

Chairman: Kevin Smith

**Action**

**22/1 Present**

Cllr Sheila Churchward (SC), Cllr Derek Madge (DM), Cllr Charles Nuttall (CN),  
Cllr Kevin Smith (KS)

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Teignbridge District Councillor: Charles Nuttall (CN)

Public: 3

**22/2 Apologies accepted from**

Cllr Brian Aird (BA) – personal reasons

Devon County Councillor Alan Connett

**22/3 Declaration of interest on Agenda Items**

None declared.

**22/4 Dispensation requests regarding Code of Conduct**

None received.

**22/5 Public open session**

A resident of Matford Mews spoke regarding their planning application (item 22/16/3) to replace wooden windows with UPVC windows. The applicant explained that prior to application, as required, the alterations were explained to the Matford Mews management company who did not support the changes.

It was resolved to move planning applications up the agenda to be heard next, so that interested members of the public could leave afterwards, if they wished to.

**22/16 Planning Applications**

**/3 21/02288/HOU, 5B Matford Mews, Matford - Replacement of 4 existing windows (W1, W2, W3 and W4)**

Comments had been lodged on the Teignbridge District Council planning portal; the number of objections outweighed the supporting submissions. The objections sought to maintain the unique style of the Mews and the proven sustainability of replacing the current windows and doors with wood.

**Action**

Additionally, three emails had been received regarding the planning application; one from the applicant and two opposing the application. The emails had been forwarded to the Lead Councillor for Planning.

A concern was expressed that, over time, the wooden cladding (on a neighbouring property) would not blend with the proposed UPVC as it aged, and the environmental benefit of wood v UPVC was questioned.

It was resolved to comment on the application as follows:

The replacement windows must be visually like for like (particularly with respect to the windows which actually open). This is to ensure that Neighbourhood Development Plan policy EXM3 (quality of design) is met.

HH

It was suggested that sustainable, natural materials and environmental matters could be included in the Neighbourhood Development Plan policy during review.

Members of the public left the meeting.

**/1 BGX/DCC/4275/2021, Trood Lane Landfill Site, Trood Lane, Matford - The temporary retention of the existing construction, demolition and excavation waste recycling facility and the retrospective and proposed importation and landfilling of 350,000 cubic metres of inert waste materials and temporary retention of associated infrastructure including drainage infrastructure and altered vehicular access, and the proposed change of use of land to Suitable Alternative Natural Green Space (SANGS)**

The proposed changes included alterations to planting, fencing, installation of paths and alterations to gradients due to the increase in 350,000 cubic metres of inert waste material being deposited on the site.

It was resolved to comment on the application as follows:

- The Parish Council is concerned that the higher surface levels achieved by the additional waste could shear off onto land and dwellings far below the extended waste site and sought assurance that the site would be monitored by suitably qualified engineers.

HH

**/2 21/02586/HOU, 38 Glebelands - Single storey side extension, enlarged replacement dormer to west side elevation and new dormer to east side elevation of dwelling; alterations to garage and conversion of garage to office**

Concerns were raised about parking due to the loss of the garage.

It was resolved to object to the application due to the loss of parking and to comment as follows:

- The applicant should provide at least two offroad parking spaces within their dwelling boundary to offset the loss of the garage, which will improve general road safety, and particularly, to avoid parking conflict

**Action**

which leads to parking on pavements, thus forcing pedestrians into the road and adding to the difficulty of any emergency services vehicle needing access to Glebelands.

- To remove any further loss of amenity to the householders at Pitthayes and 39 Glebelands, the new bathroom window should have privacy glazing;
- To meet Exminster Parish's biodiversity expectations for any development within Exminster, it would be beneficial if bat, bee and bird habitats were included in the work.

