

Exminster Parish Council Meeting Minutes

Monday 21 August 2017 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

17/382	<p><u>Public open session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. The bus station in Exeter would close at the end of October. The 2 Bus service would operate from a stop in Paris Street near Princesshay. 2. Mr David Nappin, formerly of the Community Plan Steering Group, explained that Teignbridge District Council (TDC) had changed their Health and Safety requirements regarding Community Litter Picks and were no longer able to insure such events. Alternative insurance was required and evidence needed to be seen by TDC to secure the loan of equipment and collection of the rubbish afterwards. 	
17/383	<p><u>Present</u></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 Josie Walledge (JW).</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Teignbridge District Councillors: John Goodey (JG), Public: 2</p>	
17/384	<p><u>Apologies accepted from</u></p> <p>Cllr Lorne Smyth (LS) – personal reasons Cllr Chris Maynard (CM) – work commitment Devon County Councillor Alan Connett (AC) – personal reasons</p>	
17/385	<p><u>Declaration of interest on Agenda Items</u></p> <p>Cllrs Walledge and Smith declared an interest in item 17/399 as Victory Hall Trustees and would take part in discussion but would not take part in any vote.</p>	
17/386	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
17/387	<p><u>To approve the Draft Minutes of the EPC Meeting held on 7 August 2017</u></p> <p>Resolved.</p>	
17/388	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. Cllr Goodey would represent the Parish Council at the Raising of the Red Ensign Flag ceremony at 10am on Friday 1 September. 2. Further to Mr Nappin's comment in the Public Open Session, the Parish Council's insurance company had been contacted to confirm whether there was cover under the Parish Council's policy. Cllr Goodey noted TDC were considering the implications of the recent nationwide ban on activities near or on the highway. This matter would be on a future agenda for further discussion. 3. Devon County Council Highways had advised that planning permission was not required for the proposed bus shelter at Milbury Reach. The shelter should be sited as far to the left of the entrance to Hospital Drive as possible; being mindful of the requirements of English Heritage. 	JD
Planning Matters		
17/389	<p><u>Planning Applications</u></p>	
/1	<p>17/01758/FUL, 5 Spurfield Cottages, Main Road - Retention of feather-edge boarded garden fence to front and side</p> <p>The applicant had removed a privet hedge at the front of the property and replaced it with a feather-edge boarded fence at the end of June. This was not in keeping with neighbouring properties.</p> <p>There were no comments lodged on the TDC planning portal.</p> <p>It was resolved to comment that the fence design was not in keeping with neighbouring properties (in that neighbouring properties had fences erected on low walls) and was therefore not in accordance with the Quality of Design policy in the Exminster Neighbourhood Plan.</p>	HH

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/2	<p>JR/DCC/4011/2017, Kenbury Wood Landfill Site, Old Dawlish Road, Kennford - Retrospective application for a covered storage bay for the storage of dry materials for recovery/recycling</p> <p>There were no objections from statutory consultees or members of the public lodged on the DCC planning portal to date.</p> <p>The site was not visible from any area accessible to the public as it was surrounded by trees. It was resolved that the Parish Council had no comment to make on this application.</p>	HH
/3	<p>17/01742/FUL, Barnfield House, 10 Dawlish Road - Single storey extension</p> <p>The extension would replace an existing extension, but would be triple the size. The application was a resubmission following objections from the TDC arboricultural officer due to encroachment on the roots of mature trees. As a result, the proposed extension had been moved south to accommodate the roots and the arboricultural officer was satisfied with this. The materials would be in keeping with the existing property and there would be no overlooking of neighbouring properties.</p> <p>There was one supportive comment, from a neighbour, on the TDC planning portal. It was resolved to support the application.</p>	HH
17/390	<p><u>Planning Decisions</u></p> <p>Noted as listed below:</p>	
/1	<p>17/00496/REM, 9 Higher Aboveaway - Approval of details for a dwelling (approval sought for appearance, landscaping, layout and scale) - APPROVED</p>	
/2	<p>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 - GRANTED</p>	
/3	<p>17/01594/FUL, 34 Crockwells Road - Single storey side and rear extension - GRANTED</p>	
Other Planning Matters		
17/391	<p><u>Planning Application 16/03251/MAJ, West Exe Park, Alphington</u></p>	
/1	<p>To update Council on a meeting held on the 15 August with Devon County Council Highways</p> <p>Cllrs Goodey and Walledge attended a meeting with DCC Highways, members of neighbouring Parish Councils and Jon Pearson, Highways Consultant. The purpose of the meeting was to review highways issues in more detail and to brainstorm possible mitigation measures for traffic management ahead of a meeting with the applicant. The following points from Cllr Goodey's summary of the meeting were noted:</p> <ul style="list-style-type: none"> • The cost of installing a cycleway (widening the path from the Devon Hotel to the proposed development along the A379) was likely to be prohibitively expensive. DCC did not own the bridges that crossed major trunk roads and permission to widen the bridges, or to find an alternative solution such as covered cantilevers, would need to be obtained from Highways England. • The current bus stops were located in excess of the recommended walking distance from the proposed development. It was possible that these bus stops could be relocated nearer. • Environmental weight restrictions would be required through Kennford. • Further work was required to assess the impact of the development on all users of Days Pottles Lane and to explore mitigation measures such as built passing places or weight limits. It was acknowledged that it would be difficult to ensure the safety of pedestrians or cyclists on Days Pottles Lane by any other means. • Mr Pearson emphasised that feasibility studies for any mitigation measures should be in place before any planning permission was granted. <p>The Clerk was in the process of arranging a meeting with the applicant in early September. Cllrs Goodey, Smith and Walledge would attend on behalf of the Parish Council and a pre-meeting would be organised by email.</p> <p>Cllr Smith noted that it was important that the environmental and drainage issues were also raised at the meeting with the applicant.</p> <p>The legality of the development with respect to the TDC Local Plan was still under consideration.</p>	<p>JD</p> <p>JG/ JW/ KS</p>

