

Chair: Kevin Smith

Action

23/114 Present

Cllr Sheila Churchward (SC), Cllr Sarah Ladyman (SL), Cllr Derek Madge (DM), Cllr Charles Nuttall (CN), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS).

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Teignbridge District Councillor: Charles Nuttall (CN)

Public: 1

23/115 Apologies accepted from

Cllr Brian Aird (BA) – personal reasons

Cllr Lisa May (LM) – personal reasons

Devon County Councillor Alan Connett

23/116 Declaration of interest on Agenda Items

None declared.

23/117 Dispensation requests regarding Code of Conduct

None received.

23/118 Public open session (maximum 10 minutes)

No comments.

23/119 To confirm the Draft Minutes of the EPC Meeting held on 6 March 2023 are an accurate record

Resolved.

23/120 Clerk's Report

1. A letter outlining the concerns raised by the Teignbridge Parish Councils Planning Forum was set to Teignbridge District Council (TDC) on 13 March. The next meeting of the forum was scheduled for 25 May.
2. A concerned resident had contacted the Parish Council regarding ground works taking place adjacent to Deepway Lane. The Highways Authority had been advised.

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3. The stay that required a visibility sleeve opposite Exminster Garage belonged to BT and not Western Power.
4. Councillors were reminded that nomination papers for the new Council Term needed to be handed into Forde House by 4pm on Tuesday 4 April. The Clerk would be able to advise current councillors (only) of any elector numbers required to complete the forms. ALL
5. Arrangements for the plaque and commemoration for the King's Coronation tree were discussed. The tree would be planted on Reddaway Drive. The plaque would match the plaque on the other tree in the area Wording was agreed as "To celebrate the Coronation of His Majesty King Charles III – species – date of Coronation". Cllr Madge agreed to dedicate the tree on Saturday 13 May. JD
6. PC Hawkins would meet with the Chairman and Cllr Aird on 23 March to discuss Highways issues in the village. A report on the meeting would be given at the next Parish Council meeting. JD

23/121 To note receipt of the monthly Police report

In February, 4 offences were recorded: 2 assaults, 1 criminal damage, 1 harassment.

Approximately 25 other non-offence incidents were recorded including anti-social behaviour, road traffic incidents and concerns for welfare.

The Clerk had confirmed with PC Hawkins that the Parish Council could publish the report on the notice board. JD

PC Hawkins also confirmed that if a trend or an ongoing issue was identified, the Parish Council would be informed at the earliest opportunity.

23/122 To nominate a Council representative to the Deepway Centre Trust until the first meeting of the newly elected Council

It was agreed that Cllr Smith would continue in the role until such time that it was deemed appropriate to put the matter on the agenda for election of a new Parish Council trustee. This may be in late May/June when the new Council was established. JD

23/123 To consider the response from Devon County Council regarding increasing the extent of the 20mph speed limit in Exminster Village

The response had been circulated including indicative costings.

The RFO explained that the only power available to the Parish Council for this was s137 LGA 1972 (for the benefit of some or all residents) and that this limited expenditure to £9.93 per elector for the 2023/24 Financial Year (approximately £35K). It could be funded by Community Infrastructure Levy (CIL), but that did not change the expenditure limit. It was noted that other items of expenditure came out of s137 each year, including the Christmas

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Tree, donation to the British Legion, and some Community Small Grants. The provision of Vehicle Activated Signs would also need to be funded via s137.

It was agreed to set up a meeting with a member of the Traffic Management Team at Devon County Council to obtain further information about the process. Cllr Nuttall and the Chairman would attend.

JD

ENVIRONMENTAL MATTERS

23/124 To agree the responses to the consultation on the Exeter Local Cycle and Walking Infrastructure Plan

The Environment Working Party had considered the consultation and had presented a paper outlining potential responses that the Parish Council could submit.

