

Exminster Parish Council Meeting Minutes

Monday 18 November 2019 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Brian Aird

19/535	<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 John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Josie Walledge (JW) Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillor: Charles Nuttall (CN) Public: 2</p>	
19/536	<p><u>Apologies accepted from</u> Teignbridge District Councillor Andrew Swain (AS) Devon County Councillor Alan Connett (AC) Cllr Rebecca Watts (RW) – work commitment Cllr Lorne Smyth (LS) - illness</p>	
19/537	<p><u>Declaration of interest on Agenda Items</u> None declared.</p>	
19/538	<p><u>Dispensation requests regarding Code of Conduct</u> None received.</p>	
19/538	<p><u>Public open session</u> Comments: 1. Regarding the Remembrance Service: With the earlier start time in the Victory Hall, the two minutes silence observed in Church was eight minutes early.</p>	
19/539	<p><u>To approve the Draft Minutes of the EPC Meeting held on the 4 November 2019</u> Resolved.</p>	
19/540	<p><u>Clerk's Report</u></p> <ol style="list-style-type: none"> 1. Action on Climate in Teignbridge had highlighted a Government consultation on Future Homes Standard (new build standards and carbon emissions). The consultation was very technical and was thought beyond the scope of a response from the Parish Council. 2. A section of Aboveaway had been tarmacked through the combined effort of Teign Housing and residents. 3. Feedback on Remembrance Sunday: All participants had been thanked. There was a low attendance this year and there was ample time for the procession from the Victory Hall to the Church. Cllr Walledge would liaise with the Clerk and Reverend Williams, in the new year, to discuss the service. 4. A resident had reported that a section of footpath from Old Dawlish Road to Days Pottles Lane had been taped off. The Public Right of Way officer contacted the landowner to ensure that this would not happen again without the correct procedure being followed. The route had been changed due to adverse weather affecting a motorcycle scrambling event. 5. According to Devon County Council (DCC), the damaged drain at the junction of Main Road and Deepway Lane would be repaired in January 2020. 6. A letter had been received from the Post Office, updating the Council on the current position with respect to the viability of the service now that the sorting office had closed. The letter would be circulated to all Councillors and it was agreed that the Clerk would contact the Post-Master/Mistress to discuss the letter. 7. The Clerk and Deputy Clerk had attended the Society of Local Council Clerks' regional training seminar in Saltash. Of note: <ul style="list-style-type: none"> • Public Sector websites need to be fully accessible by September 2020. This would need to be costed into the budget. 	<p>JD/ JW</p> <p>JD</p> <p>HH</p>

