

**COMPOSITE DOCUMENT OF ALL 2012 MINUTES, OTHER THAN PLANNING
COMMITTEE MINUTES IN SEPARATE PDF DOCUMENT
(Warning for printing – contains 39 pages)**

COFFINSWELL PARISH COUNCIL

MINUTES OF MEETING HELD

on Thursday 19 January 2012, 7.30pm-9.10pm in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills and Councillors Michele Berry, Clive Harrington, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillors Anthony Ballinger and Mike Haines (MH - Items 7-13 only).

1. WELCOME AND APOLOGIES FOR ABSENCE. The Chairman welcomed everyone to the meeting. County Councillor Dennis Smith, Michael Sach and Brian Moore (Emergency Officers) and Cyrena Bell (Tree Warden) had sent their apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF PREVIOUS MEETING HELD ON 17 NOVEMBER 2011 AND PLANNING COMMITTEE MEETING HELD ON 12 JANUARY 2012.

The minutes were unanimously agreed as accurate records of the meetings and approved for signature by the Chairman.

4. MATTERS ARISING

There were no matters arising other than those listed in the agenda.

5. PLANNING

a. **Ref:** 11/04126/FUL **Location:** Adam Cottage, Coffinswell **Application:** Replace existing flat roof over garage with pitched roof **Case Officer:** David Curley

[This application was reviewed at a Planning Committee meeting on 12.1.12. The parish council had no objection]

Noted – copy of completed Planning Committee pro forma attached to these minutes for the public record.

b. **Ref:** 11/03644/FUL **Location:** COFFINSWELL - Home Farm, Dacombe

Proposal: Installation of solar panels on south facing roof of garage

Grant of Conditional Planning Permission dated 19.12.11 was noted.

c. **Ref:** 11/03009/CLDE **Location:** Eldorado & Little Milber, Coffinswell

Application: Certificate of Lawfulness for existing use of Eldorado as an independent dwelling with associated works, the siting of a mobile home for residential use (Little Milber) with associated works, extent of domestic curtilage and use of office building (Use Class B1)

Certificate of Lawful Use or Development issued 6.12.11 was noted.

d. **Ref:** 11/03801/CA **Location:** The Cones, Connybear Lane, Coffinswell, Devon, TQ12

Application: Pruning of four fruit trees and felling of one fruit tree

It was noted that this application had been approved by Teignbridge DC on 19.12.11.

e. **Ref:** 11/03279/FUL **Location:** Ridgeway Cottage, Coffinswell, TQ12 4SS

Application: Raising of roof to form first floor bathroom

Decision Level: Delegated Decision **Case Officer:** Anna Mooney

It was noted that this application had been withdrawn.

f. Localism Act and National Planning Policy Framework (NPPF)

It was noted that a decision on the draft NPPF is expected in Spring 2012.

g. Enforcement matters

Manor House, Coffinswell. It was noted that an adjacent neighbour had written to Teignbridge DC about the new position of the satellite dish. It was agreed that this, plus any other conditions of the Enforcement Notice not yet actioned, will be brought forward to the next meeting in March.

Action: GH to add this item to the March agenda

Field shelter, Downaway Lane, Dacombe. It was noted that the field shelter has been moved. The Enforcement Officer has confirmed that it has no floor so it is a moveable building. No further action required.

Caravan in field off Downaway Lane, Dacombe. On 14.10.11 Mike Haines had reported this to the Enforcement Officer, who had subsequently visited the site and confirmed it should be removed. If the caravan is still in situ, this would need to be followed through with TDC.

Action: GH to contact TDC

Caravan off Deerpark Lane, Coffinswell. This needs investigation.

Action: TH and MH to check during a parish walk on 3.2.12

h. Weekly lists of planning applications: 11.11.11 – 6.1.12 inclusive – no applications other than those listed above.

6. ACCOUNTS

a. Income

Devon CC - £700 for grit spreader

b. Expenditure

SLCC - £46.00 – Annual Subscription

Devon CC - £603.60 - grit spreader

C Harrington – £35.62 - P3 Winter Workshop & Volunteers

c. Balances (Main account and Parish Paths account) - as at 19 Jan 2012

£3.39 parish paths £3558.68 Main account

d. Coffinswell & Dacombe Events Committee – bank account balance as at 19 Jan - £1520.75

e. 2012/13 Precept – it was agreed to increase the precept by £55 to £2543. This left the charge per Band D household unchanged since 2008/09. AH to inform TDC by 30 January.

7. FOOTPATHS AND HIGHWAYS

a. Annual Parish Paths Partnership (P3)

Public Rights of Way budget has been cut by 25% but P3 had a 20% reduction. Annual report has been dispatched, no news yet on how much money will be allocated to this parish.

b. Parish Online

Issue of passwords for parish councillors is still pending.

Action: GH

c. Outstanding matters to be resolved with Devon CC Highways

It was noted that on 30.11.11 the T junction sign on St Marychurch Road was re-located and set to the left rather than the right as before. Devon CC Highways have been thanked.

