

Exminster Parish Council Meeting Minutes

Monday 5 June 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster

Chairman: Derek Madge

17/274	<p><u>Public open session</u> Comments:</p> <ol style="list-style-type: none"> The lamp post opposite the entrance to Milbury Reach has recently been replaced by Devon County Council (DCC) Highways. Unfortunately, the bus stop sign has been installed too high and was barely visible. Cllr Connett noted the problem. 	AC
17/275	<p><u>Present</u> Cllr Peter Chandler (PC), Cllr Gordon Evans (GE), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Devon County Councillor: Alan Connett (AC) Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL) Public: 5</p>	
17/276	<p><u>Apologies accepted from</u> Cllr Lorne Smyth (LS) – illness Cllr Josie Walledge (JW) - illness</p>	
17/277	<p><u>Declaration of interest on Agenda Items</u> Cllr Smith declared an interest in item 17/287 as a trustee of the Victory Hall.</p>	
17/278	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
17/279	<p><u>To approve the Draft Minutes of the EPC Meeting held on 15 May 2017</u> Resolved.</p>	
17/280	<p><u>County Councillors Report on items other than those on the agenda</u> Devon County Councillor Alan Connett reported:</p> <ol style="list-style-type: none"> A meeting had taken place with DCC officers regarding the Peamore/West Exe Park planning application. A date for the Highways response to be considered by the DCC Planning Committee has not been set. The process involved for the installation of temporary vehicle activated speed signs in the village was outlined. The cycle path markings on Sannerville way were due to be repaired by the end of July. DCC has no plans to reduce the speed limit on the A379 between the Swans Nest Roundabout and Starcross. The overnight closure of Bridge Road, scheduled for tonight, had been postponed due to the weather. 	
17/281	<p><u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor Kevin Lake reported:</p> <ol style="list-style-type: none"> Complaints had been received about a combine harvester operating in the field next to Crockwells Meadow at 02:00. The Clerk would inform the farmer of the complaints. It had been suggested that priority signage was installed at the chicane outside Tesco, following incidents of inconsiderate driving. Cllr Connett noted the request. <p>Teignbridge District Councillor John Goodey reported:</p> <ol style="list-style-type: none"> The postponed overnight closure of Bridge Road may be rescheduled with minimal notice. 	JD AC
17/282	<p><u>Chairman's Report</u> The Chairman was not present.</p>	

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	The Councillors in the Working Party would convene a meeting to finalise the response that would be circulated prior to the meeting on 19 June. The Clerk had received an email from a resident thanking the Parish Council for their efforts in responding to the application.	JG/ KS/ GE/ PC
/2	17/01155/FUL, Marsh Barton To Countess Wear, Exeter - Private electrical supply wire from Exeter Energy Recovery Facility and Countess Wear Waste Water Treatment Works Cllr Smith explained the process involved with laying the cable between the two facilities. It was resolved that the Parish Council had no comment to make on the application.	HH
17/285	Planning Decisions Noted as listed below.	
/1	17/00718/FUL, 9 Berrybrook Meadow, Double garage and garden room - GRANTED	
Property & Amenities Matters		
17/286	<u>To update Council on the amendments to the new lease between Exminster Parish Council and the Exminster Recreational Trust (ERT)</u> Extracts from the amended copy of the Lease had been circulated. The Clerk explained the amendments required. There were no comments on the amendments. The process of finalising a deed of surrender and a deed of grant that formalised the legal side of creating a new lease was underway. It was resolved to approve the amendments and to proceed towards signing the lease.	JD
17/287	<u>To consider a request from the Victory Hall Trust to contribute £8,538+VAT towards the cost of replacing the heating system at the Victory Hall, and £2000+VAT for contingencies</u> Having declared an interest in this item, Cllr Smith did not partake in discussion or voting, other than to clarify why the contingency element was required. S19(3) of the Local Government (Miscellaneous Provisions) Act 1976 and S133 of the Local Government Act 1972 gave the Parish Council power to spend on the works. NALC Legal Topic note 21 clarified the mechanisms for the transaction. The work would be funded from the Parish Council General Reserve as it did not qualify for funding from any of the ring-fenced or designated funds held. It was proposed that the Parish Council contracted directly with the suppliers in the sum of £8538 plus VAT, with any contingency work required being the responsibility of the Victory Hall Trust. The invoice for the work would be settled by the Parish Council, allowing the VAT to be reclaimed. Resolved. The work would be granted to the Victory Hall Trust. The Victory Hall Trust would be responsible for contracting with the suppliers for any contingencies and would be invoiced by the suppliers for that work. As the Trust was not VAT registered, it would be responsible for the gross cost of any contingencies.	JD/ HH
17/288	<u>To approve the style of a kissing gate at the first entrance to Spurfield for a sum not to exceed £540</u> The Clerk explained that two options had been considered; a metal kissing gate and a wooden self-closing gate. As there was no livestock in Spurfield, there was no requirement for a kissing gate. A photograph of the preferred option of a wooden self-closing gate had been circulated. It was resolved to purchase and install a wooden self-closing gate within a budget figure of £540 plus VAT if applicable. It was suggested that consideration was given to installing mesh at the bottom of the new gate and the adjacent five bar gate to stop small dogs from running out onto the road.	JD
17/289	<u>To discuss the recent Play Inspection report at Deepway Green and to approve the following works required:</u> 1. To re-lay the matting around the outdoor gym equipment - £750 2. Replace the bearing on the Cone Climber - £1210	

