

BISHOPS CLYST PARISH COUNCIL

Minutes of Bishops Clyst Parish Council Meeting
Held on Monday 13 October 2014
At Sowton Village Hall (7.30 pm)

PRESENT	Cllrs	M Norman (Chair) (MN)	D Axford (DA)
		A Cotterill (AC)	P Cain (PC)
		S Perry (SP)	R Norman (RN)
		M Fernbank (MF)	R Hatton (RH)
		C Fairburn (CF)	

The Clerk and 3 members of the public were present.

- 1 **APOLOGIES** - Apologies were received from Cllr M Gibbs (MG), County Cllr P Bowden and PCSO Donna Baker.
- 2 **MINUTES** - PC proposed, AC seconded and all agreed that the Minutes of the September meeting be confirmed and signed as a correct record. MN signed the Full Council Minutes.
- 3 **RISK ASSESSMENT/DECLARATIONS OF INTEREST AND DISPENSATIONS.**
Risks were noted. Cllrs M Fernbank declared an interest in item 10 (Winslade Park development) and P Cain declared an interest in item 9 (S106 funding). Both Councillors signed the Declarations of Interest Book as did Cllr Perry who submitted his interest in item 9 (S106 funding). No other declarations of interest or written dispensations were received. DA declared that he received a free lunch from Flybe to the value of £7 on 1.10.14.
- 4 **MATTERS ARISING FROM THE LAST MEETING:**
 - 4.1 Car parking breaches – MF circulated a photocopy of a parking infringement wallet which could be purchased at approx. £6 for 50 wallets. MF to draft a letter for circulation prior to November meeting.
Action: MF
 - 4.2 Flood defences – clearance of flap valves. EA visited and cleared the first valve along the footpath. The recent heavy rain has seen no flooding in the fields so it would appear that the work has been successful. MN reported that the second flap valve will be cleared in due course.
Action: MN
 - 4.3 Weed Spraying in Village – DCC is unable to provide a date that this was completed.
 - 4.4 Future Security of Recreation Field – the Crime Prevention Officer was unable to provide information on any accelerated procedures of traveller eviction. RH stated that bollards, if installed, only take 10 minutes to cut through with an angle grinder so this is unlikely to deter entry. DCC have said that they would be unwilling to cut back the hedge that screens off the A3052 as there is no defect/health and safety issue. Clerk to seek DCC cost of lopping back to a height of 1m. SP agreed to look at the types of security that Plymouth Brethren have adopted. MN suggested a letter be sent to Government making them aware of the expense that traveller incursions have on the settled community. Clerk to circulate prior to sending.
Action: SP/RH/MN/Clerk
 - 4.5 Any Other Matters Arising: None
- 5 **REPORT FROM COUNTY COUNCILLOR - PETER BOWDEN**
Apologies received.
- 6 **REPORT FROM DISTRICT COUNCILLOR - MIKE HOWE (MH)**
Not present and no report received.
- 7 **REPORT FROM PCSO DONNA BAKER**
Not present. A copy of her report is in the Minutes Book.
- 8 **OPEN SESSION**
 - A resident spoke of the lack of progress regarding superfast broadband in Clyst St Mary. The Chairman explained that this is an ongoing matter and one that District Cllr Mike Howe is chasing. The Clerk has received a number of complaints from residents and has copied Hugo Swire (MP) into emails.

Open session closed.

- 9 **S106 FUNDING**
Gym equipment – Following a meeting on 29.9.14 with EDDC S106 Officer, 3 invitation to tender letters had been sent to companies. Deadline for tenders 5.11.14. PC raised the question that if the recreation field was to be levelled and a football pitch incorporated in the future, then it would be advantageous for the gym equipment to be positioned within the existing children's play area. The Clerk explained that, depending upon the type of gym
- Signed Chair Dated: 10.11.14

equipment, will depend upon where it is positioned. Regulations and advice will be sought from the companies submitting tenders. Action: S106 Steering Group/Clerk

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PLANNING – SP

Applications for Consideration:

