

## BISHOPS CLYST PARISH COUNCIL

Minutes of Bishops Clyst Parish Council Meeting  
Held on Monday 8 September 2014  
At Clyst St Mary Primary School Hall

|                |       |                       |               |
|----------------|-------|-----------------------|---------------|
| <b>PRESENT</b> | Cllrs | M Norman (Chair) (MN) | D Axford (DA) |
|                |       | A Cotterill (AC)      | P Cain (PC)   |
|                |       | M Gibbs (MG)          | S Perry (SP)  |
|                |       | M Fernbank (MF)       | R Hatton (RH) |
|                |       | C Fairburn (CF)       |               |
|                |       |                       |               |

District Cllr Mike Howe (MH), the Clerk and 3 members of the public were present.

- 1 **APOLOGIES** - Apologies were received from Cllr R Norman, County Cllr P Bowden and PCSO Donna Baker.
- 2 **MINUTES** - DA proposed, SP seconded and all agreed that the Minutes of the July 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 10 (Winslade Park development) and item 9 (S106 funding). Both Councillors signed the Declarations of Interest Book. Cllr Cain apologised for omitting to declare his interest at the July meeting as he was unaware that he had to voice his declaration at each and every meeting.  
No other declarations of interest or written dispensations were received.
- 4 **MATTERS ARISING FROM THE LAST MEETING:**
  - 4.1 *Upper Car Park Fly Tipping* – The Bailiff confirmed that a CCJ would be placed on William Uglow for a period of 6 years. This matter is now closed.
  - 4.2 *Parking problems in village* – Only a couple of responses had been received following the CVN article requiring feedback from residents on two possible options. Members felt that the poor response indicated that residents were unconcerned. Discussion followed whereby both options (pay and display v. ANPR) were discussed and it was agreed that both had flaws. MF suggested that the Parish Council acknowledge the vast amount of work carried out, however felt that a letter put on car windscreens explaining about a breach in car parking regulations might be a better solution and agreed to put together a draft letter for circulation prior to the October meeting. PC seconded and suggested that it should be given a 6 month trial. All agreed. The Clerk suggested purchasing some sticky yellow wallets to attach to car windows that the letter could be placed inside. Action: MF
  - 4.3 *Flood defences* – clearance of flap valves – MN had made contact with the Environment Agency regarding the flap valves sticking open. As yet nobody has been out to inspect the valves. MN proposed a letter be sent to Kevin Woodley. Action: MN
  - 4.4. *Weed Spraying in Village* – DCC had undertaken weed spraying in the village. Clerk to find out date. Action: Clerk.
  - 4.5 *Any Other Matters Arising:-*
    - Resignation of Cllr Simon Eyre – The Clerk reported that this vacancy could be advertised and that co-option could follow. Action: Clerk.
    - Travellers on Recreation Field behind Village Hall (10 – 15 August 2014). They had returned on 2.9.14 and broke into the adjoining land belonging to Cavanna Homes; a Court Order had been applied for and Bailiffs evicted them on 5.9.14. Cavanna Homes have since had the field ploughed to prevent re-entry and have agreed to provide the village hall with a replacement padlock for the gate (leading into Cavanna Homes' land). PC/SP/RH had liaised with the Crime Prevention Officer and looking into various security options/quotes. MH suggested looking into EDDC Community Buildings Fund to see if this might meet their criteria. MG suggested approaching DCC to request the hedge be lowered (separating Village Hall car park from A3052) so that it becomes more open and visible. Action: SP/PC/RH and Clerk.
- 4 **REPORT FROM COUNTY COUNCILLOR - PETER BOWDEN**  
Not present and no report given. Issues such as Bishops Court Lane update and potholes outside primary school to be brought forward to October meeting.

