

## Exminster Parish Council Meeting Minutes

Monday 20 March 2017 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Derek Madge

17/142	<p><b><u>Public open session</u></b></p> <p>Numerous members of the public spoke regarding the West Exe Park development at Peamore. The following comments were noted:</p> <ul style="list-style-type: none"> <li>• Residents of Little Silver were unaware of the application. There had been no planning notices posted locally. Residents only became aware of the development when a site office appeared.</li> <li>• The development was not in the Teignbridge Local Plan.</li> <li>• The development was situated in an Area of Outstanding Natural Beauty. It would interrupt views of Haldon from a wide area.</li> <li>• There appeared to be no provision for denying access to the development from Days Pottles Lane.</li> <li>• Speeding traffic was currently an issue on Days Pottles Lane, making it dangerous for pedestrians; any further development would increase the danger. There were concerns about the environmental impact of the development, including an increase in noise, litter and pollution.</li> </ul> <p>Devon County Councillor Alan Connett explained that Devon County Council (DCC) Highways would be commenting on the application following their Planning Committee Meeting on 5 April.</p> <p>The Chairman reminded the public that individual responses to the application could be made by contacting Teignbridge District Council (TDC).</p>	
<b>Part 1</b>		
17/143	<p><b><u>Present</u></b></p> <p>Cllr Peter Chandler (PC), Cllr Gordon Evans (GE), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS).</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Devon County Councillor: Alan Connett (AC)</p> <p>Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL)</p> <p>Public: 23</p>	
17/144	<p><b><u>Apologies accepted from</u></b></p> <p>Cllr Chris Maynard (CM) – work commitment</p> <p>Cllr Josie Walledge (JW) - illness</p>	
17/145	<p><b><u>Declaration of interest on Agenda Items</u></b></p> <p>Item 17/158 - Cllrs Chandler and Madge noted that they were members of the Green Spaces Group.</p>	
17/146	<p><b><u>Dispensation requests regarding Code of Conduct</u></b></p> <p>None received.</p>	
17/147	<p><b><u>To approve the Draft Minutes of the EPC Meeting held on 6 March 2017</u></b></p> <p>Resolved.</p>	
17/148	<p><b><u>Clerk's Report</u></b></p> <ol style="list-style-type: none"> <li>1. Teignbridge District Council had confirmed that a new contractor has been appointed for the Rural Skip service. The skip would be in Exminster on 28 February 2018 (provisional date – to be advised to Scene Magazine).</li> <li>2. Graffiti had been reported in several areas of the village. The Police had been notified. It was suggested that the Clerk contact the owner of the property that had been defaced near Exminster House.</li> <li>3. Wendy Hancock from Westbank had written asking whether the Parish Council were aware of any “Great Get Together” events (in honour of MP Jo Cox) taking place within</li> </ol>	<p>JD</p> <p>JD</p>

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	the Parish on the weekend of 17 and 18 June as Westbank were intending to host an event at St Martin's Football ground.	JD
17/149	<p><b><u>To agree the process for the Parish Council's Complaints Procedure, currently under review</u></b></p> <p>Two options for the complaints procedure were outlined:</p> <ul style="list-style-type: none"> <li>• The complaint to be heard by the Full Parish Council</li> <li>• The complaint to be heard by a Committee</li> </ul> <p>It was agreed that the complaints procedure should be committee based. Terms of Reference would be drawn up for the committee.</p>	JD/ HH
<b>Planning Matters</b>		
<b>Planning Applications</b>		
17/150	<p><b><u>To further discuss: 16/03251/MAJ, EXMINSTER/SHILLINGFORD ST GEORGE - West Exe Park, Alphington - Outline application for employment development (Use Classes B1, B2 and B8) up to 47,112 square metres (gross floor area) together with associated infrastructure including new vehicular access, an internal road layout, car parking, landscaping, services and all other associated development (approval sought for access)</u></b></p> <p>Cllr Smith circulated a draft document with initial comments, prepared following a meeting of a Working Party comprising of Councillors Chandler, Evans, Goodey and Smith to discuss the application on 10 March.</p> <p>The following comments on the application were expanded and explained:</p> <ul style="list-style-type: none"> <li>• The proposal was not included in the Teignbridge Local Plan.</li> <li>• The lack of a city, county or regional transport strategy would cause disruption to surrounding roads.</li> <li>• There would be an increase of traffic in Exminster to access the development.</li> <li>• Whilst an A38/M5 link might worsen the aforementioned traffic issues, the benefits of traffic management around Exeter and the SW Exeter development were acknowledged.</li> <li>• The development encroached on the open countryside and the natural green space between Exminster and Kennford.</li> <li>• Water from the site would drain into Berrybrook. This would add to the potential for flooding in properties adjacent to the Berrybrook, and in the lower half of Exminster village.</li> </ul> <p>The draft document would be updated to include items raised in the public open session including the impact on Little Silver, the position of the development in an Area of Outstanding Natural Beauty, the potential for light pollution, noise and other environmental pollutants and concerns for pedestrians using Days Pottles Lane and Little Silver lane.</p> <p>Kenn Parish Councillors were keen to meet with Exminster Parish Councillors to discuss the application and a meeting would be arranged as soon as possible.</p> <p>Cllr Goodey, in his capacity as a Teignbridge District Councillor had successfully called for the application to be heard by the Planning Committee, and re-iterated the importance of individuals submitting their comments and concerns to TDC, highlighting the opportunity for residents to attend the Planning Committee meeting in the public gallery and for a spokesman to speak in objection to the application.</p> <p>The updated draft response would be discussed and finalised at the April Parish Council meetings.</p>	KS  PC/ GE/ JG/KS  JD
17/151	<p><b><u>Planning Decisions</u></b></p> <p>None.</p>	
<b>Other Planning Matters</b>		
17/152	<b><u>To discuss the monitoring of Sentrays Farm planning conditions</u></b>	

