

**Minutes of a Meeting of Exbourne with Jacobstowe Parish Council held on Wednesday 27<sup>th</sup> April 2016 at 20.00 in the The Village Hall, Exbourne.**

**141. Those present**

**Cllr M. Luxton (Chairman)**  
**Cllr. Mrs. R. Williams (Vice-chairman)**  
**Cllr S. Blakeman**  
**Cllr T. Foster**  
**Cllr A. Hedley**

**Cllr Lois Samuels, Borough Councillor for the Exbourne Ward, was present.**

**There were 3 members of the public present.**

The chairman asked if any members wished to address the council.

A member of the public introduced himself as Mr. Carvill and he resides at Meadow View Farm. He asked the council what issues had been raised regarding his property at last months meeting. The chairman informed him that parishioners had expressed concern regarding the polytunnels and the caravans on the site. Mr Carvill explained that the polytunnels were in full production with seedlings. He explained to the council that a caravan was moved away from the road because there were instances of people coming and taking photos. The council explained that they did not condone intrusion on their privacy. There have been concerns expressed regarding the manner in which they set up, but it is for WDBC to decide on the legalities and the parish council merely pass on concerns expressed by residents. Mr Carvill's agent was also present and he explained that WDBC have accepted that the activities are legal. Mr. Carvill stated he was open to discussion.

The chairman asked if WDBC had visited the site recently and he replied that they had not. Mr. Carvill and his agent were thanked for attending and then left the meeting.

**142. Apologies for absence –** Cllr Lawson had sent his apologies as he is abroad and Cllr Cobb had sent his apologies as he is unwell. These apologies were accepted.

**143. Declarations of interest –** there were none.

**144. Minutes of the last meeting**

Cllr Williams proposed that the minutes of the last meeting be signed. This was seconded by Cllr Foster. The chairman signed the minutes.

**145. Matters arising from the last meeting**

**145.1 Report by Borough Councillors –** Cllr Samuels stated she has been informed that there is no S.106 money outstanding in Exbourne. The application at Woodhall was mentioned (change from holiday let to dwelling). Cllr Samuels will look into this.

Cllr Samuels informed the parish council that the Borough Council were considering charging residents for collecting garden waste as 45% of other councils do. The members of the parish council expressed concerns about the increase of bonfires and fly-tipping. Cllr Samuels stated she would take back the message that it would not be a good idea.

Cllr Hedley asked Cllr Samuels when the next stage of the 'Our Plan' is out for consultation. Cllr Samuels stated she would find out.

Cllr Williams stated she had handed in a paper copy of a form she returned to WDBC 2.5 weeks ago. She was informed that they are now paperless and all paper copies are scanned and emailed to the relevant department. Three weeks have passed and she has now received confirmation that the document has been received. This doesn't appear to be very efficient. Cllr Williams will forward on the email received to Cllr Samuels.

The chairman stated he was bringing forward item 8.4 (minute ref 149.4) on the agenda.

**149.4 Applic no. 0783/16/VAR Dornaford Park, Exbourne – removal of condition No 1 (Agricultural Occupancy) of planning consent CC.3.10.2212/96/10452/001. Discuss at meeting.**

The remaining member of the public was the applicant and he was invited to address the council. He explained his situation to the councillors and they discussed the application. Cllr Blakeman proposed that the council submitted a neutral view as WDBC were qualified to decide on the application. This was seconded by Cllr Hedley. There were three in favour and two abstained.

Mr. Illing was thanked for attending and he left the meeting.

**145.2 Neighbourhood Plan update**

Cllr Hedley reported that the Locality Grant application had been successful. It is conditional on some due diligence, which Cllr Hedley should receive within 10 days.

The Neighbourhood Plan Group is continuing its research and evidence building work in preparation for a community consultation day, which has been set for 24 September.

Cllr Hedley reported that West Devon, South Hams, and Plymouth City Councils are now working together on a joint Local Plan, which will replace "Our Plan". Most of the policies in "Our Plan" are likely to be carried forward in the joint plan. However, it is understood that the principal reason for preparing a joint plan is around housing, so this area is likely to be impacted. It was hoped that at least a draft of the new joint plan would be available before the consultation day as the policies will clearly have an impact on the Neighbourhood Plan.