Signed Chair ..... Dated: 13.10.14

## 5 REPORT FROM DISTRICT COUNCILLOR - MIKE HOWE (MH)

- The Parish Council's Community Right to Bid application for the land at Winslade Park had been declined because there is no public right of access to that land.
- He reported that he had regretfully had to withdraw his opposition to the Youth Rugby Club's application on land at Oil Mill Lane as the largest building has been removed and planting had been improved.
- He still opposes the Solar Farm application on land surrounding Walnut Cottage, Oil Mill Lane.
- Friends Provident fence application is in consultation (see Planning item 10). He is disappointed with DCC's attitude regarding schooling requirements as, potentially this site as well as the 80 houses earmarked on land adjacent to the village hall, could result in approx 90+ primary school age children. He confirmed that the Stable Club and swimming facilities would close at Christmas.
- Cats Copse proposals – open for public consultation but no formal planning application submitted at present.
- Bridge House – Would like to knock down single skin extensions to the rear and rebuild.
- Local Plan has been delayed a few months.
- With all level of development that CSM will see in the coming years, concerns have been expressed regarding the current road network and the bottlenecks that already exist at CSM and M5 roundabouts.

## 7 REPORT FROM PCSO DONNA BAKER

- Not present. A copy of her report is in the Minutes Book. PCSO Baker had suggested via email, the installation of bollards on the pavement of Manor Park Junction with village road to prevent parking on pavements (see below).

## 8 OPEN SESSION

- A resident spoke of the speed and increased volume of traffic using Frog Lane as a rat-run to get to the airport. The Clerk to request PCSO Donna Baker monitor speeds (preferably between 7.30 am – 9 am and between 4.30 pm – 6.30 pm). This should detect if speeds had increased since last records were compiled. Residents are urged to write down registration plates of speeding motorists and report them to the police.
- A resident expressed his concerns regarding the A3052 if Cats Copse development was allowed to go ahead.
- MH does not agree with PCSO Donna Baker's suggestion of bollards on the corner of Manor Park with Village Road as he feels that vehicles will be pushed out onto the road making it more dangerous than it already is. He did report however that Enforcement Officers had been present today and had ticketed a couple of cars.
- MH asked residents to be patient whilst the shop and PO is being refurbished.

Open session closed.

The Chairman revisited the suggestion of bollards on the corner of Manor Road with Village Road. Members present voted on this issue: Result showed 3 in favour of bollards being installed in this location and 6 against therefore it was decided that bollards were not to be erected. Clerk to inform Donna of outcome. Action: Clerk.

## 9 S106 FUNDING

Sports funding – EDDC provided the final results from the voting : 77% voted for outdoor gym equipment near the Village Hall and 23% voted for the drainage and barrier at the football pitch. MN proposed the Parish Council ratify the figures provided by EDDC, AC seconded and all agreed that the gym equipment was the favoured option of those residents who voted. DA proposed that the second favoured project (football club drainage/barrier) be allocated future funds as and when it becomes available (as per S106 guidance leaflet). AC seconded. All agreed (PC abstained). A meeting has been organised with S106 Officer and S106 Steering Group on 29.9.14 (3 pm) at RN's house to discuss how we engage the public in choosing the type of gym equipment and tender process as well as looking into where the equipment should be located and if there are more monies due into the fund next year. PC informed the council that a resident had commented that it was not a free vote because residents had to pay to enter the fete. MH responded by saying that this did not make the process less valid. Action: S106 Steering Group/Clerk

## 10 PLANNING – SP

### **Applications for Consideration:**

| <u>Plan No &amp; Type</u> | <u>Location</u> | <u>Proposed Development</u> |
|---------------------------|-----------------|-----------------------------|
|---------------------------|-----------------|-----------------------------|

|             |                             |                               |
|-------------|-----------------------------|-------------------------------|
| 14/1686/AGR | Dymonds Farm, Clyst Honiton | Agricultural Storage Building |
|-------------|-----------------------------|-------------------------------|

The Council supported this application however EDDC later acknowledged that this application is classed as permitted development.

|             |                              |   |
|-------------|------------------------------|---|
| 14/1716/FUL | Linden Lea, Sidmouth Rd, CSM | Reinstatement of a canopy over the front Entrance |
|-------------|------------------------------|---|

The Council supported this application.

|             |                              |   |
|-------------|------------------------------|---|
| 14/1717/LBC | Linden Lea, Sidmouth Rd, CSM | Proposed alterations incl replacement windows to Grade II listed cottage. |
|-------------|------------------------------|---|

The Council supported this application.