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	No further update. It was noted that the saplings were being replanted in the field designated as Suitable Alternative Natural Green Space (SANGS).	
17/153	<b><u>To receive an update from the Working Party considering the Greater Exeter Strategic Plan Consultation</u></b> A Working Party comprising of Cllrs Goodey, Madge, Walledge and Mr Phil Markham met on 18 March to discuss the plan. Notes from the meeting would be circulated and the matter would be on the agenda for the Parish Council meeting on 3 April.	JW/ JD
<b>Matford Development</b>		
17/154	<b><u>To appoint a solicitor to act on behalf of the Parish Council in negotiations regarding s106 agreements for the Matford Development</u></b> The Deputy Clerk had received a copy of the brief sent out by TDC to request a quotation from three firms of solicitors. To be discussed at the Parish Council meeting on 3 April.	JD
<b>Community Plan</b>		
17/155	<b><u>Community Plan Steering Group (CPSG) update</u></b> <ul style="list-style-type: none"> <li>• Cllr Smith asked about the notice boards which had been planned by the CPSG for the northern and southern ends of the village. The Clerk would investigate and put the item on a future agenda for discussion.</li> <li>• Cllr Goodey had updated the CPSG on the actions of the Parish Council and District Councillors regarding the Community Plan Projects for the Group's report at the Annual Parish Meeting.</li> </ul>	JD
<b>Neighbourhood Development Plan</b>		
17/156	<b><u>To consider the impact of recent information about Community Infrastructure Levy (CIL) receipts on cash flow forecasts for Neighbourhood Development Plan (NDP) Projects and to review the progress of design work commissioned on the Northern junction of Exminster with Sannerville Way</u></b> The Clerk had spoken with DCC and ascertained that the work carried out to date on the design work on the Northern Junction had been paid for in full by the Parish Council and there was no further liability. In view of the recent information received regarding the timings of future CIL payments it was proposed to ask DCC to put the detailed design work on hold for six months. Resolved. The item would be put on the agenda in September to review the decision, taking into account other financial commitments of the Council.	JD
17/157	<b><u>To update Council and consider plans to lay a cycle/pedestrian path in Gissons play field</u></b> Cllrs Evans and Goodey met with Stephen Forsey (TDC) regarding the provision of the path. Following the meeting, an offer had been received from TDC for the Parish Council to purchase the land (including the play park) for £1. The Parish Council had not previously considered taking on the play park and discussion took place about the implications. It was suggested that a phased approach to the provision of the wider project of a cycle path connecting the northern and southern end of the village could be taken, with the footpath across the field being the first phase. It was suggested that officers from TDC involved in both cycle paths and play equipment should meet with Parish Councillors on site in order to inform discussions. At the conclusion of discussion it was agreed to <ul style="list-style-type: none"> <li>• refer the cycle path project back to the Neighbourhood Development Plan Implementation Group (ENDPIG).</li> <li>• gather indicative maintenance and insurance costs for taking over the field and associated play area.</li> </ul>	HH/ JD

