

Chairman: Kevin Smith

**Action**

**22/339 Present**

Cllr Brian Aird (BA), Cllr Sheila Churchward (SC), Cllr Sarah Ladyman (SL),  
Cllr Derek Madge (DM), Cllr Kevin Smith (KS)

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Public: 3

**22/340 Apologies accepted from**

Cllr Charles Nuttall (CN) – personal reasons

Cllr Lisa May (LM) – illness

Cllr Lorne Smyth (LS) - illness

Devon County Councillor Alan Connett

**22/341 Declaration of interest on Agenda Items**

None declared.

**22/342 Dispensation requests regarding Code of Conduct**

None received.

**22/343 Public open session (maximum 10 minutes)**

Comments:

1. Should the lights on the zebra crossing near the school be flashing?

It was agreed that this question would be forwarded to Cllr Connett but it was believed that they might be awaiting connection.

JD

2. Residents had started a petition to stop learner HGV drivers traversing through the village. The intention was that the petition would be presented to Members of Parliament and the Secretary of State for Transport. There were already many signatures and the Parish Council would be kept updated with progress.

It was noted that the Parish Council had been made aware of the issue before and the Clerk had tried to contact the the Driver and Vehicle Standards Agency.

**Action**

**22/344 To confirm the Draft Minutes of the EPC Meeting held on 5 September 2022 are an accurate record**

Resolved.

**22/345 County Councillors Report on items other than those on the agenda**

Cllr Connett was not present.

**22/346 District Councillors Reports on items other than those on the agenda**

Cllr Nuttall was not present.

**22/347 Chairman's Report**

1. It was with great sadness that the Parish Council learned of the death of ex-councillor Peter Chandler. His contribution to the Parish would continue through the policies and environmental practices adopted by the Council. A letter of condolence had been sent to his wife and members of the Parish Council would attend his funeral.
2. The Victory Hall Trust would receive a grant from Cavanna Homes to replace the oven in the Victory Hall kitchen.

**22/348 Clerk's Report**

1. Devon County Council had advised of a 6 month temporary closure of Exminster Footpath 13a to enable construction of a new footbridge over the A379
2. Delegated Authority was used to replace a swing seat in the under 8's play area (£148.40) and to order basketball backboards for the MUGA (£1481.70). (FR 4.7.2 refers)
3. Teignbridge District Council had asked for suggestions of names for 5 new dwellings located off Old Matford Lane. It was agreed to respond that the Parish Council had no further suggestions to make to those submitted to the initial request for road names.
4. The Footpath Warden would attend the Annual Parish Paths Partnership Autumn Workshops.
5. A resident had contacted the Parish Council to say that they were lobbying on Facebook to stop HGV learner drivers travelling through Exminster.
6. Progress report 2 on Exminster Nature Recovery Project had been circulated.
7. Following a report submitted on the Devon County Council report-a-problem webpage, an order had been raised to clean the road signs on Bridge Road.

JD

**Action**

8. A meeting with the new Community Policeman (PC David Hawkins) would take place 10 October at 18:30 in the Victory Hall Annexe. Councillors should advise the Clerk of any questions to be raised.
9. The Environment Working Party's updated actions report had been circulated.
10. Devon County Council had informed the Parish Council that this week is Hate Crime Awareness week.

**22/349 To update Council on the protocols put in place following the death of her late Majesty Queen Elizabeth II**

Following the death of Her Royal Majesty Queen Elizabeth II the following actions were taken as per the Councils protocol

- The Parish Council website colours were altered to black and white. A photograph of the Queen and a message from the Chair were displayed on the home page.
- The Parish Council meeting due to take place on 19 September was cancelled.
- Flowers were laid at the Victory Hall flower beds.
- Information about the location of books of condolence within Teignbridge and the electronic book of condolence were put on the website.
- The proclamation of Accession II was posted on the notice board on Monday 12 September and flagged on Facebook.
- Cllrs May and Madge represented the Council at the service of commemoration for Her Majesty Queen Elizabeth on Sunday 18<sup>th</sup> September at St Martins Church. Cllr May gave a short speech on how the late Queen had brought communities together.
- The Parish Council website was reinstated on the 20th September and flowers removed from the Victory Hall flower beds.
- A letter of condolence sent to the Private secretary of His Majesty King Charles.

The protocol would be updated in due course.

Feedback from Parish Council Clerks was that the majority were dissatisfied with support from NALC, DALC and the Lord Lieutenants Office.

**22/350 To consider how the Parish Council could assist with the "Warm Space" initiative**

The Parish Council did not have powers to financially support individuals.

**Action**

The Parish Council could encourage other organisations, that were already open and therefore heated, to allow people to sit in the warm during the daytime, without obligation to purchase.

Westbank were in the process of making arrangements, both at the Healthy Living Centre and the Coffee Shop. When these were finalised and the uptake realised, the Parish Council could decide whether to approach local businesses to encourage participation in the initiative.

JD

**22/351 To discuss arrangements for Remembrance Sunday on the 13<sup>th</sup> November**

A Civil service would continue in the Victory Hall, after the Church procession, colour party and uniformed groups had left. This would allow the 2-minute silence to be observed at the memorial in the Victory Hall as well as in the Church.

