

Exminster Parish Council Meeting Minutes

Monday 15 January at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

18/25	<p><u>Public open session</u> Comments: Regarding agenda item 18/33/2:</p> <ol style="list-style-type: none"> 1. Were the public required to respond to the Peamore application again? The Chairman explained the public should respond again as it was a new application, despite being very similar to the previous application that was refused. 2. Did the new application contain details of mitigation for pollutants in surface water run-off from the development? An explanation of the provision was given by another member of the public. 	
Part I		
18/26	<p><u>Present</u> Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Josie Walledge (JW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL) Public: 6</p>	
18/27	<p><u>Apologies accepted from</u> Cllr Peter Chandler (PC) - illness</p>	
18/28	<p><u>Declaration of interest on Agenda Items</u> None declared.</p>	
18/29	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
18/30	<p><u>To approve the Draft Minutes of the EPC Meeting held on 2 January 2018</u> Resolved.</p>	
18/31	<p><u>To consider an application from Brian Aird for co-option onto Exminster Parish Council</u> Mr Aird was invited to outline his reasons for seeking co-option. It was resolved to Co-opt Mr Aird onto the Parish Council. A Declaration of Acceptance of Office was signed.</p>	JD
18/32	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. Nominations to attend the Buckingham Palace Garden Party – The Clerk had received confirmation from Devon Association of Local Councils (DALC) that, due to Councillor Madge's attendance last year, the Parish Council were not eligible to nominate this year. 2. Treetops, Deepway Lane – a response had been received from the Teignbridge District Council (TDC) planning enforcement officer following a query regarding building works being carried out without suitable planning permission. The enforcement officer was confident that no planning breach had occurred at this time. 3. Kenbury Wood Resource Recovery Facility – Devon County Council (DCC) agreed with the Parish Council's comment that there had been a large number of retrospective planning applications for the facility and was carrying out regular monitoring visits to make the operators aware when planning permission was required. 4. The Feoffees Trust had informed the Parish Council of the resignation of Mrs Gladys Gush. Mrs Gush was a Parish Council representative and therefore the Parish Council were required to nominate a new Trustee to serve until May 2019. Any interested Councillor should contact the Clerk for further information. Mrs Gush would be thanked for her years of commitment on behalf of the Parish Council 5. Christmas tree collection – owing to the large number of trees left in the car park between the two collection dates, it had been suggested that a single collection weekend and an alternative site should be considered next year. The Clerk would raise this issue with TDC 	All JD JD

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Planning Matters	
18/33	Planning Applications
/1	<p>17/02961/OUT, Milbury Barton, Exminster - Outline - erection of 4 dwellings (all matters reserved for future consideration)</p> <p>A detailed application summary had been circulated prior to the meeting, including comments lodged on the TDC planning portal.</p> <p>It was noted that</p> <ul style="list-style-type: none"> • the proposed development fell outside the settlement limit and therefore was not in accordance with either the Exminster Neighbourhood Development Plan or the TDC local plan. • the private road linking the proposed development to the main road crossed the foot and cycle-path to Milbury Reach. This had safety implications for pedestrians and cyclists. Additionally, the access road joined the main road on a narrow stretch with poor visibility. • the traffic movements associated with the proposed development appeared to have been underestimated. <p>It was resolved to object to the application for the aforementioned reasons.</p>
2/	<p>17/03039/MAJ, EXMINSTER/SHILLINGFORD ST GEORGE - West Exe Park, Alphington - Outline - 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, internal road layout, car parking, landscaping, services and all other associated development (approval sought for access)</p> <p>Cllr Smith explained that the application was a resubmission of the first application although some of the supporting material had been updated.</p> <p>The Peamore working group had discussed the application at a meeting on Thursday 11 January and notes had been circulated to all Councillors.</p> <p>Awareness of the application had been publicised on Facebook, in Scene and on the Parish Council notice board.</p> <p>The Parish Council's response to the application would focus on:</p> <ul style="list-style-type: none"> • Traffic impact – with assistance from Jon Pearson, Highways Consultant (see 18/33/3) • Sustainability • Landscape impact – to be covered by the Campaign to Protect Rural England • Environmental concerns <p>A draft response was being prepared by the working group for approval by the Parish Council at the meeting on 5 February.</p> <p>It was agreed that local press should be approached to further raise awareness of the application.</p> <p>It was suggested that Members of the TDC Planning Committee should be contacted prior to their meeting. Cllr Goodey explained that the timing of this contact was key.</p> <p>It was suggested that objectors to the previous application may be contacted and encouraged to re-submit their objections to the new application.</p> <p>Standing Orders were suspended to allow TDC Cllr Lake to speak.</p> <p>Cllr Lake advised that Kenn Parish Council were preparing a leaflet drop to all residents to raise awareness of the application and offered to assist with similar in Exminster.</p> <p>Standing Orders were reinstated.</p> <p>It was proposed to distribute leaflets to households in Exminster. It was resolved to approve a budget of £180 for printing and distribution of a revised version of the poster that had been posted on social media. Cllr Smith offered to amend the poster to include key bullet points on the application.</p> <p>[LGA 1972 s142]</p>
/3	<p>To authorise expenditure of £300 plus VAT to retain the services of Jon Pearson, Highways Consultant, to prepare a report on the 17/03039/MAJ (as detailed above)</p> <p>It was noted that Kenn Parish Council would contribute half of the cost.</p>

