



## Exminster Parish Council Meeting Minutes

**Monday 17 July 2017 at 19:30 in the Victory Hall Annexe, Main Road, Exminster**

/1	<p><b>17/01213/FUL, 10 Exe View, Townfield - Construction of double garage/shed and associated hardstanding</b></p> <p>The proposed structure would be in keeping with other development in the area. There were no objections on the TDC planning portal.</p> <p>It was resolved that the Parish Council had no comment to make on the application.</p>	HH
/2	<p><b>17/01375/FUL, 17 Crockwells Close - Single storey front extension</b></p> <p>The extension would be in keeping with the existing building and was in accordance with the Quality of Design Policy in Exminster's Neighbourhood Development Plan. There were no objections on the TDC planning portal.</p> <p>It was resolved that the Parish Council had no comment to make on the application.</p>	HH
/3	<p><b>17/01559/FUL, Abbotts Ann, Deepway Gardens - Single storey extensions and extension to roof to form additional accommodation</b></p> <p>The proposed extension would reconfigure the ground floor space; installing patio doors in place of a window and extend the roof space accommodating two bedrooms with windows to the rear of the property.</p> <p>The materials associated with the extension and conversion would be in keeping with the exiting property. There were two objections on the TDC planning portal from residents concerned about overlooking from the new windows.</p> <p>It was resolved to object to the application on the grounds that the property would be overbearing and would overlook of properties in Brownlees, compromising privacy.</p>	HH
/4	<p><b>17/01594/FUL, 34 Crockwells Rd, Single storey side and rear extension</b></p> <p>The proposed extension would have a flat roof. There was limited information on the application about the construction materials to be used.</p> <p>There was one objection on the TDC planning portal regarding overlooking from a raised decking area.</p> <p>It was resolved to comment that it was difficult for the Parish Council to ascertain whether the application was in accordance with the Neighbourhood Development Plan Quality of Design Policy due to the lack of information in the planning application and to note the concerns of the objection on the TDC planning portal regarding the overlooking issue.</p>	HH
17/351	<p><b>Planning Decisions</b></p> <p>Noted as listed below:</p>	
/1	<p><b>17/00511/FUL, 9 Glebelands - Two storey rear and single storey side extensions - GRANTED</b></p>	
/2	<p><b>17/01390/FUL, 35 Oak Close - Alterations to existing conservatory including new pitched roof - GRANTED</b></p>	
<b>Other Planning Matters</b>		
17/352	<p><b>To discuss the monitoring of Sentrays Farm planning conditions</b></p> <ol style="list-style-type: none"> <li>1. At a previous meeting, the Clerk had been asked to write to TDC expressing disappointment regarding the maintenance of the Suitable Alternative Natural Green Space (SANGS). A response had been received from planning officer Donna Crabtree, who explained that the planning department was looking into the matter and would advise the Parish Council of their conclusion.</li> <li>2. There was no update from the Police regarding the illegal tree and hedge cutting work.</li> <li>3. Cllr Goodey reported that a planning enforcement officer had attended site following complaints about working hours. The site manager was reminded of the planning conditions and asked to inform sub-contractors of their obligation to work within the permitted working hours.</li> </ol>	
<b>Neighbourhood Development Plan</b>		
17/353	<p><b>Update from the Exminster Neighbourhood Development Plan (ENDPIG) meeting held on 12 July</b></p> <p>Cllr Ponsford reported on meeting:</p>	

