

Chair: Kevin Smith

Action

23/371 Present

Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Sarah Ladyman (SL), Cllr Kevin Smith (KS), Cllr Gary Wheatley (GW), Cllr Adrian Wood (AW).

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Public: 2

23/372 Apologies received from

Cllr Nicola Guagliardo (NG) – personal reasons

Cllr Lisa May (LM) – personal reasons

Cllr Charles Nuttall (CN) – personal reasons

Cllr Lorne Smyth (LS) – personal reasons

23/373 Declaration of interest on Agenda Items

Cllr Smith declared an interest in item 23/380 as an occasional Petanque player.

23/374 Dispensation requests regarding Code of Conduct

None received.

23/375 Public open session (maximum 10 minutes)

1. A resident was supportive of finding alternative methods of killing weeds on the Petanque area as it was also used for kettlebell classes that involved lying down on the surface.
2. The revised Neighbourhood Development Plan (NDP) leaflet was much improved. It would be useful to include the dates of consultations and mention that there was limited car parking for the Ridgetop Park (to manage visitors' expectations).

23/376 To confirm the Draft Minutes of the EPC Meeting held on 7 August 2023 are an accurate record

Resolved.

Action

23/377 Clerk's Report

1. An invitation had been received to the Dawlish Civic Service on Sunday 10 September.
2. An email from a resident had been circulated regarding the debris left after an oak tree in Crockwells Meadow sustained damage in recent high winds. The email expressed disappointment that the remnants were not to be left in situ as wildlife habitat. The Clerk explained that the site needed to be assessed for health and safety prior to a decision being made.

Cllr Ladyman commented that this highlighted the need for collaborative working between the Environment Working Party/Green Spaces Group and the Parish Council.

3. An email from a resident had been received and circulated regarding the report in Scene of a possible closure of the Petanque area due to the Parish Council's ban on the use of weed killers. The email questioned who paid for the court in the first instance.
Cllr Ladyman addressed points in the email that she believed to be factually incorrect.
4. Councillors who had not provided a biography for the website were requested to do so.
5. A response had been sent to the Clerk of Newton Abbot Town Council regarding Teignbridge Association of Local Council (TALC), stating that the Parish Council were in favour of its reinstatement, the Council would send a representative if this happened and, in that event, would prefer face to face meetings.
6. A resident had witnessed a coach, picking up from the Victory Hall, damaging the litter bin. The bin belonged to TDC who had been advised accordingly.
7. Scene Magazine had been asked if they would publish details of recycling facilities in Exminster. Cllr Churchward had provided up to date information.
8. An inspection of the banks at St Martin's Football field was being arranged.
9. A request to continue discussions about ownership of the path and steps around the Deepway Centre and the status of the lease had been received. Cllrs Wheatley and Wood would progress the matter.

AW/GW
/JD

23/378 To note the Unauthorised Encampment Procedure has been reviewed with no amendments required

Action

Noted.

JD

The spelling of Gypsy needed amending.

23/379 To note receipt of the monthly Police report

The report had not been received to date.

PROPERTY & AMENITIES MATTERS

23/380 To consider excluding the tennis court, MUGA and Petanque area from the Councils trial policy on the use of pesticides in respect of recent recommended maintenance to those areas

The report that related to the MUGA and tennis court recommended that chemical treatment was needed 2-4 times per annum (dependent on court location) to remove dead algae and moss. Failure to do this could lead to premature breakdown of the court surface and make it slippery.

An alternative to glyphosate had been suggested for the Petanque area, involving a regime of applying rock salt dissolved in hot water.

Discussion took place during which comments were made about the lack of communication/education offered to residents on the pesticide free policy and it was questioned whether other local authorities who had successfully implemented pesticide free policies had been approached for advice. The evaluation of risk and health and safety matters were outlined.

It was clarified that court cleaning had taken place on several occasions by different contractors but not necessarily to the specification outlined in the current report.

At the conclusion of discussion, it was agreed to amend the resolution and propose it in two parts:

To consider excluding the tennis court and MUGA from the Council's trial policy on the use of pesticides in respect of recent recommended maintenance to those areas.

JD

Resolved.

To trial a regime of rock salt and hot water to manage weeds on the Petanque area.

JD

Resolved.

23/381 To approve essential works to the oaks in Crockwells Meadow in the sum of £680 plus VAT

The quotation was based on the professional survey of an arboriculturist following damage to one of the oaks after the impact of the recent storm.

Action

Earlier in the year the same arboriculturist had been commissioned to report on the health of both the oaks.

