

Exminster Parish Council Meeting Minutes

Monday 16 April at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

18/182	<u>Public open session</u> No comments.	
18/183	<u>Present</u> Cllr Brian Aird (BA), 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 Lorne Smyth (LS), Cllr Josie Walledge (JW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillors: John Goodey (JG) Public: 3	
18/184	<u>Apologies accepted from</u> Cllr Peter Chandler (PC) – personal reasons	
18/185	<u>Declaration of interest on Agenda Items</u> None declared.	
18/186	<u>Dispensation requests regarding Code of Conduct</u> None received.	
18/187	<u>To approve the Draft Minutes of the EPC Meeting held on 3 April 2018</u> Resolved.	
18/188	<u>Clerk's Report</u> <ol style="list-style-type: none"> 1. PC Jon Croft, the Neighbourhood Beat Manager, was moving to police another area and would be replaced by PC Mark Easton with effect from 18 April. 2. TDC planning officers were investigating a complaint from a resident regarding the reported appearance of a pre-formed structure at Treetops, Deepway Lane. 3. A complaint had been received regarding groundworks on the banks at St Martin's football pitch. The resident was concerned about the impact on wildlife. 4. Teignbridge District Council's (TDC) Settlement Boundary Review Roadshow would visit Exminster on Tuesday 12 June. 5. Devon County Council (DCC) had responded to the queries raised by the Parish Council regarding the gravel path from Old Quarry Drive to Brunel View on Milbury Reach and the intention for the road to be a shared surface. According to the Manual for Streets, a publication adopted by DCC, this was acceptable. It was noted that the gravel path was owned by the residents of Milbury Reach and maintained by the Management Company, Chamonix. 6. A response had been received to the Parish Council's letter of complaint regarding the handling of the Peamore application from TDC Managing Director, Phil Shears. The letter would be discussed at the Peamore Working Group meeting. 7. Responses had been received from Westbank and Pre-school regarding Pre-school provision in Exminster. 	
18/189	<u>To approve the following Privacy Notices to be posted on the Parish Council web site</u> <ol style="list-style-type: none"> 1. <u>The Privacy Notice for Staff, Councillors and Role Holders</u> 2. <u>The General Privacy Notice</u> <p>Draft Privacy Notices had been circulated. The notices were based on the National Association of Local Councils (NALC) model. It was resolved to approve both privacy notices. It was agreed that the font should be changed to Arial 12pt prior to uploading to the Parish Council website.</p>	JD/HH
18/190	<u>To approve the Rural Aid application from the Deepway Trust to refurbish the gents' toilets</u> A copy of the completed application form had been circulated with the meeting papers. The amount requested was £2,770 plus VAT. It was resolved to approve the application.	JD

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18/191	<p><u>To consider the response from the Police regarding the recent Speed Watch test conducted in the village</u></p> <p>PC Jon Croft had contacted the Parish Council to explain that recent monitoring of traffic speeds at either end of the village had categorised the village as level 2; requiring occasional enforcement, education of drivers, and use of a speed gun, but not requiring a community volunteer Speed Watch to be set up.</p> <p>Cllr Nuttall expressed disappointment in the result and volunteered to meet with PCSO Carl Thomas to discuss the matter further. Mrs Caroline Aird who had originally championed the idea would also be invited to the meeting.</p>	JD
Planning Matters		
18/192	<u>Planning Applications</u>	
/1	<p>18/00514/FUL, 34 Jupes Close - Single storey rear extension and first floor side extension</p> <p>Cllr Churchward explained that the purpose of the extension was to provide a downstairs toilet and enhanced living space downstairs, with a third bedroom and en-suite to the master bedroom upstairs. Parking provision would be unaffected.</p> <p>Neighbouring properties had had similar extensions.</p> <p>There were no comments on the TDC planning portal to date.</p> <p>It was resolved to support the application.</p>	HH
18/193	<u>Planning Decisions</u>	
	<p>Noted as listed below.</p> <p>It was agreed to write to TDC to ask when the decision notice would be received for the WestExe Park (Peamore) application.</p>	JD
/1	18/00475/FUL, 2 Higher Marsh Row - Rear terrace and additional rear window - GRANTED	
/2	18/00422/FUL, 12 The Buntings, Conversion of existing garage to additional living accommodation - GRANTED	
/3	18/00552/VAR, 1 Lyndhurst, Main Road, Exminster - Removal of condition 2 (restricting use to Use Classes A2/B1) on planning permission 95/03292/42/4 for the change of use from hairdressing salon to office - GRANTED	
/4	18/00357/FUL, Ross Hi, Aboveway – Conversion of a garage and store to domestic accommodation ancillary to the dwelling – REFUSED	
/5	18/00640/FUL, 4 Eager Way, Exminster – Single storey extension to replace existing conservatory - GRANTED	
Other Planning Matters		
18/194	<u>To discuss the monitoring of Sentrys Farm planning conditions</u>	
	<p>No update.</p> <p>There were still planning conditions outstanding and therefore this item should remain on the agenda until they were satisfactorily discharged.</p>	
Community Plan		
18/195	<u>To consider issues that Councillors would like to be considered by the Community Plan Working Party</u>	
	<p>The Community Plan Working Party was consulting on issues that may be included in the Community Plan refresh and has sent leaflets to every household in the Parish inviting comment.</p> <p>The Parish Council was also asked to identify issues and the following were suggested during discussion:</p> <ul style="list-style-type: none"> • Could future residential development in the Parish include Smart Houses or Homes for Life? • Appropriate questions should be included in the questionnaire to provide evidence of need for a railway station at Exminster. It should be made clear that the station would be relocated and that the old station at the Swans Nest would not be re-opened. 	

