

Exminster Parish Council Meeting Minutes

Monday 15 May 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster

Chairman: Josie Walledge

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| 17/249 | <u>Public open session</u> No comments. | |
| 17/250 | <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: 1 | |
| 17/251 | <u>Apologies accepted from</u> Teignbridge District Councillor Kevin Lake – attending another Parish Council meeting Cllr Lorne Smyth (LS) – family commitment Cllr John Goodey (JG) – Teignbridge District Council (TDC) commitment Cllr Chris Maynard (CM) had advised that he would arrive late to the meeting and would need to leave the meeting at 9.00pm. | |
| 17/252 | <u>Declaration of interest on Agenda Items</u> 1. Cllr Chandler declared an interest in item 17/256/3 as a neighbour of the applicant and would not vote on the application. 2. Cllrs Walledge and Smith, as Victory Hall Trustees, declared an interest in item 17/265, they would answer questions but would not take part in the discussion or any voting Cllr Madge would chair the item. | |
| 17/253 | <u>Dispensation requests regarding Code of Conduct</u> None received. | |
| 17/254 | <u>To approve the Draft Minutes of the EPC Meeting held on 2 May 2017</u> Resolved. | |
| 17/255 | <u>Clerk's Report</u> The Clerk reported: 1. The April Parish Crime Report had been received from PC Croft, posted on the Parish Council noticeboard and sent to Scene for publication in the next edition. 2. Mr John Rice had confirmed that he would continue to be Neighbourhood Watch Co-ordinator and was thanked by the Council for his work 3. The play train at Deepway Green had been vandalised and removed for safety reasons. The train was currently being repaired and would be re-sited. The matter had been reported to the Police. 4. PC Croft had advised that two people had been apprehended for the graffiti underneath the Motorway Bridge. PC Croft asked the Parish Council to encourage residents to report any anti-social behaviour to the police. 5. Advice of two planning application site inspections had been received: 15/01331/MAJ - Land Off Chudleigh Road, Alphington and 16/00316/MAJ - Land Off Deepway Lane, Alphington. Both would take place on 18 May commencing at 10:10. Cllrs Chandler and Madge offered to attend on behalf of the Parish Council. It was suggested that Cllr Goodey may attend as a District Councillor. 6. The tree maintenance contract had been signed by Mr Miles Sharpe (Riviera Tree Care). | |
| Planning Matters | | |
| 17/256 | <u>Planning Applications</u> | |
| /1 | To further consider the response to the following planning application: 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 | |

