

Exminster Parish Council Meeting Minutes

Monday 1 July 2019 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Brian Aird

19/310	<p><u>Public open session</u> Comments:</p> <ol style="list-style-type: none"> The owner and planning applicant of the barn conversion (item 19/323/5) explained that the proposed dwelling was intended to be her permanent residence. Phil Atherton, co-owner of Exminster Post Office, explained that he was in attendance to answer any questions from Councillors regarding issues to be discussed under item 19/321. 	
Part 1		
19/311	<p><u>Present</u> 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). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillors: Charles Nuttall (CN) Public: 4</p>	
19/312	<p><u>Apologies accepted from</u> Cllr John Ponsford (JP) – personal reasons Devon County Councillor Alan Connett – other commitment Teignbridge District Councillor Alison Foden Teignbridge District Councillor Andrew Swain</p>	
19/313	<p><u>Declaration of interest on Agenda Items</u> None declared.</p>	
19/314	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
19/315	<p><u>To approve the Draft Minutes of the EPC Meeting held on 17 June 2019</u> Resolved.</p>	
19/316	<p><u>County Councillors Report on items other than those on the agenda</u> In the absence of Devon County Councillor Alan Connett, the Clerk reported:</p> <ol style="list-style-type: none"> The blocked drain at the junction of Deepway Lane and Main Road had been added to Devon County Council (DCC) Highways' works list. 	
19/317	<p><u>District Councillors Reports on items other than those on the agenda</u> Teignbridge District Councillor Charles Nuttall reported:</p> <ol style="list-style-type: none"> He had attended a Community Action Group (CAG) meeting. The purpose of CAG was to support communities in developing projects to promote sustainable living. It was suggested that Ben Bryant, CAG project officer, was invited to a future Parish Council meeting to outline its services. 	CN/ JD
19/318	<p><u>Chairman's Report</u> No report required as matters were covered elsewhere on the agenda.</p>	
19/319	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> The Exminster Long Table committee had thanked the Parish Council for allowing use of the public toilet during the event. The organisers had decided to make the event biennial. Proceeds from the event had been granted to several local initiatives and the Nayamba Trust. Teignbridge District Council (TDC) had cleared part of the footpath at Berry Brook. Redrow Homes still needed to attend to its area; including work on trees. A copy of the Deepway Centre building survey had been received from the Deepway Trust. An invitation had been received from the Twinning Association for the Chairman of the Parish Council to attend 40th anniversary celebrations of Exminster's twinning 	

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	<p>with Sannerville, next May. The Twinning Association had also asked to plant another tree to commemorate the occasion. The Green Spaces group had suggested that it may be appropriate to site an apple tree in the orchard.</p> <ol style="list-style-type: none"> 5. An email had been received from a resident asking specific questions relating to the Matford Facility and Artificial Turf Pitch (ATP). The Chairman and Cllr Ponsford would agree a response. 6. New swings had been installed at Gissons Park. Following some confusion about the type of seats required, it had been requested that there was one child seat and one toddler seat instead of the two child seats currently installed. 7. The date for the election of a Parish Councillor would be Thursday 22 August. The Notice of Election would be published on Thursday 18 July; with nominations accepted from Friday 19 July. 8. An outline planning application for the construction of a 630-place primary and 750-place secondary school had been received from DCC. This would be on the agenda for consideration at the next Parish Council meeting. 	
19/320	<p><u>To update Council on a meeting held on the 19th June with Tozers Solicitors and Officers of the Council to discuss their Legal Advice Service</u></p> <p>The Parish Council had a contract for legal advice with Tozers Solicitors. Mr Simon Sanger-Anderson was the partner involved in overseeing the contract and met with the Clerk and Deputy Clerk to explain how the Parish Council could fully utilise the service.</p> <ul style="list-style-type: none"> • Questions raised by the Parish Council were handled by a team with expertise in a several areas; for example, employment law, contracts and planning. • Mr Sanger-Anderson outlined his personal involvement (through school governorship) with an initiative in Broadclyst to provide an ATP for dual use by the community and school. • Tozers would welcome the opportunity to quote for advising on matters related to the Matford Development. • The Parish Council was commended for including policies and procedures on its website. 	
19/321	<p><u>To update Council following discussions that took place in the Parish Council's Part II meeting held on the 17th June.</u></p> <p>The Part II had contained commercially sensitive/confidential issues related to the Post Office that were now in the public domain.</p> <p>There had been a change in the contract between Post Masters/Mistresses and Post Office Ltd, resulting in the removal of the sorting office at Exminster Post Office (and other post offices locally) at short notice.</p> <p>It was resolved to suspend Standing Orders to allow Phil Atherton, co-owner of Exminster Post Office, to explain the situation:</p> <ul style="list-style-type: none"> • Post Office Ltd would be financially compensating Exminster Post Office for 18 months. However, as the sorting facility generated a large percentage of the turnover, the loss of the service could affect the viability of Exminster post office as a business. • It was hoped that a salvage plan could be put in place by working with other local post offices in a similar situation. • It was suggested that the Parish Council could support Exminster Post Office by championing its use in order to maintain the service in the village. <p>Standing Orders were reinstated.</p> <p>Cllr Nuttall noted that he had met with the owners and had subsequently raised the issue and associated concern with the head of planning at TDC.</p>	
19/322	<p><u>To approve the Terms of Reference for the Environment Working Party (EWP)</u> <u>If the above is approved to accept nominations for a Lead Councillor, Council Members and Community Members and to discuss ideas for promoting the EWP</u></p>	

