

Chair: Kevin Smith

Action

24/599 Present

Cllr Sheila Churchward (SC), Cllr John Goodey (JG), Cllr Nicola Guagliardo (NG), Cllr Sarah Ladyman (SL), Cllr Lisa May (LM), Cllr Charles Nuttall (CN), Cllr Kevin Smith (KS), Cllr Gary Wheatley (GW)

Clerk: Mrs Jill Daw (JD)

Deputy Clerk: Mrs Helen Hibbins (HH)

Teignbridge District Councillor: Charles Nuttall (CN)

Public: 1

24/600 Apologies received from

Cllr Adrian Wood (AW) – personal reasons

Devon County Councillor Alan Connett (AC)

24/601 Declaration of interest on agenda items

None declared.

Cllr Guagliardo started to make a declaration of interest but was advised by the Chair that the content was not at the appropriate point and to wait until Councillors Reports.

24/602 Dispensation requests regarding Code of Conduct

None received.

24/603 Public open session (maximum 10 minutes)

1. The drain remained blocked on Deepway Lane.

JD

2. The Household Questionnaire mentioned the Feoffee's Land, a portion of which was allocated to the Allotment Society. Cllrs May and Smith would communicate with the member of the public explaining the situation with the land involved.

LM/KS

24/604 To confirm the draft minutes of the Exminster Parish Council meeting held on 4 November 2024 are an accurate record

Resolved.

Action

24/605 Clerks report

1. Devon County Council (DCC) had acknowledged receipt of the approved minutes of the Parish Council meeting on 21 October relating to the Council's decision on the proposed Matford Community Centre.
2. The Remembrance Day service went well and was well attended. Thanks, have been extended to participants and their feedback would be noted for next year.
The Clerk would circulate a list of feedback when complete.
3. Exminster Guides had requested if a Councillor could attend a Guide meeting in the New Year to give a talk about the work of the Parish Council.
Cllr Smith and May expressed an interest, and the Clerk would liaise with the Guide leader regarding arrangements.
4. Planning summaries, draft minutes and redacted payments for approval would be made available on the Parish Council website before meetings. This was in line with the information distributed to members of the public at Parish Council meetings and reflected good practice. Draft minutes would be published on the notice board as soon as practical after a meeting.

JD

LM/KS/JD

24/606 To note receipt of the monthly Police report

No report had been received.

Reports of vehicle vandalism in Berrybrook Meadow and anti-social behaviour at Milbury Reach had been seen on Facebook.

Cllr Wheatley would send examples of these to the Clerk to pass on to the Neighbourhood Beat Officer.

GW/JD

24/607 To receive a report from representatives of Real Ideas

Cllr Churchward introduced the presentation and explained the background to the scoping study that Real Ideas had undertaken.

Standing Orders were suspended for item 24/607 only, to allow for the presentation from Ed Whitelaw and Tom Butt of Real Ideas.

The presentation reflected the report that had been circulated prior to the meeting and outlined the key findings and recommendations.

Councillors were asked to consider the information and send queries and comments to Cllrs Churchward and May by 20 December to inform further discussion with Real Ideas

ALL.

Action

Cllrs Churchward and May would produce a proposal on the next steps to be taken for the first Parish Council meeting in February.

LM/SC

24/608 To approve the sum of no more than £1500 plus VAT to purchase and install cycleway and footway signage from the motorway bridge through Milbury Reach to the Main Road

Resolved.

The Clerk would contact the Highways officer to progress.

JD

24/609 To note the Councils Safeguarding & Child Protection Policy has been reviewed with no material amendment

Noted

Cllr May left the meeting.

JD

FINANCE MATTERS

24/610 To appoint an Internal Auditor for the 2024/25 Financial Year

A report had been circulated explaining that quotations had been sought for the service as this was good practice although there was no requirement to change Internal Auditor as last year was the first year that the Council had used Paul Russell.

It was resolved to appoint Paul Russell for the current financial year.

HH

24/611 To agree to pay staff wages (following receipt of details from the payroll bureau) and other due payments that would ordinarily be authorised at the second Parish council meeting in December by Thursday 19 December.

Resolved.

HH

24/612 RFO's report

1. Direct Debits in October

	£
NatWest Bankline	5.20
Utility Warehouse	247.63
EE	36.00
NEST	262.02

Action

2. Staff Overtime in October: Clerk – 15 hours, RFO – 5 hours
3. The National Joint Council for Local Government Services had agreed the pay award for the 2024/25 financial year applicable from 1 April 2024. In accordance with employment contracts, the Clerk, RFO and Admin Assistant's hourly rates had increased in line with the increment backdated to 1 April 2024 (or start date).
4. Housing Base: Teignbridge District Council had advised that the housing base for the 2025/26 financial year would be 1947.2, an increase of 86.55 from last year.
5. Website Compliance: The quarterly compliance scan had been received. There were no errors and four warnings that had been addressed.
6. Lloyds Bank Charges: From January 2025, there would be a monthly account fee of £4.25. The account attracts no interest. The Parish Council was not covered by the Financial Services Compensation Scheme (FSCS), so there was no advantage to spreading deposits amongst providers. It was therefore suggested that consideration should be given to transferring the balance to either the CCLA or Unity Trust account, and closing the Lloyds account

A proposal will be made at a future meeting following discussion at a Finance Working Party Meeting.