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	<ul style="list-style-type: none"> <li>• Representatives from the Deepway Centre Trust were in attendance. A Working Party from ENDPIG/Parish Council and Deepway Trustees had been formed. It was suggested that a full structural survey of the Deepway Centre should be carried out and this would be discussed at the first meeting of the Working Party.</li> <li>• There were questions as to who would fund the safety work at the Southern Junction. The Clerk noted that this item would be on the next agenda for further discussion.</li> <li>• A meeting would take place with a TDC officer regarding the feasibility of the cycle path crossing Crockwells Meadow and joining up with Milbury Lane, instead of crossing Gissons Field.</li> <li>• A meeting would take place with a TDC officer regarding a footpath across Gissons Field.</li> <li>• A meeting with Devon Partnership NHS trust was planned for 25 August to ascertain their plans for New Leaf and the Hillcrest land.</li> <li>• It was agreed to ask Exminster Recreational Trust whether they had had any plans drawn up for an all-weather pitch. The Clerk and Councillors would discuss this at their next meeting with the Trust.</li> </ul>	
<b>Finance Matters</b>		
17/354	<p><b><u>RFO's report</u></b></p> <ol style="list-style-type: none"> <li>1. Delegated authority was used to order a new sign for the allotments at a cost of £142.50 plus VAT. The original authorised amount was £100 plus VAT (17/81).</li> <li>2. Direct Debit payments during June: <ul style="list-style-type: none"> <li>• Electricity for Deepway £93.12</li> <li>• NEST pension scheme contributions £10.78</li> <li>• NatWest Bankline £3.20</li> </ul> </li> <li>3. Graffiti and Vandalism - In the first quarter of this year, £361.19 was spent on removing graffiti and £200 was spent on refurbishing the vandalised train. These figures will be used in a post on Facebook and also in a Scene article.</li> </ol>	HH
17/355	<p><b><u>Accounts for Approval</u></b></p> <p>It was resolved to approve payments in the sum of £5,542.41.</p>	HH
17/356	<p><b><u>Draft accounts for June 2017</u></b></p>	
/1	<p><b><u>Budget Comparison Report</u></b></p> <p>There were no questions on the report.</p>	
/2	<p><b><u>Balance Sheet</u></b></p> <p>The funds from the West Exe Cluster would need re-allocating as the youth shelter project had been shelved. Cllr Madge explained that it was the intention of the cluster that the funds were used for a youth project.</p>	
17/357	<p><b><u>To review Exminster Parish Council's Business Continuity Plan</u></b></p> <p>This was an annual review of the plan and there were no amendments proposed. It was resolved to approve the plan for a further year.</p>	JD
17/358	<p><b><u>To review and agree amendments to Exminster Parish Council's Risk Assessment</u></b></p> <p>Cllr Smith explained that he had researched other Parish Councils' plans and found them to be very similar.</p> <p>During the review, new risks were identified relating to websites, and Councillor vacancies. Health and Safety awareness was required for the Clerk and Deputy Clerk and not just the caretaker/litter-picker. This should be identified as "in progress" in the Risk Assessment and appropriate on-line courses should be sought.</p> <p>It was resolved to approve the Risk Assessment.</p>	JD
17/359	<p><b><u>To resolve to open a savings account with Unity Trust Bank</u></b></p> <p>Resolved.</p>	HH
/1	<p><b><u>For the signatories on the Unity Trust Bank to be Cllrs Madge, Maynard Smith and Walledge and the Key Account Contact to be the Responsible Financial Officer</u></b></p>	

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	Resolved.	HH
/2	<b><u>To transfer £85,000 from the Nat West Reserve Account into the new Unity Trust Bank Savings Account</u></b> Resolved.	HH
17/360	<b><u>To transfer £10,000 from the Nat West Reserve Account into the Lloyds Treasurers account to take full advantage of the Financial Services Compensation Scheme.</u></b> Resolved.	HH
17/361	<b><u>To discuss this year's Elector Fund</u></b> The Elector Fund would be launched at the beginning of September. The fund was available to the Parish Council and to community groups who would need to apply for funding through the Parish Council. Following discussion, it was agreed that there were a number of projects related to the Deepway Centre/Deepway Green that would be eligible for funding. Cllr Chandler agreed to take this information back to the Deepway Trust for their input.	PC
<b>Property &amp; Amenities Matters</b>		
17/362	<b><u>To update on matters relating to the connection of the Deepway Centre to the mains sewer</u></b> The Clerk had put together a document to send to contactors to request quotations. It was anticipated that the work would cost between £17,000 and £23,000. Questions were raised as to whether it was necessary to fill in and/or remove the septic tank at the same time as the sewer connection and it was agreed to ask that this was itemised on the quotation. The Clerk would send out the quotation request document. It was hoped that quotations would be available for the mid-August Parish Council meeting.	JD
17/363	<b><u>To agree the future siting of the Exminster Signal Box sign</u></b> The Clerk reported that Swindon Museum were keen to have the sign as long as the Parish Council were able to deliver it. Due to its weight, this was not thought to be feasible. The Victory Hall Trust had agreed that the sign could be displayed in the window of the Victory Hall provided it was securely fixed. It was resolved that the sign should be displayed in the Victory Hall Window and a local builder would be approached to advise on a suitable mounting.	KS
17/364	<b><u>Public Open Session</u></b> No comments.	
The meeting closed at 20:40 Date of next meeting: Monday 7 August 2017 at 19:30 in the Victory Hall		

Signed:.....Derek Madge..... Date:.....7 August 2017.....