Cllr Ladyman recommended that the tree should be looked at by a specialist veteran and ancient tree surgeon to get a second opinion on how the tree should be treated and then ask for a further quotation based on the findings.

Discussion took place highlighting insurance implications and the health and safety issues of delaying the work. There were also comments noted from the Green Spaces Group regarding the use of any cut debris to provide wild habitat areas.

At the conclusion of discussion, it was agreed to amend the resolution to:

To approve essential works to the oaks in Crockwells Meadow in the sum of £680 plus VAT and to ensure that any cut wood is stacked and left on site.

JD

Resolved.

FINANCE MATTERS

23/382 RFO's report

1. Direct Debits during July 2023

	£
NatWest Bankline	7.20
Utility Warehouse	-142.07
EE	36.37
NEST	178.80

2. Bank signatories

Confirmation had been received that the signatories have been amended for the CCLA and Unity Trust accounts. Lloyds and Natwest had yet to confirm.

Cllr Ladyman left the meeting.

23/383 Accounts for Approval

It was resolved to approve payments in the sum of £12,278.68

HH

23/384 Draft accounts for July 2023

1. Budget Comparison Report

Noted.

2. Balance Sheet

Noted.

Action

23/385 To review Exminster Parish Council's Financial Regulations 2022

It was resolved to approve the reviewed regulations as circulated (containing minor grammatical changes and amendment of 4.7.3 to read "*to authorise up to the budgetary limit of £500 per annum expenditure for the Green Spaces Group and the Environment Working Party in accordance with their Terms of Reference.*")

JD

23/386 To note that the assets list has been reviewed ahead of requesting insurance quotations

Noted.

23/387 To receive a recommendation for insurance cover from 1 October 2023

Three quotations were requested from BHIB, Came and Company and Zurich.

BHIB declined to quote based on the level of Fidelity Guarantee required. Came and Company's quotation was not competitive compared to the renewal quotation from Zurich.

It was resolved to accept the quotation from Zurich in the sum of £2422.97.

HH

23/388 To receive a financial analysis report from Cllr Wood and agree the following recommendations:

Cllr Ladyman returned to the meeting.

Cllr Wood introduced the report with a short statement where he first took the opportunity to thank both Clerks for their support and, to the RFO for coping with all his questions. He had intended to complete his due diligence prior to joining the Parish Council in May but circumstances were against him.

Cllr Wood explained that Parish Council finances are usually as easy as PIE. Precept + Income = Expenditure = PIE. However, it was unusual for a parish council to have more than £2 million in the bank account and more Community Infrastructure Levy (CIL) to come.

Ensuring bills were paid and everything was properly accounted for, i.e. financial control, was the Clerks' responsibility, and he had no concerns whatsoever with the quality of their work.

Financial management fell to Parish Councillors; not the Clerks as the Clerks did not have the executive responsibility or the remuneration that Officers at District level had.

Cllr Wood stated he was recommending the three resolutions to help improve financial management.

Addressing questions from Cllr Churchward, Cllr Wood explained the timing of the financial projections report was prior to the setting the budget for the

Action

2024-25 financial year and that the length of the projections was to be determined and based on experience as we work through the projections.

- 1. Advice from Tozers (legal advisers to EPC) is sought on the treatment of interest received on CIL monies held in the EPC bank accounts;**

Resolved.

HH

- 2. The Parish Council continues to charge any applicable expenditure, including that in the Parish Council's 2023/24 budget, to CIL using the latest advice from Tozers which supported using CIL on amenities existing before the introduction of CIL in 2013;**

Resolved.

HH

- 3. A small group made up of Councillor Smith (Parish Council Chair), Councillor Smyth (Lead on Finance), Councillor Wood (Exminster NDP Chair), Mrs Jill Daw (Parish Clerk) and Mrs Helen Hibbins (RFO, Section 151 Officer) is tasked to produce high level financial projections for the next five to ten years for the Parish Council meeting to be held on 16 October 2023.**

Resolved.

KS/JD/

HH/LS/

AW

PLANNING MATTERS

23/389 Planning Applications

- 1. AHX/DCC/4337/2023 - Lower Brenton Farm, Brenton Road, Kennford, EX6 7YL - Provision of temporary construction, demolition and excavation waste recycling facility; importation and landfilling of up to 700,000 cubic metres of inert waste materials; and associated works including installation of drainage infrastructure and alterations to existing vehicular access**

It was resolved to object to the application. A full report on the objection including material planning considerations would be presented at the meeting on 4 September for Parish Council approval, prior to submission to Devon County Council (DCC).

