

Chairman: Kevin Smith

Action

24/395 Present

Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Lisa May (LM), Cllr Charles Nuttall (CN), Cllr Kevin Smith (KS)

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Teignbridge District Councillors: Charles Nuttall (CN), Kevin Lake (KL)

Public: 1

24/396 Apologies received from

Cllr Nicola Guagliardo (NG)

Cllr Adrian Wood (AW)

Cllr Gary Wheatley (GW)

Devon County Councillor Alan Connett (AC)

24/397 Declaration of interest on agenda items

None declared.

24/398 Dispensation requests regarding Code of Conduct

None received.

24/399 Public open session (maximum 10 minutes)

1. Rosie Fellows, new Community Development Manager at Westbank Healthy Living Centre, introduced herself and explained her role. The facilities provided by Westbank were outlined, including the Coffee Shop where the provision of further activities was envisaged. Partnership and collaborative working with the village and organisations would be key. Councillors updated Rosie on the projects that the Parish Council was currently undertaking that she may be interested in.
2. The bollard in Deepway Lane had been replaced.

24/400 To confirm the draft minutes of the Exminster Parish Council meeting held on 15 July 2024 are an accurate record

Resolved.

24/401 County Councillors Report on items other than those on the agenda

Cllr Connett had sent the following report in his absence:

1. Complaints had been received by Highways about the overgrown hedges along the footpath between the Main Road and Old Quarry Drive, near the Stowey Arms.

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2. Sanctuary Housing, acting on notice from DCC, had cut the overgrown bush on the Milbury Reach estate, but not to a satisfactory standard. This would be raised with them by Cllr Connett.
3. The removal of the 20mph Roundel near the Milbury Farm Meadow Junction continued to be pursued with Highways.
4. Students would start at Matford Brook Academy on 4 September. Work to ensure that the walking and cycling route between Exminster and the school was safe had been progressed by Cllr Connett during the last few months.
5. The abandoned car on Farmhouse Rise had now been removed following media coverage initiated by Cllr Connett. A further abandoned car on Reddaway Drive had been removed after reporting to Teignbridge District Council (TDC).
6. A press released from Devon County Council (DCC) outlined how it was working with NHS England to ensure that care continued to be delivered to patients and that reasonable needs of were met during the GP Collective Action taking place during August.
7. The specification for cycle lane signage, requested by the Parish Council, had been submitted to an external contractor by Highways for pricing. This would be on a future agenda for approval.

24/402 District Councillors Report

Teignbridge District Councillor Kevin Lake reported:

1. He had assisted in getting the abandoned car removed from Farm House Rise.
2. A drop in water pressure had been experienced in parts of the village. South West Water sent out an emergency team to investigate and remedy, following a phone call from Cllr Lake.
3. The RSPCA had thanked Cllr Lake for his assistance with a TDC wide scheme to stop small pets to being given as prizes (i.e. goldfish at fairs). This was not allowed at any events permitted by TDC. Cllr Nuttall commented that he also endorsed the scheme.
4. A resident had complained about the condition of the road to the Old Pump House from the top of Deepway Lane. Cllr Lake had confirmed with Highways that it was an unadopted road and therefore no action could be taken by local authorities.
5. Overgrown foliage obstructing 40mph signs had been reported to DCC Highways and had been rapidly cleared.
6. Grants of up to £500 were available from the Devon Wildlife Scheme. Cllr Churchward would advise Jeremy Pyne of this for his nature recovery project.

Teignbridge District Councillor Charles Nuttall reported:

7. The fly-tipped sofa on Days Pottles Lane had been removed by TDC.
8. Discussions were taking place with Highways to determine appropriate questions to be included in the Neighbourhood Development Plan Household Questionnaire regarding road safety and speed limits.

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24/403 Chairs Report

No matters to report.

24/404 Clerk's Report

1. Lorne Smyth had resigned as a Councillor with effect from 15 July. A Casual Vacancy notice had been posted on the notice board and TDC had been informed. A formal letter of thanks would be sent for his service.

JD

2. An email from Cllr Lake regarding broadband services had been circulated.

3. National Grid would use standard barriers and not Heras fencing during the electrical work scheduled on Spurfield in September. (Heras fencing was expensive and not deemed necessary for the scope of this work).

