

Exminster Parish Council Meeting Minutes

Monday 21 January at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Josie Walledge

19/26	<p><u>Public open session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. Had confirmation been received that the tank to be installed at the Peamore Cryoserve Compound was for the storage of carbon dioxide and not carbon monoxide? The Clerk confirmed that it was for the storage of carbon dioxide. 2. Was there any further information on the B Bus service? [See item 19/32/3]. 	
19/27	<p><u>Present</u></p> <p>Cllr Brian Aird (BA), Cllr Peter Chandler (PC), 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).</p> <p>Clerk: Mrs Jill Daw (JD)</p> <p>Deputy Clerk: Mrs Helen Hibbins (HH)</p> <p>Teignbridge District Councillors: John Goodey (JG)</p> <p>Public: 7</p>	
19/28	<p><u>Apologies accepted from</u></p> <p>Cllr Charles Nuttall (CN) – personal reasons</p>	
19/29	<p><u>Declaration of interest on Agenda Items</u></p> <p>Cllr Ponsford declared an interest in item 19/36 as his property adjoined the property seeking planning permission.</p>	
19/30	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
19/31	<p><u>To approve the Draft Minutes of the EPC Meeting held on 7 January 2019</u></p> <p>Resolved.</p>	
19/32	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. Chudleigh Town Council's Neighbourhood Development Plan pre-submission consultation was underway; ending on 4 March. The Clerk would acknowledge the notification of the consultation. 2. The manholes associated with the Deepway sewer connection appeared not to have been fitted correctly. Exjet had been contacted to attend site and remedy. 3. Devon County Council (DCC) advised that funding had been secured for Stagecoach to continue to operate Service B until mid-way through the 2021/22 financial year. There was no need to pursue a meeting with Stagecoach at this time. 4. The Deepway Trust had decided not to apply for the Communities Together grant funding. 5. The resident who had kindly tidied up the village notice board at the Victory Hall on a regular basis was leaving the village. It was agreed to seek a volunteer through Facebook. The Parish Council would formally thank the volunteer. 6. Notification had been received from TDC that the Royal Oak had been listed as an Asset of Community Value under the Right to Bid scheme. 7. Delegated Authority was used; <ul style="list-style-type: none"> • to replace the Clerk's printer in the sum of £119.00 plus VAT. • to purchase an office chair for the Clerk in the sum of £107.97 including VAT. • to retain a tree consultant to look at two large trees. • to book a course for a representative of the Parish Council to attend on Modernising a Village Hall and Community Hall Constitutions in the sum of £28.89. 	<p>JD</p> <p>BA/ JD</p> <p>JD</p>
19/33	<p><u>To consider nominations for attendance at the Royal Garden Party 2019 in line with the issued guidelines</u></p>	

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	Confirmation had been received that as Cllr Madge had attended the Garden Party 3 years ago, Exminster Parish Council would not be eligible to nominate an attendee for a further 7 years.	
19/34	<u>To approve the Council's eye test and glasses policy</u> A draft policy had been circulated. It was explained that the policy would eventually be absorbed into the Health and Safety Policy when it was reviewed later this year. It was resolved to approve the policy.	JD
19/35	<u>Environmental Matters</u> Cllr Chandler spoke about the impact of climate change and suggested that the Parish Council consider what could be done to address the issue at a local level. He believed that solar power was the way forward and listed various sites in the parish where solar panels could be installed. Tree planting would also be advantageous, and a number of saplings were currently being nurtured. Discussion of how the Parish Council could approach the issue yielded the following: <ul style="list-style-type: none"> • Could the issue be addressed on a strategic level by a policy in the Neighbourhood Development Plan (NDP)? • Could renewable energy be incorporated into existing assets? • Could the Parish Council raise awareness by highlighting the issue to residents? It was agreed that an Environmental Working Group would be formed to make a recommendation to the Parish Council. Cllrs Goodey, Aird, Churchward and Chandler agreed to be involved. It was noted that Ide Parish Council were currently installing solar panels on the roof of the village hall.	JG/SC /PC/ BA
Planning Matters		
19/36	<u>Planning Applications</u>	
/1	<u>17/02505/FUL, Myrtle Cottage, Construction of two detached dwellings and demolition of existing double garage</u> The proposed dwellings were within the village settlement limit and considered infill. The dwellings would be 3 storeys, making their ridgeline considerably higher than neighbouring properties and it was considered their design was not in harmony with properties in the immediate surrounding area. This was considered to contravene Neighbourhood Development Plan (NDP) policy EXM3 – Quality of Design. Additionally, the height, mass and scale of the proposed dwellings were considered overbearing and would lead to loss of light and privacy for neighbouring properties. The site was situated within flood zone 3, but the plans did not appear to mitigate for flood risk (other than through elevated floor levels) and there was no evidence that an exception test regarding building on a flood plain had been carried out. The driveway to the properties would exit onto Ducks Orchard. This was considered to be dangerous as the access was on a bend in the road where there are no footpaths. There appeared to be no opportunity to widen the driveway due to the siting of a telegraph pole on the boundary. To date, there were 6 objections lodged on the TDC planning portal. Although the principle of development on the site was considered acceptable, it was resolved to object to the application for the aforementioned reasons. It was agreed to update the summary prepared by Councillor Churchward and submit this to TDC with the Council's response.	HH
19/37	<u>Planning Decisions</u> None to report.	
Other Planning Matters		
19/38	<u>To discuss the monitoring of Sentrys Farm planning conditions</u> Cllr Goodey reported that the development was almost complete.	

