

Exminster Parish Council Meeting Minutes

Monday 19 March 2018 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

18/132	<u>Public open session</u> No public present.	
18/134	<u>Present</u> Cllr Brian Aird (BA), Cllr Peter Chandler (PC), Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Charles Nuttall (CN), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Josie Walledge (JW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillors: John Goodey (JG) Public: 0	
18/135	<u>Apologies accepted from</u> Cllr Lorne Smyth (LS) – work commitments	
18/136	<u>Declaration of interest on Agenda Items</u> Cllrs Smith and Walledge declared an interest in item 18/153 as trustees of the Victory Hall. Cllr Madge agreed to chair item 18/153.	
18/137	<u>Dispensation requests regarding Code of Conduct</u> None received.	
18/138	<u>To approve the Draft Minutes of the EPC Meeting held on 5 March 2018</u> Resolved.	
18/139	<u>Clerk's Report</u> <ol style="list-style-type: none"> 1. The start time of the Local Plan Review Boundary Workshops on 10 and 11 April was confirmed as 18:30 and not 16:30 as mentioned in the minutes of the meeting held on 5 March. Teignbridge District Council (TDC) had requested confirmation of those who would attend by 23 March 2018. 2. The Clerk and Deputy Clerk had attended a training course on the General Data Protection Regulation (GDPR) on 13 March. Actions arising from this training would be considered at the Parish Council meeting on 3 April. 3. The TDC design consultation had now closed. Cllr Churchward summarised her findings. Unfortunately, it was too late for the Parish Council to formally respond. 4. Delegated Authority had been used in the sum of £170 to hire a digger and driver to build a scrape in Crockwells Meadow. Concern was expressed that the location of the proposed scrape would conflict with the proposed cycle path. It was agreed that a coordinated approach to projects was required and that the matter should be discussed fully at the next meeting. The contractor would be advised to put the work on hold. 5. The Victory Hall Trust had received the Rural Aid Grant funding from TDC in the sum of £2000. 6. The Rural Aid grant scheme for 2018 was now open for applications until 20 April. This would be on the next agenda. 7. The proposed date for the Rural Skip to visit Exminster in 2019 was Saturday 23 February. It would be located on the Victory Hall Car Park. It was agreed to advise TDC that a suitable number of parking spaces should be coned off the day before the skip arrived. 	All JD JD JD JD
18/140	<u>To receive a verbal report from PCSO Carl Thomas</u> Due to the weather conditions, PCSO Carl Thomas was unable to attend the meeting.	
18/141	<u>To review the Council's Model Standing Orders</u> The proposed changes were outlined in the tracked changes version of Standing Orders circulated prior to the meeting. References to the GDPR had been included and non-statutory practices not adhered to by Exminster Parish Council had been removed. The expenditure	

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	that may be authorised at a meeting without written notification had been increased from £1000 to £2500. It was resolved to approve the amendments.	JD
18/142	<u>To consider and agree the Notice of Proposals included in the District of Teignbridge (Off-street Parking Places) Order 2018 which relate to amendments at the Victory Hall car park</u> The proposal would ensure that all spaces with adjacent signs were enforceable and unsigned spaces would have the 48-hour time limit imposed. TDC would be responsible for enforcement. It was resolved to approve the order.	JD
Planning Matters		
18/143	<u>Planning Applications</u>	
/1	BGX/DCC/4048/2018, Permanent planning consent sought for on-farm composting of garden waste, with the finished compost used on the farm holding as a soil fertiliser & general improver at Lower Pottles, Days-Pottles Lane, Exminster, EX6 8BB The development was adjacent to the A38 overbridge on Days Pottles Lane, sufficiently remote from Berry Brook to reduce the risk of water contamination and access to the site would be from the Peamore end of Days Pottles Lane. It was noted that there would be a significant increase in agricultural traffic using the lane for 2-3 weeks a year. There were no objections on the Devon County Council (DCC) planning portal to date. It was resolved to support the application, with a request that a planning condition was included to ensure all delivery vehicles accessed the site from the A379 and not through the village (i.e. from the Peamore end of Days Pottles Lane).	HH
18/144	<u>Planning Decisions</u> Noted as listed below:	
/1	15/01779/FUL, Old Matford Lane, Matford - Erection of eight dwellings - GRANTED	
/2	18/00303/FUL, 48 Old Quarry Drive - Conversion of Garage into Additional Accommodation - GRANTED	
18/145	<u>Other Planning Matters</u>	
/1	Letter from resident regarding 18/00357/FUL – Ross Hi, Aboveaway – conversion of garage The resident expressed disappointment that the Parish Council had supported the application, citing that it was in contravention of policies within the Neighbourhood Plan. Additionally, neighbours had not been informed about the proposed development. Council discussed the matter and stood by its original response. However, it was agreed to write to TDC to express disappointment that neighbours had not been informed of the planning application. The Clerk would respond to the resident.	JD
18/145	To discuss the monitoring of Sentries Farm planning conditions No update.	
Neighbourhood Development Plan		
18/146	<u>To consider commissioning a preliminary ecological survey on land at Crockwells Meadow for the proposed cycle path in the sum of £895.00 plus VAT</u> The ecological survey was required to inform feasibility of the provision of the cycle path. The work was time sensitive as, if certain species were found to be present, further detailed surveys would need to take place over the full spring season. The survey would cover the entire area of Crockwells Meadow owned by the Parish Council. Council discussed the proposal and the following points were noted: <ul style="list-style-type: none"> • Cllrs Chandler and Madge stated their opposition to the cycle path, due to the potential cost and impact on the meadow. • Concern was expressed that the path would not encourage commuters and would be used by leisure cyclists only. 	