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	<ul style="list-style-type: none"> <li>• arrange for a specification for a footpath linking the path from Crockwells Rd to the Gissons Estate, to be drawn up. Cllr Goodey would speak to a contact at TDC about this.</li> </ul>	JGx
17/158	<p><b><u>To approve the Terms of Reference for the Green Spaces Working Party</u></b></p> <p>The draft Terms of Reference previously discussed by the Parish Council had been shared with the Green Spaces Group. The following amendments were proposed:</p> <ul style="list-style-type: none"> <li>• The word “regular” to be removed from “regular volunteers”</li> <li>• A budget of £250 per annum to be authorised through the delegated authority of the Clerks.</li> <li>• The quorum to be agreed at the Annual Parish Meeting, with community members being appointed at that meeting. Parish Council members would be appointed at the Parish Council AGM in May.</li> </ul> <p>The Deputy Clerk confirmed that the Parish Council insurance would cover the group, subject to diligent risk assessments and record keeping.</p> <p>It was resolved to approve the Terms of Reference with the aforementioned amendments.</p>	JD
<b>Finance Matters</b>		
17/159	<p><b><u>RFO’s report</u></b></p> <ol style="list-style-type: none"> <li>1. Direct debit payments during February: Electricity for Deepway £101.69 NEST pension scheme contributions £10.73 Staples £571.70 Information Commissioners Office (Data Protection) £35.00</li> <li>2. Mr Hinchliffe had undertaken the first part of the Internal Audit, looking at Financial Procedures, on 28 February.</li> </ol>	
17/160	<p><b><u>Accounts for Approval</u></b></p> <ol style="list-style-type: none"> <li>1. It was resolved to approve payments in the sum of £5676.75.</li> <li>2. It was noted that the majority of payments were being made by BACS for the first time.</li> <li>3. The Internal Control procedures relating to payments would remain the same.</li> <li>4. It was agreed that the cost of the repairs to the defibrillator caused by vandalism should be advertised in Scene.</li> </ol>	HH  DM
17/161	<b><u>Draft accounts for February 2017</u></b>	
/1	<p><b><u>Budget Comparison Report</u></b></p> <p>There were no questions on the report. It was resolved to approve the report.</p>	
/2	<p><b><u>Balance Sheet</u></b></p> <p>£33,193 from the Natwest current account had been transferred to the Lloyds Treasurer’s account during March.</p> <p>There were no questions on the report. It was resolved to approve the report.</p>	
17/162	<p><b><u>To consider a Community Small Grant application from Kenn Cricket Club in the sum of £500</u></b></p> <p>The grant was towards replacement of the artificial turf pitch.</p> <p>It was acknowledged that the club, although situated in Kenn, had a large number of members from Exminster and that Exminster did not have a cricket pitch of its own.</p> <p>It was resolved to support the application.</p>	JD/ HH
17/163	<p><b><u>To update Council on matters regarding the Deepway Centre</u></b></p> <p>Councillors Chandler and Walledge had met with Pre-school representatives who advised that there would be additional pressure on pre-school places from September 2017 due to the Government funding 30 hours per week of free child care, compared to the current offer of 15 hours per week.</p> <p>Additionally, Cllr Chandler reported on matters recently discussed at the Deepway Trust meeting including increased costs for regular clearing of the septic tank, minor electrical problems that required maintenance and the ongoing issue with damp, the costs of which were currently being borne by insurance.</p>	

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	The future of the Deepway Centre needed to be discussed with the members of the Deepway Trust and it was agreed to set up a meeting with its Trustees and Councillors Madge, Ponsford and Walledge.	DM/ JW/ JP
17/164	<p><b><u>Councillors' Reports</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Goodey reported that there had been fly tipping near Little Silver.</li> <li>2. Cllr Madge noted that Council still had two vacancies for co-option.</li> <li>3. Cllr Chandler had spoken to PC Croft who advised that he was now covering additional Parishes due to a retirement.</li> <li>4. Cllr Chandler reported that a number of trees planted in Crockwells Meadow had been ripped out and destroyed. This matter would be reported to the police.</li> </ol>	
17/165	<p><b><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 17/166 and 17/167 (part II) having due regard to the confidential nature of the business to be transacted.</u></b></p> <p>Resolved.</p>	
17/166	<p><b><u>Public Open Session</u></b></p> <p>Comments:</p> <ol style="list-style-type: none"> <li>1. Regarding Gissons play park – it appeared that TDC may be trying to offload the land (and its associated costs) to the Parish Council.</li> <li>2. Regarding the Deepway Centre - consideration should be given to the amalgamation of the trusts within the village due to the lack of volunteers, and the potential benefits of a co-ordinated approach to the management of the facilities.</li> <li>3. Gissons Play Area was used frequently and, if the Parish Council took it on, it may be worth considering an update of the equipment.</li> </ol>	
<b>Part II</b>		
17/167	<b><u>To agree the notes of the Part II meeting held on the 6 March 2017</u></b>	
17/168	<b><u>Staff matters</u></b>	
<p>The meeting closed at 21:16</p> <p>Date of next meeting: Monday 3 April 2017 at 19:30 in the Victory Hall</p>		

Signed:....Josie Walledge..... Date:....3 April 2017.....