

## Exminster Parish Council Meeting Minutes

Monday 2 July at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

18/312	<p><b><u>Public open session</u></b> Comments:</p> <ol style="list-style-type: none"> <li>1. Very few attendees of the Exminster Long Table (ELT) event had realised that there was a “best dressed table” competition. The Chairman explained that the event had not been organised by the Parish Council and to address feedback to the ELT Committee.</li> <li>2. Overgrown vegetation encroaching onto pavements made it difficult for visually impaired residents to safely walk around the village. It was agreed that this should be highlighted in Scene and on Facebook.</li> </ol>	BA
18/313	<p><b><u>Present</u></b> 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 Councillor: John Goodey (JG) Public: 2</p>	
18/314	<p><b><u>Apologies accepted from</u></b> Cllr Lorne Smyth (LS) – personal reasons Devon County Councillor Alan Connett (AC) – attending a conference Teignbridge District Councillor Kevin Lake (KL) – attending an alternative meeting</p>	
18/315	<p><b><u>Declaration of interest on Agenda Items</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Chandler declared an interest in item 18/328 as a payee.</li> <li>2. Cllr Nuttall declared an interest in item 18/323/2 as the applicant and would leave the meeting for the duration of the item.</li> </ol>	
18/316	<p><b><u>Dispensation requests regarding Code of Conduct</u></b> None requested.</p>	
18/317	<p><b><u>To approve the Draft Minutes of the EPC Meeting held on 18 June 2018</u></b> Resolved.</p>	
18/318	<p><b><u>County Councillors Report on items other than those on the agenda</u></b> The Clerk reported the following information received from Devon County Councillor Alan Connett:</p> <ol style="list-style-type: none"> <li>1. Teignbridge District Council (TDC) reported that Devon County Council had adopted the roads and pavements on Milbury Reach, although confirmation had not been received by Cllr Connett from Devon County Council (DCC) Highways. TDC would install and service dog waste bins on the adopted pavements with the bins on the communal/green areas remaining under the control of the Management company. It was suggested that once the bins were installed, they were labelled to identify who was responsible for maintenance and emptying.</li> </ol>	JD
18/319	<p><b><u>District Councillors Reports on items other than those on the agenda</u></b> Teignbridge District Councillor John Goodey reported:</p> <ol style="list-style-type: none"> <li>1. The TDC Executive Committee would be voting on the Crowdfund Devon initiative later this month. It was envisaged that TDC would grant £20,000 to the fund. The initiative would make funds available to community groups to start up and raise awareness of projects. Applications to the scheme would be via DCC. A launch event would take place on 12 July at County Hall from 17:00 to 19:00.</li> </ol>	
18/320	<p><b><u>Chairman’s Report</u></b> No matters to report.</p>	
18/321	<p><b><u>Clerk’s Report</u></b></p> <ol style="list-style-type: none"> <li>1. Trees in the Parish had been removed from the provisional Tree Preservation Order (TPO) relating to areas along the rail network.</li> </ol>	

