

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Chairman: Kevin Smith

Action

20/301 Present

Cllr Brian Aird (BA), Cllr Sheila Churchward (SC), Cllr Derek Madge (DM), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Renata Szewczyk (RS).

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Public: 4

20/302 Apologies accepted from

None offered.

20/303 Declaration of interest on Agenda Items

None declared.

20/304 Dispensation requests regarding Code of Conduct

None received.

20/305 Public open session (maximum 10 minutes)

Comments:

1. Regarding item 20/312: The proprietors of Exe-Valley Pizza explained their business model, ethos and successful trading record in several local villages (from whom references could be requested). Permission was sought to bring their mobile catering van to Deepway Green on Thursday evening between 17:00 and 20:00.

20/306 To approve the Draft Minutes of the EPC Meeting held on 5 October 2020

Resolved.

20/307 Clerk's Report

1. Criminal damage was reported at Deepway Green. A fire had been lit on the table in the Wendy House. Fortunately, the damage was repairable. The incident had been reported to the police.
2. The Clerk recommended that Council held the Annual Council Meeting (ACM), remotely, on 16 November. (The ACM normally took place in May but was postponed this year due to Covid).
3. Agreed Major roadworks were underway at Countess Wear Roundabout until the end of November. Overnight road closures and restrictions were in place. This information had been published on Facebook and forwarded to Scene.

JD

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

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| 4. The report on the bank at St Martins football ground had been received and circulated. The trees on the bank needed to be monitored. The Clerk would determine ownership of the trees and the works required. | |
| 5. Devon County Council (DCC) had issued a Waiting Restriction and Parking Place Amendment Order detailing plans to revoke the limited waiting restrictions on Main Road on the Post Office side of the Dryfield junction. An email had been sent to DCC querying the order and highlighting potential issues. Cllr Connett had also queried the order. | JD |
| 6. The Clerk and Deputy Clerk attended a GPDR webinar. An action taken from this was to check where the Parish Council's data was stored. Following investigation, it was confirmed that all cloud-held data was stored in the UK. | |
| 7. A one-way digital locking device would be installed on the gate leading to the back of the Victory Hall (from Church Stile) to allow access without entering the Hall. | |
| 8. The Clerk and Deputy Clerk attended the Society of Local Council Clerks (SLCC) virtual conference during the WB 12 October. | |
| 9. The pavours near the Victory Hall benches and flower beds had been cleaned. | |
| 10. Clarification was given on the status of the two Cllr vacancies. | |

20/308 Green Spaces Group Working Party

1. To appoint Councillor member(s)

Cllr Madge was appointed.

2. To review its Terms of Reference (ToR)

As only one Councillor had been appointed, it was agreed that the ToR would be amended to reflect that. If the Lead Councillor was unable to attend, there would be the opportunity for a substitute from the Parish Council to attend as it was a requirement that a Cllr was present at each meeting.

Other amendments included the lower age limit for volunteering (18) and the requirement to adhere to the Parish Council's safeguarding policy.

It was resolved to approve the revised ToR.

3. To appoint a Lead Councillor

Cllr Madge was appointed.

4. To confirm the following current members: Philip Warner, John Tucker, Rick Blower, Pat Blower, Haf Edwards, Jeremy Pyne, Ian Pannett and David Nappin

JD

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Action

Confirmed.

5. **To approve the following new nominations as Community members:**

- **Peter Chandler**

Approved

- **Helen Huxham**

Approved

- **Tracey Middleton**

Approved

20/309 **To update Council on the Environment Working Party (EWP) meeting held on the 7 October**

Notes from the meeting had been circulated.

It was intended that a sub-group of the Working Party was formed called Green Future; concentrating on biodiversity. It was agreed that any sub-groups needed to be defined in the ToR.

After the next EWP meeting on 11 November there would be more information on how the group intended to take projects forward. Members were keen to see initiatives progressed.

Methods of communication were outlined but it was agreed that they required refinement.

JD/
SC

20/310 **To discuss the decision by Teignbridge District Council (TDC) to withdraw the annual Rural Skip Service**

The service was being withdrawn due to financial constraints.

The following points were made during discussion:

- The Parish Council could consider paying for the service, as a one off (due to Covid restrictions) to keep the level of fly-tipping down.
- Historically, the service had proved popular and the Parish Council could pay for it to continue; acknowledging that the cost would need to be met by the precept and that this would need to be appropriately communicated to residents.
- Concern was expressed that residents of nearby parishes may take advantage of the service.
- There was a recycling centre nearby; why was there a need for the skip in the village?
- As this was not in the budget for this financial year, would it be possible to finance it?