HH

**/4 21/02604/MAJ, Matford Home Farm, Matford Mews - Outline planning application for demolition of existing buildings and for residential and commercial development (C3, E uses) (approval sought for access)**

The application was a replacement application for 15/00921/MAJ. The Parish Council had responded to the initial application and the comments made were still valid. It was resolved to resubmit the original comments.

HH

**22/6 To confirm the Draft Minutes of the EPC Meeting held on 6 December 2021 2022 are an accurate record**

Resolved.

**22/7 County Councillors Report on items other than those on the agenda**

Devon County Councillor Alan Connett was not present.

**22/8 District Councillors Reports on items other than those on the agenda**

Teignbridge District Councillor Charles Nuttall had no matters to report that were not on the agenda.

**22/9 Chairman's Report**

No matters to report.

**22/10 Clerk's Report**

1. Confirmation had been received from Devon County Council that Exminster was on the request list for a 20mph scheme. The list would be assessed in the current financial year to prepare a programme for the 2022/23 financial year.
2. An update on the situation regarding Exminster Long Table had been circulated by email. In summary, the event would continue under new leadership, but it was not confirmed where the event would take place.
3. Councillors had been invited to join a zoom meeting with Devon and Cornwall Police to raise any issues that required addressing in the Parish. The Chairman would attend, and Councillors should submit any comments to him by email by Monday 10 January.

All

**Action**

4. The response to an email from a resident of Exe View regarding school traffic had been forwarded by Cllr Connett.
5. Delegated Authority was used (Financial Regulation 4.6) in the sum of £250.00 to instruct the District Valuer to value the land at South West Exeter as it exceeded the original amount of £1500 approved. (21/482 15 November).
6. A resident had reported the rusty Royal Mailbox on Reddaway Drive. This had previously been reported, twice, by the Clerk.
7. The only Monday available to hold the Annual Parish Meeting (APM) this year was 14 March. It was agreed that this would be discussed at a future meeting, including the possibility of combining the APM with a regular Parish Council meeting.

JD

**22/11 To update Council on the '20 is plenty' speed campaign**

Cllr Nuttall reported that progress on the implementation of a 20mph speed limit was being made (see 22/10-1). There was a list of criteria that needed to be satisfied to ensure that Exminster was considered a high priority:

- Average vehicle speeds in the community
- Number of elderly and vulnerable people in the community
- History of speed-related casualty collisions
- Level of community support for 20mph limit
- Presence of an active Community Speed Watch
- The community's deprivation index rating

Cllr Nuttall would discuss the criteria at the next "20 is plenty" campaign meeting to determine how to best to address them.

**22/12 To approve the installation of a landing light at Deepway Green to accommodate an Air Ambulance landing site in the sum of £3500 (to include equipment and planning application)**

Refer to 21/500 6 December for details of the request.

It was noted that the £3500 was the upper limit of the estimated cost to the Parish Council, with the remainder of the project being funded by Devon Air Ambulance.

Resolved.

JD

**PROPERTY & AMENITIES MATTERS**

**22/13 To approve essential work to trees in the Wilderness in the sum of £2,800**

Three large willows needed to be reduced in size and several needed pollarding for maintenance and safety reasons.

Resolved.

**Action**

JD

**FINANCE MATTERS**

**22/14 Accounts for Approval**

It was resolved to approve payments in the sum of £127.80

HH

**22/15 To agree the draft Reserves Policy**

The policy had been reviewed by the Budget Working Party and circulated.

Resolved.

JD

**PLANNING MATTERS**

**22/17 Planning Decisions**

Noted as listed below.

