

Exminster Parish Council Meeting Minutes

Monday 3 September 2018 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

18/396	<u>Public open session</u> No comments.	
18/397	<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 Lorne Smyth (LS), Cllr Josie Walledge (JW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillor: John Goodey (JG) Public: 1	
18/398	<u>Apologies accepted from</u> Devon County Councillor Alan Connett	
18/399	<u>Declaration of interest on Agenda Items</u> Cllr Aird declared an interest in item 18/408/1 as the applicant.	
18/400	<u>Dispensation requests regarding Code of Conduct</u> None received.	
18/401	<u>To approve the Draft Minutes of the EPC Meeting held on 20 August 2018</u> Resolved.	
18/402	<u>County Councillors Report on items other than those on the agenda</u> Devon County Councillor Alan Connett was not present.	
18/403	<u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor John Goodey reported: 1. A resident had written to Cllr Goodey expressing disappointment that the swings had been removed from Gissons Play Park.	JD
18/404	<u>Chairman's Report</u> 1. The Chairman was unable to attend the Dawlish Civic Service on Sunday 30 September at 15:00. Other Councillors were invited to attend in her absence and should advise the Clerk. 2. Deepway Centre Trustees and community volunteers were thanked for their efforts tidying and enhancing the outside of the Centre on Sunday 2 September.	
18/405	<u>Clerk's Report</u> 1. Responses had been sent regarding the Freedom of Information request and Subject Access request received by the Council on 6 August (as reported at the meeting on 20 August). 2. A cost completion report had been received from South West Water detailing work that had been carried out on the sewer requisition process and the refund due to the Parish Council from the initial service charge. The exercise had cost £1,177.81 leaving a refund of £1332.19. 3. Draft Heads of Terms had been received from Teignbridge District Council (TDC) relating to the provision of the footpath across Gissons Field. Council agreed that it would be prudent to consider taking legal advice prior to signing the document. A quotation for the work would be obtained. 4. The Parish Council's solicitor had sent a letter to the owners of 52 Crockwells Road regarding the transfer of land adjacent to Crockwells Meadow. To date there had been no response. It was agreed that the Clerk and Cllr Madge would visit the resident to confirm whether the transfer was to be pursued. 5. A resident had reported abuse from a dog walker on Crockwells Meadow whose dog had attacked their dog. The dog warden had been informed. It was agreed to write to the perpetrator to outline the ownership of the field and access rights.	HH JD JD/ DM JD

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	<p>6. A resident had suggested that it was not clear that the ambulance service needed to be contacted to gain access to the defibrillator. It was agreed that improved signage would be installed.</p> <p>It was noted that the third defibrillator awareness session (associated with the purchase of the third defibrillator) had yet to be arranged. It was suggested that this could take place in the spring, possibly at the Royal Oak.</p>	JD
18/406	<p><u>To set a date for the Complaints Committee meeting (Cllrs Walledge, Smith, Smyth and Ponsford)</u></p> <p>It was resolved to hold the meeting on Tuesday 18 September at 19:00. Venue to be confirmed.</p>	HH /JD
18/407	<p><u>To approve a letter of support for Devon County Council's Housing Infrastructure Funding Bid.</u></p> <p>A draft letter had been circulated citing the importance of adequate community facilities, delivered in a timely manner for the South West Exeter Development, in accordance with the Exminster Neighbourhood Development Plan.</p> <p>It was resolved to send the letter as drafted.</p> <p>It was agreed to report the Parish Council's support for the bid in Scene.</p>	JD BA
Planning Matters		
18/408	<u>Planning Applications</u>	
/1	<p>18/01496/FUL - Sandybank, Exminster - Rear extension and fenestration alterations and enlargement of steps</p> <p>Having declared an interest in this item, Cllr Aird left the meeting.</p> <p>The application was for a small structural extension, replacement of double glazing and alterations to steps leading to a conservatory. There would be no impact on the street scene. There were no public comments on the TDC planning portal to date.</p> <p>It was resolved to support the application.</p> <p>Cllr Aird returned to the meeting.</p>	HH
/2	<p>18/01688/FUL - Westfield Cactii Nursery, Kennford - Erection of double garage</p> <p>The property lay outside the village settlement limit. The materials proposed for the garage were in harmony with the existing property.</p> <p>It was resolved to support the application.</p>	HH
18/409	<p><u>Planning Decisions</u></p> <p>None to report.</p>	
Finance Matters		
18/410	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £3593.40.</p>	HH
18/411	<p><u>To consider who is eligible to benefit from the Elector Fund</u></p> <p>New criteria for applying for the Elector Fund had been introduced. Matched funding was encouraged as was collaboration with other Parishes and community groups.</p> <p>It was suggested that the following organisations were contacted to ascertain whether they had any projects that could be progressed in accordance with the revised criteria.</p> <ul style="list-style-type: none"> • Exminster Recreational Trust • Kenn Cricket Club • Exminster Pre-school • Victory Hall Trust • Deepway Trust • Coffee on the Corner • Westbank Kidzone <p>Additionally, it was agreed to contact neighbouring Parish Councils to ask if they had any projects that may be beneficial to Exminster and required support.</p>	JD
18/412	<p><u>To consider quotations for insurance renewal</u></p> <p>The RFO had met with a representative from the Parish Council's Insurance Broker, Came and Company, to discuss the insurance requirements prior to renewal on 1 October. The Parish</p>	

