

Exminster Parish Council Meeting Minutes

Monday 7 January 2019 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

19/1	<p><u>Public open session</u> Comments:</p> <ol style="list-style-type: none"> It was noted that the planning application summary for the Cryoserve Compound at Peamore, for the installation of a carbon dioxide storage tank, had erroneously stated carbon monoxide. Reassurance was sought that carbon monoxide was not involved. 	
19/2	<p><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) Devon County Councillor: Alan Connett (AC) Teignbridge District Councillors: John Goodey (JG) Public: 2</p>	
19/3	<p><u>Apologies accepted from</u> None offered.</p>	
19/4	<p><u>Declaration of interest on Agenda Items</u> None declared.</p>	
19/5	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
19/6	<p><u>To approve the Draft Minutes of the EPC Meeting held on 3 December 2018</u> Resolved.</p>	
19/7	<p><u>County Councillors Report on items other than those on the agenda</u> Devon County Councillor Alan Connett reported:</p> <ol style="list-style-type: none"> Teignbridge District Council (TDC) planning had been contacted regarding signing of access to the Suitable Alternative Natural Green Space (SANGS) at Sentry's Orchard. It had been suggested that an additional sign on the top gate (currently signed "no access") would be helpful to point residents in the direction of the access point at the lower gate. 	
19/8	<p><u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor John Goodey had no matters to report.</p>	
19/9	<p><u>Chairman's Report</u> The Chairman had no matters to report.</p>	
19/10	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> There had been several incidents of graffiti at the skate park. These had been reported to the police. It was suggested that the issue was highlighted on Facebook. An email had been received from Westbank Kidzone requesting Community Infrastructure Levy (CIL) funding. It was agreed that the matter would be discussed by the Neighbourhood Development Plan Implementation Group (ENDPIG) to consider a process for assessing applications. A Freedom of Information request was received on 17 December asking for information relating to the Parish Council's support of Devon County Council's (DCC) Housing Infrastructure Funding Bid. The information had been supplied. An email had been received from DCC Highways regarding the provision of a pedestrian crossing near the Motorway Bridge. A crossing survey had been completed and a speed survey would take place during January. An email had been received from DCC Highways advising that the pedestrian refuge work on the Southern junction may take place in early March. The duration of the 	<p>BA</p> <p>HH</p>

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	<p>work was expected to be two weeks. Further information would be available when the work was confirmed with the contractor.</p> <ol style="list-style-type: none"> 6. The Parish Council had a new correspondence address: PO Box 30, Exeter, EX6 8XX. 7. PC Beck and PCSO Carl Thomas had both moved area. PC Steve Hodges had been appointed to cover Exminster and the Clerk had invited him to attend a future Parish Council meeting. 8. Devon Association of Local Councils (DALC) had requested nominations to attend the Buckingham Palace Garden Party this year. It was agreed that this item would be on the agenda for the next meeting. 9. Delegated authority was used to employ a plumber to attend to a leaking sink in the public toilet in the sum of £62.50 and an electrician to repair the faulty light in the public toilet (sum not yet known). 	JD
19/11	<p><u>To update Council on matters discussed at the Society of Local Council Clerks (SLCC) Devon Branch Annual Meeting held on the 7th December, attended by the Clerk and RFO</u></p> <p>The Clerk and RFO highlighted the following topics discussed:</p> <ol style="list-style-type: none"> 1. DALC would provide election training courses for Clerks over the coming months. 2. Concern was expressed that there may not be enough potential new Councillors coming forward for the elections in May in some of the larger villages/towns. There were also concerns that uncontested elections could jeopardise the General Power of Competence held by some Councils. 3. It was suggested that Code of Conduct training was made available to Councillors. It was hoped that this could take place at district level. 4. Discussion took place regarding lengthsman. 5. There had been a change to the National Joint Council (NJC) pay scales, including the amalgamation of some scale points. This would need to be reflected in staff contracts when details were finalised. 6. A lack of engagement was noted regarding the Greater Exeter Strategic Plan (GESP). Questions were raised as to whether the SLCC would be able to intervene and it was suggested that a planning officer or a representative from the Planning Advisory Service could attend a future branch meeting for clarification. Some Clerks expressed concern about the Neighbourhood Plan process giving insufficient protection against housing numbers. 7. Concerns were raised about the External Audit process for the last financial year. <p>The RFO noted that Exminster's External Audit had been unaffected by these concerns.</p>	
19/12	<p><u>To discuss the future of the service operated by the 'B' bus when the developer funding expires</u></p> <p>The funding for the service was due to expire in November 2019. Thereafter, the service could be scaled down or entirely withdrawn at the discretion of Stagecoach.</p> <p>Cllr Aird suggested that the Parish Council arranged a meeting with Stagecoach to ascertain plans and encourage the continuation of the service to the village.</p> <p>It was resolved to convene a meeting with Stagecoach. Cllrs Aird and Nuttall expressed an interest in attending.</p>	JD
19/13	<p><u>To agree the date for this year's Annual Parish Meeting and update Council on other forthcoming calendar dates</u></p> <ol style="list-style-type: none"> 1. The Annual Parish Meeting would be held on Monday 11 March. Discussion about the format of the meeting took place. New Leaf, the Community Plan group and the Green Spaces group would be invited to speak at the meeting. 2. Local council elections would be held on Thursday 2 May. 3. The Annual Meeting of the Council would be held on Monday 13 May. (The meeting is required to be held within 14 days of an election). 	JD
Planning Matters		
19/14	<u>Planning Applications</u>	