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	<p>2. Delegated Authority in the sum of £250 was used for a land valuation of Deepway Green; needed for land registry purposes.</p> <p>3. The Westbank Practice had asked for a meeting with the Council to discuss the Matford Development. Cllrs Ponsford, Nuttall and Aird expressed an interest in attending. Members of ENDPIG would also be invited.</p> <p>4. A second planning application had been received relating to Spurfield House. TDC had agreed an extension of time to enable it to be considered at the Exminster Parish Council meeting on 6 August. Cllr Churchward would compile a report with input from other Councillors.</p> <p>5. A Claims Notification from a solicitor had been received in respect of an incident on Parish Council property. The Council's insurers had been notified. The Clerk would email a short summary of the incident to Councillors.</p> <p>Cllr Aird mentioned that information about bulls on public footpaths had been published on the Facebook page. This followed an anonymous complaint received by the Parish Council.</p>	<p>HH</p> <p>SC</p> <p>JD</p>
18/322	<p><b><u>To review the Parish Councils Risk Assessment</u></b></p> <p>A draft revised risk assessment had been circulated. In addition to the amendments proposed on the draft, the following were proposed at the meeting:</p> <ul style="list-style-type: none"> <li>• A more positive approach to data protection, acknowledging that the Parish Council had performed a data audit, issued privacy notices, appointed a Councillor to oversee data protection and that officers had undertaken training on the General Data Protection Regulation.</li> <li>• Add that the Financial Regulations were based on a NALC template as a risk control under Inadequate Financial Regulations.</li> <li>• Add two factor authentications in under Risk of Online Banking</li> <li>• Add Public Liability insurance under Litigation</li> <li>• Add waste bins into the Street Furniture section. This section will be added to the Annual Inspection carried out by the Clerk and change the last sentence to read <i>all reports of damage or faults are investigated promptly, measures taken to reduce risk of injury, and dealt with by delegated powers if necessary.</i></li> </ul> <p>It was resolved to approve the reviewed document with the amendments proposed.</p>	<p>JD</p>
<b>Planning Matters</b>		
18/323	<b><u>Planning Applications</u></b>	
/1	<p><b>Revised Application:</b> <b>18/00832/FUL, 42 Crockwells Close - Two Storey Rear and Side Extension with Balcony</b></p> <p>Cllr Churchward explained that the detached garage/car port had been removed since the original application and the glazing at each end of the balcony serving two bedrooms had been changed to privacy glazing.</p> <p>There were several objections to the revised application on the TDC planning portal. Comments in the original objection lodged by the Parish Council were still valid for the revised application.</p> <p>It was not known whether the revised application would necessitate the removal of trees, but it was suggested that the Parish Council should confirm its support for the TPO.</p> <p>It was resolved to object to the application as follows:</p> <ul style="list-style-type: none"> <li>• The proposed extension was considered overbearing and would disrupt the street scene; contrary to policy EXM3 of the Exminster Neighbourhood Development Plan (Quality of Design). The Parish Council sought to support conformity with the established character within the street and the proposed extension would place a house within a row of bungalows.</li> <li>• There would be a loss of privacy for near neighbours.</li> <li>• The Parish Council supported the Tree Preservation Order for trees on the site (and adjacent property).</li> </ul>	<p>HH</p>

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/2	<p><b>18/01237/FUL, Little Coombe, Days-Pottles Lane - Single storey rear extension</b> Cllr Nuttall left the meeting for the duration of this item. It was explained that the property was outside the village settlement limit. Neighbourhood Development Plan policies EXM2 (Open Countryside) and EXM3 (Quality of Design) were relevant when considering the application. The character of the cottage and a similar neighbouring cottage would be maintained, and the street scene would not be altered. The applicant had made suitable arrangements for builders' vehicles and skips so that there would be no impact on passing traffic. There was one supportive comment on the TDC planning portal. It was resolved to support the application.</p>	HH
/3	<p><b>18/01192/FUL, Kennford Reservoir, Kennford – Conversion of a large disused water tank into a self-contained semi underground holiday unit including demolition of part of a roof to provide courtyard parking and provision of solar electricity generation</b> The application site was on the border between Exminster Parish and Kenn Parish. It was resolved that the Parish Council had no comment to make on this application.</p>	HH
18/324	<p><b><u>Planning Decisions</u></b> None to report.</p>	
<b>Other Planning Matters</b>		
18/325	<p><b><u>To agree a response to the Local Plan Review Issues Consultation paper released by Teignbridge District Council</u></b> A report had been put together by the Working Group who had met to discuss the issues. To allow Councillors adequate time to consider the contents and make suggestions for amendment it was resolved to delegate authority to the Clerk to send the report before the deadline on Monday 16 July. Councillors were requested to email amendments to the Clerk by 8 July and the Chairman would update the report prior to submission.</p>	All  JW/ JD
18/326	<p><b><u>Appeal reference: 18/00010/FAST, 5 Spurfield Cottages, Main Road, appeal against the refusal of planning application 17/02623/FUL - Retention of 2 metre high front boundary fence for a 12 month period</u></b> Cllr Smith explained the history of the application and the appeal process; the Parish Council was not required to submit an appeal statement but could draw attention to any factual inaccuracies. The applicant had submitted examples of similar fences that had been allowed in the Parish in evidence, however none of these was close to the property. It was resolved that the Parish Council would write to the Planning Inspector explaining that the locations of the fences were some distance from the property; not within the centre of the village and therefore not related to the street scene.</p>	JD
<b>Neighbourhood Development Plan</b>		
18/327	<p><b><u>To reconsider the provision of a tarmac footpath across Gissons Field in the light of a revised budget quotation</u></b> The Clerk and Deputy Clerk had sought a revised budget quotation for the path and had met a contractor on site for opinion on the specification. The contractor believed the specification to be adequate for the site and had warned against a loose surface due to the possibility of flooding. The quotation had come in under the tendering threshold. It was resolved to seek additional comparative quotations.</p>	JD/ HH
<b>Finance Matters</b>		
18/328	<p><b><u>Accounts for Approval</u></b> It was resolved to approve payments in the sum of £554.10</p>	HH