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	<p>The draft Terms of Reference had been circulated.</p> <ul style="list-style-type: none"> • Cllr Chandler explained the responsibilities included in the Terms of Reference. • The intention was that the EWP would formulate an action plan for the Parish Council to adopt. • Following adoption of the plan it was envisaged that a steering group would implement the actions with input from the Parish Council. <p>The following changes to the Terms of Reference were proposed:</p> <ul style="list-style-type: none"> • Item 7 to read “The Working Party shall continue until the plan is adopted by the Council, deemed unnecessary by the Council or until such time as the Working Party Members determine.” • The second bullet point in item 6 to read “Identify more sustainable approaches and help address wider negative impacts on the environment including those caused by development pressures, pollution and climate change.” • The final bullet point on item 6 to read “To make recommendations which fall beyond our capabilities, via the Parish Council, to District and/or County.” <p>It was resolved to adopt the terms of reference with the amendments listed above. Cllrs Chandler and Churchward were elected as Council members (leaving one vacancy). Cllr Chandler was elected as Lead Councillor. Mr Jeremy Pine was co-opted as a Community Member. The working party will hold an open meeting in the Victory Hall on 10 August between 11.00am and 12.30 pm, to raise awareness. It was suggested that this was advertised in Scene. It was suggested that the working party could have a stall at the fun day at Minster Park on 27 July. TDC had declared a climate emergency and Cllrs Churchward and Chandler would be attending the Teignbridge Climate Emergency Action Group meeting on 4 July.</p>	JD
Planning Matters		
19/323	<u>Planning Applications</u>	
/1	<p>19/01055/LBC, 4 Killerton Walk, Devington Park - Installation of three secondary windows Listed Building Consent (LBC) was required for the alterations. The secondary glazing would not be visible from the outside. It was resolved to support the application.</p>	HH
/2	<p>19/01033/VAR, Pottles Barns, Days-Pottles Lane - Removal of condition 4 and 5 on permission 06/08216/MAJ relating to the buildings being occupied for holiday use only and not as a main residence The application stated that the units were not viable as holiday lets and the current arrangement for short term lets had proved beneficial. Hence it was proposed to remove the planning conditions to allow the units to be used as permanent (rented) residences. It was noted that the units were outside the village settlement boundary and therefore the application would conflict with Neighbourhood Development Plan policy EXM2 (open countryside). However, it would meet TDC local plan policies S1A (presumption in favour of sustainable development) and S1 (sustainable development criteria). Concern was expressed about setting a precedent for other similar development in the village and the potential impact of additional traffic on Days Pottles Lane. It was resolved to object to the application due to non-compliance with Neighbourhood Development Plan policy EXM2 (open countryside) and the potential impact of traffic on Days Pottles Lane.</p>	HH
/3	<p>19/01142/PROW, Land At South West Exeter NGR 291652 89142, Markham Lane - Stopping Up Of A Section Of The Public Right Of Way And Creation Of New Alternative Section Of Footpath Under Section 257 Of The Town And Country Planning Act 1990</p>	