It was proposed to investigate the costs of providing the service.

Resolved.

JD

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Action

It was agreed to investigate whether the Parish Council had the power to provide the service.

HH

20/311 To update Council on the plans agreed to commemorate Remembrance Sunday

Council had accepted Vanessa Pestrige's offer to help organise appropriate commemorations on both Sunday 8 and Wednesday 11 November in the Victory Hall. It was hoped that the event would be webcast on Facebook for those who were unable to attend.

To adhere to Covid guidelines, Cllrs were asked to assist with stewarding the Victory Hall. Cllrs Smith, Aird, Churchward and Madge volunteered to help on the Sunday and Cllrs Churchward and Madge on the Wednesday.

The Chairman would lay the wreath on behalf of the Parish Council.

BA/
SC/
DM/
KS

PROPERTY & AMENITIES MATTERS

20/312 To consider requests from mobile commercial businesses to use the Deepway Green car park

The Clerk explained that two businesses had approached the Parish Council regarding trading within the village.

Exe Valley Pizza had requested to trade from the Deepway Car Park on Thursday evenings between 17:00 and 20:00.

Concern was expressed about litter and whether having a take-away van in the car park would cause a problem for Deepway Centre users.

Standing orders were suspended to allow the Chairman of the Deepway Centre Trust (DCT) to speak from the public gallery.

The DCT Chairman did not see a problem with the van, provided it was sited appropriately.

Standing orders were reinstated.

It was proposed to allow Exe Valley Pizzas to trade in the car park for a trial period of 6 months, subject to the appropriate license being obtained from TDC; considerate siting of the van within the car park and monitoring of litter. Extreme care to be taken on entering and exiting the site. The Parish Council reserved the right to revoke permission if problems occurred.

Resolved.

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Action

A second approach had been made by a mobile reusable refill company (for household goods, food, toiletries etc) that wanted suggestions of accessible trading locations within the village.

JD

It was agreed that the Deepway Centre Car Park was not appropriate for this and that Dryfield was more central and convenient.

FINANCE MATTERS

20/313 RFO's report

1. Direct Debit payments during September:

	£
NEST pension scheme contributions	99.27
Utility Warehouse (Electricity)	48.07
NW Bankline	3.20
EE	28.80

2. The payment made to Palm Property Maintenance was incorrectly reported at the last meeting. This was corrected prior to approval.

20/314 Accounts for Approval

It was resolved to approve payments in the sum of £6,730.69

HH

20/315 Draft accounts for September 2020

Noted

/1 Budget Comparison Report

It was agreed that refresher training on reading the reports would be useful. The RFO would circulate the slide from the training presentation referring to this initially, with further training to be arranged as soon as practical.

HH

/2 Balance Sheet

The ring-fenced elector fund grant was queried. It was explained that this was for work to the toilets in the Deepway Centre that were incomplete.

20/316 To appoint members to the Budget Working Party

Cllrs Churchward, Aird and Smith were appointed.

20/317 The following proposal is made regarding the Nat West bank accounts

- if we add or remove Authorised Signatures in the "Add or remove individuals" section of the bank form, the Bank will update our

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Action

mandate accordingly for the accounts we specify in this form's "About your business" section

- if we change the Signing Rules in the "Account Signing Rules" section of this form, the Bank will update our mandate accordingly for the accounts we specify in this form's "About your business" section
- the Bank can phone the individuals we've identified as "Call Back Contacts" to confirm or correct any instructions or information that we've given the Bank

and the current mandate will continue as amended.

It was explained that this proposal related to the removal of Josie Walledge as a signatory on the Nat West account. The online form required the minute of the resolution.

HH

Resolved.

PLANNING MATTERS

20/318 Planning Applications

/1 **20/01723/MAJ, Land At South West Exeter NGR 292377 88776, Matford - Details of appearance, landscaping, layout and scale pursuant to the grant of outline planning permission (15/00708/MAJ) for erection of a through-school for 59 nursery places, 630 primary pupils and 750 secondary students**

The Matford Working Party had discussed the application.

It was in line with the information that the Parish Council had received from the Ted Wragg Trust and a representative from the DofE.

However, the application did not include lighting for the Artificial Turf Pitch (ATP). This would limit the time that the pitch could be accessed by the community in the evening and therefore was not acceptable to the Parish Council.

Additionally, it was important that planning permission for the lighting was gained prior to occupation of any residential dwellings.

The roads were considered to be too narrow to comfortably accommodate turning of larger vehicles (for example, a Fire Engine).