<u>Plan No & Type</u>	<u>Location</u>	<u>Proposed Development</u>
14/2030/FUL (amendment)	Friends Provident, WP	Installation of security fencing to part of north, east and west boundaries and internally through the site.
The Planning Committee supported this application.		
14/2063/MRES (adjoining)	Ridgetop Cluster, Ex Science Pk	Reserved matters application (access, appearance, landscaping, layout and scale) for the erection of the Met Office High Performance Computer Centre at the Science Park, including associated infrastructure, landscaping, access, fenced compound and ground re-grading works, pursuant to outline planning permission ref: 09/1107/MOUT.
The Planning Committee supported this application.		
14/2225/PDJ	Bishops Court Gdns, CSM	Change of Use and conversion of office to Residential
The Planning Committee objected to this application.		
14/1966/COU	Units 4, 5 Bishops Crt Gdns	Change of use from (B2) to a gym (D2)
The Planning Committee objected to this application.		
14/2195/MOUT (adjoining)	Land adj to Sandycote, Hon Rd Blackhorse, Clyst Honiton	Outline application for the construction of up to 44 no dwellings (with all matters reserved).
The Planning Committee objected to this application.		
14/2240/FUL	8 Winslade Park Avenue, CSM	Erection of rear conservatory.
The Planning Committee supported this application.		
14/2270/FUL	78 Clyst Valley Road, CSM	Construction of two storey side/rear Extension
The Planning Committee objected to this application.		
14/2369/FUL	Exeter Science Park, Clyst Honiton	Construction of car park (46 vehicles) to serve the Redhayes cluster including ancillary water drainage, servicing, street lighting, landscaping and fencing.
SP proposed the Council support this application with comments concerning the proximity of the car park in relation to the building.		
14/2237/MOUT	Land to North of A3052 Between Cat & Fiddle & Devon County Showground	Outline app with some matters reserved for the construction of up to 93 dwellings and new access and associated open space (access to be considered).
SP has only just received the plans for this application. The Clerk was asked to seek an extension to 12.11.14 and organise a public open meeting for 29.10.14 (7 pm) at CSM Primary School Hall. MN agreed to procure a ream of coloured paper for use in the noticeboards.		
14/2452/FUL	3 Fawns Cottage, Sowton	Construction of first floor side extension.

For consideration.

Decisions from EDDC:

<u>Plan No & Type</u>	<u>Location & Proposed Development</u>	<u>Decision</u>
14/1617/FUL	Linden Lea, Sidmouth Road, CSM Re-instatement of a canopy over the front entrance	Grant
14/1717/FUL	Linden Lea, Sidmouth Road, CSM Proposed alterations including replacement windows to Grade II listed cottage, Linden Lea.	Grant

Any other matters for information/discussion:

To discuss any relevant planning matters, if required.

The Clerk had circulated information provided by the new EDDC Neighbourhood Planning Officer, Tim Spurway, relating to the Local Plan adopted 2006. The Clerk to write to the Head of Planning at EDDC seeking whether or not this Local Plan still stands. Action: Clerk

MN read out a draft letter to EDDC that DA had put together regarding major planning applications within this parish being deemed premature and prejudicial to the evolving Neighbourhood Plan. SP proposed this be sent (with minor amendments), RN seconded. All agreed. Action: DA/Clerk

RN asked if the Clerk could include the 'location' in the email subject title of circulated planning applications.

Signed Chair Dated: 10.11.14

- **Neighbourhood Planning** – RH reported that the Group is about to sign off the evidence based document. The Clerk agreed to forward details of expenditure incurred to RH. A revised programme has been put forward showing a completion date of September 2015. RH agreed to forward this to the Clerk for inclusion on the website (when approved).
- **Winslade Park** - Consultation Group – DA had nothing to report. PC reported that he, as an individual and not a Councillor, is looking into a sports club and its management which will incorporate the recreation areas of any future development. He reported that he was happy to discuss this after the meeting with anyone interested. PC spoke about the possibility of another organisation being sought to manage the other public areas within the development.

