

BISHOPS CLYST PARISH COUNCIL

DRAFT Minutes of Bishops Clyst Parish Council Meeting
Held on Monday 9 February 2015
At Clyst St Mary Primary School Hall (7.30 pm)

PRESENT	Cllrs	M Norman (Chair) (MN)	D Axford (DA)
		A Cotterill (AC)	C Scanes (CS)
		S Perry (SP)	C Fairburn (CF)
		M Fernbank (MF)	R Hatton (RH)
		M Gibbs (MG)	

County Cllr Peter Bowden, District Councillor Mike Howe, Juliet White (Temp Clerk) and 8 members of the public were present.

- 1 **APOLOGIES** – received from Cllr Chudley and Tony Le Riche (Clerk) who had been called away to attend a family matter. The Chairman thanked Juliet for stepping in at such short notice to take the Minutes.
- 2 **MINUTES** - DA proposed, CS seconded and all agreed that the Minutes of the 12 January, 20 January and 5 February be confirmed and signed as a correct record. MN signed all Minutes.

PCSO Donna Baker arrived.

- 3 **RISK ASSESSMENT/DECLARATIONS OF INTEREST AND DISPENSATIONS.**
Risks were noted. No declarations of interest or dispensations were received.

4 **MATTERS ARISING FROM THE LAST MEETING:**

- 4.1 Tree cutting in the car park – An article had been put in the Clyst Valley News and MN/AC agreed to put notices on car windscreens the evening before the work.
- 4.2 Letter to EDDC/EA/DCC re: Water run-off concerns from developments into River Clyst – A letter had been received from EDDC outlining that suitable drainage systems are to be routine for any development consisting of 10+ dwellings (currently statutory for larger scale housing development) and major commercial development to ensure that water run-off is managed effectively. This will assist to reduce any water run-off on smaller scale developments.
- 4.3 Security at the Recreation Field – SP asked for this item to be forwarded to the March meeting.
- 4.4 Any Other Reports: None.

5 **REPORT FROM COUNTY COUNCILLOR - PETER BOWDEN (PB)**

He reported that Derek Button's funeral had been well attended. He stated that DCC is looking strategically at the road network leading to J30 as well as subsidized bus services across Devon. The Cranbrook Railway Station is due to open in April. DCC budgets will be finalized in 2-3 weeks. MH asked about the Frog Lane closure (next to Half Moon pub) and PB agreed to look into this for the Council and report back.

County Cllr Peter Bowden left the meeting.

6 **REPORT FROM DISTRICT COUNCILLOR - MIKE HOWE (MH)**

Clyst House, Winslade Park - Nothing to report at present

Broadband – BT state that superfast broadband should be available in August 2015 however connecting Devon & Somerset report October 2015.

Byelaws - <http://tinyurl.com/n7poa7x> - he has a meeting with the District solicitor on 10.2.15 and will discuss this with him then.

7 **REPORT FROM PCSO DONNA BAKER**

She had carried out speed checks (13.1.15 between 0825 - 0925) on vehicles travelling down Village Road (highest speed recorded 29 mph) and another check (26.1.15 between 0750 - 0845) on vehicles travelling in both directions through the village. She was surprised at the number (88) of vehicles travelling in both directions however the highest speed recorded was 24 mph on that day. She reported that there was no evidence of persistent offenders. Without the stats in place, she could not support a community speed watch programme. With regards Frog Lane, she said that the parking helps keep speeds down as a chicane is created, plus the two corners at either end would make it difficult for a motorist to reach a speed in excess of 30 mph. She emphasized the importance of phoning 101 if you witness vehicles parked on the corner of Frog Lane with Bishops Court Lane (that are within 10 m of the bend). She has asked the Road Safety Officer to look into motorists who use the hatched area on the A3052 to access the village at Rydon Motors.

Signed Chair Dated: 09.03.15

PCSO Donna Baker left the meeting.

8 OPEN SESSION

- A member of the public raised the issue of parking in Frog Lane, in particular next to Tugela Terrace. He highlighted that motorists use this area to commute daily; park for 2/3 days; over the weekend; during a holiday. MN responded by saying that this information has been captured in the Neighbourhood Plan. The options available could be looking into street permit parking again and also possible purchase of land for a car park. DA urged those affected to write to DCC highways explaining the problems they face and that the Parish Council will do its best to react to the problems.
- Mr Green of Halland asked if he could gain access to the recreation field for the purposes of pumping out his septic tank. This is carried out approximately every 4 years (next due in 2 years). The Council gave its permission for this to continue.

Open session closed.