Disappointment was expressed that there did not appear to be any environmental initiatives (such as solar panels) proposed. It was thought that this would be addressed in the detailed design work for the school building.

HH

It was resolved to object to the application for the reasons listed above.

/2 **20/01438/OUT, Greenacre, Trood Lane - Outline - three dwellings (approval sought for access)**

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Action

It was explained that trees and hedgerows on the site would be adversely affected by the proposed development. Consideration needed to be given to the future growth of the trees.

It was resolved to object to the application and comment as follows:

- Considering the size of the plot, it appeared to be overdeveloped and overbearing.
- Trood lane did not have the capacity to support further development considering the increase in traffic movement likely, and the fact that it was the only access to the car park for the Suitable Alternative Natural Green Space.
- The Parish Council is guided by the TDC Arboricultural Officer on the necessity of approving any development close to established trees and hedges. However, TDC are asked to note Exminster Parish Council's dismay that healthy trees should be put under threat because planning permission allows homes to be built too close. All forms of flora and fauna contribute to the health and wellbeing within Exminster Parish and the Council seeks reassurance that future planning applications prioritise biodiversity and other long-term environmental issues.

HH

/3 20/01745/FUL, Matford Home Farm, Matford - Retention of use of existing yard for refurbishment, storage, and sale of static homes

Communication had been received from residents of Matford Mews who were concerned about the application for several reasons.

It was explained that there would be a change of use of the site to light industrial.

Discussion ensued about the activities on site and their impact on the environment.

It was resolved to object to the application and comment as follows:

- The application contained insufficient information (no detailed drawings on the proposal)
- There was no detail about accessibility of the site for larger vehicles. The approach (on the A379) was considered to be dangerous for frequent vehicular movements/deliveries.
- The area was inappropriate for light industrial use due to its proximity to a residential area.
- The proposed security lighting would disturb neighbouring residential properties.

HH

/4 DCC/4200/2020, Proposed realignment of the Chudleigh Road and creation of 2 new junctions with the existing Chudleigh Road and the A379 at Chudleigh Road, Exeter, EX2 9SQ

The application was considered technical.

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

	Action
It was resolved not to comment on the application.	HH
20/319 <u>Planning Decisions</u>	
None to report.	
OTHER PLANNING MATTERS	
20/320 <u>To commission an update of the needs' analysis for the proposed community centre at Matford in the sum of £3,950 plus VAT.</u>	
The Matford Working Party had discussed the requirement for an update of the needs analysis as DCC had now received approval for the Housing Infrastructure Funding.	
It was noted that the previous needs analysis only provided a starting point for the update and that the scale of the building was likely to be far less than originally envisaged.	
Resolved.	HH
20/321 <u>To note any planning matters regarding the Matford development</u>	
An email had been received from Street Naming at TDC requesting names for the Elm Park (Cavanna) development. The names that the Parish Council submitted in July were deemed not to be suitable due to duplication with other road names/areas in the locality.	
It was agreed to send a holding response to TDC explaining that the Parish Council did not have any further suggestions at this time, but that it was on the agenda for discussion at the meeting on 2 November.	HH JD
20/322 <u>To agree the notes of the Part II meeting held on the 5 October 2020</u>	
Resolved.	
20/323 <u>Councillors Reports – (for information only)</u>	
1. Cllr Madge reported that the Feoffees held their AGM last week. Carole Smith was elected Chairman. Grants in the sum of £700 were awarded in the last financial year.	
2. Cllr Aird had attended a meeting with the board of Coffee on the Corner and a representative from another organisation regarding the future of the coffee shop.	
3. Cllr Smith reported that the Twinning Associating visit next year was still scheduled to go ahead. The Chairman would be invited to put a plaque on the apple tree in the orchard during the visit.	
20/324 <u>Public Open Session – (Maximum 10 minutes)</u>	
Comments:	

Exminster Parish Council Meeting

Minutes

Monday 19 October 2020 at 19:00 – Remote meeting via internet

Action

1. Cllrs who attended the DCT AGM were thanked. The only vacancy on the Trust was for a representative from the Parish Council.
2. Given the level of anti-social behaviour at Deepway, activity in the car park in the evening with customers for the Pizza van may be a deterrent.
3. It was difficult to hear some of the Cllrs during the meeting. This needed to be addressed if remote meetings continued.
4. Could documents, such as planning applications and the agenda be shared on the screen during remote meetings?
5. Concern was expressed about the proliferation of sub-groups of the EWP. Straightforward methods of communication were recommended.

The meeting closed at 21:00

Date of next meeting: Monday 2 November 2020, 19:00, remote

Signed:....Kevin Smith..... Date:...2 November 2020.....