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/2	<p>To authorise expenditure of £500 plus VAT to retain Jon Pearson, Highways Consultant to attend a meeting with Exeter Estates alongside other representatives of the Parish Council</p> <p>Kenn Parish Council would pay half the cost of Mr Pearson's attendance.</p> <p>Cllrs Goodey and Walledge were both impressed by the domain knowledge and expertise demonstrated by Mr Pearson at the meeting with DCC Highways and recommended his continued involvement in this application.</p> <p>Resolved.</p>	HH
17/392	<p><u>Update on the Matford development, SW Exeter</u></p> <p>The Deputy Clerk reported on a telephone conversation with the Solicitor:</p> <ul style="list-style-type: none"> • The impasse with the developer and TDC had now been resolved and negotiations were commencing regarding S106 agreements. • The solicitor would be attending a meeting with the other parties' solicitors on 24 August. The Parish Council would receive an update from this meeting soon after. • The solicitor was pleased that there was a continuing dialogue between TDC and Exminster Parish Council. • It was noted that many of the concerns expressed by the Parish Council (in the response to the planning application dated 13 January) fell outside the remit of S106 agreements but may be covered by other unilateral understandings. • Cllr Goodey noted that the location of the Suitable Alternative Natural Green Space (SANGS) had been confirmed by TDC. 	
17/393	<p><u>To discuss the monitoring of Sentrys Farm planning conditions</u></p> <p>It was agreed that TDC should be contacted about the SANGS as it remained overgrown.</p>	JD
Neighbourhood Development Plan		
17/394	<p><u>Update on the Southern Junction</u></p> <p>The Clerk explained that the works to the Southern Junction were in a S106 agreement for the first planning application (Bellway) for Sentry's Farm in 2011, but were not included in the more recent Bovis application which was granted after the introduction of the Community Infrastructure Levy (CIL) regulations. The cost of this work would therefore need to come from CIL receipts from the development.</p> <p>It was estimated that the work would cost between £20,000 and £25,000.</p> <p>The Parish Council had already agreed to undertake the design work at a cost of £4000 plus VAT, but this had not been actioned to date, awaiting further information.</p> <p>It was agreed that the Purchase Order for the design work should now be issued.</p>	HH
17/395	<p><u>To review the status of commissioning the design work at the Northern Junction as per minute 17/156 dated 20 March 17</u></p> <p>It was agreed to re-agenda this item in six months when the impact of the Bridge Road works could be taken into consideration.</p>	JD
Finance Matters		
17/396	<p><u>RFO's report</u></p> <ol style="list-style-type: none"> 1. Delegated authority was used to secure the attendance of Jon Pearson at the meeting with DCC Highways. Estimated cost £500 plus VAT (to be shared with Kenn Parish Council). 2. Direct Debits payments during July: Electricity for Deepway £6.42, Nest Pension Scheme contributions £10.78, Bankline £4.80, Staples £125.89. 3. Due to the income for the 2016/17 Financial Year exceeding £200,000 the External Auditor advised that the Parish Council required an intermediate audit. Accordingly, the External Auditor was supplied with a breakdown of Parish Council reserves and questions pertaining to borrowings and claims against the Council were answered. <p>The receipt of Community Infrastructure Levy (CIL) was also queried and information regarding CIL legislation was sent to the External Auditor to explain.</p>	

