

## Exminster Parish Council Meeting

### Minutes

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

Chairman: Josie Walledge

18/334	<p><b><u>Public open session</u></b> Comments:</p> <ol style="list-style-type: none"> <li>1. A member of the public expressed an interest in joining the Parish Council.</li> </ol>	
18/335	<p><b><u>Present</u></b> 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 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</p>	
18/336	<p><b><u>Apologies accepted from</u></b> Cllr Brian Aird (BA) – personal reasons Teignbridge District Councillor Kevin Lake Devon County Councillor Alan Connett</p>	
18/337	<p><b><u>Declaration of interest on Agenda Items</u></b> Regarding items 18/349 and 18/350</p> <ul style="list-style-type: none"> <li>• It was noted that Cllr Ponsford was a Deepway Centre Trustee</li> <li>• It was noted that the Chairman's husband was Vice-chair of the Deepway Centre Trust</li> </ul>	
18/338	<p><b><u>Dispensation requests regarding Code of Conduct</u></b> None received.</p>	
18/339	<p><b><u>To approve the Draft Minutes of the EPC Meeting held on 2 July 2018</u></b> Resolved.</p>	
18/340	<p><b><u>Clerk's Report</u></b></p> <ol style="list-style-type: none"> <li>1. Delegated authority had been used in the sum of £140 plus VAT to replace the hand dryer in the public toilet.</li> <li>2. The Parish Council's comments on the Local Plan review had been submitted to Teignbridge District Council (TDC) on 9 July.</li> <li>3. New criteria for the Elector Fund grant had been implemented. It was agreed that further discussion of potential applications should be on the agenda for the first meeting in September. It was noted that the Neighbourhood Plan Implementation Group (ENDPIG) may have suggestions for suitable projects.</li> <li>4. A TDC planning enforcement officer had visited 42 Crockwells Close (a property with an undetermined planning application) due to reports of use of a digger. It was confirmed that the digger was breaking up areas of patio and hardstanding and that no planning breach had occurred. Teignbridge District Councillor Kevin Lake had asked for the following to be reported in his absence:             <ol style="list-style-type: none"> <li>5. A meeting with representatives from TDC and associated parties had taken place regarding the dropped kerb to the disabled bay on Dryfield Car Park.</li> <li>6. A litter pick of the area underneath the motorway bridge had been carried out. Disappointment was expressed that there was so much litter around despite the installation of two litter bins.</li> </ol> </li> </ol>	<p>JD HH</p>
<b>Planning Matters</b>		
18/341	<p><b><u>Planning Applications</u></b></p>	
/1	<p><b>JR/DCC/4066/2018, Kenbury Wood Landfill Site, Old Dawlish Road, Kennford, Devon, EX6 7XD - The erection of a tubular steel framed building with flexible cover for the storage of clean recyclable materials.</b> The equipment had been installed to ensure that material to be recycled was kept dry.</p>	

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/2	<p><b>18/01312/FUL, 60 Berrybrook Meadow - Two storey rear (east) extension and first floor window on existing side (south) elevation</b></p> <p>A previous application for an extension to the property was approved in September 2017. This new application increased the width of the extension to match the width of the house. The proposed sloping roof and velux window from the previous application had been removed. Materials for the extension would match the existing property.</p> <p>There were no comments on the TDC planning portal to date.</p> <p>It was resolved to support the application as it was in accordance with policy EXM03 (Quality of Design) in the Exminster Neighbourhood Development Plan and to comment that the appropriate use of obscured glass in the extension windows was welcomed to prevent overlooking of neighbouring properties.</p>	HH												
18/342	<p><b>Planning Decisions</b></p> <p>Noted as listed below.</p>													
/1	<b>18/01237/FUL, Little Coombe, Days Pottles Lane - Single storey rear extension - GRANTED</b>													
<b>Other Planning Matters</b>														
18/343	<p><b>To discuss the monitoring of Sentrays Farm planning conditions</b></p> <p>Cllr Goodey reported that the boundary fence, the location of which had been in dispute for some time, had now been erected in the location specified on the planning application. The developers were now working on the play area and attenuation ponds.</p>													
18/344	<p><b>To consider a request from Devon County Council to include the Matford Facility in a Housing Infrastructure Funding (HIF) Bid for the South West Exeter Development.</b></p> <p>Devon County Council (DCC) had been advised to include place making elements into their HIF bid and had asked the Parish Council's permission to include the Matford Facility. This would be beneficial to the community as, if funding were received, it would allow the amenity to be brought forward sooner than if CIL and developer contributions were relied upon.</p> <p>It was resolved to support the request from Devon County Council.</p>	HH												
<b>Finance Matters</b>														
18/345	<p><b>RFO's report</b></p> <p>Direct debit payments during June:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 20%; text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>NEST pension scheme contributions</td> <td style="text-align: right;">28.33</td> </tr> <tr> <td>Utilities Warehouse (Electricity)</td> <td style="text-align: right;">86.97</td> </tr> <tr> <td>NW Bankline</td> <td style="text-align: right;">6.00</td> </tr> <tr> <td>Staples</td> <td style="text-align: right;">121.12</td> </tr> <tr> <td>Devon Communities Together annual subs</td> <td style="text-align: right;">50.00</td> </tr> </tbody> </table>		£	NEST pension scheme contributions	28.33	Utilities Warehouse (Electricity)	86.97	NW Bankline	6.00	Staples	121.12	Devon Communities Together annual subs	50.00	
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18/346	<p><b>Accounts for Approval</b></p> <p>It was resolved to approve payments in the sum of £7457.01</p>	HH												
18/347	<b>Draft accounts for June 2018</b>													
/1	<p><b>Budget Comparison Report</b></p> <p>It was resolved to approve the report.</p>													
/2	<p><b>Balance Sheet</b></p> <p>It was resolved to approve the balance sheet.</p>													
<b>Property &amp; Amenities Matters</b>														
18/348	<p><b>To approve the purchase of 1 pair of basketball backboards in the sum of £895 plus VAT</b></p> <p>The Deputy Clerk noted that the backboards needed to be purchased from the MUGA manufacturer and therefore alternative quotations had not been sought.</p> <p>Resolved.</p>	HH												
18/349	<p><b>Deepway Sewer Provision financial considerations:</b></p> <p><b>To waive Financial Regulation 11.1 a) and b) relating to the tendering of contracts over £25,000 (noting receipt of two quotations for the work) for the following reasons:</b></p>													