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/1	<p>18/02286/LBC, Blackalls Farm, Days-Pottles Lane - Provision of external door The application concerned a Grade II listed property, thereby requiring Listed Building Consent to replace a window with an external door. It was noted that the Design and Heritage Team from TDC would review the plan for the new door to ensure compliance with Listed Building regulations and safety of use. The application met the criteria for the relevant Neighbourhood Development Plan policies. It was resolved to support the application.</p>	HH
19/15	<p><u>Planning Decisions</u> Noted as listed below</p>	
/1	<p>18/01992/FUL, 50 Berrybrook Meadow - Two storey front extension with balcony, replace existing conservatory with new single storey orangery, two storey side extension and external alterations - GRANTED</p>	
/2	<p>18/02311/TPO, 7 Brunel View - Fell one cherry tree - GRANTED</p>	
/3	<p>15/01331/MAJ, Land Off Chudleigh Road, Alphington - Hybrid application comprising: Full application for conversion of the existing Threshing Barn and associated Linhay to form three dwellings and erection of 16 new dwellings with associated landscaping and access - GRANTED</p>	
/4	<p>18/02395/FUL, Compound Cryoserve, Peamore Truck Centre - Installation of CO2 tank, plinth and associated infrastructure - GRANTED</p>	
19/16	<p><u>Other planning matters</u></p>	
/1	<p>Matford An update on planning applications for the South West Exeter Development had been received from TDC planning officer, Angharad Williams:</p> <ol style="list-style-type: none"> 1. 15/00708/MAJ – Bovis – The applicant was required by condition 6 of the planning permission (granted November 2018) to submit a design guide and framework plan prior to the submission of any reserved matters application. The purpose of the document was to inform how the reserved matters would come forward and would secure principles that the reserved matters would need to conform with. Councillors were keen to be engaged with the formulation of the design guide and framework plan and it was agreed to emphasise this to TDC and to continue to press for a meeting as soon as possible. 2. 14/03400/MAJ – Land at Matford Home Park – Cavanna Homes were seeking to develop the site. There were several issues to be resolved prior to reserved matters applications being submitted. Concern was expressed about the potential of the “red line” being re-drawn. This was another matter to be taken up with TDC at a meeting. 3. 15/01331/MAJ – Westcountry Land – Planning permission granted. 4. 15/00921/MAJ – Parr’s Farm – Due for determination under delegated powers in January. 5. 17/02041/MAJ – Matford Barton – Application still under consideration. 6. Housing Infrastructure Funding bid – It was confirmed that DCC had not yet heard the outcome of the funding bid that was expected in November. 7. Primary Care provision at Matford was discussed. It was noted that a meeting had not yet taken place with representatives of the Parish Council and the Westbank Practice. A meeting would be arranged following a meeting with TDC. <p>Cllrs Aird, Walledge, Ponsford and Goodey expressed an interest in attending a meeting with TDC.</p>	HH
/2	<p>To update on a meeting taking place on the 11th January in Alphington to discuss the plans and timetable for the South West Exeter developments and Greater Exeter Strategic Plan The Chairman noted that the Parish Council had not formally been invited to the meeting, but that Parish Councillors had been individually invited.</p>	