- /1 21/02510/HOU, 5 Farmhouse Rise - Single Storey Rear Extension And Addition Of New Windows - GRANTED**
- /2 21/02525/TPO, 42 Crockwells Close – Crown lift walnut tree and two silver birches to 2.2m above ground level and remove lower branch from walnut tree – GRANTED**
- /3 21/01808/HOU, 150 Milbury Farm Meadow - Two storey and single storey rear extension - GRANTED**
- /4 21/02425/HOU, 86 Old Quarry Drive - Loft Conversion - GRANTED**
- /5 19/01813/FUL Matford Home Farm, Matford Mews - Extension To Previously Approved Access To The Highway - GRANTED**
- /6 15/02178/MAJ Matford Home Farm, Matford - Change Of Use Of Land To Suitable Alternative Natural Green Space (Sangs) (Use Class D2) Required For The Residential Development On Adjoining Land - GRANTED**

**Other Planning Matters**

**22/18 To review the draft response to the Local Plan consultation (Part 3) and any matters relating to it.**

The draft response had been circulated.

Councillors needed to agree the Parish Council's position on the three elements being consulted on:

- To support the principle of encouraging renewable energy
- To comment on the Gypsy and Traveller sites although there was no local impact on Exminster
- To object to the small residential development on Days Pottles Lane

**Action**

All

Councillors were asked to review the draft report, in particular the comments and arguments in the detailed representations, and to submit any amendments or additional information to the Chairman by Monday 10 January.

The final submission would be approved at the Parish Council meeting on 17 January.

**22/19 To update Council on a meeting held with Teignbridge District Council to discuss the Exminster Neighbourhood Development Plan.**

The Chairman reported on a meeting held with Rob Kelley from the Spatial Planning department at Teignbridge District Council. Cllr Aird, the Clerk and Deputy Clerk were also in attendance.

As discussed at previous Parish Council meetings, consideration was being given to refreshing the Neighbourhood Development Plan to ensure consistency with the Teignbridge District Council Local Plan.

Information about the different levels of Neighbourhood Development Plan amendment and their impact on external examination were outlined and comparison made with the Local Plan timetable.

The Neighbourhood Development Plan needed, as a minimum, to acknowledge the final Local Plan and sufficient information was not yet available. The Parish Council needed to consider realistic aspirations for the Neighbourhood Development Plan (what the policies intended to achieve).

As mentioned during discussion of planning applications it was suggested that sustainable and natural materials should be included in the Neighbourhood Development Plan. A meeting regarding this and other aspirations would take place after Councillors and the Deputy Clerk had attended the Neighbourhood Development Plan training sessions in January.

A further meeting with Teignbridge District Council would take place after Easter to receive an update on the Local Plan.

HH

**22/20 To note any planning matters regarding the Matford development**

**1. Meeting with Consult QRD**

The Chairman and Deputy Clerk met with Richard Grady (Consult QRD) on 10 December to debrief the draft plans for the community building.

Suggestions to make the building more operationally efficient were made that would be fed back to the architect.

Questions were raised about the attractiveness of the retail space as it would not be used as a pharmacy in the short term and the accommodation was not large enough for most other retail and therefore may be difficult to let. This could be removed from the plans or re-purposed.

**Action**

Alder King confirmed that there was still a market for managed office space, even after taking into consideration the change in working practice due to Covid.

It was considered unlikely that the current design would be deliverable within the Housing Infrastructure Funds (HIF) available and a phased approach may have to be considered.

**2. Meeting with representatives from the NHS and Devon County Council**

The Chairman, Cllr Aird and the Deputy Clerk attended the meeting on 13 December, convened by Sarah Ratnage (Devon County Council). Representation from the NHS was low as the Covid booster vaccine roll-out had recently been announced.

Devon County Council, optimistically, intended to submit a planning application in March. However, there was still no clarity over the NHS requirements and therefore a total cost could not be calculated, to see if the entire facility was deliverable within the HIF allowance of £3.8M.

**22/21 Councillors' Reports – for information only**

1. Cllr Madge asked whether the Parish Council would revert to Zoom meetings if the Covid restrictions continued.

**22/22 Public Open Session**

No comments.

The meeting closed at 21:05

Date of next meeting: Monday 17 January 2022 at 19:30 in the Victory Hall

Signed:...Kevin Smith..... Date:...17 January 2022.....