

Chair – Lisa May

Action

23/247 **Present**

Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Nicola Guagliardo (NG), Cllr Sarah Ladyman (SL), Cllr Lisa May (LM), Cllr Lorne Smyth (LS),

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Teignbridge District Councillor: Kevin Lake (KL)

Public: 7

23/248 **Apologies received from**

Cllr Charles Nuttall (CN) – TDC commitment

Cllr Kevin Smith (KS) – personal reasons

Cllr Gary Wheatley (GW) – personal reasons

Cllr Adrian Wood (AW) – personal reasons

23/249 **Declaration of interest on Agenda Items**

Cllr Churchward declared an interest in 23/268/2 as a friend of the applicant.

23/250 **Dispensation requests regarding Code of Conduct**

None received.

23/251 **Public open session (maximum 10 minutes)**

Comments:

1. The bridge on footpaths 1 and 2 leading from the Marshes onto the canal path had been closed as it required repairs. The work should have taken place in 2021 but there was still no sign that it was likely to take place.
The Clerk would follow this up. JD
2. A resident enquired about safe access to and from the new foot/cycle bridge over the A379 into Exeter.
Cllr Churchward and the Clerk would send information about existing routes and the Parish Council's response to the Exeter Local Cycling and Walking Infrastructure Plan consultation. SC/JD

Action

23/252 **To confirm the Draft Minutes of the EPC Meeting held on the 15 May 2023 are an accurate record**

Resolved.

23/253 **County Councillors Report on items other than those on the agenda**

Devon County Councillor Alan Connett was not present.

23/254 **District Councillors Reports on items other than those on the agenda**

Teignbridge District Councillor Kevin Lake reported that

1. the drain at the top of Reddaway Drive was sinking again and motorists had complained. This would be reported to Devon County Council (DCC).
2. a response was waited from Teignbridge District Council (TDC) and DCC regarding the issues at Matford Brook Academy that may affect its opening in September.

23/255 **Chairman's Report**

1. The Teignbridge Parishes Planning Forum meeting that Cllr May was attending had been rescheduled later this month having been cancelled, without notice, on Thursday 25 May.
2. A meeting had taken place on Monday 5 June with Laura Robinson from Exeter Community Initiatives and Cllrs Churchward and May regarding provision of a Community Enabler. There would be full update at the next meeting.

LM/JD

23/256 **Clerk's Report**

1. Funding of £1500 had been received from DCC Public Rights of Way (PROW) to improve footpath 5 (Piggy Lane).
2. A locked gate had been reported on the footpath near the Lions Rest Estate on Station Road. Cllr Goodey (Footpath Warden) would investigate.
3. Reports of a potential delay to the opening of the Matford Brook Academy had been received. Various options were being explored by DCC and the Department for Education to minimise disruption. Sarah Ratnage (DCC) had been asked whether this could impact provision of the Community Centre. As the school was being delivered by the Department for Education and a different framework would be used for procurement of the Community Centre, the schemes were entirely separate so it would have no influence.

JG

23/257 **To note that the Staff, Councillor and Role holder Privacy Notice and General Privacy Notice have been reviewed against the National**

Action

Association of Local Councils (NALC) Model Notices and no amendments are necessary.

Noted.

23/258 **To approve the reviewed Matford Working Party Terms of Reference.**

Deferred.

It was suggested that the Matford Working Party met to discuss its Terms of Reference as soon as possible.

HH

23/259 **To appoint Brian Aird as a community member of the Matford Working Party.**

Resolved.

23/260 **To propose that from 6 June 2023, no pesticides will be used on Parish Council owned land by Parish Council contractors. Residents will be informed and encouraged to consider their own use of pesticides. The impact will be monitored and reviewed at the end of November 2023.**

Resolved.

Cllr Ladyman explained the proposal and outlined the areas where pesticides were currently used. Photographs had been taken for comparative purposes to be used at the end of the trial.

Questions were raised about how the situation would be managed if there appeared to be an issue prior to the end of the trial. It was agreed that the matter would have to be brought to a Parish Council meeting to decide on relevant action. Cllr Ladyman would look into alternative methods of weed control during the trial period and report back to Council.

JD/HH

FINANCE MATTERS

23/261 **Accounts for Approval**

It was resolved to approve payments in the sum of £7,495.42

HH

23/262 **To consider the Internal Auditor's report**

The full written report had been circulated to all Councillors with the Annual Governance and Accountability Report section completed by the Internal Auditor.

There was only one comment on the report relating to the best practice of publishing the Internal Audit Report on the website alongside the Statement of Accounts and Governance Statement at the conclusion of the audit. It was agreed that this would be done this year.

HH

Action

The comment on the report was accepted and the report noted.

The RFO was thanked for her work over the last financial year.

23/263 **To increase the Fidelity Guarantee limit to £5M at a cost of £56.00 (mid-term adjustment)**

Resolved.

HH

23/264 **To add Cllrs Adrian Wood and Lorne Smyth and remove Brian Aird and Derek Madge as signatories of the Unity Trust bank account in accordance with the resolution and declaration stated on page 8 of the application form**

Resolved.

HH

23/265 **To add Cllrs Adrian Wood and Lorne Smyth and remove Brian Aird and Derek Madge as signatories of the Public Sector Deposit Fund accounts held with CCLA Investment Management Limited**

Resolved.

HH

23/266 **To vary the existing Mandate/Authority with Lloyds Bank by adding Cllrs Adrian Wood and Lorne Smyth and removing Brian Aird and Derek Madge as signatories.**

Resolved.