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	<p>The meeting had been arranged by Devon County Councillor for Alphington, Yvonne Atkinson.</p> <p>The Chairman believed that it was important for the Parish Council to be involved with any forum for South West Exeter.</p> <p>Councillors Goodey and Walledge intended attending the meeting, but not as formal representatives of the Parish Council.</p> <p>A report on the meeting would be given at the next Parish Council meeting.</p>	JD
Neighbourhood Development Plan		
19/17	<p><u>To authorise expenditure of £850 plus VAT to print and distribute the leaflet produced by Exminster Neighbourhood Development Plan Implementation Group to update the Community on the Neighbourhood Development Plan</u></p> <p>Following extensive research, a company had been sourced to print and deliver the leaflets. It was resolved to approve the expenditure in the sum of £850.00.</p>	JD
Finance Matters		
19/18	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £20,582.37.</p>	HH
19/19	<p><u>Update from the Budget Working Party</u></p> <p>Clr Smith reported on the Budget Working Party meeting that took place on 14 December.</p> <ul style="list-style-type: none"> • Changes had been made to the formatting and appearance of the budget sheet and the use of some of the expenditure categories had been clarified. • Proposed increases in expenditure in the next financial year included the statutory salary/pension increases, consideration of contracting a lengthsman for gully and drain clearance, the inclusion of a Community Plan support officer (already agreed by Council) and ENDPIG report costs. • Regarding income, Council Tax Support Grant (CTSG) ceased in the current financial year so there would be no income from that source in 2019/20. The number of band D houses in the Parish had increased by 24.9. The increase in the housing base did not mitigate the loss of CTSG. • The RFO was asked to model budgets on a nil, 0.5% and 1% increase on the precept to be reviewed at the next meeting on 11 January when a recommendation to Council would be formulated to be resolved at the next Parish Council meeting. 	JD
Property & Amenities Matters		
19/20	<p><u>To update Council on the project to connect the Deepway Centre to the main sewer</u></p> <p>The Clerk reported:</p> <ul style="list-style-type: none"> • The connection from the Deepway Centre into the sewer had been successfully made and the project was near completion. • Cllr Madge and the Clerk had undertaken a site inspection with the project manager. • The septic tank had been emptied through the mains and filled with shale. The contractors had been asked to cover it with grass and remove the manhole as it was no longer required. To enable the location of the decommissioned tank to be identified, it was agreed to ask Exjet to annotate it on the electronic plans to be submitted on project completion. • The contractors had re-seeded the grass and made good any areas disturbed by vehicles. • Exjet would provide a 12-month guarantee on the roadworks, with liability transferring to South West Water thereafter. • Mr Fowler would reinstate the hedge and ensure ground levels were acceptable for ongoing maintenance. <p>Council thanked the Clerk for coordinating the project.</p>	JD

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	The Clerk noted that Exjet had been a pleasure to work with and it was agreed that the Council should write a letter of recommendation.	
19/21	<p><u>To consider the quotes to replace the four-way-springer in the play area at Deepway Green</u></p> <p>Two quotations to replace the broken four-way-springer with an identical model had been received and circulated.</p> <p>The replacement would be funded by the Lot 9 play equipment S106 fund.</p> <p>It was resolved to approve the quotation from AEL Outdoor Solutions in the sum of £1917.75 plus VAT.</p>	HH
19/22	<p><u>To consider the quotes to lay a new footpath to access the MUGA at Deepway Green</u></p> <p>The Clerk had circulated a report on the provision of a tarmac footpath to the MUGA from the path running alongside the skate-park. Three quotations had been received. It was noted that the quotations were for a 20m length of tarmac and it was possible that an additional cost may be incurred in joining the new path to the existing.</p> <p>It was resolved to approve the quotation in the sum of £4,942.00 plus VAT from I-Civils.</p> <p>An additional sum of £1,000 was authorised as a contingency to allow for the joining of the paths if required.</p>	JD
19/23	<p><u>To authorise expenditure of £175 plus VAT on the Annual Playground Safety Equipment Inspection at Deepway Green</u></p> <p>Resolved.</p>	HH
19/24	<p><u>Councillors' Reports</u></p> <ol style="list-style-type: none"> 1. Cllr Aird reported that a regular attendee in the public gallery was recovering well from his recent operation and hoped to be back in attendance soon. 2. Cllr Ponsford had noticed that the footpath along the A379 between the new footpath to Sentry's Orchard and the Swans Nest roundabout was badly overgrown. 3. Cllr Nuttall reported that he would be meeting Cllr Connett to discuss Highways matters on Tuesday 8 January. The outcome of the meeting would be reported back at the next Parish Council meeting. 	AC/ JD JD
19/25	<p><u>Public Open Session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. A resident was concerned about the speed of traffic on Deepway lane near the junction with Coffins Lane. <p>It was explained that this may be addressed in the wider traffic management plan for the village being discussed by Cllr Nuttall and Cllr Connett.</p>	
<p>The meeting closed at 21:05</p> <p>Date of next meeting: Monday 21 January 2019 at 19:30 in the Victory Hall</p>		

Signed:....Josie Walledge..... Date:.....21st January 2019.....