4. Cllr Churchward had circulated notes of a recent meeting with Real Ideas.

5. Permission has been given, by delegated authority of the joint Lead Councillor for Property & Amenities Kevin Smith and the Clerk to allow the Scouts to hold their annual firework display at Deepway on 6 November (Date to be checked as the Friday is the 8)

JD

6. A complaint had been received from a dog walker at Spurfield regarding an incident with a contractor. This had been resolved.

7. Exminster Outlook (Methodist Church newsletter) had been circulated.

8. The B bus service to the Science Park would increase in frequency to every 20 minutes during weekday daytimes from 1 September. This should be publicised in Scene and on Facebook.

HH

9. The Chair and Clerk had had a positive meeting with the new Vicar of Exminster, Vanessa Pestrige, regarding the relationship between the Parish Council and St Martins Church and arrangements for Remembrance Sunday.

24/405 To update Council on a meeting held on the 18 July with neighbouring Parish Councils to consider setting up a Parish Cluster Group

Notes of the meeting had been circulated and Cllr Churchward summarised the discussion.

It was proposed that the cluster – Shillingford, Ide, Kenn and Exminster Parish Councils met one month prior to each Town and Parish Council Conference Meeting (currently scheduled twice per year). The host would rotate between parishes and the expectation was that it would be attended by the Clerk and one other representative of each Council. It was suggested that two Councillors might be better especially if they had particular expertise regarding matters to be discussed.

It was agreed that the first meeting would be hosted by Exminster Parish Council on Monday 14 October. Cllr Churchward would contact cluster members to advise.

SC

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24/406 To note that the General Privacy notice and Staff, Councillor and Role Holder Privacy notice have been reviewed with no material changes

Noted.

HH/JD

24/407 To consider a report on the role of Lead Councillor

The Chair introduced the report and explained its background. Questions had been asked at the Annual Council Meeting about the role of Lead Councillors and their relationship with Working Parties. As a result, the Council had not made some appointments and it was agreed to undertake a review.

Discussions were held between the Chair, Vice Chair and the Officers and various options considered. The report proposed that Lead Councillor Roles cover the following areas:

- Planning
- Neighbourhood Development Plan
- Finance
- Environment and Climate Change¹
- Properties and Facilities²
- Highways
- Footpaths

For all other matters, the Chair and Vice Chair of the Council would act as the Lead Councillors.

The previously adopted Lead Councillor roles for Green Spaces, Data Protection and Community Resilience were not required; they were not appointed at the ACM and should remain disestablished. A Lead Councillor would need to be appointed for Environment matters.

Working Parties with exclusive Councillor membership would be unchanged. Working Parties with Community Participation would in future bring issues to Council either via their Lead Councillor or the Clerk who would involve the most appropriate Lead Councillor as required.

Following a brief discussion, it was agreed that the principles would be included in a formal Parish Council document, that the Terms of Reference for the Working Parties were updated accordingly, and these would be brought to Council for approval in due course.

JD/KS

24/408 To change to a 24-month mobile phone contract with EE at a cost of £15.00 plus VAT per month per user, to include replacement handsets, for the Clerk and Deputy Clerk/RFO.

¹ Formerly Environment

² Formerly Properties and Amenities

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Resolved.

HH

PROPERTY AND AMENITIES MATTERS

24/409 To agree a budget figure of £850 to site a recycling litter bin at the top of Dryfield, near the flower beds to replace the bin currently on site

Resolved.

To be funded from the Village Infrastructure Reserve.

JD/HH

FINANCE MATTERS

24/410 Payments for approval

It was resolved to approve payments in the sum of £11,550.36.

HH

PLANNING MATTERS

24/411 To agree who will represent the Council at the Teignbridge District Council Local Plan examination hearings to open on the 17 September at Forde House

The hearing would take place over 5 or 6 weeks. Documents had been received that outlined how the hearing would be conducted and arrangements for participation. These needed to be understood before it was decided whether the Parish Council would need to participate. Any new information to be submitted would need to be approved by the Parish Council, submitted to TDC and booked in to the hearing.

It was resolved to approve that Cllr Wood should attend the hearing as he had expressed an interest. The Clerk would liaise with Cllr Wood prior to the deadline for nominating attendees to ascertain the sessions he wished to attend.

JD/AW

24/412 Planning applications

- 1. AHX/DCC/4337/2023 - 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, at Lower Brenton Farm, Brenton Road, Kennford, EX6 7YL**

Two documents had been circulated. Cllr Churchward's document outlined the issues and Cllr Smith's document was the draft report for submission.