Action: CH

Pothole at bottom end of Dacombe Hill – TH has reported this but no action has been taken.

Possibly it could be done during road closure of Orestone Lane. Pothole near Greenacres needs to be reported.

Action: CH

d. **Road closures for drainage works** – Orestone Lane (6.2.12-13.2.12) and Lane past Strawberry Fields (8 or 19.3.12-23.3.12). Noted, pothole at bottom end of Dacombe Hill to be dealt with during February closure.

Action: GH to contact Devon CC Highways re pothole

e. **Litter picking rotas**

Noted that 2012 rotas have been published on noticeboards and will be included on website.

Action: GH for website

f. **Mud and stone debris on roads**

Debris near triangle opposite The Linny had been cleared by Devon CC Highways on 17.11.11 but it is unlikely Highways will do this again. Similar debris was cleared by volunteers in December plus accumulation of mud outside Princess Cottages. Longer term solutions would be welcome. Some drains full of mud – programme of gully cleaning not known.

Action: RW to discuss with landowner. GH and CH to check when gully cleaner next due

g. **Water draining from field onto road near Dacombe sign**

The cause of the flood is not yet known but there is a large water-filled ditch inside the field which is leaking through the bank onto the lane. Devon CC (Emma Stamp) is aware. It may be an Environment Agency or Teignbridge DC responsibility.

Action: GH and CH to ask for advice from Devon CC Highways

h. **Kingskwerswell By Pass**

The District Councillors thought it was too soon to discuss traffic routes and traffic levels – more appropriate time would be early summer. Kingskwerswell parish council will have monthly meetings during road construction period – Penn Inn to Kingskwerswell will take 2 years, remainder about one year.

Action: GH to bring forward to July meeting

Additional items. There was discussion of various other issues which need attention:-

i. Ditch near Osmond Cottage – a mini-digger is needed.

Action: RW to ask Manor Farm, Dacombe if a digger can be loaned or rented

ii. Lych gate at permissive footpath 14 acre. This had not been fixed as at 15.1.12.

Action: CH

iii. Proposed new permissive footpath from Milber Lane bridleway to Blackenway Lane. Devon CC P3 advise that this will take time. It needs review with Devon CC and English Heritage (Milber Down Camp) in due course. Bring forward in 6 months.

Action: GH to bring forward to July meeting

8. FUNDING AND GRANTS

(in view of the huge scope of this subject, only significant items of correspondence will be listed on the agenda)

District Councillors have received the application for a grant of £270.00 for new tables for the church. Other items may also be supported with funding – MH and AB to discuss and report back.

Action: GH to liaise with District councillors

9. TREE WARDEN

a. **Tree survey from Devon County Council Highways** dated 5.12.11

Some dead branches in the lower stretch of Connybeare Lane have been taken down by the landowner. It was noted that there has been no action on the trees in Connybear Wood yet.

b. **Trees near Adam Cottage and Lyndon Cottage, Coffinswell**

Some dead elms were felled by Devon CC, a few more have felled by volunteers working with parish councillors. Thanks to all who helped.

c. **Tree management system**

Tree Warden not present – bring forward to next meeting.

d. Tree at Dacombe noticeboard

A large branch of the willow tree has been leaning against the Dacombe noticeboard. RW and JW lopped and cleared the relevant branches.

e. Tree at Old Well, Coffinswell

A letter dated 16.1.12 from Mr A Parkes, Coombe Cottage was noted. Discussion centred on the fact that it is a healthy tree, albeit a sycamore. Mr Parkes is concerned about his property. It was agreed that there is no objection to the sycamore tree being lopped or felled at Mr Parkes' own cost. Mr Parkes should be asked to reassure and satisfy himself that the tree surgeon has insurance cover in place before the work commences, for example to cover injury to person(s) doing the work, any possible damage to BT property and an appropriate level of Public Liability Insurance.

Action: GH to write to Mr Parkes accordingly

10. ENGAGING WITH THE COMMUNITY

a. Website – verbal update

Agenda and approved minutes for previous year now available plus link to a Flickr account showing photos of Coffinswell and Dacombe. Programme of improvement continues.

Action: GH

b. Emergency Planning and Snow Warden Scheme

Emergency planning continues including identification of the sites of fire hydrants. There is information for residents on both noticeboards. Noted that red diesel note must only be used for appropriate activities. The emergency officers have nothing to report.

c. Liaison with Coffinswell & Dacombe Events Committee (CDEC)

Programme of events for the year has been prepared. Includes proposal for Diamond Jubilee Spring Fayre on Sunday 3 June. It was agreed that use of parish council headed paper for soliciting raffle prizes by CDEC should be in terms of "the Events Committee in partnership with Coffinswell Parish Council". Next CDEC meeting on 24.1.12.

