

Exminster Parish Council Meeting Minutes

Monday 17 June 2019 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Brian Aird

19/284	<p><u>Public open session</u></p> <p>Neighbourhood Beat Officer PC Steven Hodges attended the meeting and explained policing arrangements for the parish.</p> <ul style="list-style-type: none"> • PC Hodges policed 12 local parishes with the assistance of a PCSO (Police Community Support Officer). • An update on crime statistics for the area was given. There was a 20% reduction in crime during the year to 31 May 2019, compared to the previous year. The majority of crime was low-level. • PC Hodges was keen to get out into the community. Realistically, he expected to visit Exminster once per month. • The Speedwatch campaign was due to be reinstated over the next few months. • Graffiti continued to be an issue in the village. Residents needed to come forward and identify culprits to enable the police to take action. • Reporting crime online was easier than using the 111 telephone number. It was agreed that the link to the website would be posted on Facebook. • It may be possible to reinstate police community surgeries in the future, subject to staffing and a suitable venue. <p>Comments:</p> <ol style="list-style-type: none"> 1. Was there an update on the replacement of the swings in Gissons Play Park? Cllr Connett had chased Teignbridge District Council (TDC) who had advised that they were due to be installed by the end of the month. 	
Part I		
19/285	<p><u>Present</u></p> <p>Cllr Brian Aird (BA), Cllr Peter Chandler (PC), Cllr Sheila Churchward (SC), Cllr Derek Madge (DM), Cllr Charles Nuttall (CN), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Renata Szewczyk (RS), Cllr Josie Walledge (JW).</p> <p>Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Devon County Councillor: Alan Connett (AC) Teignbridge District Councillors: Charles Nuttall (CN) Public: 2</p>	
19/286	<p><u>Apologies accepted from</u></p> <p>Cllr John Ponsford (JP) – work commitment Teignbridge District Councillor Alison Foden Teignbridge District Councillor Andrew Swain</p>	
19/287	<p><u>Declaration of interest on Agenda Items</u></p> <p>Cllr Chandler declared an interest in item 19/305 as a member of the Green Spaces Group. Cllr Churchward declared an interest in item 19/295/3 as a neighbour of the property.</p>	
19/288	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
19/289	<p><u>To approve the Draft Minutes of the EPC Meeting held on 3 June 2019</u></p> <p>Resolved.</p>	
19/290	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. A resident was investigating setting up a Terracycle point in Exminster to improve recycling facilities. Cllr Chandler had made contact with the resident as it would align with the remit of the Environment Working Party. 2. Notification had been received from TDC that the Westbank Centre and the Limes Surgery in Exminster had been accepted for listing as assets of community value under the Community Right to Bid scheme. 	

