17/17	<p><u>To agree a software subscription to Microsoft Office 365 business at a cost of £14 per month plus VAT.</u></p> <p>The RFO had trialled Office 365 for one month and it had proved to be reliable, although full functionality could not be assessed without additional users.</p> <p>The licence granted cloud based storage for two users, with the ability to share files online with Councillors. The Office 365 packages of Outlook, Excel, Word and Powerpoint would be automatically updated to the latest versions.</p> <p>Resolved.</p>	HH
17/18	<p><u>To continue discussions regarding the budget and precept for 2017/18</u></p> <p>The RFO had circulated an updated budget spreadsheet. To balance the budgeted expenditure against expected income, there had been amendments to the trees, temporary staff and room hire budgeted expenditure lines. This was based on a 2% increase in the precept. It was explained that any unforeseen expenditure on staff or trees would have to be spent from the General Reserve. It was likely that there would be a higher cost for the Internal Audit this year, and this had not been factored into the current figures.</p> <p>Cllr Madge asked whether the Community Plan funds should continue to remain separate. It was suggested that this was reviewed later in the year.</p> <p>A final decision on the precept would be made at the Parish Council meeting on 16th January when additional information about the current in-year position would be circulated.</p>	HH
Property & Amenities Matters		
17/19	<p><u>To consider the proposal from Devon County Council to provide cycle parking at various locations in the village</u></p> <p>Three sites were proposed:</p> <ol style="list-style-type: none"> 1. Outside Partridge's Estate Agents. DCC should be advised that this site is owned by the premises owners in that location. 2. At Deepway Green, near the skate park. It was noted that cycle racks had already been installed near the skate park and that the new cycle racks would be better placed closer to the Deepway Centre. A site was identified at the end of the footpath near the Spurfield gate. 3. Outside the Victory Hall <p>It was resolved to approve the plans for the cycle racks at the Victory Hall and to ask for the plans for Deepway to be reconsidered with racks opposite the Deepway Centre.</p>	JD

Exminster Parish Council Meeting Minutes

Tuesday 3 January 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster

17/20	<u>Councillors' Reports</u> 1. Cllr Walledge drew Councillors' attention to a Burn's night event at the Victory Hall on Saturday 28 January, with proceeds supporting the Victory Hall.	
17/21	<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 17/23 to 17/25 (part II) having due regard to the confidential nature of the business to be transacted.</u> Resolved.	
17/22	<u>Public Open Session</u> No comments.	
Part II		
17/23	<u>To agree the notes of the Part II Meeting held on the 5 December 2016</u>	
17/24	<u>Personnel matters</u>	
17/25	<u>Contracts</u>	
Date of next meeting: Wednesday 11 January 2017 at 20:00 in the Victory Hall Annexe The meeting closed at 21:36		

Signed:....Josie Walledge..... Date:.....16 January 2017.....