

Exminster Parish Council Meeting Minutes

Monday 3 June 2019 at 19:30 in the Victory Hall, Main Road, Exminster

	<p>documentation and hold a meeting with representatives from the pre-school before the item was put on an agenda for discussion by full Council.</p> <p>3. The footpath through Gissons Field would be completed by the end of this week. Mr Nigel Dyson was formally thanked for his assistance and support with the project. A letter expressing the Parish Council's appreciation would be sent by the Clerk.</p> <p>4. No candidates had come forward for election to the Parish Council to fill the vacancy. The election would need to be re-run within 35 days of the proposed election date (27 June) and repeated until a candidate came forward. Each re-run of the process would cost the Parish Council approximately £100.</p> <p>5. An email had been received asking whether the Parish Council had plans to plant trees in response to the climate crisis, it was forwarded to the Green Space Group.</p> <p>6. The Clerk had received a phonecall asking why the grass on Reddaway Drive had been cut; removing the daisies and buttercups.</p> <p>7. The Clerk had a received a phonecall asking why the grass had not been cut at the southern end of the village.</p>	<p>JD</p> <p>JD</p>
19/272	<p><u>To consider if poll cards should be sent out to electors at a cost of approximately £2147 should the forthcoming election of a Parish Councillor in Exminster be contested</u></p> <p>The Clerk explained that if the Council did not send out polling cards it could be criticised for not fully advertising the election and that the turnout for an election was generally higher when polling cards were issued.</p> <p>It was noted that the Parish Council had budgeted for election costs.</p> <p>It was agreed to ascertain the total cost for an election (over and above the cost of the postage for the polling cards) before deciding whether polling cards should be issued.</p>	<p>JD</p>
19/273	<p><u>To approve the Terms of Reference for the Matford Planning Working Party</u> <u>If the above is approved to accept nominations to the group and appoint a Lead Councillor</u></p> <p>Draft Terms of Reference had been circulated.</p> <p>Cllr Walledge outlined the purpose of the group; explained the responsibilities and clarified the difference between the working group and Exminster Neighbourhood Development Plan Implementation Group (ENDPIG).</p> <p>It was suggested that the second paragraph of section 2 was changed to "<i>members shall be appointed by a resolution of the Council.</i>"</p> <p>It was resolved to approve the Terms of Reference subject to the aforementioned amendment.</p> <p>There was no requirement to appoint a Lead Councillor.</p> <p>It was noted that any Parish Councillor was welcome to attend a meeting if interested, however meetings were likely to be convened at short notice.</p> <p>It was resolved to appoint Cllrs Walledge and Ponsford to the working party.</p> <p>It was resolved to appoint Mr John Goodey as a community member.</p>	<p>JD</p>
Planning Matters		
19/274	<p><u>Planning Decisions</u></p> <p>Noted as listed below.</p>	
/1	19/00125/FUL, Land adjacent to 14 Milbury Lane - Erection of a dwelling - GRANTED	
Other Planning Matters		
19/275	<p><u>Update on matters relating to the Matford development</u></p> <p>1. The Parish Council's solicitor had responded to TDC's email dated 30 April in line with the resolution of 19/255 - 20 May 2019.</p> <p>2. A Reserved Matters application was expected to come forward for the Cavanna Homes development (Matford Home Park) in June.</p> <p>3. The timescale for responding to Reserved Matters applications was the statutory 21 days. Any extension was at the discretion of the planning officer.</p> <p>4. Cllr Aird and the Deputy Clerk had met with Mr David Hawes; an urban design consultant. Mr Hawes had provided some information on the planning process and</p>	