HH

23/267 **To add Cllr Adrian Wood as a signatory and remove Brian Aird and Derek Madge as signatories to the Nat West Bank accounts it is agreed that**

1. if we add or remove Authorised Signatories in the “Add or Remove Authorised Signatories” section on the “About your request” page of the form, the Bank will update our mandate accordingly for the accounts we specify in the form's “About your business” section
2. if we change the Signing Rules in the “Change the Signing Rules on the Mandate” section on the “About your request” page of the form, the Bank will update our mandate accordingly for the accounts we specify in the form's “About your business” section
and the current mandate will continue as amended.

Resolved.

HH

PLANNING MATTERS

Action

23/268 **Planning Applications**

1. **BGX/DCC/4350/2023, Erection of a storage building at Kenbury Wood Waste Transfer Station, Road To Westfield, Kennford, Devon, EX6 7XD**

The application was for a six-bay storage unit. The purpose of the building was outlined.

It was noted, and welcomed, that this was the first non-retrospective application for the site in the past 6 years.

It was resolved to support the application.

HH

2. **23/00808/CLDE | Certificate of lawfulness existing for use of static caravan | Caravan At Ngr 292929 86309 Exminster Devon EX6 8AY**

Cllr Churchward had declared an interest in this item and read out the report on the application produced by Cllr Smith.

The applicant wished to keep a static caravan on their own land.

It was resolved to support the application with the condition that if the caravan became the main or the only dwelling, planning permission would be required.

Cllr Churchward abstained from voting.

HH

3. **23/00544/HOU | Refurbishment of dormer, ground floor extensions to side and porch and associated works | 14 Milbury Lane Exminster Devon EX6 8AD**

The development was anticipated to meet Neighbourhood Development Plan policy EXM3 (quality of design).

It was noted that the proposed works would not affect traffic in the narrow lane.

It was resolved to support the application and comment that to meet Exminster Parish Council's Environment Policy regarding any development within the Parish, it is requested that biodiversity enhancement measures are introduced on the property, ie. bat, bee, bird, hedgehog and insect habitats.

HH

4. **23/00822/HOU | Retention of replacement curtilage building for incidental use | Silver Ridge Little Silver Lane Matford Devon EX2 8XZ**

The application was retrospective. The work was completed in May 2022 but the structure varied from the originally approved planning permission. Strict environmental guidelines were included in the original permission.

Action

Discussion took place about the potential of overlooking neighbouring properties but this was not part of the application under consideration now.

It was resolved to support the application.

HH

23/269 **Planning Decisions**

1. **23/00657/HOU – 104 Milbury Farm Meadow – Replacement garage and adjoining outbuilding – GRANTED**
2. **22/01590/HOU – 14 Crockwells Close – Replacement garage and garden room – GRANTED**
3. **23/00437/HOU – 162 Milbury Farm Meadow – Conversion of garage to internal room and replacement of garage door with window – GRANTED**
4. **23/00456/HOU – 113 Sentry’s Orchard – second floor loft conversion with rear dormer and addition to front porch - GRANTED**
5. **22/02108/VAR – Westhaven, Milbury Farm – To amend boundary structure (variation on 20/01299/FUL – demolition of existing bungalow and construction of four dwellings, garages, associated parking and infrastructure) – VARIATION REFUSED**
6. **23/00411/HOU – Westhaven, Milbury Farm – single storey extension, new garage and alterations to existing access – REFUSED**
7. **23/00450/HOU – Westhaven, Milbury Farm – new boundary wall, railings and fencing – REFUSED**

Cllr Churchward gave a synopsis of the many applications at Westhaven that the Parish Council had considered over the last two years.

It was noted that TDC had been very thorough with the recent Westhaven applications.

23/270 **To note any planning matters regarding the Matford development**

1. **Planning**

No update.

2. **Community Centre**

Planning permission for the community centre and surgery had been submitted to TDC and was awaiting validation.

Action

Elevation drawings, that helped to put the plans into context, were now available and would be circulated to all Councillors. HH

23/271 **Councillors' Reports – for information only**

1. Cllr Ladyman reported on the success of the Exminster Loves Nature event, hosted by the Green Spaces Group, on 24 June.
2. Cllr Ladyman reported on concerns from a resident about activities at the Old Quarry on the footpath behind Deepway Green. It was suggested that the resident reported the matter to directly to the Police. The Parish Council would re-iterate concerns. JD
3. Cllr Churchward reported that the consultation on the Climate Adaption Strategy was open for comments until Friday 30 June. This would be publicised on the Parish Council website and Facebook and the details circulated to all Councillors to consider responding. HH
4. Cllr Churchward had scheduled a meeting with Helen Frankpitt from DCC Highways to continue discussions on cycle signage at the northern end of the village (Milbury Reach cycle lane). SC
5. Cllr Goodey would walk the footpaths to investigate the issues raised at this meeting. JG

23/272 **Public Open Session – (Maximum 10 minutes)**

1. A resident enquired about the status of the Electric Substation planning application at Matford.
A brief explanation was given.
2. Were Councillors aware of the location of all facilities in the village?
3. Residents' expectations should be managed regarding the time that matters take to progress.
4. What are the Parish Council doing about Matford?
Cllr May responded that the Council were focusing on Community engagement in the future as a priority.

The meeting closed at 20:45

Signed:....Kevin Smith..... Date:....19 June 2023.....