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	<p>It appeared that work had stalled on the play area due to the weather, but the area had been levelled.</p> <p>The access road to the site was in the process of being closed off.</p> <p>It was agreed that this standing agenda item was no longer needed.</p>	JD
19/39	<p><u>To agree items to be raised at the meeting with Teignbridge District Council due to be held on Thursday 24th January regarding the Matford development</u></p> <p>Cllrs Ponsford, Goodey and the Deputy Clerk would attend the meeting.</p> <p>Items to be raised:</p> <ul style="list-style-type: none"> • Clarification of the implication of the requested amendment of the redline on the Matford Home Park application. • Ascertain timescales and build out rates for the development. • How could the Parish Council ensure that it was consulted with and had the opportunity to be fully engaged with the decision-making process? • What plans were in place for the management of transport and traffic during the development. • When were the Reserved Matters applications likely to be received, would they be subject to public consultation and could the Parish Council be made aware at the earliest opportunity (while the plans were being validated) in order to schedule time for consideration? • Had there been any amendment to the South West Exeter Masterplan. • Could regular progress meetings be set up with TDC. 	JP/JG /HH
19/40	<p><u>To update on a meeting that took place on the 11th January in Alphington to discuss the plans and timetable for the South West Exeter developments and Greater Exeter Strategic Plan</u></p> <p>Cllrs Walledge and Goodey had attended the meeting as interested parties and not in their capacity as Exminster Parish Councillors.</p> <p>The meeting was organised by Devon County Councillor for Alphington, Yvonne Atkinson. The meeting focussed on the impact of the development on Alphington; in particular the lack of infrastructure on the Alphington side of the A379.</p> <p>It was noted that some of the information shared was out-dated.</p> <p>A presentation on the background to the development, infrastructure plan, and traffic and transport was given by Sarah Ratnage and Dave Black.</p> <p>A wide range of topics were discussed, including education and how to effectively build the community.</p> <p>It was agreed that the Parish Council would arrange meetings with the Alphington Councillors and the Church group to share knowledge.</p>	JD/ HH
Exminster Neighbourhood Development Plan Implementation Group (ENDPIG)		
19/41	<p><u>Notes of the ENDPIG meeting held on the 14th January</u></p> <p>The notes of the meeting were not yet available and would be circulated by email as soon as possible. Any queries on the notes should be sent to the Deputy Clerk.</p>	HH
19/42	<p><u>The following recommendations were made by ENDPIG at their meeting on 14 January:</u></p> <p>1. <u>That the provision of a cycle path across Crockwells Meadow should not be actively pursued for the time being</u></p> <p>Resolved.</p> <p>It was agreed to revisit the decision in a year's time. In the meantime, it was suggested that the Highways Group be asked to look at other parts of the cycle route, such as the route through Milbury Reach.</p> <p>2. <u>That the Parish Council formulates a Strategy for Parish Asset Management</u></p> <p>The Chairman explained that the Strategy would help the Council to understand the strategic importance of – and longer-term vision for – assets of all kind in the Parish,</p>	JD/ HH BA