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	<ul style="list-style-type: none"> • Cyber-crime should be included in the Risk Assessment. Currently, the Risk Assessment outlined some measures and good practice but not under a specific Cyber-crime heading. It was agreed to consider purchasing cyber-insurance from Came and Company. This would come with commercial grade anti-virus/firewall software. Appropriate software alone, with sufficient licenses, would cost more than the cyber-insurance premium. • There were several talks on regeneration. <p>8. Councillors and members of the public were invited to join the Chairman for mince pies and mulled wine at the Parish Council meeting on 2 December.</p>	JD/ HH
Planning Matters		
19/541	Planning Applications	
/1	<p>19/02104/FUL, Utility Compound, Land at South West Exeter - Creation of a utility compound</p> <p>Aspects of the application were erroneous. Cllr Ponsford outlined issues that the Parish Council should be aware of:</p> <ul style="list-style-type: none"> • The application was inaccurate with insufficient information included. • The drawings were generic and not site specific. • There were no details of the gas enclosure building. • The perimeter fencing was unclear. • There was no information about odour management. • The building was out of character with its surroundings. • It was not clear that large vehicles could enter or exit safely <p>It was resolved to object to the application and comment as above.</p>	HH
2/	<p>19/01677/FUL, Gulliver Side, Exminster - Demolition of existing dilapidated agricultural building and erection of a steel portal framed building for the housing of sheep and fodder storage</p> <p>There would be no change of use of the building. Neighbourhood Development Plan policy EXM03 (Quality of Design) would be met as the proposed development would have a similar identity to the existing building. It was suggested that provision of homes for owls, bats, swallows and swifts could be included in the building.</p> <p>It was resolved to support the application, requesting provision of wildlife homes as listed above.</p>	HH
19/542	Planning Decisions	
	Noted as listed below.	
/1	19/02024/FUL Land adjacent to 14 Milbury Lane, erection of a dwelling - GRANTED	
Other Planning Matters		
19/544	<p><u>To update Council on a meeting held on the 7 November with Teignbridge District Council and Devon County Council to discuss the South West Exeter development</u></p> <p>It was resolved to take item 19/544 before 19/543.</p> <p>Notes of the meeting had been circulated. Cllr Ponsford highlighted the following.</p> <ul style="list-style-type: none"> • The anticipated start date for the A379 junction to the Cavanna site was April 2020; with a proposed development start date of July 2020. • There were no start dates for either the Barratt or Bovis Homes developments, although it was noted that Bovis were concentrating on the school land. • There was no formal requirement for there to be a surgery within the South West Exeter development. If it did not come forward, it would impact on plans for the Community Building. TDC and DCC had been asked to put pressure on the NHS and the Parish Council would continue dialogue with Westbank Practice. • Questions were raised about how best to build the community at South West Exeter. It was resolved that this should be an action for the Exminster 	

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	<p>Neighbourhood Development Plan Implementation Group (ENDPIG) to consider and formulate a recommendation to the Parish Council.</p> <ul style="list-style-type: none"> • There was assurance from DCC that HIF would not be used to fund the Park and Ride. • Concerns about the provision of adequate bus services between the South West Exeter development and Exminster would be referred to Cllr Connett. 	HH
19/543	<p><u>To consider updating the Needs Analysis, for the Matford Community Facility, previously completed in 2016, in the sum of £4,000, brought forward from the last agenda</u></p> <p>From the South West Exeter Development meeting it was apparent that there was still uncertainty about the Ted Wragg Trust offering for community facilities and the provision of primary care. It was felt that it was premature to commission a Needs Analysis. It was resolved to defer commissioning a Needs Analysis until ENDPIG had considered the scope and made a recommendation to the Parish Council.</p>	HH
19/545	<p><u>To consider a response to the letter regarding the removal of the layby sited to the west of the Matford roundabout on the A379, to facilitate Highway development</u></p> <p>Confirmation had been received from Sarah Ratnage, Special Projects Officer at DCC, that the layby would be closed from April 2020. Jacobs were liaising with Carmel Coaches to ensure that an alternative drop-off/pick-up point could be arranged for pupils of Torquay Grammar School. Consideration was being given to pick up points in Exminster. The closure should be publicised by the Parish Council, closer to the start date.</p>	BA
19/546	<p><u>To note any planning matters regarding the Matford development</u></p> <p>Correspondence had been received from DCC that the planning application for the school at Matford would be heard by the Development Management committee at 14:00 on 27 November 2019. The views expressed by the Parish Council would be made known to the committee.</p>	
Environmental Matters		
19/547	<p><u>To update Council on the Environment Working Party (EWP) meeting held on the 8 November</u></p> <p>Draft notes from the meeting had been circulated.</p> <ul style="list-style-type: none"> • The Community Plan Working Party had agreed that its logo could be used for the EWP. • The EWP requested a presence on Facebook for publicity. Discussion ensued and it was agreed that any publicity would be via the Parish Council Facebook page. • At the next EWP meeting on 10 December, actions would be identified that would form part of a draft plan to be brought to the Parish Council meeting in January. • Members of the EWP (and other volunteers) were each tasked with researching different environmental issues. 	JD
19/548	<p><u>To approve the following nominations to the Environment Working Party</u></p> <ol style="list-style-type: none"> 1. Mr Jeremy Pyne Resolved. 2. Mrs Maxine Commings Resolved. 	
19/549	<p><u>To inform Council on matters relating to the Devon Carbon Plan</u></p> <p>An email had been circulated to all councillors regarding the Devon Climate Emergency with an invitation to sign the Devon Climate Declaration. Cllr Churchward explained the principles of the Devon Carbon Plan. The Declaration needed to be signed by the end of November and therefore, could not be included in the EWP action plan.</p>	