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	<p>had a network of contacts who may be engaged for specific pieces of work. A proposal was awaited from Mr Hawes, outlining the scope of his potential involvement. It was resolved to delegate authority to the working party to decide which planning professionals to engage to support its objectives.</p> <p>5. Prior to the Parish Council meeting, Cllrs Aird, Ponsford and Walledge had met with representatives from the Ted Wragg Trust (TWT), the Department for Education and the DCC infrastructure project manager for the South West Exeter development. An outline timetable for the opening of the school was given.</p> <p>The TWT emphasised that allowing the community to use school facilities was included in their business plan and that the experience of the build of Cranbrook school would be considered during the design process. The Parish Council representatives explained that Council would consider funding enhancement of the facilities to ensure that they were suitable for community use; for example, the provision of separate changing rooms for use with the court facilities and additional storage for community user groups. The Parish Council were asked to provide a high-level list of user requirements by the end of June for inclusion in the planning process. Funding via the Housing Infrastructure Fund (HIF), potential timing issues for paying for the facilities and the need for the Parish Council to have legal agreements in place to ensure access to the facilities would be discussed at the next meeting with the Trust on 1 July.</p>	HH
Community Plan		
19/276	<p><u>To consider whether the Community Plan survey should include the Housing Needs survey</u></p> <p>The Community Plan Working Party (CPWP) was concerned that there may be a reluctance to complete an extensive Housing Needs survey at the same time as the Community Plan questionnaire; thereby reducing the return rate.</p> <p>While it was considered that the original arguments for the Housing Needs survey were still valid, there was no requirement for it to be undertaken immediately and it was agreed to revisit the requirement for the survey in the autumn.</p> <p>It was resolved to separate the Housing Needs survey from the Community Plan questionnaire.</p> <p>It was resolved to include some of the questions from the Housing Needs survey within the Community Plan questionnaire.</p>	
19/277	<p><u>To consider the current budget estimates from the CPWP and to approve an increase to the previously approved budget to £7000</u></p> <p>A paper outlining the current cost estimates for completion of the Community Plan had been circulated.</p> <p>It was resolved to approve an increase to the budget to £7000.</p>	
Finance Matters		
19/278	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £112.29.</p>	HH
Property & Amenities Matters		
19/279	<p><u>To update Council with information relating to the feasibility of siting solar panels on the Victory Hall roof</u></p> <p>Three firms had been invited to quote for the provision of solar panels, but two had declined due to the potential risk of water leakage because of the backing glued to the roof tiles. One firm had quoted and following a meeting with a representative it was confirmed</p> <ul style="list-style-type: none"> • that a structural survey would be required with costs to be borne by the Parish Council if it decided not to proceed with the work. • that the financial benefit would be low as the hall was not used much during the daytime. 	

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	<ul style="list-style-type: none"> that there were complications in the coffee shop benefitting from the solar panels as it had a separate meter from the hall, although this could be resolved with further exploration. <p>Questions were raised about the safety of the roof, the appearance of the building and whether there were planning implications related to the installation of solar panels on a roof opposite listed buildings.</p> <p>It was suggested that solar panels could be reconsidered when the roof required replacement in the future.</p> <p>It was resolved not to pursue the project further at this time.</p>	
19/280	<p><u>To consider options put forward by the Green Space Group to enhance the area known as the 'Bowling Green'</u></p> <p>Cllr Chandler outlined the four options for the Bowling Green:</p> <ul style="list-style-type: none"> Leave the Bowling Green as it is. Seek a professional to design the garden: A quotation had been sought in the sum of £2328 for detailed design work. With the overall project expected to be in the region of £20,000 to £30,000 with an ongoing maintenance cost of £2,500 per annum. Improve access to the site, by provision of a tarmacked path. Green Spaces Group led development of low-level planting. <p>Questions were raised about the demand for a facility at that location and whether there was evidence of its current usage. It was noted that a question could be included in the Community Plan regarding usage of the space.</p> <p>It was suggested that the area immediately outside the bowling green could be developed in some way as an alternative.</p> <p>It was resolved that the favoured option was no 4 which allowed for low level development and maintenance depending on volunteer support but to keep the Bowling Green as a quiet enclosed area for all age groups to enjoy. The Green Spaces Group to consider planting adjacent to the Bowling Green if it felt appropriate.</p>	
19/281	<p><u>To further consider the funding of a dropped kerb on the cut through to Milbury Close from the Milbury Reach estate</u></p> <p>A budget quotation had been sought for the work. The contractor would be responsible for submitting all applications to DCC Highways.</p> <p>It was resolved to pursue the project and to source further quotations.</p>	JD
19/282	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> Cllr Madge reported that there were 22 applicants for the Rural Aid Grant, totalling in excess of £85,000. The grant fund was £40,000. Cllr Smith reported that defibrillator awareness training would take place on 10 June in the Victory Hall. Cllr Smith reported that all existing trustees had been reappointed to the Victory Hall Trust. Cllr Smith reported that the Twinning Association AGM would be held on Wednesday 12 June. Cllr Smith reported that there would be a road closure on Sunday 9 June due to the Long Table event. 	
19/283	<p><u>Public Open Session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> Would there be additional toilets included in the proposed community changing rooms at the Matford development? 	
<p>The meeting closed at 21:22</p> <p>Date of next meeting: Monday 17 June 2019 at 19:30 in the Victory Hall</p>		

Signed:...Brian Aird..... Date:...17 June 2019.....