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	<p>Council were at the end of a three-year agreement with its current provider and therefore needed to consider quotations from alternative providers. Three quotations had been sourced by Came and Company and a comparison and recommendation had been circulated. It was noted that the service from Came and Company during a recent claim had been excellent. It was possible to obtain a cheaper quotation for cover, but without the sector specific expertise and claims management. Council agreed that the service was valuable. It was resolved to enter a three-year long-term agreement with Inspire (via Came and Company) at a cost of £2071.63 per annum including a £50.00 administration fee.</p>	HH
Property & Amenities Matters		
18/413	<p><u>To receive an update on behalf of the Green Spaces Group outlining potential projects for consideration</u></p> <ol style="list-style-type: none"> 1. Community Orchard – Due to the dry conditions, it had not been a good year for apples. Access to the orchard was discussed and the Green Spaces Group suggested opening up the fence near Exminster Garage and providing a footpath alongside the hedge. This would make the orchard more directly accessible and a path would discourage people from walking up the daffodil bank (there were aspirations to extend the bulb planting on the bank). A formal proposal would be made at a future Parish Council meeting. An alternative to the path would be the installation of improved signage. 2. Nature trail – Progress had been made in determining the route of the trail. 3. Crockwells Meadow and the Wilderness – It was intended to extend the wildflower planting in the meadow and the Wilderness. It was hoped that wild daffodils may also be established in the Wilderness. It was noted that the trees were recovering well following essential cutting back by Western Power due to their proximity to electrical cables. 4. Bowling Green – There were aspirations for the Bowling Green, such as planting of wild flowers or establishment of a sensory garden. It was noted that the soil was poor. 	
18/414	<p><u>To consider the report from Ruddlesden Geotechnical regarding the Banks at Minster Park</u></p> <p>The banks had been surveyed following the dry weather. Cllr Chandler had walked the banks and had seen no evidence of any movement. The Clerk and Mr Fowler were due to visit the banks and would consider whether seeding was appropriate at this time, as recommended in the report. It was agreed to note the report and to arrange for an annual inspection unless there was severe weather.</p>	JD/ HH
18/415	<p><u>To consider a request from Exminster Recreational Trust to apply for planning permission for floodlights on St Martin’s Football pitch</u></p> <p>The floodlights were required for occasional evening matches to take place; necessary for the club to advance in the league. It was a condition of the lease that the Trust sought approval from the Parish Council to submit planning applications. Copies of a potential design specification had been circulated. Although the Parish Council was supportive of the aspiration to improve the facilities, concern was expressed about light pollution and structural impact on the banks. It was resolved to approve the request, subject to the Trust raising awareness of the project with residents and seeking technical advice (an appraisal from Ruddlesden Geotechnical) to ensure that the installation would not be detrimental to the banks, prior to the submission of a planning application.</p>	JD
18/416	<p><u>To approve expenditure in the sum of £520 for works to be carried out on trees in the Wilderness area</u></p> <p>The Clerk explained that the work was required to prevent branches from trees located near the perimeter from encroaching on neighbouring properties. Resolved.</p>	JD/ HH

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18/417	<u>Councillors' Reports</u> 1. Cllr Churchward reported that initial feedback had been received from Catalyst Consultancy (part of Devon Communities Together) on the draft questions for inclusion in the Community Plan Questionnaire. A meeting of the Community Plan Working Party would be convened shortly to consider the next steps.	
18/418	<u>Public Open Session</u> No comments.	
The meeting closed at 21:03 Date of next meeting: Monday 17 September 2018 at 19:30 in the Victory Hall		

Signed:....Josie Walledge..... Date:....17 October 2018.....