SC

- 2. 23/01384/CLDE, Caravan at NGR 292929 86309, Exminster - Certificate of lawfulness for use as a caravan site**

The applicant wished to continue 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 part, or the only dwelling, planning permission would be required.

HH

Action

23/390 Planning Decisions

- 1. 23/01011/HOU – Westhaven, Milbury Farm – single storey extension - GRANTED**

23/391 To note any planning matters regarding the Matford development

1. Planning

A planning application variation regarding the school and a recommendation regarding a bus service for Matford would be discussed by the Matford Working Party (MWP) at its meeting on 24 August. These would be on the agenda for the Parish Council meeting on 4 September.

JD

2. Community Centre

The application for the Community Centre would be considered by the DCC planning committee on Wednesday 6 September. A refusal at this stage could put the Community Centre and GP surgery in jeopardy due to funding deadlines imposed by Homes England.

The Parish Council would be invited to speak at the committee meeting and agreement was needed at the Parish Council meeting on 4 September concerning its stance.

KS

A recommendation regarding future ownership of the Community Centre would be brought to the meeting on 18 September. A decision on this was critical to DCC to allow it to move onto the tendering stage at the end of September. This was necessary to meet the timeframe for Housing Infrastructure Funding (HIF).

MWP

A name for the Community Centre needed to be agreed as the Matford Centre was already on Marsh Barton. It was noted that the architects referred to it as “the Hub.”

It was likely that the GP surgery would be owned by NHS estates and leased to the practice.

Cllr Smith and the Deputy Clerk attended a meeting with the architect, the South West Norse project manager and mechanical and engineering consultants on 15 August. A complete virtual tour was given, and facilities explained. This gave an indication of the level of involvement required in the future, what would (and would not) be funded and future operating costs. The site was particularly challenging to build on.

Cllr Goodey raised a concern about the proximity of the site to the Matford Brook Academy and asked whether the issue with the school would impact the start of construction on the Community Centre and GP Surgery. It was noted that there was no clear information on the situation regarding the school.

Action

It was noted that there was a difference in priorities between Exminster Parish Council and DCC. This was evidenced by recent planning applications for the electricity substation and landfill.

NEIGHBOURHOOD DEVELOPMENT PLAN MATTERS

23/392 To agree the attached Report 2023 to be delivered to all households in the Parish as set out in section 6.0 of the Exminster Neighbourhood Development Plan 2013-2033.

Cllrs Wood and Goodey noted the following points about the leaflet:

- The commitments made by the Parish Council in the implementation and monitoring section of the NDP had not been met despite the leaflet claiming the contrary.
- On page 1, the Parish Council proposed an NDP in 2012 and not 2013.
- There was no mention of the delayed opening of the school. Correspondence sent by the school in June 2023 was referenced. This was an important item of infrastructure.
- Dates for the construction and opening of the Community Centre needed to be changed.
- Residents may have been opposed to large scale development (according to the Community Plan 2012) but eleven years had passed with no further consultation.
- Peamore was in the emerging Teignbridge District Council Local Plan so the word “negotiations” was misleading and inappropriate and should not be included in the leaflet.
- The receipt of CIL by parishes without an NDP should read “up to a capped 15%”.
- The timeline for achieving a draft NDP in mid-2024 with referendum in 2025 may be delayed considering that it had been over 2 months since the first draft of the update document was released and it still had not been published.

It was agreed that Cllrs Wood and Smith would work on amendments to the leaflet to be brought back to the Parish Council meeting on 4 September.

KS/AW

23/393 1. To resolve a Budget for the Exminster Neighbourhood Development Plan 2020-2040 is agreed at £21,350 as per the circulated draft Budget

Resolved.

2. Subject to the resolution 1. being passed, to agree that an application for a Locality grant be progressed for approval at the Parish Council meeting on Monday, 4 September 2023

Resolved.

JD

Action

Cllr Wood explained the process of completing the application. This would be discussed at the NDP Working Party meeting next week.

Cllr Goodey, drawing on his experience with Kenn Parish Council's NDP, reported that once the application had been submitted, a decision on funding followed swiftly.

23/394 Councillors' Reports – for information only

1. Cllr Wood reported that he would be tackling Housing Infrastructure Funding and s106 agreements for Matford before producing a report on CIL.

23/395 Public Open Session – (Maximum 10 minutes)

1. There was an issue about how the Parish Council worked together and respected members' expertise.
2. The Parish Council should consider having a committee for the NDP so that it could have delegated authority and prevent duplication of workload.

The meeting closed at 21:30

Date of next meeting: Monday 4 September at 19:30 in the Victory Hall

Signed:.....Kevin Smith..... Date:...4 September 2023.....