Route specific comments were suggested that included:

- E2 (Exminster to Pinhoe) – As this route was to be extended into Exminster, could it terminate at the Victory Hall? This may be beneficial for a future Co-bikes installation.
- E15 (South West Exeter Development to Exe Bridges) – There was potential for this route to be extended through the spine road in Matford to meet the traffic lights at Parrs Farm and Route E16. This would be a major safety advantage for children attending Matford Brook Academy from Exminster Village.
- E16 (South West Exeter Development to River Exe via Alphington and St Thomas) – Could the current joint cycleway and footway from the Devon Hotel to the A30 overbridge be included as far as the new overbridge for walkers and cyclists.

It was resolved to approve the contents of the paper. Cllr Churchward would complete the consultation form online.

SC

The response would be publicised on Facebook to encourage residents to respond.

HH/SC

PROPERTY & AMENITIES MATTERS

23/125 To consider re-stoning part of the path in Crockwells Meadow for the sum of £4,600 plus VAT

Complaints about the path had been received from residents. During wet weather, a large portion of the path was underwater. The route was well used to connect the southern end of the village with amenities and the school, without using the main road.

Use of the path had increased since the occupation of the new Sentry's Orchard development and therefore the work qualified for CIL funding.

The path between Crockwells Road and the Meadow (known as Piggy Lane) was a Public Right of Way (PROW). DCC PROW had agreed to upgrade that

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<p>section of path to make it more accessible for pushchairs and wheelchairs if the work could be carried out at the same time.</p> <p>Concern was expressed about the longevity of the proposed refurbishment and questions were raised about the materials involved. Cllr Madge agreed to meet the contractor on site for more information.</p> <p>It was agreed that the work needed to be completed and this matter would be on a future agenda, including the potential to have the entire length of the path re-stoned if appropriate.</p>	JD/DM JD
<p>23/126 <u>To agree a replacement fire entrance door to the Victory Hall and the public toilet, alongside other minor works in the sum of £2,400</u></p> <p>Resolved.</p>	
<p>23/127 <u>To consider an increase in the Cemetery fees of up to 10%</u></p> <p>The Clerk presented a report including comparisons with Chudleigh Town Council and Exeter City Council's fees.</p> <p>It was noted that the Parish Council only reviewed the fees every two years and it was an income stream that was difficult to predict. There was a consensus that the cemetery should be self-funding, as far as possible. The Chair and Clerk had discretion on fees in the case of hardship.</p> <p>It was resolved to increase the Cemetery fees by 10% from 1 April 2023.</p>	JD
<p>23/128 <u>To consider the current litter bin situation at Deepway Green</u></p> <p>The Clerk outlined two options:</p> <ol style="list-style-type: none">1. Move the bin behind the half-pipe nearer to the MUGA. There would be a cost involved in re-siting the bin and making good the existing site. There would be no additional emptying costs.2. Purchase a new bin. A new bin, plus installation costs would be approximately £700. Annual emptying costs would be £426 for a standard bin or £606 for a recycling bin.3. Leave the bin sites as they are now. <p>Following discussion, it was agreed to monitor the situation until September. The Clerk and Deputy Clerk both visited Deepway weekly, and Cllrs were encouraged to assess when passing. It was felt that there were particular times when littering was more apparent and it was suggested that this could be mentioned to PC Hawkins.</p>	ALL/ JD
<p>23/129 <u>To agree the replacement of 3 cradle swings in the Deepway play park in the sum of £1,500</u></p>	

Action

Since the agenda had been issued, a quotation for the work had been received in the sum of £1063.00 plus VAT.

HH

Resolved.

FINANCE MATTERS**23/130 RFO's report**

1. Direct Debits during February 2023:

NatWest Bankline	£6.00
Utility Warehouse	£329.95
EE	£31.46
NEST	£172.62
Information Commissioner	£35.00

2. The Annual Governance and Accountability Return forms have been received. The deadline for submission is Monday 3 July. Council should aim for approval at the meeting on 19 June.

JD

23/131 Accounts for Approval

It was resolved to approve payments in the sum of £10,385.15

HH

The cost of electricity for the floodlights at Deepway was questioned. It was agreed that a quotation would be sought for replacing the halogen lights with a more energy efficient alternative.

JD

23/132 Draft accounts for February 2023

1. **Budget Comparison Report**

Noted.