9 S106 FUNDING

- Gym Equipment – The consultation event: 22 January 2015 (3-8 pm) at Village Hall resulted in 40 voters all voting for the HAGS SMP project which incorporated 7 pieces of equipment. MN proposed that this project be agreed by the Council and for the positioning to be to the left of the MUGA. SP seconded. All agreed. Clerk to provide EDDC S106 Officers with this information and voting slips (if necessary for double checking) and notify successful and unsuccessful contractors of the result. Action: Clerk
- A new S106 procedure will be circulated to Clerks – Agenda for March. Action: Clerk.

- 10 **FUTURE USE OF RECREATION FIELD** – RH reported that a football pitch suitable for school use could be included within the field (approx. 55 m x 30 m). Approx 1000 cubic metres of soil would be excavated. RH to seek contractor quotes. MG voiced her concern that the field should remain as a multi-purpose area for all to enjoy and any changes should not override its main purpose. RH assured her that this would remain. The aim would be to provide a more level area (max depth of 1 m being dug out from the top corner) so that children could use the recreation field to better effect. Action: RH

11 PLANNING – SP

Applications for Consideration:

<i>Plan No & Type</i>	<i>Location</i>	<i>Proposed Development</i>
14/2030/FUL (Amended)	Winslade Park	Changes to fencing

SP proposed this application be agreed. DA seconded. All agreed.

14/2952/MFUL (Amended)	Land surrounding Walnut Cottages, Oil Mill Lane	Changes to transformer substation
---------------------------	--	-----------------------------------

SP proposed this application not be supported for reasons previously raised. DA seconded. All agreed.

14/3039/MRES	Land between Hill Barton Ind Est and A3052	Reserved matters application for erection of new unit for classes B1c (light industrial), B2 (general industrial) and B8 (storage and Distribution) and associated works following Outline approval (12/2597/MOUT)
--------------	---	--

SP proposed this application not be supported due to overbearing affect on the road; potential flooding; affect on nearby campsite business. Farringdon and Clyst Honiton Parish Council are of the same opinion. MN seconded. All agreed.

SP reported that EDDC had received the Planning Consultant's response on behalf of the Parish Council for the Plymouth Brethren development.

12 DECISIONS FROM EDDC:

<i>Plan No & Type</i>	<i>Location & Proposed Development</i>	<i>Decision</i>
14/2980/FUL	Construction of first floor side extension – 3 Fawns Cottages, Sowton	Approval with conditions.

13 ANY OTHER PLANNING MATTERS FOR INFORMATION/DISCUSSION:

Documents for Review:

- 13.1 Planning application procedure using e-mails – SP proposed this remain unchanged as it has always worked well. DA seconded. All agreed. Action: Clerk.
- 13.2 Terms of Reference for Review – some Councillors could not recall having receiving this. Agenda for March. Action: Clerk.
- 13.3 SP would like to be able to continue to liaise with the Clerk should he require further information/investigation during the working week in order to assist him in his role as Planning Chairman. MN seconded. All agreed.