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	<ul style="list-style-type: none"> • Do residents think of Exminster as part of Exeter or Teignbridge? This question had been asked in the original Community Plan questionnaire, but there had been a significant change in the composition of the village since then. • Should Exminster be a village or a town? • Were the leisure facilities provided at Deepway Green adequate? Were additional play facilities required to meet the needs of different age groups? • How was the Parish Council perceived by residents? 	CPWP										
Finance Matters												
18/196	<p>RFO's report</p> <p>1. Direct Debit payments during March:</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>NEST pension scheme contributions</td> <td style="text-align: right;">11.43</td> </tr> <tr> <td>Utilities Warehouse (Electricity)</td> <td style="text-align: right;">76.23</td> </tr> <tr> <td>NW Bankline</td> <td style="text-align: right;">4.40</td> </tr> <tr> <td>Communicate Better (software)</td> <td style="text-align: right;">227.52</td> </tr> </tbody> </table> <p>2. The timetable for External Audit and exercise of public rights was outlined.</p>		£	NEST pension scheme contributions	11.43	Utilities Warehouse (Electricity)	76.23	NW Bankline	4.40	Communicate Better (software)	227.52	
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18/197	<p>Accounts for Approval</p> <p>It was resolved to approve payments in the sum of £5849.25.</p>	HH										
18/198	Draft accounts for March 2018											
/1	<p>Budget Comparison Report</p> <p>At the end of the 2017/18 Financial year, expenditure had come in under budget. The RFO explained overspends on individual budget lines; notably the Other Amenity budget line included the purchase of the bus shelter for Milbury Reach that had been funded through grants.</p> <p>It was resolved to approve the budget comparison report.</p>											
/2	<p>Balance Sheet</p> <p>The year-end figures showed a £1122.32 increase in the general fund since 1 April 2017 following transfers to reserves.</p> <p>Discussion about the presentation of the accounts took place.</p> <p>It was agreed that training on Parish Council finances for all Councillors should take place as soon as possible.</p> <p>It was resolved to approve the balance sheet.</p>	HH										
Property & Amenities Matters												
18/199	<p>To update Council on matters relating to the Deepway Centre</p> <ol style="list-style-type: none"> 1. South West Water had asked for further information regarding land ownership and title deeds and required additional forms to be completed to progress the sewer requisition. 2. The Deepway Trust had asked to re-convene meetings with representatives of the Parish Council. It was agreed to email the Trust to ask for a response to the emails sent by the Parish Council regarding the needs analysis for the centre and inviting suggestions for agenda items. 	JD										
18/200	<p>Councillors' Reports</p> <ol style="list-style-type: none"> 1. Cllr Churchward reported that she had been collating comments from the Community Plan issues consultation. The closing date for issues was 27th April. 2. Cllr Goodey reminded Councillors about the Community Litter Pick on Saturday 21 April. 3. Cllr Madge advised that he has no aspirations to continue as Vice Chairman when the position came up for election at the AGM. 4. Cllr Walledge reported that Westbank had thanked the Parish Council for the grant to replace the bookshelves. 											

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	<ol style="list-style-type: none"> 5. Cllr Smith reported that a meeting of the Peamore Working Group would take place on Wednesday 18 April. 6. Cllr Smith reported that a meeting had taken place with the Clerk and Deputy Clerk regarding working towards compliance with the General Data Protection Regulation (GDPR). The next steps had been identified. 7. Cllr Aird reported on progress in responding to Exeter City Council's Air Quality Action Plan consultation. Councillors were invited to submit comments to Cllr Aird, by email, for inclusion. 	
18/201	<p><u>Public Open Session</u> No comments.</p>	
<p>The meeting closed at 20:55 Date of next meeting: Tuesday 1 May 2018 at 19:30 in the Victory Hall</p>		

Signed:....Josie Walledge..... Date:....1 May 2018.....