

## Exminster Parish Council Meeting Minutes

**Monday 3 December 2018 19:30 in the Victory Hall, Main Road, Exminster**

Chairman: Josie Walledge

18/547	<p><b><u>Public open session</u></b></p> <p>The Chairman invited Councillors and those in the public gallery to raise a toast to Gladys Gush, a longstanding Parish Councillor who had recently passed away.</p> <p>Comments:</p> <ol style="list-style-type: none"> <li>1. A resident expressed concern about pedestrian safety when crossing the road underneath the motorway bridge.</li> <li>2. Karl Walker, Chairman of the Neighbourhood Development Plan Implementation Group (ENDPIG), explained the purpose of the leaflet drafted by the group (item 18/562).</li> </ol>
18/548	<p><b><u>Present</u></b></p> <p>Cllr Brian Aird (BA), Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Derek Madge (DM), 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), Kevin Lake (KL) Public: 3</p>
18/549	<p><b><u>Apologies accepted from</u></b></p> <p>Cllr Charles Nuttall (CN) – personal reasons Cllr Peter Chandler (PC) – personal reasons Devon County Councillor Alan Connett</p>
18/550	<p><b><u>Declaration of interest on Agenda Items</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Aird declared an interest in item 18/565 as a Trustee of Coffee on the Corner.</li> <li>2. Cllrs Aird and Walledge declared an interest in item 18/567/1 as spouses of Trustees of the Deepway Centre. Cllr Smith would Chair the item.</li> <li>3. Cllr Ponsford declared an interest in item 18/567 as Parish Council representative on the Deepway Centre Trust.</li> </ol>
18/551	<p><b><u>Dispensation requests regarding Code of Conduct</u></b></p> <p>None received.</p>
18/552	<p><b><u>To approve the Draft Minutes of the Exminster Parish Council (EPC) Meeting held on 19 November 2018</u></b></p> <p>Resolved.</p>
18/553	<p><b><u>County Councillors Report on items other than those on the agenda</u></b></p> <p>Devon County Councillor Alan Connett was not present.</p>
18/554	<p><b><u>District Councillors Reports on items other than those on the agenda</u></b></p> <p>There were no matters to report. Teignbridge District Councillor Kevin Lake wished residents and Councillors a happy Christmas.</p>
18/555	<p><b><u>Chairman's Report</u></b></p> <ol style="list-style-type: none"> <li>1. Condolences were offered to the family of Gladys Gush who had recently passed away. Cllr Madge highlighted the extensive community work that Mrs Gush had carried out for the benefit of Exminster. Funeral arrangements had been circulated to Parish Councillors.</li> <li>2. ExAct were congratulated for staging a fantastic pantomime.</li> <li>3. Exminster Methodists were thanked for organising the annual Christmas Tree Festival and Cllr Smyth was thanked for exhibiting a decorated tree on behalf of the Parish Council.</li> </ol>
18/556	<p><b><u>Clerk's Report</u></b></p> <ol style="list-style-type: none"> <li>1. Councillors were reminded to bring their Register of Interests up to date if necessary.</li> <li>2. Cllr Madge was thanked for his help in overseeing the erection of the Christmas Tree. Cllr Madge would post on Facebook to ask for memory decorations to be hung on the tree. Cllr Smith noted that there would be Carols around the Tree on Thursday 20 December.</li> </ol>