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| | <p>access, an internal road layout, car parking, landscaping, services and all other associated development (approval sought for access)</p> <p>Following submission of the Parish Council's interim response to the application, TDC had advised that Policy EN1 in the Local Plan (regarding a strategic urban break) did not apply to the proposed development area.</p> <p>The Clerk had ascertained that the land on which the development was proposed was Grade 2 agricultural land. TDC confirmed that they did not have a specific policy relating to the development of agricultural land within the Local Plan.</p> <p>It was noted that there was a policy relating to areas of Great Landscape Value which may be applicable and this should be explored for the response being composed by the Working Party of Councillors Chandler, Evans, Goodey and Smith.</p> <p>A comprehensive draft report on highways matters had been received from Mr Jon Pearson (Transport and Highway Consultant). Comments on the report would be fed back to Mr Pearson by 25 May. Councillors were asked to email comments to the members of the Working Party.</p> <p>Devon County Councillor Alan Connett requested the Parish Council's permission to send -the report to officers at Devon County Council (DCC). It was agreed that this would be advantageous in explaining, in detail, the impact on the villages of Exminster and Kennford and Days Pottles Lane.</p> | <p>PC/ GE/ JG/KS</p> <p>All</p> <p>AC</p> |
| /2 | <p>17/00960/REM, San Remo, Dawlish Road - Approval of details for Plot 1 (approval sought for appearance, landscaping, layout and scale)</p> <p>Cllr Smith outlined the application and its history.</p> <p>The overall height of the dwelling remained the same as the outline planning permission, but there were amendments to the roofline and the orientation of the building had changed.</p> <p>The following comments on the application were noted.</p> <ul style="list-style-type: none"> • The proposed dwelling was imposing; appearing too large for the plot and would be overbearing on neighbouring properties. • As a result of the orientation change and roof layout, there was an increased risk of overlooking from the rear of the property onto dwellings in Crockwells Close, leading to loss of privacy. This may also apply at the front of the property to Wesley Cottages. • Although the existing gateway into the site was being widened to give each plot its own dedicated entrance, the angle of the Plot 2 gate would give poor visibility for vehicles when exiting the site and for pedestrians using the pavement to cross the driveway. <p>It was resolved to object to the application, listing the comments above.</p> | HH |
| /3 | <p>17/01052/FUL, 6 Westfield - Demolition of existing utility room and canopy and construction of single storey extension</p> <p>Cllr Smith explained that the extension would have a shallow pitched roof and the bricks and tiles would be matched to the existing property.</p> <p>It was resolved to support the application that was in accordance with the Quality of Design Policy in the Exminster Neighbourhood Development Plan.</p> | HH |
| 17/257 | <p>Planning Decisions</p> <p>Appeal Ref: APP/P1133/W/16/3158365 – Exminster Golf Centre, Exminster Hill</p> <p>Appeal against refusal of planning permission for a staff annexe – APPEAL DISMISSED</p> | |
| Other Planning Matters | | |
| 17/258 | <p>To discuss the monitoring of Sentrays Farm planning conditions</p> <p>A response had been received from TDC Senior Planning Officer, Ms Donna Crabtree, regarding Bovis Homes submission to amend the landscaping of the Suitable Alternative Natural Green Space (SANGS). Bovis had advised that the Landowner did not want landscaping on the lower parts of the sloping land. Ms Crabtree acknowledged that the land was proposed for development under planning application 13/02783/MAJ and that Bovis had been invited to withdraw this application. This invitation had not appeared on the planning portal. It was agreed to ask that the Parish Council were informed of Bovis's response.</p> | JD |

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| | The Parish Council would be advised if any further applications for development on the land were submitted. | |
| Neighbourhood Development Plan | | |
| 17/259 | Matford Development | |
| /1 | <p>Update on a meeting held on the 5 May at Cranbrook School to discuss its Community facilities</p> <p>Cllrs Ponsford, Walledge, the Deputy Clerk and Community Member of the S106 Working Party, Mr Karl Walker, attended the meeting at Cranbrook Education Campus with representatives from the Ted Wragg Trust (TWT) and Exeter City Football Club Football in the Community Trust (ECFT).</p> <p>The TWT were committed to providing facilities that could be used by the community for reasonable rates.</p> <p>Community users were able to book the facilities via a website and invoicing was the responsibility of the school.</p> <p>There were regular meetings between the ECFT Sports Development Officer (who was based at the school full time) and the school Senior Leadership Team to ensure that there was no clash of bookings between the school and community.</p> <p>The community could hire almost all of the facilities at the school. The TWT had factored in letting of facilities in their business plan for the school and staff were required to be on board with this, being aware that classrooms may be used outside of school hours for meetings. Community Sports Assistants were employed to manage the facilities on weekday evenings until 21:30 and as required at the weekends.</p> <p>As the TWT took on the school after it was built, it had not been able to influence the design of the building and had identified a number of issues which could be addressed at Matford. For example, outward facing toilet and changing rooms would be advantageous for use of the Artificial Turf Pitch (ATP), alongside both indoor and outdoor access to storage facilities. The ATP itself did not meet sports body regulations which would increase income and usage and was initially not fitted with floodlights which had proved difficult to fit retrospectively. The TWT were aware that the Education Funding Agency would not provide facilities over and above those required for a school and funding would need to be sought from elsewhere to enhance them.</p> <p>Discussion took place about the Parish Council's proposed Matford Facility. It was likely that there would need to be a reappraisal of the Facility to ensure that there was no duplication with the school and to avoid the Parish Council being left with a "white elephant". However, this could not be carried out until confirmation of the school's offering was received.</p> | |
| /2 | <p>Update on a meeting held on the 12 May with representatives from Teignbridge District Council</p> <p>The meeting was cancelled by TDC as there was little progress to report.</p> | |
| Finance Matters | | |
| 17/260 | <p>RFO's report</p> <p>Direct Debit payments during April were listed as:</p> <ul style="list-style-type: none"> • Electricity for Deepway £100.72 • NEST pension scheme contributions £10.78 • Staples UK Ltd £109.93 • NatWest Bankline £5.20 | |
| 17/261 | <p>Accounts for Approval</p> <p>Cllr Smith abstained from voting on the payments as a payee.</p> <p>It was resolved to approve payments in the sum of £4750.54.</p> | HH |
| 17/262 | Draft accounts for April 2017 | |
| /1 | <p>Budget Comparison Report</p> <p>It was resolved to approved the report.</p> | |