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	<p>The footpath currently ran across the land that the new Through School would be developed on. Therefore, it was proposed to divert the path around the boundary of the school site and a further residential development area.</p> <p>It was resolved to support the application.</p>	HH
/4	<p>19/01184/LBC, The Manor, Main Road - Refurbishment of main roof including skylight replacement and box gutters re-structuring</p> <p>It was explained that the appearance of the listed building would remain unchanged. The materials would complement the existing structure and the proposals were in accordance with Neighbourhood Development Plan policy EXM3 (quality of design).</p> <p>It was resolved to support the application.</p>	HH
/5	<p>19/01213/NPA, Luccombes Mead - Application for Prior Approval under Part 3 Class Q (a) and (b) and paragraph W of the GDPO change of use of agricultural building to a dwelling</p> <p>Legislation cited that the conversion could be carried out as permitted development subject to certain criteria being met.</p> <p>The proposed development was outside the village settlement boundary and therefore would conflict with Neighbourhood Development Plan policy EXM2 (open countryside).</p> <p>Concern was raised that the window in the east elevation may overlook Tapstone Barn.</p> <p>Concern was raised about access/egress to the property. However, this was not substantiated by DCC Highways submission to the planning portal.</p> <p>It was resolved not to support the application as it did not accord with Neighbourhood Development Plan policy EXM2 (open countryside) and note concern about the access/egress to the property.</p>	HH
/6	<p>19/00125/COND1, Land At NGR 294565 87904, Milbury Lane - Discharge of Conditions 3 and 5 on planning permission for erection of a dwelling.</p> <p>It was explained that condition 3 related to the provision of soakaways and condition 5 related to samples of the cladding and roof tiles to being approved by TDC.</p> <p>It was resolved to support the application subject to the satisfaction of Building Control with the information provided by the applicant.</p>	HH
/7	<p>19/01130/MAJ, Land Off Chudleigh Road, Alphington - Approval of details for the construction of 162 dwellings, public open space, landscape planting, ecological mitigation measures, pedestrian, cycle and vehicular links and associated infrastructure (approval sought for appearance, layout, landscaping and scale)</p> <p>The application would be considered by the Matford Working Party on Thursday 4 July.</p> <p>It was agreed to request paper copies of the plans from TDC.</p>	HH
19/324	<p><u>Planning Decisions</u></p> <p>Noted as listed below:</p>	
/1	<p>19/00845/FUL, 106 Berrybrook Meadow - Single storey rear extension and replacement of windows to the north, south and east with UPVC Grey Windows - GRANTED</p>	
/2	<p>19/00819/FUL, 23 The Buntings - Conversion of garage into additional accommodation - GRANTED</p>	
/3	<p>19/01021/FUL, 16 Crockwells Close - Replacement single storey side extension including conversion of existing garage to additional accommodation - GRANTED</p>	
/4	<p>18/00965/FUL, Luccombes Coarse Fishery – Provision of 16 hardstandings for static caravans to replace existing touring pitches, hard standings and tent pitches, replace security lodge with dwelling and garage, extension and internal alteration to existing shop/café and two new fishing pods – GRANTED</p> <p>Cllr Chandler proposed that item 19/326 was taken next as he had to leave the meeting early.</p> <p>Resolved.</p>	
19/326	<p><u>To consider a letter from the Devon and Somerset Fire and Rescue Service concerning Service Delivery Operating Model Proposals</u></p> <p>The Clerk had ascertained that Exminster was served by Middlemore Fire Station as a first response.</p>	

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	<p>The Fire and Rescue Service had offered to attend a Parish Council meeting to explain the proposals outlined in the letter. Given the Parish Council's current workload it was agreed not to take up the offer.</p> <p>It was noted that an open day concerning service delivery in Topsham would take place on 8 July between 12:00 and 16:00 in Topsham.</p> <p>Cllr Chandler left the meeting.</p>	
Other Planning Matters		
19/325	Matford	
/1	<p>Update from the Matford Working Party meeting held on the 19th June</p> <p>The Chairman reported the following:</p> <ul style="list-style-type: none"> • Cllr Ponsford had agreed to chair the Working Party. • A list of community requirements to be provided in conjunction with the school was discussed including changing rooms, storage and guaranteed community access. • Mr David Hawes, Urban Design consultant had been engaged for three days work using delegated authority. • The draft letter (item 19/325/2) was discussed. 	
/2	<p>To approve the letter of intention to engage with Teignbridge District Council regarding reserved matters applications for the South West Exeter urban extension</p> <p>Amendments to the draft letter were proposed:</p> <ul style="list-style-type: none"> • Remove the map; referencing policy SWE1 instead. • Include the full title of Exminster Neighbourhood Development Plan. • Include David Hawes, County and District Councillors and Sarah Ratnage in the copy list. <p>It was resolved to send the letter as amended.</p>	HH
19/327	<p><u>Councillors' Reports</u></p> <ol style="list-style-type: none"> 1. Cllr Churchward reported that the printing of the Community Plan questionnaires had been delayed pending verification of the online version. Volunteers to deliver and collect the questionnaires were still sought. 2. Cllr Churchward reported that the planned work in Towsington Lane had not taken place today (as originally scheduled) and had been re-scheduled for 15 July. 	
19/328	<p><u>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 19/330 and 19/331 (part II) having due regard to the confidential nature of the business to be transacted.</u></p> <p>Resolved.</p>	
19/329	<p><u>Public Open Session</u></p> <p>Comments:</p> <ol style="list-style-type: none"> 1. The owner and planning applicant of the barn conversion (item 19/323/5) explained that if approval was received, the access/egress to the property would be changed. 	
Part II		
19/330	<u>To agree the notes of the Part II meeting held on the 17 June 2019</u>	
19/331	<u>To discuss commercial aspects relating to the Matford development</u>	
<p>Date of next meeting: Monday 15 July 2019 at 19:00 in the Victory Hall</p> <p>The meeting closed at 21:25</p>		

Signed:.....Brian Aird..... Date:....15 July 2019.....