

# EXBOURNE WITH JACOBSTOWE PARISH COUNCIL

A meeting of Exbourne with Jacobstowe Parish Council was held on:  
Wednesday 27<sup>th</sup> July 2016 at 8:00pm in the Vestry of St James Church, Jacobstowe

**Present:** Cllr S Blakeman (Chair), Cllr R Williams, Cllr T Foster, Cllr B Cobb, Cllr U Lawson, Cllr Batson

**In attendance:** Parish Clerks Marilyn Weeks and Zena Tett

**Members of the Public:** 4 members of the public were present.

**Appointment of Parish Clerk and Responsible Financial Officer:** Following interviews with three applicants for the position of Clerk and Responsible Financial Officer, the council agreed in closed session to offer the position to Zena Tett, initially the position will be for a probationary period of 6 months.

## Business to be Transacted Public Participation

- i. **Public Speaking Time:** No members of the public wished to speak at this time.

## Formal Business

**30. Apologies:** Cllr A Hedley, Borough Cllrs Lois Samuel and Louise Watts

**31. Declarations of Interest:** None

**32. Minutes from the last meeting:** held on Wednesday 29<sup>th</sup> June 2016. These minutes were agreed and signed as a true record (hard copy filed in Minutes folder). *Proposed by Cllr Cobb and seconded by Cllr Lawson.*

**33. Matters arising:**

- a) Report by Borough Councillor (written report sent by Cllr Samuel):

WDBC has approved Fusion Lifestyle as the new operator for its leisure provision, more details have become available about their proposals for a huge investment in West Devon's leisure centres. This week the same decision will also be put in front of South Hams District Council who have been jointly involved in the procurement process.

In Okehampton, which is currently in the best condition of all the centres, are proposing a complete rebranding and redecoration and the conversion of the first floor area to create a new small spin class studio. As lead member for Health and Wellbeing, I am very pleased that this has now been agreed, as I believe better facilities in the South West will help encourage people to become more active.

WDBC has approved the next innovative step towards transferring all its services into a company which would have the ability in the future to trade its services. Other councils and organisations have set up similar ventures but no one is doing it quite like WDB and South Hams District Council, who are jointly proposing to transfer all their services into one company. Jointly owned, the company would run all of the Councils current services but could also sell those services to other councils and generate a profit which would help both councils to achieve financial security. I shall keep you up to date with the progress of this during the next coming months.

I am disappointed that the DCC has passed the buck back to the police about the parking situation within the Exbourne area as I understand that the Police originally said it was a WDBC/DCC issue. If you would like us to do anything further with the police in respect with parking then do let me know. It is a cause for concern that vehicles are parking on the pavements as this is dangerous! I saw a child

the other day walking off the pavement onto the road, around the car that was parked on the path, which is very dangerous! I hope we can resolve something soon before an accident happens.

- b) Casual Vacancy – co-option of a councillor: Mrs E Batson put herself forward as a Parish Council Member. *Proposed by Cllr Lawson and seconded by Cllr Foster – all agreed.* Mrs Batson signed the Declaration of Acceptance of Office form and will complete the Register of Interest form and return to the Clerk within 28 days.

- c) Neighbourhood Plan (written update sent by Cllr Hedley):

We have managed to agree a method of undertaking a housing need survey with WDBC that reduces their work load substantially and for which they are now prepared to collate and analyse responses. We have drafted a simplified one-page survey which has been approved by WDBC's officer for affordable housing. This has been printed and will be distributed to Exbourne residents with the August Parish Pump. WDBC will prepare a short analysis, which should be enough to inform our evidence base work for the Neighbourhood Plan and present to the community at the community consultation day.

We were hoping to hold the consultation day on 24<sup>th</sup> September. However, the Neighbourhood Plan Group feels it is premature to consult the community before the new Joint Local Plan ("JLP") (see further below) is published and, unfortunately, it is understood that a full draft is now not expected until October. Once the strategic development needs and policies of the JLP have been digested and understood, a new date for the consultation day will be set but it will probably have to be delayed until the early part of 2017.

Cllr Blakeman and I attended a workshop held in Okehampton for the emerging JLP. The total housing requirements across all the villages of West Devon remains at a similar level to "Our Plan". However, the proposal being promoted during this consultation is that allocations for housing and employment in villages will not be included initially within the JLP. Instead, the allocations required to sustain the villages, at least in the first instance, will be delivered through neighbourhood plans. This is intended to provide flexibility and opportunity for neighbourhood plan groups. However, the LPA's still need to be able to demonstrate that housing will come forward in villages and this places an onus on neighbourhood plan groups to prepare robust plans that demonstrate how they will proactively bring forward new development in a timely fashion within the overall potential figure. There is no statutory requirement for villages to prepare a neighbourhood plan and therefore the LPA's may need to allocate sites for development in those villages not preparing a neighbourhood plan, if a neighbourhood plan is not progressing in a timely fashion, or if this neighbourhood plan does not demonstrate how a sufficient level of new development will come forward. Alternative options for addressing the allocations in these circumstances is one of the issues that is open for consultation. The Neighbourhood Plan Group is preparing a response to the consultation which will include comments on this matter of ensuring delivery as well as the distribution strategy and the role of neighbourhood planning in general. I will circulate this for the Parish Council's comments prior to submission.