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	<p>3. <u>Concrete repairs around the Skate Park - £250</u></p> <p>The Deputy Clerk explained that there were no findings in the recent Play Inspection Company safety report that were above low risk.</p> <p>It was noted that the matting around the outdoor gym equipment may require relaying every two to three years. This would need to be funded from the Community Plan Projects sinking fund.</p> <p>The bearing on the cone climber had been an ongoing problem for several years and all attempts to remedy it had failed. A new bearing was required from the manufacturer and the installation required a specialist contractor. The work would be funded from the Lot 9 S106 fund for playground equipment and maintenance.</p> <p>In addition to the work to the concrete skate-bowl, replacement of some of the refurbished skate-lite panels was required. A quotation was being sought to be considered at a future meeting.</p> <p>It was resolved to approve the quotations and proceed with the work that would be carried out by Public Open Space limited who project managed the Deepway Green Community Plan Project installations.</p>	HH
17/290	<p><u>To consider the feasibility of marking out car parking spaces in the Deepway Green car park in the sum of £400 + VAT</u></p> <p>The Clerk had counted the number of cars parked at Deepway Green at 15:15 on Wednesday 24 May. The Car Park was full with 32 parked cars.</p> <p>The car park was measured and it was calculated that allowing for the designated minimum car parking space width, 36-38 cars could be parked in marked bays.</p> <p>The Parish Council did not consider that marking out the bays would be of significant benefit.</p>	JD
17/291	<p><u>To update Council on the proposed bus shelter at the entrance to Milbury Reach</u></p> <p>The Clerk explained that the Parish Council would be responsible for the cost of preparing the ground and the cost of the bus shelter would be borne by the Milbury Reach developers.</p> <p>The shelter would be located on the grass verge outside South Lodge. The shelter would be of a similar structure to the existing shelters within Exminster.</p> <p>Grant funding, via Cllr Connett, was available to cover the cost of the concrete pad and tarmacking surrounding the shelter.</p> <p>The Clerk thanked Cllr Connett for his help in securing the shelter.</p> <p>Costings for the installation work would be on the agenda for the meeting on 19 June.</p>	JD
Finance Matters		
17/292	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £1760.00.</p>	HH
17/293	<p><u>To approve the Annual Governance Statement for Financial Year 2016/17</u></p> <p>The Internal Audit report had been received with a clean audit opinion.</p> <p>It was resolved to approve the Annual Governance Statement for the Financial Year 2016/17.</p>	HH
17/294	<p><u>To approve the Statement of Accounts for Financial Year 2016/17</u></p> <p>It was resolved to approve the Statement of Accounts for the Financial Year 2016/17.</p> <p>The RFO was thanked for her work on the accounts.</p>	HH
17/295	<p><u>Neighbourhood Development Plan</u></p>	
1/	<p><u>Notes of the Exminster Neighbourhood Development Plan Implementation Group (ENDPIG) meeting held on 24 May 2017</u></p> <p>Cllr Ponsford reported on the meeting, highlighting the following from the notes that may require action from the Parish Council:</p> <ul style="list-style-type: none"> • A new route had been proposed for the cycle path that did not use Gissons Field, however a footpath should still be installed across the field. The Clerk would contact TDC officer, Mr Stephen Forsey, to ask whether a footpath could be installed without the field being transferred to the Parish Council. The matter would be considered further once an answer had been received. 	JD

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	<ul style="list-style-type: none"> • The location of the teen shelter, originally proposed for Deepway was discussed at the ENDPIG meeting. It was agreed that this should come back to the Parish Council for further discussion. • Cllr Chandler reported that a meeting of the Deepway Trust had still not taken place to further discussions with ENDPIG and the Parish Council regarding the provision of toilets at Deepway Green, connection to mains drainage and other potential enhancements to the Deepway Centre. • The Clerk had asked ERT whether it was interested in two potential projects: provision of an all-weather pitch on the football field and conversion of the waste ground adjacent to the pavilion into a small car park. The Trust confirmed its interest in both potential projects but did not have the funds to undertake either of them. 	JD
2/	<p>To note that the Terms of Reference for ENDPIG have been reviewed and require no update Noted.</p>	
17/296	<p><u>Councillors' Reports</u></p> <ol style="list-style-type: none"> 1. Cllr Smith reported that he would be attending the Devon Communities Resilience Forum on Wednesday 7 June. 2. Cllr Smith reminded Councillors that the Long Table event was taking place on Sunday 11 June. 3. Cllrs Goodey and Walledge would be meeting with representatives from Waddeton Park on Friday morning to discuss plans for Hillcrest. Cllr Ponsford would also attend. 4. Cllr Ponsford reported that the post at the pedestrian crossing on Sannerville way required attention as it had been hit by a vehicle and was leaning. 5. Cllr Chandler reported that the clearance of an area of Crockwells Meadow to make a wildflower meadow would take place in Autumn. 6. Cllr Evans asked whether residents may consider running either of the village pubs as a community enterprise. 7. Cllr Maynard asked about progress with the migration of the Parish Council website to the .gov.uk domain. The Deputy Clerk advised of the progress to date. 	JD
17/297	<p><u>Public Open Session</u> Comments:</p> <ol style="list-style-type: none"> 1. Did the Parish Council know if there were plans to replace the street lighting between Milbury Reach and the motorway bridge as lighting was very poor on that stretch of road. The Clerk would raise the issue with DCC Highways and also ask about other sodium lamps in the village that had not been replaced to date. 2. The flashing speed alert sign would be well placed opposite Exminster Garage for inbound traffic. 	JD
<p>The meeting closed at 21:11 Date of next meeting: Monday 19 June 2017 at 19:30 in the Victory Hall</p>		

Signed:.....Josie Walledge..... Date:.....19 June 2017.....