Roles that needed to be fulfilled by Councillors included the laying of the wreath, reading from the bible, reading the role of honour and reading poetry. Councillors present who were available on the morning volunteered to help, although the exact roles were not allocated. To be confirmed at a future meeting.

JD

**22/352 To authorise Cllr Churchward to vote on the Parish Council's behalf at the Devon Association of Local Council's conference**

Not required.

**ENVIRONMENTAL MATTERS**

**22/353 To approve £300 expenditure from the Environment Working Party budget to fund the Environment Fair**

Resolved.

**FINANCE MATTERS**

**22/354 Accounts for Approval**

It was resolved to approve payments in the sum of £2459.62.

**22/355 To note accounts paid by delegated authority due to the cancellation of the Council meeting on the 19<sup>th</sup> of September, as per Financial Regulations 4.7.4.**

The payments totalled £12,500.05. The payment list was circulated to all Councillors prior to it being approved by delegated authority.

**22/356 To note the August finance reports have been circulated to Council**

**Action**

Noted.

The Deputy Clerk had not received any questions on the reports.

**22/357 To note that the audit for the 2021-22 financial year has concluded and to consider the External Auditors report**

The External Auditor had no comments to make on the Annual Governance and Accountability Return – a clean audit opinion.

Sections 1, 2 and 3 of the AGAR were published on the Parish Council's website alongside the notice of conclusion of audit on 2 September.

The RFO was thanked for her hard work on this to achieve a no comment from the auditor.

**PLANNING MATTERS**

**22/358 Planning Applications**

1. **22/01805/NPA, 85 Old Quarry Drive - Application for Prior Approval under Part 3 Class MA and paragraph W of the GDPO for change of use of site office to a dwelling**

The proposal was to convert the office into a two bedroomed flat. There was only one allocated parking space, with no provision for a second, potentially resulting in additional on road parking on the narrow estate road.

Cllr Aird reminded Council of the history of the Milbury Reach planning application and the original intention to have a community hub on the development. It was suggested that this change of use application was invalid as a variation to the original Secretary of State decision following a planning appeal, in October 2008, would be required.

It was resolved to object to the application for the aforementioned reasons.

Cllr Aird and the Clerk would liaise to word the objection appropriately

BA/  
JD

**22/359 Planning Decisions**

Noted as listed:

1. **22/01668/CLDP, 92 Sentrays Orchard - Certificate of Lawfulness for proposed rear dormer and roof lights to the front**
2. **22/01414/HOU, 3 Berry Cottages - Outbuilding/garden room**  
GRANTED

**Action**

3. **22/01806/TPOE, West Of Limes Court Main Road - Crown lift of lime tree** – No objection work considered to be exempt

**OTHER PLANNING MATTERS**

**22/360 To consider collating a response to The Exeter Plan - Outline Draft Consultation**

The Draft plan was out for consultation until 5 December.

The Parish Council had responded to the issues document, that informed the draft, last November.

Cllrs Churchward and Ladyman would consider a response to the questions raised in the consultation. To be approved at the meeting on 21 November.

SC/  
SL/  
JD

**22/361 To note any planning matters regarding the Matford development**

**1. Planning**

No update

**2. Community Centre**

Cllr Smith and the Deputy Clerk met with representatives from DCC and the architect retained to design the community building. Draft plans were shared and when more information about land levels was known, elevations would be drawn up. The plans would be shared with the Parish Council when available.

DCC had arranged a further meeting, including representatives from the NHS, on Monday 10 October to explore land ownership matters.

**PROPERTY AND AMENITY MATTERS**

**22/362 To update Council on the monetary assets received from the Coffee on the Corner Community Interest Company when it was dissolved**

The Victory Hall Trust had responded to the Parish Council stating that it wished the Parish Council to retain the financial assets totalling £10,440.53 and allow a facility to draw down funds to support the community café, as and when necessary.

The Parish Council agreed to ringfence £10,440.53.

To access the funds, a grant application would need to be made for consideration by Full Parish Council.

The application should be to support a not-for-profit community café. It was noted that the Victory Hall Trust would only be the applicant for as long as the café remained in the Victory Hall Annexe.

**Action**

Confirmation of the terms of drawdown would be proposed at the next Parish Council meeting. JD

**22/363 To consider the Annual Tree Survey**

The survey highlighted that the oak tree in the Wilderness had some large dead branches that were overhanging the footpath.

Remedial work was estimated at £400.00.

It was agreed to ask the contractor to leave the branches in situ so that they could be processed for a habitat pile.

JD

**22/364 Councillors' Reports – for information only**

1. Cllr Churchward reported that the recent Environment Working Party meeting was not quorate. A risk assessment had been presented for the Environment Fair at the meeting and a question was raised on its validity. The Clerk explained the process followed by other Groups with risk assessments and confirmed that the inquorate meeting was not an issue.

**22/365 Public Open Session – (Maximum 10 minutes)**

No comments.

The meeting closed at: 21:08

Date of next meeting: Monday 17<sup>th</sup> October 2022 at 19:30 in the Victory Hall

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