The Strategic Housing and Employment Land Availability Assessment that has been published for consultation alongside the emerging JLP includes a new potential site identified in Exbourne on Holebrook Lane.

The Cllrs present discussed this issue and all agreed the Clerk should write to the appropriate authority outlining the Parish's concerns regarding access to the site with the potential number of vehicle movements in the future. **Action Clerk**

- i. Formally approve the amendment made to the Financial Regulations regarding the payment of small ad hoc costs incurred in connection with the Neighbourhood Plan: *Proposed by Cllr Williams and seconded by Cllr Cobb – all agreed.*

- d) Parish Council website/new computer, printer/scanner and associated software: Cllr Williams will pass all relevant equipment/paperwork/knowledge to the Clerk in due course.

- e) Report on Northern Links meeting held on 30<sup>th</sup> June:
  - i. Mr C Dumpleton was re-elected as Chairman
  - ii. Villages may make their own assessments on Housing Needs surveys for the Neighbourhood Plan.
  - iii. Approved application for a Lengthsman. There is £1,900.00 in the TAP Fund to spend.
  - iv. The contract for Highways work is going out.
  - v. There are 17 road wardens
  - vi. Community Workers are £160 per day
  - vii. Any residents who are receiving low broadband outputs/inputs may be eligible for a grant of up to £500
- f) Discuss the possibility of Exbourne/Jacobstowe purchasing a defibrillator: **Action Cllr S Blakeman to check progress with the Red Lion and report back at next meeting.**
- g) Pension Provision for the Clerk: **Action Clerk to investigate further.**
- h) TAP Funding: **Action Cllrs Williams and Blakeman to discuss options and report back.**
- i) Parking in the village: B Cllr Lois Samuel has contacted Devon County. Should there be dedicated parking at the junction of Stow Lane? The Playing Field has planning permission for parking but they do not have the funds. As parking will be addressed as part of the Neighbourhood Plan, no specific action proposed at this time.
- j) Bank mandate: signatures were required. **Action Clerk to submit paperwork when complete.**
- k) Letter from The Burrow thanking the council for the one off donation of £500: for information.

**34. New Items:**

- a) Elements "Electronic Rave" Music Festival near Exbourne: This event was discussed at length. A letter of complaint was read out at the meeting. Cllr Foster pointed out that the wind played a large part in carrying the sound across to the villages. Even so, it was agreed by all present that the Parish would support any future events of this type as it was reported to have been a well organised event that brought trade to the village.
- b) Councillors to review their Registers of Interest: All Cllrs present reviewed their Registers of Interest. Cllr Hedley to review at next meeting.

**35. Matters arising from circulated correspondence: None**

**36. Parish Paths Partnership (P3): Nothing to report**

**37. Planning:**

- a) Applic No.1630/16/VAR Southmoor, Jacobstowe – Variation of condition 9 of planning consent 309 m1/15/FUL so that it only includes the removal of permitted development rights for Part 1 Class A (extensions and alterations). The Cllrs considered this application and intend to submit a neutral comment. *Proposed by Cllr Lawson and seconded by Cllr Cobb – all agreed.*
- b) Applic No. 0348/16/FUL Meadow View Farm, Exbourne – proposed livestock barn. The Cllrs intend to support this application. *Proposed by Cllr Lawson and seconded by Cllr Cobb – all agreed.*

- c) Applic No. 2086/16/TCA 1 Court Barton, Exbourne – works to trees in a Conservation Area to fell 10 Leyland Cypress conifers and crown lift to 5m 2 x Leyland Cypress and fell another conifer. The Cllrs intend to support this application. *Proposed by Cllr Williams and seconded by Cllr Batson – all agreed.*

**38. Finance**

- a) Invoice from Mr. Cobb for cutting the grass/clearing car park/removal of tree - £300: Cllr Cobb declared an interest.
- b) Invoice from clerk for wages and expenses - £212.14
- c) Renewal of data protection registration - £35
- d) Claim from Cllr Hedley for costs incurred in connection with Neighbourhood Plan - £29.43
- e) Invoice from The Burrow for photocopying connected to Neighbourhood Plan - £4.00
- f) Details of balance at bank: Current statement balance £19,968.32. After all outstanding cheques are taken into consideration balance would be £16,126.33

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

- a) Mike Brady Section 14 application has been deferred to the next meeting
- b) Devon County Layered Environment Maps deferred to the next meeting
- c) Devon Highways Conference : Cllr Williams to undertake survey
- d) Cllr Cobb – grass cutting, Little Ellicott Meadow – discuss future cutting at next meeting
- e) Cllr Williams – street lighting permanently switched on (North Road near Avenue House), sensor may be faulty. Action Clerk to contact Highways.

**40. Next meeting date:** Wednesday 31<sup>st</sup> August 2016

With no more business, the meeting was declared closed at 9:45pm

Chairman ..... Date .....