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| /2 | <p>Balance Sheet</p> <p>It was resolved to approve the Balance Sheet.</p> <p>The opening of the Cooperative Bank Account was still outstanding and should be followed up so that £75,000 could be transferred from the Natwest Reserve account to a different provider to take advantage of the protection of the Financial Services Compensation Scheme.</p> | HH |
| 17/263 | <p><u>To consider a Community Grant application from Exminster School Association in the sum of £500</u></p> <p>The Grant was sought to fund a traverse climbing wall.</p> <p>It was noted that the School Association applied for a grant for the same purpose last year.</p> <p>It was resolved to support the application in the sum of £500.</p> | JD/ HH |
| Property & Amenities Matters | | |
| 17/264 | <p><u>To update Council on the recent work carried out in Crockwells Meadow and outline future plans for the area</u></p> <p>Cllr Chandler gave a power-point presentation entitled “Crockwells Meadow Development Plan.”</p> <p>Plans were outlined to provide a viewing platform for bird watching, and a coppice that would encourage wildlife, particularly Dormice.</p> <p>The existing boardwalk could be extended into a memory walk, allowing members of the public to purchase railway sleepers that could be laser engraved. This would be laid on top of hoggin, a compactable groundcover, to provide a robust path; replacing the existing muddy path.</p> <p>It was proposed that a 5m wildflower area was created alongside the Devon Bank and the Parish Council’s permission was sought by the Green Spaces Working Party to undertake the work at no cost to the Parish Council. Resolved.</p> <p>Cllr Chandler was thanked for his update and specific proposals incurring cost would be on future agendas.</p> | PC |
| 17/265 | <p><u>To consider a request from the Victory Hall Trust to assist with the funding of refurbishment projects</u></p> <p>Cllr Madge chaired this item as Cllr Walledge had declared an interest.</p> <p>Cllr Walledge, as a Victory Hall Trustee, updated the Parish Council on maintenance and refurbishment projects that had been identified by the Trust, as advised to the Parish Council at the meeting on 21 November 2016. At the meeting, the Parish Council had agreed, in principle, to provide financial assistance to the Trust.</p> <p>Re-decoration of the hall and replacement of the zip boiler had recently been completed and paid for by the Trust.</p> <p>Two outstanding projects were considered a priority: Replacement of the internal doors and upgrading the heating system.</p> <p>Some grant funding had been secured for the doors with a further application to Rural Aid pending. It was hoped that the Parish Council would consider making up the shortfall between the funds received and the total cost of the project. A proposal would be made when the exact requirement was known. Two quotations for the work had been sourced and a preferred supplier identified.</p> <p>Three quotations had been sought for the upgrading of the heating system. Each company had been invited to inspect the existing heating system and advise on the best course of action. Again, a proposal to request that the Parish Council part funded this work would be forthcoming once the final details had been agreed.</p> <p>The Trust continued to investigate the installation of a projector and screen, but the initial quotation received had been too high.</p> <p>Improving the acoustics of the hall was not considered a high priority by the Trust and there was no guarantee that the installation of acoustic panels would work. The cost of procuring an acoustic survey was thought to be too high.</p> <p>Cllr Madge commented that the Trust were asking for a reduced sum compared to that requested last year. The total cost of the two priority projects (based on the preferred</p> | |