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	<p>3. There had been three incidents of fly tipping outside the Victory Hall. TDC had attended to remove the debris.</p> <p>4. The Community Plan Working Party (CPWP) requested assistance from Parish Councillors to distribute the Community Plan Questionnaire.</p> <p>5. A Defibrillator awareness evening had taken place on Monday 10 June. It was noted that Defibrillators had a limited lifespan and would require replacement. The RFO confirmed that they would be replaced through the Asset Sinking Fund.</p> <p>6. A commercially confidential email had been received and circulated to Councillors. Due to urgency, it was resolved to discuss the item in part II, at the end of this meeting.</p>	
19/291	<p><u>To consider if polling 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. This in addition to £2000 of other costs to be incurred.</u></p> <p>The cost of a contested election was confirmed as £4,147 plus an administration charge of approximately £100.</p> <p>Following discussion about transparency, democracy and the likelihood of an increased turnout if polling cards were issued, it was proposed to issue polling cards in the event of a contested election.</p> <p>A vote was taken: 7 for, 2 against and no abstentions.</p> <p>Resolved.</p>	JD
19/292	<p><u>To review the Terms of Reference for the Community Plan Working Party</u></p> <p>It was resolved to approve the Terms of Reference subject to amendment of the budget figure to reflect the recent resolution to increase it to £7,000.</p>	JD
19/293	<p><u>To review the Terms of Reference for the Community Resilience Working Party</u></p> <p>It was resolved to approve the Terms of Reference subject to formatting amendments.</p>	JD
19/294	<p><u>To review the Terms of Reference for the Budget Working Party</u></p> <p>It was resolved to approve the Terms of Reference.</p>	JD
Planning Matters		
19/295	<u>Planning Applications</u>	
/1	<p>19/01020/VAR, Spurfield House - Variation of condition 2 on planning permission 18/00530/FUL (alterations to building and new two storey buildings around a courtyard to form a mental health care facility) to amend design of buildings</p> <p>The variation was due to additional technical requirements in order to meet Building Regulations; mainly to the new build part of the scheme.</p> <p>It was resolved to support the variation provided that it is of the nature indicated in the planning summary from the agent.</p>	HH
/2	<p>19/01016/MAJ, Land West of Old Matford Lane, Matford - Change of use from agricultural land to Suitable Alternative Natural Green Space (SANGS) (Use Class D2)</p> <p>The land had been acquired by Bovis Homes to meet the SANGS requirement for development 15/00708/MAJ.</p> <p>Although the land was primarily designed for pedestrian access, a small car park was proposed at the southern end of Trood Lane.</p> <p>It was resolved to support the application.</p>	HH
/3	<p>19/01021/FUL, 16 Crockwells Close - Replacement single storey side extension including conversion of existing garage to additional accommodation</p> <p>Cllr Churchward had declared an interest in this item and did not vote.</p> <p>The existing garage and extension would be replaced with new accommodation to reconcile internal levels and allow installation of a ground floor toilet.</p> <p>The materials proposed were in harmony with the existing dwelling.</p> <p>There would be no loss of parking amenity as the existing garage was currently used as a utility room.</p> <p>It was resolved to support the application.</p>	HH

Exminster Parish Council Meeting Minutes

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/4	<p>19/00902/FUL, Sentry Farm - Conversion and change of use of barn from ancillary accommodation into two dwellings</p> <p>The application proposed conversion of agricultural building into two one-bedroom mews houses.</p> <p>There would be no change to the ridge line and the finish of the properties would remain as brick and render.</p> <p>Adequate parking would be available.</p> <p>It was noted that the property may be in flood zone 3 rather than flood zone 1 as stated in the application, however as the property had been in situ for in excess of 200 years, this was thought not to be a major issue.</p> <p>There was one comment on the TDC planning portal expressing concern about overlooking of properties in Sentry's Orchard from windows on the west elevation.</p> <p>It was resolved to support the application subject to the issue of overlooking/privacy being addressed.</p>	HH
19/296	<p><u>Planning Decisions</u></p> <p>Noted as listed below.</p>	
/1	<p>JR/DCC/4110/2019, Kenbury Wood Resource Recovery Facility, Old Dawlish Road, Kennford, Devon, EX6 7XD - A retrospective application for the erection of an elevator with a covered picking station, conveyor and the relocation of a previously permitted dry materials store facility – GRANTED</p>	
/2	<p>19/00321/MAJ, RSPB Exe Estuary Reserves Office, Station Road - Extension of the existing lagoon and the creation of three new scrapes - GRANTED</p>	
Other Planning Matters		
19/297	<p><u>To update Council on a meeting held on the 17th June with representatives from Devon County Council and Exeter City Council to discuss the development at South West Exeter</u></p> <p>The Chairman updated Council on the meeting. Notes of the meeting would be circulated. In summary:</p> <ul style="list-style-type: none"> • Exminster Parish Councillors had provided an update on the strategy for responding to Reserved Matters applications. It was suggested that "lessons learned" from major development in Exeter could be used to enhance responses, alongside the Parish Council's own experience of the Milbury Reach and Sentry's Farm developments. • The funding shortfall for the community facility was explained. • Currently, there was little progress with Exeter City Council's planning applications for the 500 houses on the Alphington side of the South West Exeter development. • There was no update on the Greater Exeter Strategic Plan. • It was decided to invite the TDC planning officer leading on the South West Exeter development to future meetings to ensure representation from all stakeholders. 	
19/298	<p><u>To discuss a response received from Teignbridge District Council in response to a letter sent by the Parish Council on the 30th May regarding the Matford development</u></p> <p>The letter had been circulated to Councillors.</p> <p>Cllrs Nuttall and Connett had met with the head of planning at TDC to discuss the shortfall in funding for the community facility. The discussion could not be outlined in a public meeting due to its commercially confidential nature. However, TDC intended to extend an invitation to meet with representatives of the Parish Council (in a closed meeting) to explain the situation and provide an update regarding other matters associated with the South West Exeter development.</p> <p>It was resolved to send a holding response to TDC following receipt of the invitation to meet, rather than replying to their letter. Any further response to the ongoing correspondence would be considered after that meeting.</p> <p>It was agreed that the matter would be discussed in part II of the Parish Council meeting on 1 July.</p>	JD