HH

JD

JW

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JD/
KS

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	Resolved. [LGA 1972 s111]	JD															
18/34	Planning Decisions None to report.																
Other Planning Matters																	
18/35	<p>To discuss the monitoring of Sentrays Farm planning conditions</p> <ol style="list-style-type: none"> 1. A TDC planning enforcement officer had attended the site and noted that new access to the Suitable Alternative Natural Green Space (SANGS) had been provided and landscaping carried out in accordance with the approved scheme. Therefore, TDC considered the matter to be resolved. 2. Cllr Goodey noted that there were still some boundary issues pending resolution between the existing properties in Sentrays Orchard and the new development. 																
Neighbourhood Development Plan																	
18/36	<p>Matford Development – to update Council on S106 discussions</p> <p>The Clerk, Deputy Clerk and members of the S106 Working Party held a conference call with the Parish Council's solicitor on Friday 5 January.</p> <p>Concerns raised from the draft S106 agreement discussed in part II of the Parish Council meeting on 2 January were noted by the solicitor; in particular, concerns about the timescale for the signing of the agreement allowing sufficient time for the Parish Council's questions and comments to be adequately considered and responded to by relevant parties.</p> <p>The solicitor contacted Foot Anstey, solicitors acting for TDC, requesting a response to the Parish Council's comments and outstanding information previously requested. To date, this had not been received.</p>																
18/37	Community Plan																
/1	<p>To update Council on the first meeting of the Community Plan Working Party held on 6th January</p> <p>Draft notes from the first meeting had been circulated. The meeting had been well attended. Mrs Caroline Aird had been appointed Chair of the Working Party.</p> <p>It was envisaged that the updated plan would be completed within this calendar year and timescales would be outlined at the next Working Party meeting.</p>																
/2	<p>To appoint a Lead Councillor for the Community Plan Working Party</p> <p>It was resolved to appoint Cllr Churchward as Lead Councillor, a point of liaison between the Working Party and Parish Council.</p> <p>There were still 3 vacancies for Parish Councillors to join the Working Party.</p> <p>Further appointments of both Parish Councillors and Community Representatives would be made at a future Parish Council meeting.</p>	JD															
Finance Matters																	
18/38	<p>RFO's report</p> <ol style="list-style-type: none"> 1. Direct Debit payments during November and December <table border="1" style="margin-left: 40px;"> <thead> <tr> <th></th> <th>November/£</th> <th>December/£</th> </tr> </thead> <tbody> <tr> <td>NEST pension scheme contributions</td> <td>11.43</td> <td>11.43</td> </tr> <tr> <td>Utilities Warehouse (Electricity)</td> <td>101.42</td> <td>-55.00</td> </tr> <tr> <td>Staples</td> <td>84.48</td> <td>125.56</td> </tr> <tr> <td>NatWest Bankline</td> <td>4.40</td> <td>7.20</td> </tr> </tbody> </table> 2. The remaining £2,260 grant funding for the Milbury Reach bus shelter had been received from DCC. Cllr Connett was thanked for arranging this funding. 3. Following Cllr Maynard's resignation, a new signatory was required for Parish Council Bank accounts. Councillors Smith and Aird agreed to be signatories and formal proposals to amend the mandates would be approved at a future meeting. 		November/£	December/£	NEST pension scheme contributions	11.43	11.43	Utilities Warehouse (Electricity)	101.42	-55.00	Staples	84.48	125.56	NatWest Bankline	4.40	7.20	HH/ JD
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18/39	<p>Accounts for Approval</p> <p>It was resolved to approve payments in the sum of £13,883.85.</p>	HH															