14/1572/MFUL Exeter Youth Rugby, OML Creation of new entrance to former  
(plus amendments 1 and 2) agricultural field for creation of three rugby  
pitches and construction of new access,  
parking and temporary ancillary  
accommodation

The Council objected to this application and to amendment 1. The second amendment was discussed (additional landscaping proposal including planting and earth bund). SP proposed the Council support this amendment however stipulate that if parking allocation on the site is inadequate, there is to be no parking on Oil Mill Lane or its grass verges, or the old A3052. DA seconded. All agreed

14/1670/FUL 9 Glade Walk, Cat & Fiddle Pk Conservatory on front elevation.

The Council supported this application.

14/1379/MFUL Land surrounding Walnut Cott Installation of ground mounted photovoltaic  
(plus amendments 1, 2 and 3), OML, CSM solar arrays together with power inverter  
systems; transformer stations; internal  
access tracks; landscaping; CCTV; security  
fencing and associated access gate.

The Council objected to this application and to amendments 1, 2 and 3.

13/2069/MRES Unit 2 Jacks Way, Hill Barton Use as vehicle storage compound including  
Business Pk construction of temporary workshop  
building, wash down area, security fencing,  
5no C.C.T.V columns and 15 no lighting  
columns and siting of 4 no temporary  
portacabin offices. (approval of details of  
layout, scale, appearance and landscaping  
pursuant to outline planning permission  
12/2597/MOUT).

The Council objected to this application.

14/1985/TRE 8 Grindle Way, CSM

T1 - Luscombe Oak - Reduce branches to  
give 3m clearance off the bungalow. Crown  
spread to be reduced from 14m to 11m  
making pruning cuts of up to 100mm.

The Council supported this application.

14/2030/FUL Friends Provident, Winslade Installation of security fencing to part of N, E  
Park, CSM & W boundaries and internally through the  
site.

SP circulated plans and proposed this application be supported. CF had reservations but could see that it was temporary fencing and would increase security on the site whilst it remained empty. She seconded the proposal and all agreed.

#### **Decisions from EDDC:**

| <i>Plan No &amp; Type</i> | <i>Location &amp;<br/>Proposed Development</i>  | <i>Decision</i>             |
|---------------------------|---|-----------------------------|
| 14/0858/MFUL              | <b>Enfield Farm, OML, CSM</b><br>Construction of agricultural anaerobic digester plant<br>for production of renewable energy.   | Grant                       |
| 14/1608/GPD               | <b>Mill Cottage, OML, CSM</b><br>Single storey rear extension. Extends beyond the<br>rear wall of the original house by 7.5 metres,<br>maximum height 3.5 metres and height to eaves<br>2.6 metres. | Prior approval not required |
| 14/1670/FUL               | <b>9 Glade Walk, Cat &amp; Fiddle Park</b><br>Conservatory on front elevation.  | Grant                       |

#### **Any other matters for information/discussion:**

To discuss any relevant planning matters, if required

- Letter from EDDC – 14/1686/AGR Dymonds Farm – classed as permitted development (see above)
- Neighbourhood Planning – RH reported that 'Locality' had been employed as consultants and half their fee had been paid by the Parish Council. Funding had been received to cover consultant's costs. RH proposed that the draft Terms of Reference for this Neighbourhood Planning Group (previously circulated) be agreed. SP seconded. All agreed. RH proposed that the list of volunteers as set out in his progress report, be agreed to form the Neighbourhood Planning Group. PC seconded. All agreed. RH explained that the first open consultation meeting is to be held on 17.9.14 (7 pm at the School) and thereafter, on a separate date, remaining local businesses, clubs, groups will be invited to attend a consultation event. He reported that Clyst Honiton are also preparing a Neighbourhood Plan and if the two Councils work in unison to prepare plans jointly, then Locality have offered some additional hours of work for free. MN proposed, DA seconded and all agreed that this would be an excellent idea.