11 **ACCOUNTS AND FINANCES** - PC/Clerk.

The Clerk reported the cheques written out for authorisation.

- DA proposed, SP seconded and all agreed the monthly transactions be authorised.
- Minutes of the Finance & General Purposes Working Group had been previously circulated and a copy of this is in the Minutes Book. PC proposed that the Minutes be signed as a true and correct record, SP seconded. All agreed. PC is seeking a quote for the tree cutting on the bank in the upper car park and proposed this be carried out before end of February 2015 (bird nesting season), seconded by RH. All agreed. Action: PC
- MF proposed the Angel's head on Sowton War Memorial be repaired in the sum of £360. RH seconded. All agreed. Action: Clerk.

12 **HIGHWAY MATTERS** - to receive updates on matters previously raised.

- 12.1 SWW CCTV investigation in Village Road/Frog Lane carried out 17/18 Sept – awaiting report from SWW. PC suggested that such a survey could be carried out by a chartered surveyor and CF could recommend one, should it be required. Action: Clerk.
- 12.2 Sponsorship of CSM Roundabout – DA approached Cavanna Homes who is looking into this. PC recommended P Landscape be approached should Cavanna decline. Action: DA
- 12.3 One way system in village road (brought forward from Sept meeting) – after lengthy discussion it was agreed to canvass residents through the Neighbourhood Planning process. Action: RH
- 12.4 Review of speeds along A376 (J30 to CSM roundabout) – MN has liaised with the Police Road Safety Officer who hopes that Highways Agency will be willing to display a message on the electronic board making motorists aware of their speed. Action: MN
- 12.5 Frog Lane – increasing traffic and speeds – no update/report from the Police. Action: MN
- 12.6 Side drains along A376 – DCC have yet to put a cleaning order on these. Action: Clerk
- 12.7 Ditch at bottom of Winslade Park Avenue – for clearing October onwards. Action: Clerk
- 12.8 Bishops Court Lane – a large amount of patching work has now been completed to a satisfactory standard.
- 12.9 Any other highway matters:
 - Improvements to Junction 30 – Slip road to CSM (consultation deadline 13.10.14). MF read out the Council's response which included concerns over lane markings/widths, speed of traffic approaching CSM roundabout and possible build-up of traffic on other roads leading to M5 roundabout.
 - A3052 Oil Mill Lane Junction Improvement – wef 3.12.14. DA commented that he wished the Council to respond that a footpath would have been welcomed in Frog Lane in front of the new Brockwells development but this was not granted. AC seconded. All agreed. Action: Clerk
 - A3052 blocked gullies – MN wished the Clerk write to DCC requesting they be cleared. DA seconded. All agreed. Action: Clerk
 - Exit from Church Lane – MN stated that vehicles turning right out of Church Lane faced poor visibility from the left due to overgrown vegetation/trees on Highway land. Action: Clerk.
 - Faulty streets lights next to Malsters – MN reported two lights not working. Action: Clerk.
 - Potholes outside School. Action: Clerk
 - There is a property in Clyst Valley Road which backs onto Church Lane whose hedge has not yet been trimmed back. RN to find out the house number. Action: Clerk
 - David Palmer, 68 Clyst Valley Road has removed some trees and stones from a wall had dropped into Church Lane. Clerk to write asking for his intentions to reinstate the wall and remove stones from the lane. MN looking into possible listing of wall. Action: MN/Clerk
 - The Clerk was asked to write to Claire Werry regarding her boundary hedge. Action: Clerk

- # 13 **DEVON REMEMBERS** – MF is seeking school records. It is hoped that the project will be completed by the November meeting. There had been no feedback from the Clyst Valley News article. The project would benefit from some historic photos and CF suggested Janet Flynn of St Bridget Nurseries be approached. MF has received a letter from Devon Remembers asking for written evidence in support of their funding. MF to design a letter to pass to the Clerk. Action: Devon Remembers Group

- 14 **POLICIES/DOCUMENTS DUE FOR REVIEW/AGREEMENT**
DA proposed, SP seconded and all agreed that the Standards Task and Finish Group's recommended amendments to the following documents be approved: Complaints Procedure; Code of Conduct and Code of Conduct complaints procedure; Media Comms; Dispensation procedure; Terms of Reference; Grievance & Disciplinary Procedures (all previously circulated). Action: Clerk.