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	It was noted that signatories to the declaration appeared to be mainly District Councils and that the expectations appeared to be onerous for a Parish Council. Additionally, it was unclear what the Parish Council would be obliged to do if it agreed to sign the declaration. It was resolved not to sign the Devon Climate Declaration.											
Finance Matters												
19/550	<p><u>RFO's report</u> Direct Debit payments during October:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th></th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>NEST pension scheme contributions</td> <td style="text-align: right;">95.20</td> </tr> <tr> <td>Utility Warehouse (Electricity)</td> <td style="text-align: right;">31.85</td> </tr> <tr> <td>NW Bankline</td> <td style="text-align: right;">4.80</td> </tr> <tr> <td>Staples</td> <td style="text-align: right;">232.88</td> </tr> </tbody> </table>		£	NEST pension scheme contributions	95.20	Utility Warehouse (Electricity)	31.85	NW Bankline	4.80	Staples	232.88	
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19/551	<p><u>Accounts for Approval</u> It was resolved to make payments in the sum of £8552.85</p>	HH										
19/552	<u>Draft accounts for October 2019</u>											
/1	<p><u>Budget Comparison Report</u> Noted.</p>											
/2	<p><u>Balance Sheet</u> Noted. Questions were raised on the timescales for spending Community Infrastructure Levy.</p>	HH										
Property & Amenities Matters												
19/553	<p><u>To note matters relating to the Deepway Centre discussed in the Part II of the Parish Council meeting held on the 4 November</u> A final copy of the file-note from the solicitor had been received.</p> <ul style="list-style-type: none"> • The Parish Council was Custodian Trustee of the Deepway Centre but the beneficial ownership was with the Deepway Trust. • There was no requirement for the lease that was in place; it was believe that the lease may have been required to prove a right to occupy – possible for a grant application. • The Parish Council had no legal responsibility for upkeep of the property or to insure it. • The note outlined matters that the Parish Council should consider in relation to financial contributions to the Deepway Centre. <p>A meeting with the Chair and Vice Chair of the Deepway Centre Trust would take place on Thursday 21 November. A meeting with Kier to confirm user requirements to inform a feasibility study would take place on Friday 6 December.</p>											
19/554	<p><u>To approve the purchase of a sweet chestnut tree in the sum of £40</u> Resolved. The time of the planting (on Saturday 30 November) would be advertised on Facebook.</p>											
19/555	<p><u>To agree a twice yearly deep clean of the public toilet in the sum of £100 plus VAT per annum</u> Resolved.</p>											
19/556	<p><u>To agree the notes of the Part II meeting held on the 4 November 2019</u> Resolved.</p>											
19/557	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> 1. The Chairman attended the TDC housing event on Friday 15 November and would prepare brief notes for circulation. 2. Cllr Churchward reported that the pothole in Days Pottles Lane was due to be repaired. 	BA										

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	<p>3. Cllr Chandler reported that there was evidence of Ash dieback in the village. Affected trees became brittle and dangerous. A tree that was of particular concern was not located on Parish Council property but the resident would be contacted and advised as it was adjacent to the road.</p>	JD
19/558	<p>Public Open Session No comments.</p>	
<p>The meeting closed at 21:05 Date of next meeting: Monday 2 December 2019 at 19:30 in the Victory Hall</p>		

Signed: ...Brian Aird..... Date: ...2 December 2019.....