**145.3 Parish Council website/new computer, printer/scanner and associated software**

The clerk now has the equipment and will set it up as soon as possible.

**145.4 Cutting of grass and clearing of car park at Little Ellicroft Meadow – Cllr Cobb** has informed the clerk that his son has begun clearing the car park.

**145.5 Report on Northern Links meeting held on 10<sup>th</sup> March –** this should have been deleted. The clerk apologised.

**145.6 Queens Birthday Beacon – April 21<sup>st</sup> 2016** – the chairman expressed his thanks to Cllr Foster for doing such an excellent job in organising this event with the Playing Field Committee. Cllr Foster stated that approx £315 was taken (there are expenses to come out of this) and this will be a welcome addition to Playing Field Committee funds. Cllr Foster expressed thanks to Michael Brend, Gordon Fishleigh and Paul Ankcorn. There are others to thank and it was agreed that Cllr Foster liaise with the clerk to express thanks from the parish council to those people.

**145.7 Pension Provision for the clerk** – the clerk informed the council that Cllr Williams has been registered as the contact so she will receive correspondence from The Pensions Regulator. Cllr Williams stated she has already received an item of correspondence, which was read out to the council.

**145.8 Clerk's annual review** – Cllr Williams has carried out the review. The chairman thanked Cllr Williams and the clerk.

**145.9 TAP funding** – it has been brought to the attention of the council that whilst there is £400 left to spend the council had been successful with a further grant of £1500. The clerk had assumed WDBC would pay this to Iddesleigh (the lead council) and they would pass the funds on to the other parishes (as happened with the first application). She has contacted the clerk to Iddesleigh and it appears that the work has to be done first now and a claim made (no-one had let us know this). A claim can be made in advance where it can be demonstrated that the monies are needed to enable the project to commence. There could be a deadline to claim. The clerk will contact WDBC. Cllr Samuels will find out who to contact now that Debbie Bird has left.

**145.10 Parking in the village** – the clerk has received a response from PCSO Charlie Fewings who reports that there isn't much the police can do. She is happy to let the council have leaflets to place on cars telling the motorist that 'pavements are for people'. The clerk was asked to ascertain what responsibilities the police have with regard to obstruction etc. Who is responsible for enforcing traffic law? A further email from a concerned resident has been received. The chairman will take this up.

The chairman brought forward items 8.1, 8.2 and 8.3 (minute refs 149.1, 149.2 and 149.3) on the agenda as Cllr Hedley had to leave the meeting.

**149.1 Applic No. 0570/16/HHO Froggyport, 10 The Village, Jacobstowe – householder application for a proposed side and rear extension with one new opening to first floor, removal of 1960's porch and door and replace with a window and conversion of existing kitchen to bathroom with no physical alterations to structure. Discuss at meeting.**

The application was discussed. It was decided to object. The scale of the proposed extension has an adverse effect on the character of the Listed Building and the design is not sympathetic to the character of the original dwelling.

**149.2 Applic No. 0571/16/LBC Froggyport, 10 The Village, Jacobstowe – Listed Building Consent (as above). Discuss at meeting.**

As above.

**149.3 Applic No. 01110/2015 Hayfield House, Exbourne – readvertisement (revised plans received) Householder application for demolition of C20th lean-to-mon-pitch single storey extension. Construction of two storey slated clad extension with porch canopy. Soft terraced landscaping, new boundary fences. Discuss at meeting.**

Two letters have been received and these were read out to the council. The application was discussed. Cllr Blakeman proposed that the council supported it, but wishes to convey concerns expressed by parishioners. Firstly that the anomalies within the planning application are clarified (e.g. reference made to a hipped roof, but the drawings show a gable end). Secondly that it is established that the extra weight building the Devon bank proposed along the boundary with Wheelwrights Cottage does not cause any instability.