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	<ul style="list-style-type: none"> • Devon County Council (DCC) were interested in the route to provide another link to the Exe Estuary trail. • Alternative routes for the path were discussed; a path alongside Sannerville Way had already been ruled out by Highways and the potential conflict between pedestrians and cyclists across Gissons Field had been highlighted as a safety concern. • The commissioning of the ecological survey was not committing the Parish Council to going ahead with the project, but would provide information for the feasibility study, and general ecological information about Crockwells Meadow. • The community's appetite for a cycle path, routed across Crockwells Meadow, should be explored as part of the Community Plan refresh. <p>At the conclusion of discussion, a vote was taken and it was resolved (7 for, 2 against) to commission the survey, noting the intention to build a scrape in the area. Cllrs Chandler and Madge wished to have their votes against the proposal recorded.</p>	HH
Community Plan		
18/147	<p><u>Update from the Community Plan Working Party meeting held on 10th March</u> Draft notes from the meeting had been circulated to all Councillors. There were no questions on the notes. It was resolved to appoint Andrew McLay to the Working Party.</p>	
18/148	<p><u>To consider commissioning a Housing Needs survey of the parish, as part of the Community Plan refresh, at an estimated cost of £4,413 plus VAT</u> A paper outlining the proposal had been circulated prior to the meeting, including a quotation from Devon Communities Together. It was explained that the cost of the survey would decrease if questions on housing were included in the Community Plan questionnaire. Grants were available towards the cost of commissioning a survey, and this would be explored by the Community Plan Working Party should the Parish Council agree to go ahead. If grant funding were not available, the Parish Council could fund the survey from Community Plan funds or the general reserve. Discussion on the proposal took place:</p> <ul style="list-style-type: none"> • Examples of the types of questions were given from a recent survey in Colyton. • Concern was expressed that adding questions to the Community Plan survey may make it too long. • Would lifetime houses be considered? • Would the results of the survey inform development at Matford? • Would the survey become out of date when the 2000 homes at Matford had been built? • Concern was expressed that the results may not carry sufficient weight with the planning authority. • The possibility of including a policy in the Neighbourhood Plan regarding lifetime houses, retirement homes, starter homes and affordable housing was mooted. <p>At the conclusion of the discussion, the Council agreed in principle that a Housing Needs survey could provide useful information. It was agreed that the Community Plan Working Party should refine the proposal and costings before bringing it back to the Parish Council for resolution.</p>	CPWP
Finance Matters		
18/149	<p><u>RFO's report</u></p> <ol style="list-style-type: none"> 1. Direct Debit payments during February - NEST pension scheme contributions £11.43, Utilities Warehouse (Electricity) £85.84, NW Bankline £6.80, Information Commissioner £35.00 2. The Internal Audit took place on 7 March. The report was awaited. 	

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	3. A Community Infrastructure Levy (CIL) contribution notice had been issued for the 8 dwellings on Old Matford Lane (15/01779/FUL). The Parish Council would receive £55,059.58 in four instalments following the commencement of the work.	
18/150	<u>Accounts for Approval</u> It was resolved to approve payments in the sum of £10,628.84.	HH
18/151	<u>Draft accounts for February 2018</u>	
/1	<u>Budget Comparison Report</u> It was resolved to approve the report.	
/2	<u>Balance Sheet</u> It was resolved to approve the report.	
18/152	<u>To consider a Community Grant application from Westbank Kidzone in the sum of £485.49</u> Funds were sought to support the creation of a book corner and for the replacement of broken bookshelves. The Clerk had asked for accounts (a requirement of the grant application), but they had not been supplied to date. It was resolved to defer the application until accounts for Children's Services were received.	JD
Property & Amenities Matters		
18/153	<u>To consider a request from the Victory Hall Trust to contribute £2,426.23 plus VAT towards the cost of a new projector and screen and up to £1,795.00 plus VAT to update the sound system</u> Cllr Madge took the Chair as the Chairman had declared an interest. Cllr Walledge answered questions regarding the paper that had been circulated. It was confirmed that, with the exception of the installation of acoustic panels, the projects proposed were the last to be completed from the list of projects identified in November 2016, refined in May 2017. The installation of acoustic panels would be considered following the upgrading of the sound system. It was resolved to grant the works to the Victory Hall Trust. [S19(3) LGA (Misc Provisions) Act 1976 & S133 LGA 1972] [NALC Legal Topic Note 21]	HH/JD
18/154	<u>To agree the notes of the Part II meeting held on the 5th March 2018</u> Resolved.	
18/155	<u>Councillors' Reports – for information only</u> 1. Cllr Nuttall wished to pursue the provision of Superfast Broadband in the village. The Clerk would put Cllr Nuttall in touch with Karl Walker who had investigated this in the past. 2. Following reported concerns about people in hi-vis jackets observed in the Wilderness area, Cllr Chandler explained that the Green Spaces Group had undertaken work in there over the weekend. 3. Cllr Aird asked if the Parish Council had considered whether the Stowey Arms should be listed as an Asset of Community Value. It was agreed to put this on next agenda. 4. Cllr Smith noted that he had seen erroneous information regarding the development of Spurfield on social media.	JD JD
18/156	<u>Public Open Session</u> No public present.	
The meeting closed at 20:41 Date of next meeting: Tuesday 3 rd April 2018 at 19:30 in the Victory Hall		

Signed:....Josie Walledge..... Date:.....3rd April 2018.....