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	<ul style="list-style-type: none"> <li>• <b><u>The work must be carried out by an approved South West Water Contractor.</u></b></li> <li>• <b><u>The work is deemed urgent because of the limited lifespan of the septic tank servicing the Deepway Centre</u></b></li> </ul> <p>Resolved.</p> <p>Advice had been sought from the Society of Local Council Clerks regarding the waiving of financial regulations and from Devon Association of Local Councils regarding the tendering process and requirement to advertise the letting of the contract on Contract's Finder.</p>	
18/350	<p><b><u>To consider a recommendation to appoint a contractor to connect the Deepway Centre to the mains sewer within a budget of £40,000 to include £5,000 of Delegated Authority for the Clerk and/or Deputy Clerk in liaison with the Chairman/Vice-Chairman to approve necessary works outside the scope of the quotation if required.</u></b></p> <p>A detailed report documenting the process to date and the involvement of consultant, Mr Dennis Gedge, and South West Water (SWW) had been circulated alongside the quotations. (It was noted that the 4th contractor, whose name was missing from the report, was Complete Water Solutions) Of the four contractors asked to quote, two had declined.</p> <p>A meeting had taken place with the Clerk, Deputy Clerk, Cllr Ponsford and Cllr Goodey to consider the quotations. Mr Gedge had advised that the two quotations received were directly comparable.</p> <p>It was resolved to accept the quotation from Exjet in the sum of £34,265.48 plus VAT.</p> <p>As this was a design and build contract, it was not likely that the Parish Council would need to employ a contracts manager; however, the £5,000 delegated authority would allow Mr Gedge to be engaged, if required.</p> <p>It was envisaged that the work would take place over the October half term. During the work, the Deepway Centre would need to be closed for two or three days and Deepway Lane may have to be closed for up to two weeks.</p> <p>South West Water would be contacted to withdraw the sewer requisition request.</p> <p>The Clerk, Deputy Clerk and Cllr Ponsford were thanked for their work on this project.</p>	<p>JD/ HH</p> <p>JD</p>
18/351	<p><b><u>Councillors' Reports</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Goodey reported on the meeting with TDC officers regarding the dropped kerb to the Dryfield Car Park. DCC did not consider the work to be a priority as they had received few complaints. TDC officers estimated the cost of the work to be in the region of £2,100. Additionally, officers noted that the demarcation of the parking bays needed renewing. It was agreed to put this item on the next agenda for further discussion.</li> <li>2. Cllr Goodey reported that he had received an email from a resident involved with a steam engine hobby club seeking premises for a permanent workshop within the village and suggesting the Deepway Centre. As the Deepway Centre was already fully booked, Councillors were asked to consider alternatives. The Lions Rest industrial estate was suggested.</li> <li>3. Cllr Walledge reported that Cllr Smith would be chairing the next meeting in her absence.</li> <li>4. Cllr Smith reminded Councillors that he, Cllr Walledge and Cllr Nuttall would be attending a meeting with Exeter Estates on Wednesday 18 July at 08:30 at Westbank.</li> <li>5. Cllr Nuttall had met with DCC Highways representatives and would be meeting with the Police regarding parking and traffic issues in the village. The outcome would be reported back at the next Parish Council meeting.</li> </ol>	<p>JD</p> <p>JD</p>
18/352	<p><b><u>Public Open Session</u></b></p> <p>No comments.</p>	
<p>The meeting closed at 20:30</p> <p>Date of next meeting: Monday 6 August 2018 at 19:30 in the Victory Hall</p>		

Signed:.....Kevin Smith..... Date:...6 August 2018.....