**Owing to other commitments Cllr Samuel and Cllr Hedley left the meeting.**

**146. New Items**

**146.1 Undertake the annual Risk Assessment** – Cllr Blakeman stated he would carry out this duty this year.

**146.2 Approve Section 1 of the Annual Return** – Section 1 has been circulated to the councillors and it was unanimously agreed to approve it. The chairman and clerk duly signed section 1.

**146.3 Approve section 2 of the Annual Return** – Section 2 has been circulated to the councillors and it was unanimously agreed to approve it. The chairman and R.F.O. duly signed section 2.

**146.4 Broadband voucher scheme** – an email has been received from The Connecting Devon and Somerset team giving details of this scheme. The clerk will arrange for something to be submitted to The Parish Pump.

**Owing to other commitments Cllr Hedley left the meeting.**

**147. Matters arising from circulated correspondence (info only)**

There was none.

**148. Parish Paths Partnership (P3)**

There was nothing to report.

**149 Planning**

**149.1 Applic No. 0570/16/HHO Froggyport, 10 The Village, Jacobstowe – householder application for a proposed side and rear extension with one new opening to first floor, removal of 1960's porch and door and replace with a window and conversion of existing kitchen to bathroom with no physical alterations to structure. Discuss at meeting.**

Discussed earlier on P.297.

**149.2 Applic No. 0571/16/LBC Froggyport, 10 The Village, Jacobstowe – Listed Building Consent (as above). Discuss at meeting.**

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**149.3 Applic No. 01110/2015 Hayfield House, Exbourne – readvertisement (revised plans received) Householder application for demolition of C20th lean-to-mon-pitch single storey extension. Construction of two storey slated clad extension with porch canopy. Soft terraced landscaping, new boundary fences. Discuss at meeting.**

Discussed earlier on P. 298

**149.4 Applic no. 0783/16/VAR Dornaford Park, Exbourne – removal of condition no. 1 (agricultural occupancy) of planning consent CC.3.10.2212/96/10452/001. Discuss at meeting.** Discussed earlier on P. 296.

**149.5 Applic no. 01108/2015 Land north of Hayfield House, Hayfield Road, Exbourne – readvertisement (revised plans received) – application for new 2 storey 3 bedroomed dwelling with single storey garage/workshop. REFUSED**

**149.6 Meadow View Farm – discussed earlier on P.295.**

**150. Finance**

**150.1** Prior to the meeting a cheque was signed for the clerk's wages and expenses – £350.96. To ratify for the minutes Cllr Blakeman proposed and Cllr Foster seconded this payment.

**150.2 Renewal of annual membership to DALC - £120.40**

Cllr Blakeman proposed that this invoice be paid. This was seconded by Cllr Williams.

**150.3 Invoice from The Burrow for Neighbourhood Plan printing costs - £16.00**

Cllr Blakeman proposed that this invoice be paid. This was seconded by Cllr Foster.

**150.4 Review of budget –** there are no issues to report with regard to the budget. The year ended with a balance of £11638.68 in the bank.

**150.5 Details of balance at bank –** as at 7<sup>th</sup> April the balance in the bank account was £11962.74. There is the hire of the hall for April totalling £15, hire of hall for

Neighbourhood Plan meetings also £15, cheque no. 739 £75, cheque no 740 £75, cheque no 741 £350.96 the cheques signed this evening for £120.40 and £16. Then there is the claim for VAT to add £176.90 and the first half of the precept has been received along with the council tax support grant £2639.50. This brings the balance to **£14111.78**.

**151. Matters at the discretion of the Chairman**

**151.1** Cllr Williams informed the council that the village hall committee would be requiring further financial help with the ongoing improvements to the village hall.

The next council meetings are:

Wednesday 25<sup>th</sup> May 2016 at 7.30 p.m. – venue Exbourne Village Hall

(The May meeting will include the Annual Parish Meeting and Annual Council Meeting)

Wednesday June 29<sup>th</sup> 2016 at 7.30 p.m. – venue Exbourne Village Hall

Wednesday July 27<sup>th</sup> 2016 at 7.30 p.m. – venue the Vestry at Jacobstowe Church

(Time and venue subject to change depending on whether there is a speaker and the availability of the Vestry at Jacobstowe Church)

The chairman closed the meeting at 9.57 p.m.