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| | <p>suppliers) was approximately £15,500. This would be reduced by grant funding received. The Trust also had reserves to part fund the projects.</p> <p>Questions were raised about how the Parish Council could contribute towards the projects in terms of where the funding would come from, taking into account other projects currently under consideration.</p> <p>The Parish Council agreed to consider financial support for the two priority projects when costed proposals were received.</p> | |
| 17/266 | <p><u>To update Council on a meeting held with representatives of the Deepway Trust</u></p> <p>A meeting had taken place with Councillors Chandler, Walledge, Ponsford, Madge and members of the Deepway Trust on Wednesday 10 May. Notes of the meeting had been circulated.</p> <p>The recent issues with water ingress were being addressed and it was likely that the Trust would be applying for a Community Small Grant towards the refurbishment of the kitchen. The insurance company were paying for a large proportion of the remedial works and the Trust had sufficient funds to make up any shortfall.</p> <p>Trustees agreed that the legal position regarding the deeds needed to be regularised. The drains and cesspit continued to cause problems and the cesspit needed to be emptied more regularly. The Trust were keen to see the building connected to mains drainage. Discussion took place about the future needs and plans for the centre. It was agreed that a working party would be formed to look into the detail at this. The Exminster Neighbourhood Development Plan Implementation Group (ENDPIG) appeared to be the natural point of liaison with the Trust.</p> <p>The provision of a new or enhanced building was not a short-term project, but the connection to mains drainage and provision of toilets for Deepway Green were achievable and should be pursued.</p> <p>It was agreed that this would be on the agenda for discussion at the ENDPIG meeting on 24 May.</p> | HH |
| 17/267 | <p><u>To consider a request from the Deepway Trust as per the terms of their lease, to site a notice board at the entrance to the Deepway Centre</u></p> <p>It was resolved to allow a notice board to be sited. Cllr Chandler would liaise with the Trust to ensure that an appropriate board was installed.</p> | JD/PC |
| 17/268 | <p><u>To review the Public entrances to Spurfield</u></p> <p>Consideration was given to replacement of the Gravity Gate at Spurfield. It was agreed that the gate should be replaced with quotations sought for alternative types of gate.</p> <p>Discussion took place as to whether a gate should be installed at the entrance to Spurfield near the skate park, following comments from the public concerned about dogs running onto the car park. The discussion was inconclusive and it was agreed to put the item on the agenda for review in November.</p> | JD JD |
| 17/269 | <p><u>To consider a request from Exminster Primary School to mark out parking bays at Deepway Green car park to facilitate the maximum use of the space</u></p> <p>It was agreed that more quantitative information was required on the number of spaces that could be achieved, alongside costings. To be on a future agenda.</p> | JD |
| 17/270 | <p><u>To agree the future siting of the Exminster Signal Box sign</u></p> <p>Deferred.</p> | JD |
| 17/271 | <p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. Cllr Evans reported that the drainage problems causing potholes in Reddaway Drive had been rectified. 2. Cllr Chandler reported that the Green Spaces Working Party had elected John Tucker as their Chairman. 3. Cllr Walledge reported that a group of community volunteers had offered to do litter picks or similar community work in the village. Potential tasks to be submitted to the Clerk by email. | All |

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| | <p>4. Cllr Ponsford had received a complaint about footpath 6 as a gate on the footpath was locked, despite DCC Public Rights of Way supplying the landowner with a new gate allowing pedestrian access. The Public Rights of Way officer had visited the site yesterday and found the gate to be unlocked.</p> <p>5. Cllr Smith reported that the litter bin at Deepway Green near the entrance to Spurfield appeared to be overgrown with vegetation, causing it to lean. The Clerk would ask Mr Fowler to attend to it.</p> <p>6. Cllr Smith reported that the hedge on Deepway Lane was overgrown, reducing visibility when turning out of the car park. Cllr Chandler suggested reporting it to DCC Highways online.</p> | <p>JD</p> <p>KS</p> |
| 17/272 | <p><u>To agree the notes of the Part II meeting held on the 2 May 2017</u> Resolved.</p> | |
| 17/273 | <p><u>Public Open Session</u> Comments:</p> <ul style="list-style-type: none"> • Thank you to Cllr Chandler for his interesting presentation on Crockwells Meadow. | |
| <p>The meeting closed at 21:40 Date of next meeting: Monday 5 June 2017 at 19:30 in the Victory Hall</p> | | |

Signed: ...Derek Madge..... Date:5 June 2017.....