The issues for Exminster Parish related to pollution of Berry Brook and its impact on the Marshes (a designated protected European site). The new flood risk assessment

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and attenuation ponds were highlighted in the response as the report demonstrated awareness that the run-off from the site would enter Berry Brook.

It was resolved to submit the draft report strongly objecting to the application, with the following amended paragraph:

“Apart from the existing natural run from surface water, the proposed *crushing operations, associated mechanical cooling*, wheel-washing and dust control sprays will add to the amount of surface water to be filtered by the attenuation ponds. All water from the crusher and infill will filter into Berry Brook.”

KS/JD/SC

24/413 Planning decisions

Noted.

1. 24/00377/HOU | Single and two storey extensions and changes to the external finishes | Southerley Rise Little Silver Lane Matford Devon EX2 8XZ – **GRANTED**
2. 24/00930/HOU | Dormer roof extension (retrospective) | 38 Glebelands Exminster Devon EX6 8AR – **GRANTED**
3. 24/00872/FUL Spurfield House, Main Road – Erection of two outbuildings – **GRANTED**

SOUTH WEST EXETER DEVELOPMENT

24/414 Update on matters

1. Housing Infrastructure Funding (HIF)

DCC had received a positive response from Homes England regarding an extension of HIF until March 2026 to facilitate the building of the GP surgery and Community Centre. A deed of variation was in progress.

2. Matford Brook Academy

A response had been received from TDC to the Parish Council’s question regarding planning permission requirements for the temporary classrooms on site from September. Further information had been requested from the school before TDC could answer definitively.

The Parish Council’s comments on the Community Use Agreement had been sent to stakeholders but no response had been received to date.

3. Update from Real Ideas

Cllr Churchward reported that Real Ideas had been pleased with the responses received to date, through the online survey and face-to-face meetings with residents. Parish Councillors were invited to the community event that they were organising for residents on 21 September at the Devon Hotel between 12:00 and 15:30.

ALL

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4. Bus Transport for Matford Brook Academy

Cllr Churchward reported that Stagecoach was considering a short diversion of one morning and afternoon B bus to serve Matford Brook Academy. This would be discussed at a Stagecoach meeting in September and David Nappin would report back to the Council on the outcome.

24/415 To report the agreed resolution made in Part II of the Council meeting held on 15 July to approve a budget figure of £1080 for advice on ratable values from Vickery Holman. (£540 for initial advice with delegated authority for the Clerks to authorise a further £540 for additional questions, in consultation with the Chair).

Noted.

The report had been received. (Refer to item 24/424).

NEIGHBOURHOOD DEVELOPMENT PLAN

24/416 Update on matters discussed at the Neighbourhood Development Plan Working Party (NDPWP) meeting on 22 July.

Notes from the meeting had been circulated to all Councillors.

Cllr Goodey noted that a further Household Questionnaire was planned for September (for the Exminster village settlement limit) that would include a Housing Needs Analysis. Unfortunately, due to officer availability at TDC, the questions could not be discussed and agreed with TDC until after 23 August.

Cllrs Goodey and Wood had met with Devon Communities Together regarding arrangements for the questionnaire and quotations had been requested for collation of the questionnaire and production of a report.

24/417 To approve a recommendation from the NDPWP that the Parish Council approaches local landowners regarding acquiring land or obtaining access

Resolved.

Cllr Goodey explained that there were a number of parcels of land that could be used for various purposes in or adjacent to Exminster village.

The land agents had been spoken to identify the boundaries and further discussions would be required in due course.

JD

ENVIRONMENT MATTERS

24/418 To consider a recommendation to nominate the Parish Council for the Climate Response of the Year Award

Cllr Churchward had submitted a report outlining how the Parish Council met the criteria for the award.

It was agreed to submit the nomination.

SC

Action

24/419 To approve minor amendments to the Environment Policy approved at the Parish Council meeting on 15 July 2024

Resolved.

SC/JD/HH

24/420 Councillors' reports – for information only

No matters to report.

24/421 Public open session (maximum 10 minutes)

No comments.

24/422 It is proposed that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act of 1960, the Press and Public will be excluded from items 24/423 to 24/425 (part II) having due regard to the confidential nature of the business to be transacted

Resolved.

PART II

24/423 To agree the notes of the part II meeting held on the 15 July 2024 are an accurate record

24/424 Update on Due Diligence

24/425 Staff Matters

The meeting closed at 20:50

Date of next meeting Monday 19 August 2024 at 19:00 in the Victory Hall

Signed:....Kevin Smith.....

Date:.....19 August 2024.....