Exminster Parish Council Meeting Minutes

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19/299	To note any other planning matters regarding the Matford development No further updates.									
Finance Matters										
19/300	RFO's report 1. Direct Debit payments during May: <table border="1" style="margin-left: 40px;"> <tr> <td></td> <td style="text-align: right;">£</td> </tr> <tr> <td>NEST pension scheme contributions</td> <td style="text-align: right;">49.28</td> </tr> <tr> <td>Utility Warehouse (Electricity)</td> <td style="text-align: right;">129.00</td> </tr> <tr> <td>NW Bankline</td> <td style="text-align: right;">8.00</td> </tr> </table> 2. Cllr Smyth carried out an Internal Control inspection for the quarter ended 31 March on 10 June. There were no matters to report to the Council.		£	NEST pension scheme contributions	49.28	Utility Warehouse (Electricity)	129.00	NW Bankline	8.00	
	£									
NEST pension scheme contributions	49.28									
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19/301	Accounts for Approval It was resolved to approve payments in the sum of £25,792.40.	HH								
19/302	Draft accounts for May 2019									
/1	Budget Comparison Report Noted									
/2	Balance Sheet Noted									
19/303	To approve the Annual Governance statement for the 2018-19 Financial Year Each individual statement was read out and approved. It was resolved to approve the Annual Governance Statement.	HH								
19/304	To approve the Statement of Accounts for the 2018-19 Financial Year The supporting documents had been sent out with the Statement of Accounts. It was resolved to approve the Statement of Accounts.	HH								
Property & Amenities Matters										
19/305	To consider a request from the Green Space Group to site a beehive in the village orchard Cllr Chandler explained that bees from the hive would help pollinate the fruit trees in the orchard. The hive would be situated away from the boundary with the school grounds. It was noted that the hive posed no danger to the public. It was resolved to approve the siting of the hive subject to any advice regarding risk assessment received from the Parish Council's insurers.	JD								
19/306	Councillors' Reports – for information only 1. The Woodcarvers open evening would take place on Tuesday 18 June. A presentation of the village orchard sign would take place at 19:00. 2. Cllr Churchward reported that delivery of the Community Plan questionnaires from the printers was awaited. Once received, they would be distributed to volunteers for onward distribution to households in the Parish.									
19/307	It is proposed that in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960, the Press and Public will be excluded from items 19/309 (part II) having due regard to the confidential nature of the business to be transacted. Resolved.									
19/308	Public Open Session No comments.									
Part II										
19/309	To discuss a commercially confidential email received by the Parish Council on Friday 14 June									
The meeting closed at 21:15 Date of next meeting: Monday 1 July 2019 at 19:30 in the Victory Hall										

Signed:.....Brian Aird..... Date:....1 July 2019.....