Signed Chair ..... Dated: 13.10.14

- Winslade Park – Following on from July Minutes, the Clerk had made contact with F&C REIT regarding a public meeting with the Parish Council in September. They were very co-operative however explained that they were having to plan a Public Consultation drop in event in the autumn and asked if the Council would prefer to attend that event when all facts would be to hand. The Clerk had informed the Council of this and the responses were unanimously in favour of attending their public consultation event in the first instance (11.9.14 at Stables Club 2.30 pm – 7.30 pm). CF suggested the Council invite F&C REIT along to an open meeting in October. Clerk to make enquiries as to the likelihood of when an outline application is to be made and work around this information (will advise members accordingly). MH informed the Council that EDDC are still looking into the possibility of running the sports facilities however are awaiting information. PC felt it was still useful that investigative works continue with regards to what other councils had within their sport and social facilities, DA agreed to look into this (with CF, RN and SP). PC informed the Council that the Football Club is meeting with F&C REIT on Thursday 11 September. Action: DA/Clerk
- Cat Copse proposals (next to Cat & Fiddle Pk) from The Turnstone Group for 93 dwellings – no planning application has been submitted (only proposals on catcopseclyststmary.co.uk).
- Rugby World Cup Matches to be held at Sandy Park : 29.9.15 (4.45pm); 7.10.15 (8pm); 11.10.15 (2.30 pm) for information purposes. Banners and signs have been placed around the village which are thought to not have planning permission. Action: Clerk.

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

The Clerk reported the cheques written out for authorisation.

- DA proposed, PC seconded and all agreed the monthly transactions be authorised.
- Grasscutting and Maintenance Tenders to go out to contractors – DA requested that he view the schedule before it goes out for tender. Action: Clerk.
- To review Parish Council Insurance provision and review of assets - ahead of Precept meeting. Action: Finance and GP Working Group

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

- 12.1 CSM Roundabout Shrubs – Cllr Axford to report at the October meeting.
- 12.2 9 Sowton Village – Despite forwarding other Council's policies on drainage, DCC Officer responded by saying that he did not make policy and would forward it to the appropriate person asking them to respond. As yet no response has been given.
- 12.3 19 Clyst Valley Road – SP reported that the seepage had dried up (the residents had been away).
- 12.4 One way system in village road to be brought forward to October meeting. Review of speeding along A376 (J30 to CSM roundabout – MN proposed that the Council formally write to the police asking them to request the Road Safety Officer undertake a review of speeds. Action: Clerk.
- 12.5 Frog Lane – increasing traffic and speeds – dealt with in Open Session.
- 12.6 Any other highway matters:
  - Race for Life – MN reported that he had received a complaint from a business user who was unable to access his property/land during this event. Clerk to write to Cancer Research UK (cc Highways) Action: Clerk.
  - Flooding along A376 – An Order is to be raised for the drains to be cleared. Clerk to find out when the ditch at the bottom of Winslade Park Avenue is to be cleared. Action: Clerk.

#### 13 **DEVON REMEMBERS – The Group reported that progress is good; military research was now complete however they needed to finish the family background research for the individuals. Though a request for information, etc had been published in the parish magazine, so far there had been no replies. To report at the October meeting.**

#### 14 **POLICIES/DOCUMENTS DUE FOR REVIEW/AGREEMENT**

Standards Task and Finish Group to meet to review: Complaints Procedure; Code of Conduct and C of C complaints procedure; Media Comms; Dispensation procedure; Terms of Reference; Action: Clerk.

#### 15 **CORRESPONDENCE**

- Devon Waste Plan – Consultation on Proposed Modifications – deadline 17.9.14. MH reported that an enlargement to the original plan was proposed. DA proposed that the Council object to the modifications proposed and accept the original 80,000 tonnes as set out in the original application. SP seconded. All agreed. Action: Clerk.
- DALC AGM – 11.10.14 Westpoint. Please let Clerk know if you wish to attend.
- EDDC – Individual Electoral Registration – changes – leaflets available.
- CSM Post Office – Modernisation (11 Sept – 22 Sept 2014)
- EDDC – It was agreed to order 250 empty bags for storage at the Shop.

- 16     **REPORTS**
- 16.1   Village Halls - Clyst St Mary – October meeting   Sowton – October meeting.
- 16.2   Airport – October meeting.
- 16.3   Allotments – Plot 7 is not being maintained. Clerk to write to tenant.
- 16.4   Play Area/Field – MG reported that she was awaiting quotes/options to renewal/make good the damage caused to the rubber matting under the swings (whilst travellers were in situ). Bring forward to October meeting.
- 16.5   Report from School Governor – October meeting.
- Any Other Reports:-
- County Show De-Brief 16.7.14 (report previously circulated 18.7.14).

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

16     **DONM – Mon 13 October 2014 – SOWTON VILLAGE HALL STARTING AT 7.30 PM PROMPT.**

The Chairman thanked those present for their attendance and declared the meeting closed at 9.39 pm.