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	<p>which in turn would help the Council to make informed decisions about where to focus financial and other resources. Resolved.</p> <p>It was noted that Cllr Aird would write a process for the formulation of the strategy.</p> <p>3. <u>That the application received from Westbank Kidzone did not fulfil the criteria for CIL funding</u> Resolved.</p> <p>It was explained that ENDPIG had considered the application, by assessing the content against CIL legislation and while some elements were in accordance there were elements relating to repair and maintenance which were not within scope. However, it may qualify for a Community Small Grant.</p> <p>In terms of formulating a process to consider funding requests, ENDPIG suggested that the first step was to consider whether an application fulfilled the criteria for CIL funding and secondly to consider the application against the Strategy for Parish Asset Management. ENDPIG would continue to work on this process. Cllr Walledge would prepare a response to the Westbank application.</p>	JW/ JD															
Finance Matters																	
19/43	<p><u>RFO's report</u></p> <p>1. Direct debit payments during November and December</p> <table border="1" data-bbox="440 904 1289 1093"> <thead> <tr> <th></th> <th>November</th> <th>December</th> </tr> <tr> <th></th> <th>£</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>NEST pension scheme contributions</td> <td>30.33</td> <td>21.43</td> </tr> <tr> <td>Utility Warehouse (Electricity)</td> <td>39.68</td> <td>44.53</td> </tr> <tr> <td>NW Bankline</td> <td>4.00</td> <td>4.80</td> </tr> </tbody> </table> <p>2. The new National Joint Council for Local Government Services pay rates were noted. Staff contracts would need to be reviewed against the new pay scale.</p>		November	December		£	£	NEST pension scheme contributions	30.33	21.43	Utility Warehouse (Electricity)	39.68	44.53	NW Bankline	4.00	4.80	
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19/44	<p><u>Accounts for Approval</u> It was resolved to approve payments in the sum of £31,795.91.</p>	HH															
19/45	<p><u>Draft accounts for December 2018</u></p>																
/1	<p><u>Budget Comparison Report</u> It was resolved to approve the report.</p>																
/2	<p><u>Balance Sheet</u> It was resolved to approve the report.</p>																
19/46	<p><u>To set the budget for the 2019/20 financial year</u> The Budget Working Party had met on 14 January to formulate a recommendation to the Parish Council that was embodied in the Draft Budget and Precept Calculation document circulated. Proposed increases in expenditure in the 2019/20 financial year included statutory salary/pension increases, consideration of contracting a lengthsman, employment of a Community Plan Support Officer and new budget lines for publication of NDP leaflets and an allowance to buy in additional professional support to assist with the Reserved Matters applications for Matford. For clarity, there would be separate budget lines for funds spent on Parish Council owned assets and those for which the Parish Council chose to enhance the statutory maintenance, such as roadside verges. The total proposed revenue expenditure was £147,240. It was resolved to approve the budget as circulated.</p>																
19/47	<p><u>To set the precept for the 2019/20 financial year</u> To balance the budget presented above, the Budget Working Party recommended a 1% increase on the 2018/19 precept (£83.59) for the 2019/20 financial year for the following reasons:</p>																

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	<ul style="list-style-type: none"> • Council Tax Support Grant (CTSG) ceased in the current financial year therefore total income would be reduced by circa £3,700. • Although the housing base had increased by 24.9 band D equivalent properties, this did not compensate for the loss of CTSG. <p>It was proposed that the precept for the 2019/20 financial year was set at £84.43 per band D property. Resolved.</p> <p>It was suggested that consideration was given to publishing details of the budget and the Parish Council's reserves in addition to the Annual Governance Accountability Return.</p>	HH
19/48	<p><u>To Review the Council's Reserves Policy</u></p> <p>The policy had been reviewed by the Budget Working Party. The reviewed policy had been circulated.</p> <p>It was resolved to approve the reviewed policy subject to the amendment of the last line of the Designated Reserves section to read: "The purpose of each Designated Reserve <i>is</i> reviewed annually <i>during budget setting</i> to ensure that it is still relevant."</p> <p>Resolved.</p>	JD
19/49	<p><u>Councillors' Reports</u></p> <ol style="list-style-type: none"> 1. Cllr Goodey reported that four trees on Station Road needed immediate felling due to Ash dieback. Discussion on the financial implications for felling of the diseased trees ensued. 2. Cllr Churchward reported that she begun mapping the drains in the lanes and had noted which ones were blocked. 3. Cllr Churchward reported fly tipping in the first car park on Station Road and would confirm whether it had been reported online. 4. Cllr Chandler reported a van parked opposite the junction of Jupes Close that was eroding the bank. It was suggested that this was reported to DCC Highways online. 5. Cllr Madge suggested that the Parish Council elections in May should be publicised. It was agreed that informal drop-in sessions for potential candidates would be advertised. 	JD
19/50	<p><u>Public Open Session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. A question was raised about where to find information on the planning application discussed in item 19/36. 	
<p>The meeting closed at 21:13</p> <p>Date of next meeting: Monday 4th February 2019 at 19:30 in the Victory Hall</p>		

Signed:...Kevin Smith..... Date:...4th February 2019.....