HH

24/613 Payments for approval

It was resolved to approve payments in the sum of £18650.07

HH

24/614 Draft accounts for October

1. Budget Comparison Report

2. Balance Sheet

The draft accounts were not discussed as the reports would form part of the forecast to year end that would be presented to the Finance Working Party.

It was explained that, on Wednesday 20 November, the RFO and Lead Councillor for Finance would record a video outlining the budgeting process that this would be made available to all Councillors.

Finance Working Party meetings would take place on Wednesday 27 November and Wednesday 11 December at 16:30 (both online) to discuss the budget. All interested Councillors were invited to attend.

The RFO would send out invitations.

HH

PLANNING MATTERS

24/615 Planning applications – Cllr Churchward

1. Planning Application DCC/4337/2023 Regulation 25 Request for Further Information. 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

Cllr Churchward explained that the changes to the application did not affect Exminster Parish.

It was resolved to comment on the application that the objections presented by the Parish Council on 5 August 2024 and 5 September 2023 would not be repeated but still stood. The Parish Council was not aware of any particular change in the application currently being presented compared to those previously reviewed.

A copy of the previous responses would be provided with the response to the application for information.

HH

2. 24/01713/TPO | Land At Edge Of Elm Park Development Matford Home Park South Of A379 Matford H2 - various - prune branches on the western side back to the boundary fence line, all final cuts to be no greater than 100mm in diameter. H2a - Blackthorn - Prune scrub growth back the boundary fence line on the eastern face of the hedge. H2b - Hazel and Hawthorn - Crown lift the eastern side of the hazel clumps by coppicing the outer layer of stems from each clump to provide 2m clearance above ground level. Prune the branches on the western side back to the boundary fence line. All final cuts to be no greater than 100mm in diameter. G4 - Field Maple - Crown lift to 3m above ground level and prune the branches on the western side back to the boundary fence line. All final cuts to be no greater than 100mm in diameter. G5 - Elm - Remove all dead Elms - fell to ground level |

It was resolved that the Parish Council had no comment to make on this application and to defer to the recommendation of the arboriculture officer.

HH

24/616 Planning decisions

Noted as listed.

1. 24/01569/FUL | Permanent retention of detached infection control visitor meeting pod adjacent to care home | The Manor Main Road Exminster Devon EX6 8AP – GRANTED

Action

2. 19/01237/AMD4 | Non-material amendment (redesign of layout in relation to plots 93-98 and 177-182, including relocation of four affordable housing units and changes to house types) to reserved matters application 19/01237/MAJ for approval sought for appearance, landscaping, layout and scale for 220 units and associated infrastructure and public open space (Area A), and approval of layout only for 12 self-build units | Land At Matford Home Park South Of A379 Matford Devon – APPROVED
3. 24/01442/HOU | Replacement of existing garden shed with new granny annexe | Brookside Bungalow Dawlish Road Exminster Devon EX6 8DN – REFUSED
4. 21/02229/MAJ | Construction of 37 dwellings and associated access, drainage infrastructure, and landscaping including minor revisions to landscaping and the parking layout for plots 12 - 14 approved under application 19/01237/MAJ | Land At Grassmead Matford Devon EX2 8XR - APPROVED

SOUTH WEST EXETER DEVELOPMENT

24/617 Update on matters
No matters to report.

NEIGHBOURHOOD DEVELOPMENT PLAN MATTERS

24/618 Update on matters
The consultation documents had been delivered to all households and responses were being received.

24/619 Councillors reports – for information only

1. Cllr Nuttall reported that he had met with DCC Highways alongside Cllr Wood regarding speed limits, road safety issues and Vehicle Activated Signs. It was intended that a proposal would come forward to the Parish Council in January. Cllrs Nuttall and Wood would meet this week to discuss the proposal. It was noted that the Administration Assistant would help with compiling the report.
CN/AW
2. Cllr Churchward gave an update on the wildflower bed initiative at Deepway Green. It had been well supported by residents. A Facebook post had generated many positive comments. Additional varieties (of wildflowers) would be considered for next year to extend the display. There had been some suggestion about increasing the size of the bed, but the intention was to show residents that putting aside a small area of their gardens for wildflowers would benefit pollinating insects.
3. Cllr Guagliardo circulated a personal statement. The Clerk and the Chair requested Cllr Guagliardo not to read this out since it was not Council business. The Clerk advised the Chair to close the meeting to stop Cllr Guagliardo from continuing

Action

24/620 Public open session (maximum 10 minutes)

Not heard.

The meeting closed at 20:19. Item 24/620 was not heard.

Date of next meeting 2 December 2024

Signed:.....Kevin Smith..... Date:...4 December 2024.....