Signed Chair Dated: 09.03.15

- 14 **NEIGHBOURHOOD PLANNING**
RH explained that almost all grant monies received has been spent however he required the Council's permission to be able to authorize expenditure for an upcoming exhibition (display material and employ Locality) to up £500. DA proposed this be approved. MN seconded. All agreed. RH reported of a NP group meeting which is being planned. Action: RH
- 15 **WINSLADE PARK**
RH reported that representatives of the Council had met with F&C REIT on 15.1.15. They explained to F&C REIT that the size of the sports/recreation area being offered was not big enough for sports to be played on and therefore a purchase price of £1 would be offered. F&C REIT have not responded to this suggestion.
- 16 **ACCOUNTS AND FINANCES - DA**
- 16.1 A summary of the cheques written out for authorization had previously been circulated. DA reported that one further cheque will be written for DP Solutions for £56.95 which is for work involved with moving the filing cabinet to the new Clerk's house. He further added that another invoice had been received from the DCC for school hall hire.
- 16.2 Financial Summary - total expenditure £2173.62. New Council balance £15218.60. DA proposed, CF seconded and all agreed the monthly transactions be authorised. MN asked Juliet to forward her invoice for work/travel to him as soon as possible.
- 16.3 Invoice from Planning Consultant - £1875 (for 2½ days work) plus £750 fee for Plymouth Brethren application. MN proposed the Council meet these costs initially. In the event of an Appeal, the costs could be met using the donations/pledges from Save Clyst St Mary Campaign. If no Appeal is forthcoming the Campaign would donate their funds to meet the initial costs. DA seconded. All agreed.
- 17 **HIGHWAY MATTERS - to receive updates on matters previously raised.**
- 17.1 SWW – to forward to March meeting. Action: Clerk
- 17.2 CSM Roundabout Shrubs Sponsorship – DA has approached P Landscape but has not had a response. He will approach Crealy. Action: DA
- 17.3 Frog Lane – problems involving increase in traffic and speeds – dealt with in 7 above.
- 17.4 Pavements at Cat & Fiddle (alongside A3052) – following a site visit, DCC will ask the lengthsman to clean the edges of the footpath. The hedges are the landowners' responsibility (these are Berkeley Homes, new developer at Cats Copse, Hunt Cottages and Westpoint). DCC stated that there are no safety defects at present on the footway, and that potholes along the road were filled the same day as his visit.
- 17.5 Any other highway matters:
- SP reported that Exeter Youth Rugby plan to increase parking area at their Oil Mill Lane at site however rugby supporters are using the verges and passing bays along the narrow lane for parking. This is making the road unsafe. This Council's representation to the planning application stated that vehicles should be parked on site. Complaints had been received from parishioners about the reduced visibility when negotiating the long swooping bend and therefore making it dangerous. Clerk to write to DCC. MH has spoken to DCC, EDDC, Exeter Youth Rugby and Oil Mill Lane Res Association (OMLRA). SP to amend representation lodged with EDDC to reflect the problems that have arisen. Action: SP/Clerk
 - CF asked if the Church Lane hedge could be cut soon so as to avoid bird nesting seasons. The circulation letter to residents had not prompted any responses.
- 18 **POLICIES/DOCUMENTS DUE FOR REVIEW/AGREEMENT**
- Financial Regulations – DA will call a Finance Meeting in order to discuss this. Action: DA
- 19 **CORRESPONDENCE**
- 19.1 Lynne Armstrong has requested assistance in getting railings put up alongside the A3052 from Winslade Park to the village centre and the primary school. "I feel that railings are needed on the village side of the main road between the village hall exit and the crossing (I would guess about a 20 metre section) and on the other side of the road between the crossing and the footpath to Winslade Park (probably about 10 metres)". DCC have responded to Mrs Armstrong saying that railings at this location could not be enforced due to visibility. It is the responsibility of parents to prevent children running on or near any road. SP suggested that the School Council write to the Education Department regarding this matter.
- 19.2 From Tugela Terrace residents: As DCC Highways reject our request for a simple wall mounted 'Residents Parking' sign, may we, the residents of Tugela Terrace, request reserved parking in the village car park, please. MN to arrange a site meeting. Action: MN

20 REPORTS

- 20.1 Village Halls - Clyst St Mary – AGM is to be held end of March and a new website has been launched.
Sowton – The recent Beetle Drive was well supported. AGM in June.
- 20.2 Allotments – All plots taken.
- 20.3 Play Area/Field – Nothing to report.
- 20.4 Report from School Governor – Nothing to report.
- 20.5 Airport – next meeting 18.2.15
- 20.6 Coastal Defences – The Flood Group is to meet. MN reported that the Flood Defence Engineer states that Cyst St Mary's flood risk (currently 1:20 years) should be reduced. Options include raising defences or widening and raising existing embankment and moving leat further into the field. The risk needs to be reduced to 1:100 years. Timescale for any work to start is around 2019/20 and will cost in the region of £1m.
- 20.7 Any Other Reports:-
- Six saplings on the Devon Bank need replacing. DA to arrange this. Action: DA
 - 94 Cyst Valley Road – garden waste has been thrown over the end of their garden hedge and into Church Lane. The owners should be written to and asked to remove this and dispose properly. Action: Clerk.
 - Jubilee Tree Plaque – SP is in the process of repairing the plaque and organizing for a rosewood/hardwood base which needs to be staked into the ground and then the plaque remounted. Action: SP.
 - CF reported that Cosmic IT can offer training sessions in the community (funded). CF to put an advert in Cyst Valley News to gauge interest. Action: CF
 - MH stated that he needs statistics (traffic survey figures/CCTV footage/frustration factor) in the area to assist him in challenging future development. MH will be speaking with Environment Health re: pollution monitors next to White Lodge.

21 ANY OTHER BUSINESS RAISED BY AGREEMENT.

None

MN reminded members of Open Public Meeting on 19.2.15 (doors open at 6 pm) with Hugo Swire MP arriving at 6.30 pm at the Village Hall and requested help putting out chairs from 5.30 pm.

22 DONM – Mon 9 March 2015 – 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 9.02 pm.