15 **CORRESPONDENCE**

- Katie Harrison – Traffic cutting through village road and Winslade Park Avenue.
 - Neil Macaulay – Rat-run - Winslade Park Avenue
- The two letters were both discussed in unison. Members are aware of the problems that exist. AC spoke in particular of courier lorries and he agreed to note the companies who used WP Avenue as a rat-run. Cllrs suggested writing back to the correspondents suggesting they take a note of registration numbers and report speeding motorists to the Police. Using this road as a rat-run is not illegal. PC stated that, as far as he was aware, historic bylaws still stand regarding traffic leaving Friends Life not being allowed up through WP Avenue. Action: Clerk
- Letter from Solstice Renewables following July PC meeting and response. The Clerk briefly outlined a letter received from Solstice following the July Parish Council meeting. It stated that it felt the meeting had breached democratic protocol and threatened to take this matter up with EDDC Planning Officers. The Clerk had responded explaining that they had been invited to speak during the open session and that they had declined. She had copied in EDDC Planning Officers, District Council and Solstice's client, Chris Down, into the reply. Nothing further had been heard.
 - Eastern Locality TCS Commissioning Intention Document – deadline for comments 10.12.14
 - Parishes Together funding – deadline 31.10.14. The Clerk suggested the possibility of purchasing some benches for the recreation field/play area and MG had looked into prices at approx. £500/each. It was agreed that this be discussed at the next meeting when MG was present. RH had an intention to ask for some funding from the Council on behalf of the school. The Clerk informed him that more information could be sought from the EDDC website.

16 **REPORTS**

- 16.1 Village Halls - Clyst St Mary – Nothing to report. Sowton – MF reported that there had been a BBQ and supper. A Christmas social is planned for December.
- 16.2 Airport – Meeting 1.10.14. Report circulated to members.
- 16.3 Allotments – Plot 7 is vacant. Clerk awaiting quote to rotavate and cover over this plot as it's overgrown and unlikely that anyone would wish to take it on in this state. Plot 12 has recently been taken over by another tenant who has requested a wooden shed (6' x 5') and a glass house (6'3" x 4'5"). MN proposed the shed must be (6'x4') in keeping with others on the allotment and would check the dimension of other glass houses before approval of this is given. CF seconded. All agreed. Action: MN/Clerk.
- 16.4 Play Area/Field – Rubber matting under the swings has now been repaired.
- 16.5 Report from School Governor – RH reported that Devon Educational Department had refused to speak with Louise Herbert, Headteacher at CSM Primary School, regarding its future. Concern is mounting with the possible development in the coming years and the impact it will have upon the local school. Clerk to write to Head of LEA (cc County Cllr Peter Bowden, Sara Randall-Johnson, District Cllr Mike Howe). Action: Clerk.

Any Other Reports:- None.

17 **ANY OTHER BUSINESS RAISED BY AGREEMENT.**

- Cllr Fairburn attended 'Working for the Future of East Devon' event 10.10.14 at EDDC Offices. The day focused on isolation and loneliness in East Devon and trying to reach out to those in need. Opportunities such as computer training for the elderly was suggested and signposting to 'The Silver Line' charity www.thesilverline.org.uk
- Trees on bank in upper car park – dealt with under item 11 above.
- MF reported that the telephone box had been repainted by BT.

16 **DONM – Mon 10 November 2014 – CLYST ST MARY PRIMARY SCHOOL HALL STARTING AT 7.30 PM PROMPT.**

The Chairman thanked those present for their attendance and declared the meeting closed at 9.44 pm.

As the meeting had finished later than expected, PC diarized 22 October 2014 7.30 pm at his house for anyone interested in hearing about the formation of a possible social Club (see item 10 – Winslade Park).

Signed Chair Dated: 10.11.14