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	<ol style="list-style-type: none"> <li>3. Cllr Smyth was thanked for decorating the Parish Council's entry in the Christmas Tree Festival.</li> <li>4. The four-way-springer in the Under 8's play area at Deepway Green had been decommissioned as it was loose in the ground and considered dangerous. Quotations had been sought to replace the unit and would be considered at the January meeting.</li> <li>5. A Teignbridge District Council (TDC) refuse inspector had visited the Milbury Reach bus shelter and liaised with operatives who swept the area. In his opinion, there was currently no justification for a litter bin at the location. This would be revisited in three months' time. In the meantime, if Councillors found the area to be untidy, they were asked to take a photograph as evidence.</li> <li>6. A revised Register of Electors had been published on 1 December. The Parish Council would receive an electronic copy; to be held by the Clerk.</li> <li>7. Information had been received from Devon County Council (DCC) regarding the provision of a pedestrian crossing underneath the motorway bridge. An indicative cost of a Toucan or Tiger crossing would be in the region of £40,000 to £60,000. DCC would arrange for a survey to be carried out to assess crossing demand and crossing conflict with traffic. The survey would determine whether a controlled crossing was appropriate, inform the type of crossing that could be recommended and enable DCC to consider whether a scheme could be considered for funding support through the local transport plan.</li> <li>8. The Clerk confirmed that the missing litter bin on Reddaway Drive was in the process of being re-sited.</li> </ol> <p>It was resolved to move item 18/562 up the agenda.</p>	JD
<b>Neighbourhood Development Plan</b>		
18/562	<p><b><u>To consider the draft leaflet produced by the Neighbourhood Development Plan Implementation Group (ENDPIG) to update the Community on the Neighbourhood Plan</u></b></p> <p>The draft leaflet had been circulated.</p> <p>The following amendments were suggested:</p> <ul style="list-style-type: none"> <li>• GP Surgery section – change to “The Parish Council are encouraging NHS England to ensure adequate provision”.</li> <li>• The first page should be changed to differentiate the leaflet from the previous publication in 2016.</li> <li>• Add a sentence to the Matford Facility section to explain that there was a delay on delivery. [Following discussion it was agreed that it was not feasible to estimate dates at this stage.]</li> <li>• DCC's Housing Infrastructure Funding bid should be included in the Matford Facility section.</li> <li>• A map of the development should be included.</li> </ul> <p>The amendments were agreed, and it was resolved to authorise the Clerks in consultation with Karl Walker and Cllr Ponsford to approve the final version.</p> <p>An item to approve the expenditure for the printing and delivery of the leaflets would be on the January agenda.</p> <p>Karl Walker was thanked for his work on drafting the leaflet.</p>	KW  JD
18/557	<p><b><u>To consider adopting a Royal Mail PO Box address for the Parish Council in the sum of £26.50 per month</u></b></p> <p>Cllr Smith suggested that it was not good practice for the Clerk's home address to be publicly available and suggested that it would appear more professional to have a PO Box address. It was resolved to adopt a PO Box address in the sum of £26.50 per month.</p>	JD
18/558	<p><b><u>To agree amendments to the Council's Freedom of Information Policy</u></b></p> <p>A draft policy had been circulated. The Clerk explained the amendments that had been made to the existing policy and also the addition of an introduction to the Model Publication Scheme.</p>	

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	It was noted that the Clerk's address would be replaced by the PO Box address when available. It was resolved to adopt the revised Freedom of Information Policy.	JD
<b>Planning Matters</b>		
18/559	<b><u>Planning Applications</u></b>	
/1	<p><b>18/02395/FUL, Compound Cryoserve, Peamore Truck Centre - Installation of CO2 tank, plinth and associated infrastructure</b></p> <p>Cllr Churchward explained that she had viewed the site from different locations to ascertain the visual impact. The tank would be white, 12.5m high and installed on a plinth. The Health and Safety implications of the installation were outlined.</p> <p>There were concerns about the colour of the tank as it would be highly visible.</p> <p>It was resolved to comment that the Parish Council assumed that TDC would consider the health and safety implications of the installation on people, livestock, property and the environment and that, subject to the colour not being a safety requirement, the tank should either be painted a suitable colour to blend in with the landscape, or better screened.</p>	HH
18/560	<b><u>Planning Decisions</u></b> None to report.	
<b>Other Planning Matters</b>		
18/561	<p><b><u>To discuss an invitation to a meeting taking place on the 11 January in Alphington to discuss the plans and timetable for the South West Exeter developments and Greater Exeter Strategic Plan</u></b></p> <p>An invitation had been issued to numerous people by Devon County Councillor for Alphington &amp; Cowick, Yvonne Atkinson.</p> <p>The agenda focussed on the impact of the development on Alphington with consideration being given to the formation of a South West Exeter Community Forum with neighbouring parishes and areas.</p> <p>It was acknowledged that, as the large majority of the development fell in the parish of Exminster in Teignbridge, Exminster Parish Council had a moral duty to ensure that there was sufficient infrastructure in place to support the development and that the emerging community became self-sustaining. Through the Neighbourhood Development Plan, Exminster Parish Council had a "seat at the table" with TDC and many of the issues outlined in the agenda had been discussed some time ago.</p> <p>There was hesitation about the Parish Council's involvement in the meeting and questions were raised as to whether Cllr Atkinson needed to be advised of the work already done by the Parish Council, as she was relatively new in the role. Concern was also expressed that the meeting may have political undertones.</p> <p>It was resolved to explore the background to the invitation before committing the Parish Council to an active role in the meeting.</p> <p>To be discussed further at the Parish Council meeting on 7 January.</p>	JW  JD
<b>Finance Matters</b>		
18/563	<b><u>Accounts for Approval</u></b> It was resolved to approve payments in the sum of £1893.88.	HH
18/564	<b><u>To agree to pay staff wages for the month of December on receipt of details from the payroll bureau</u></b> Resolved.	HH
18/565	<p><b><u>To consider a Community Grant application from Coffee on the Corner in the sum of £160</u></b></p> <p>Cllr Aird left the meeting for the duration of this item, having declared an interest.</p> <p>Funds were sought to purchase a new microwave oven.</p> <p>It was resolved to approve the application in the sum of £160.</p> <p>Cllr Aird re-joined the meeting.</p>	JD/ HH
18/566	<b><u>Review of Employment Policies</u></b>	