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18/40	<p><u>Draft accounts for December 2017</u> Councillors Aird and Churchward requested training on Parish Council finances. To be arranged by the RFO.</p>	HH														
/1	<p>Budget Comparison Report It was resolved to approve the report.</p>															
/2	<p>Balance Sheet It was resolved to approve the balance sheet.</p>															
18/41	<p><u>To set the budget for the 2018/19 financial year</u> Cllr Aird stated that he would abstain from voting on the budget or precept as he had not had sufficient time to consider the papers. A fourth version of the budget had been circulated, amended with the staffing figures requested at the Parish Council meeting on 2 January. It was resolved to approve the following budget for expenditure (outline only included for simplicity):</p> <table border="1" style="margin-left: 20px;"> <tr> <th colspan="2" style="text-align: left;">Expenditure</th> </tr> <tr> <td>Amenities</td> <td style="text-align: right;">£39,450.00</td> </tr> <tr> <td>Staff Costs</td> <td style="text-align: right;">£37,600.00</td> </tr> <tr> <td>General Administration</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td>Grant Funding</td> <td style="text-align: right;">£4,000.00</td> </tr> <tr> <td>Ring Fenced Funds</td> <td style="text-align: right;">£32,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£138,050.00</td> </tr> </table>	Expenditure		Amenities	£39,450.00	Staff Costs	£37,600.00	General Administration	£25,000.00	Grant Funding	£4,000.00	Ring Fenced Funds	£32,000.00	Total	£138,050.00	
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18/42	<p><u>To set the precept for the 2018/19 financial year</u> Within the budget documentation, scenarios had been presented illustrating the impact on the budget of a 0%, 1%, 2% and 3% increase on the precept. The following points were noted during discussion:</p> <ul style="list-style-type: none"> • It was likely that there would be an increasing reliance on Town and Parish Councils to provide services. • Council Tax support grant would be reduced or remove completely in the next financial year. • The Parish Council did not increase the precept last year and it was important that the precept kept pace with increasing costs. • TDC were proposing to increase Council Tax by £5 per band D property <p>It was proposed to increase the precept per band D household by 1% to £83.59. Resolved.</p>	HH														
Property & Amenities Matters																
18/43	<p><u>Update from the Deepway Centre Trust meeting held on 8 January</u> Cllr Chandler was not present to provide an update.</p>															
18/44	<p><u>To further consider the mechanism of payment for works to be completed at the Deepway Centre with the Elector Fund monies</u> NALC's legal topic note "Local Council Help for Village Halls" had been circulated alongside information and options for paying for work. The Trust were awaiting quotations for the work, but the budget figure of £3,500 still stood. Until the details were received by the Parish Council a decision on payment options could not be made. The grant application needed to be submitted in early February and this could go ahead without receipt of quotations. To be considered at a future meeting following receipt of quotations.</p>															
18/45	<p><u>To discuss the increasing amount of graffiti vandalism at Deepway Green</u> Since April 2017, the Parish Council had spent approximately £800 removing graffiti at Deepway. It appeared that most of the vandalism was occurring just after the lighting was extinguished. Suggestions of how to address this antisocial behaviour included:</p> <ul style="list-style-type: none"> • Installation of CCTV covering the skate park or entrance to the car park 															

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	<ul style="list-style-type: none"> Switching the lighting off for a period of time to see whether it had an impact on the level of vandalism <p>Cllr Ponsford noted that the graffiti was not confined to Deepway with a number of other areas of the village targeted such as the motorway bridge.</p> <p>Discussion of the options took place and it was agreed that Cllr Smyth would meet informally with users of the skate park to ask for their assistance in stopping the vandalism with a view to switching off the lighting if the situation did not improve within a month (or other timescales to be agreed).</p>	LS/ JD
18/46	<p><u>To accept the quote of £175 plus VAT from the Play Inspection Company to complete the annual inspection of all play equipment at Deepway Green</u></p> <p>Resolved. [LGA 1976 s19]</p>	HH
18/47	<p><u>To agree the notes of the Part II EPC Meeting held on 2 January 2018</u></p> <p>Resolved.</p>	
18/48	<p><u>Councillors' Reports</u></p> <p>The Chairman reported on a recent Victory Hall Trust meeting. The Trust were considering running an event to commemorate the end of World War I over the Remembrance Sunday weekend in November.</p>	
18/49	<p><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 18/51 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Not required.</p>	
18/50	<p><u>Public Open Session</u></p> <p>Comments:</p> <p>Regarding item 18/33/2</p> <ol style="list-style-type: none"> An additional document relating to commercial land supply had been included with the application. It should be noted that land at Heathfield had now been released for commercial purposes. Additionally, there were many vacant properties in Marsh Barton. There were no food outlets planned at the Peamore development. This may increase traffic on Days Pottles Lane with workers visiting the village for sustenance. The application stated that the retention ponds in the development would be privately operated. How would this be managed in the longer term? A resident suggested alternative methods for monitoring traffic. A planning application for industrial units at Splatford Barton had been submitted. <p>Regarding item 18/45</p> <ol style="list-style-type: none"> Could webcams be a solution at Deepway? 	
Part II		
18/51	<p><u>Matford Development - contracts</u></p> <p>Not required.</p>	
<p>The meeting closed at 21:08</p> <p>Date of next meeting: Monday 5 February 2018 at 19:30 in the Victory Hall</p>		

Signed:.....Josie Walledge..... Date:...5 February 2018.....