2. **Balance Sheet**

Noted.

23/133 To approve the Asset Register

An updated register had been circulated including purchases made this financial year. However, the recently purchased nesting boxes were not yet included.

The values indicated in the Asset Register would inform the "total fixed assets" section of the Annual Governance and Accountability Return.

It was resolved to approve the asset register totalling £452,534.66 (including the nesting boxes).

HH

23/134 To note the Internal Control procedure has been reviewed with no changes

HH

Action

The procedure would need revision early in the term of the new Council when bank signatories had been confirmed.

Noted.

23/135 To vire £2,276.91 from the Community Infrastructure Levy Fund into the General Fund (Staffing budget) due to staff time spent on the Community Centre project

The virement was for work undertaken during the current financial year that could be evidenced with timesheets as required for CIL monitoring purposes.

HH

Resolved.

23/136 To consider a small grant application from Exminster Baby and Toddler Group in the sum of £300

The grant was required to ensure the continued running of the group by supporting the increased hire costs of the hall.

After consideration of the groups accounts and expenses it was resolved to grant £500 in this instance.

JD/HH

PLANNING MATTERS

23/137 Planning Decisions

Noted as listed.

1. DBX/DCC/4325/2022, Relocate existing generator and install transformer kiosk and switch gear kiosk (retrospective) at Kenbury Wood Waste Transfer Station, Road to Westfield, Kennford, Devon, EX6 7XD – **CONDITIONAL APPROVAL**
2. 23/00218/HOU – Redlands, Deepway Gardens – Remodelling and extension to include raising of ridge height and revised roof form, and addition of two storey gable features to front and rear (revised scheme) - **REFUSED**

23/138 To note any planning matters regarding the Matford development

1. Planning

The first car park for the Ridgetop Park had opened off Trood Lane. The second was due to open in the summer/autumn and would be accessed from the Cavanna development.

The updated restoration application for the inert landfill site was still pending decision. Land Registry information was awaited from Vistry.

2. Community Centre

Cllr Smith reported on the meeting with DCC and NHS representatives on Monday 13 March. There was a new design for the NHS building. A

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two-floor shell would be constructed. The upper floor would be developed into the surgery leaving the lower floor for future expansion.

A decision on the ownership of the Community Centre needed to be made by the Parish Council prior to DCC submitting the planning application. Consideration had been given to the timing of this decision taking into account the new Council Term and the experience and knowledge of the current Council. There were still issues that were being resolved (regarding funding) and it was thought that a “subject to” proposal would need to be tabled at the meeting on 2 May.

JD

DCC had asked whether the Parish Council could be listed as the future owner for the Community Centre for the purposes of putting together the South West Water application for the supply to the new building. This was not binding and could be amended in the future if required. Council agreed that this was acceptable.

HH

23/139 Councillors’ Reports – for information only

1. Cllr Churchward reported that a Home Energy Event would take place at the Methodist Hall on 23 March at 7.30pm.
2. Cllr Churchward was meeting with Helen Frankpitt (DCC Highways) on the 24th March regarding the request for cycle signage
3. Cllr Churchward reported that meetings had been arranged with Cllrs Aird and May to discuss the employment of a Community Builder.
4. Cllr Churchward reported that there were suggestions that the Green Spaces Group would take over the Biodiversity work of the EWP. This would need to be reflected in the Terms of Reference.
5. Cllr Madge commented that the turnout for the Annual Parish Meeting was good, but the meeting went on too long.
6. Cllr Smith reported that the CEO of Westbank would speak in the Public Open Session of the Parish Council meeting on 3 April. This would be advertised on Facebook.
7. Cllr Nuttall thanked Councillors for their understanding during his recent illness.
8. Cllr Ladyman reported that the field identified for a Power Allotment had been rejected for a number of reasons.

HH

23/140 Public Open Session – (Maximum 10 minutes)

No comments.

The meeting closed at: 21:15

Date of next meeting: Monday 3 April 2023 at 19:30 in the Victory Hall

Signed:.....Kevin Smith.....Date:.....03/04/2023.....