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	In relation to the payment to DCC Highways, Cllr Churchward asked when it was likely that the work on the pedestrian island near the Swans Nest roundabout would start. The Clerk would ask for an update from DCC.	JD
<b>Property &amp; Amenities Matters</b>		
18/329	<p><b><u>Update on matters relating to the Deepway Centre</u></b></p> <ol style="list-style-type: none"> <li>1. Deepway Sewer provision - The Clerk reported as follows: <ul style="list-style-type: none"> <li>• A letter had been received from Mr Gedge (consultant engineer) outlining two issues requiring rectification: Was surface water drainage connected to the existing system and if the manhole was re-positioned, who would pay for it.</li> <li>• A summary of utility services in the area had been forwarded to contractors.</li> <li>• Mr Steven Holmes had agreed to complete an assessment of surface water drainage serving the existing building, free of charge. A report was awaited.</li> <li>• South West Water had responded regarding the manhole cover and advised that the Parish Council sought quotations for reinstatement to a deep and low level to advise of potential financial liabilities. One contractor had already allowed for this in their quotation and the other company stated that there would be a small charge for a new manhole cover if required.</li> </ul> <p>Once all of the above information had been received, Mr Gedge would be asked to recommend the Contractor of choice</p> </li> <li>2. Cllr Ponsford had attended a meeting involving members of the Deepway Trust and the Pre-school.</li> </ol> <p>It was noted that the Parish Council had received updated information from DCC regarding Early Years Provision in the Parish. Cllrs Churchward and Walledge would look at the data alongside the Community Plan questions to ensure that the questions were framed to elicit meaningful responses. It was suggested that further discussion should wait until the results of the Community Plan questionnaire were available.</p>	JW/ SC
18/330	<p><b><u>To consider purchasing replacement tables for Parish Council meetings</u></b></p> <p>Exam tables were thought to be a suitable, portable solution for Parish Council meetings. A cost comparison had been circulated.</p> <p>The Chairman recommended GoPak tables as durable having had experience of using them. It was resolved to purchase 20 tables with a storage trolley as a cost of £527.90 plus VAT, subject to agreement from the Victory Hall Trust.</p>	JD/ HH
18/331	<p><b><u>To agree the notes of the Part II meeting held on the 18 June 2008</u></b></p> <p>Resolved.</p>	
18/332	<p><b><u>Councillors' Reports</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Nuttall reported that he had arranged and would be attending meetings regarding traffic and parking.</li> <li>2. Cllr Aird had attended a New Councillor Course.</li> <li>3. Cllr Aird noted comments from residents regarding the grass cutting of the visibility splay at the northern exit from the village. The Clerk had passed the comments on to DCC Highways.</li> <li>4. Cllr Chandler reported that, by the end of the week, there would be three qualified trimmers in the Green Spaces Group.</li> <li>5. Cllr Smith had switched his email address over to the Parish Council address and requested that all Councillors used it from now on.</li> </ol>	All
18/333	<p><b><u>Public Open Session</u></b></p> <p>No comments.</p>	
<p>The meeting closed at 21:20 Date of next meeting: Monday 16 July 2018 at 19:30 in the Victory Hall</p>		

Signed:....Josie Walledge..... Date:....16 July 2018.....