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	<p>4. A mid-term Insurance meeting took place on 9 August with Vicky Jacomb from Came and Company and the RFO.</p> <p>5. An Internal Control inspection was carried out by Cllr Goodey on 24 July for the first quarter of the current financial year. There were no matters to bring to the Council's attention.</p> <p>6. Unity Trust had advised that they were processing the Parish Council's application for a savings account.</p>	
17/397	<p><u>Accounts for Approval</u> It was resolved to approve payments in the sum of £4503.81.</p>	HH
17/398	<p><u>Draft accounts for July 2017</u></p>	
/1	<p><u>Budget Comparison Report</u> It was resolved to approve the report.</p>	
/2	<p><u>Balance Sheet</u> It was resolved to approve the balance sheet.</p>	
Property & Amenities Matters		
17/399	<p><u>To discuss whether the Parish Council would be willing to allow their third vacancy on the Victory Hall Trust to be filled by a community trustee</u> Cllr Walledge explained that the Trust currently had a vacancy for a community trustee and a Parish Council trustee and that there were two community members who were interested in joining the Trust. The Victory Hall Trust Deed specifies that Parish Council members must be chosen from serving Councillors; however, the Parish Council had not managed to fill all three places for several years. Discussion took place about how this situation could be addressed. It was resolved that the Parish Council would, in principle, allow their third vacancy on the Trust to be filled by a community trustee subject to Charity Commission approval. It was suggested that the Parish Council could nominate a community member for the Parish Council vacancy. This would be discussed by the Trust at their next meeting and with its agreement, a joint letter could be sent to the Charity Commission explaining the situation. This item would be on the agenda for further discussion at the Parish Council meeting on 18 September.</p>	JW/ KS JD
17/400	<p><u>Update on the meeting held on 8 August with representatives of the Deepway Trust</u> Cllr Chandler reported on the Deepway Centre Working Party Meeting. The following points were noted from the summary of the meeting and subsequent discussion.</p> <ul style="list-style-type: none"> • Figures were presented for the per head area that was required to operate the pre-school legally. • Deepway Trustees had suggested that a local building firm was brought in to discuss extending the building into a horse-shoe shape around the existing Deepway Centre garden. • Councillors felt that this was premature and did not consider the longer-term requirements of the community. If the building was to be funded partly by CIL, there needed to be a full needs analysis of current users and consideration given to the impact of future development on the usage of the Deepway Centre in order to justify the expenditure of public money and to comply with CIL regulations. • The needs analysis would be the first step in working up a feasibility study for an extension. Once the needs had been satisfactorily identified, an Architect should be employed to design a building in accordance with those needs. • Consideration should be given to writing Terms of Reference for the Working Party. <p>The next Deepway Trust meeting was scheduled for 12 September. It was resolved to email members of the Deepway Centre Working Party to explain the criteria that the Parish Council would need to satisfy in order to justify spending public money on the project. Cllr Chandler would also report the discussion from this meeting back to the Trust. The outcome of the Deepway Trust meeting would be reported to the Neighbourhood Development</p>	

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	Plan Implementation Group (ENDPIG) meeting on 26 September. A further Deepway Trust Working Party meeting was scheduled for 3 October.	
17/401	<p><u>Update on the project to connect the Deepway Centre to the main sewer and to authorise expenditure of up to £350 to have an approved design completed</u></p> <p>The Clerk had approached several companies for quotes, but the two responses had each suggested a different route for the drain, making them difficult to compare. It was suggested that a drainage expert was commissioned to understand the requirement and liaise with South West Water to design an appropriate route that could then be used to request comparative quotations.</p> <p>Resolved.</p>	JD/ HH
17/402	<p><u>To authorise expenditure of up to £1000 to cut the banks on the boundary of St Martins football ground</u></p> <p>The Clerk explained that the banks had not been cut for three years and were beginning to encroach on the fence. Ruddleston Geotechnical had been consulted and had advised that some foliage should remain. Once the banks had been cut back, they would be surveyed again and an ongoing programme of surveying established.</p> <p>Resolved.</p>	JD
17/403	<p><u>Councillors' Reports</u></p> <p>1. Cllr Goodey reported that he had granted £250 from his District Councillor Community Fund to the Green Spaces Group to purchase a notice board. The funds would be received by the Parish Council on behalf of the group.</p>	
17/404	<p><u>Public Open Session</u></p> <p>No comments.</p>	
<p>Date of next meeting: Monday 4 September 2017 at 19:30 in the Victory Hall The meeting closed at 21:15</p>		

Signed:....Josie Walledge..... Date:....6 September 2017.....