Action: GH to inform CDEC members

d. Zig Zag Quarry

It was noted that there have been no further developments since the report at the 22.9.11 meeting. Bring forward to a future meeting (6 months) to keep this on the agenda.

Action: GH

11. PUBLIC CONSULTATIONS

a. Teignbridge Core Strategy

It was noted that the public consultation runs from 9.1.12 – 2.3.2012. The clerk will post a copy of dates for the TDC "roadshows" on the village noticeboards. The District Councillors advised that there are recommendations in the Kingskerswell Community Masterplan about land development near Coffinswell and Section 106 agreements from which Kingskerswell will benefit. The District Councillors suggested that parish councillors should visit the "roadshows" to learn about this. It was agreed to have a public meeting to discuss the Core Strategy.

Action: GH to arrange public meeting

b. Pre-determination and the Localism Act 2011

An advisory email from Sue Aggett, TDC dated 9.1.12 was noted with no questions.

12. CORRESPONDENCE

a. Teignbridge Neighbourhood Watch

An email from Geoff Hughes dated 8.12.11 was noted and no action was requested.

b. Oil buying groups

An email from Teignbridge District Council (Zoe Farmer) dated 7.12.11 suggested giving assistance to organize community oil buying groups. It was noted the Devon Association of Parish Councils had advised some time ago that the parish council should not get involved. It was agreed that the

information should be put on the village noticeboards in case individuals wish to organize such a group.

Action: GH

c. Member of the European Parliament

A letter and poster dated Dec 2011 from Sir Graham Watson MEP was noted.

Any Other Business

It was agreed that RW and the clerk would attend the next Teignbridge Association of Local Council (TALC) meeting on 26.1.12. On the agenda is the Teignbridge Core Strategy.

Action: RW and GH

It was agreed that a bonfire at Pathfield, Dacombe which gave off white and then black smoke for a whole day on 18.1.12 and affected most of the length of the parish should be reported to the Environment Agency.

Action: GH

13. DATE OF NEXT MEETING: 15 March 2012 (may be changed to 14.3.12 if agreed)

Read and signed by the Chair

**PUBLIC MEETING HELD TO CONSIDER THE TEIGNBRIDGE CORE STRATEGY
("Plan Teignbridge 2013-2033")**

Held at St Bartholomew's Church, Coffinswell on Thursday 16 February 2012, 7.30pm – 8.45pm

Present: Parish councillors Roger Wills (Chairman), Michele Berry, Clive Harrington, Tony Hermsen
In attendance: Gwynneth Hermsen (minutes), District Councillor Mike Haines
Visitors: Mary Elkington, Teignbridge District Council and approximately 20 residents of Coffinswell and Dacombe

1. RW welcomed everyone to the meeting. Apologies for absence had been received from:- Parish councillor John Winchester, District Councillor Anthony Ballinger and County Councillor Dennis Smith

2. OPENING REMARKS – CHAIRMAN

RW declared the meeting open and invited Mary Elkington to explain the Core Strategy and take questions during the Public Discussion.

3. DECLARATION OF INTERESTS

RW declared a personal interest as a local landowner and farmer. He explained that none of his farm is within the areas nominated for planning proposals. He does rent land from a farm belonging to his father-in-law and this land is part of proposed development land. It is not part of his own farm.

4. PUBLIC DISCUSSION

Mary Elkington introduced the discussion with the following main points:-

- the Core Strategy is otherwise known as a "Local Plan".
- the Core Strategy supersedes the previous Local Plan dated 1996 which covered the period from 1989-2001.
- the Core Strategy is based on consultations since 2008 - technical evidence was updated in 2010 and continues to be checked and verified.
- development is centred on major towns, not smaller villages or the rural environment. Newton Abbot is the largest market town in Devon – half the proposed growth is planned around Newton Abbot.
- sustainability is key, as is employment, provision for businesses, transport infrastructure, health and well-being.

Explanation by Mary Elkington of the impact of the Core Strategy on Coffinswell and Dacombe:-

- **EN1 – Strategic and local open breaks**
Core strategy allows for open breaks and designated areas of no development, to create green wedges between settlements.
- **S22 – Countryside**
Core strategy does not affect conservation area designations. This section contains information about the type of development that could be done and should be read in conjunction with other policies eg EC2 Rural employment: development must be reasonable and relevant. There are also rural exception rights in respect of affordable housing. Neither Coffinswell nor Dacombe are designated as "settlements".
- The Kingskerswell Masterplan identified three development areas. The Masterplan was produced by a Kingskerswell parish group working with Teignbridge DC. The Masterplan is not solely concerned with development proposals but also the wider context eg creation of orchards. The areas are:-
KK1 – Land off Torquay Road and Embury Close
KK2 – Land between Fluder Hill and Mount Pleasant Road
KK3 – Land to the rear of the Barn Owl

There was lengthy discussion of the possible impacts on Coffinswell and Dacombe, particularly in respect of KK1. This land is located behind Kingskerswell primary school, along the Kingskerswell/Coffinswell parish boundary. The proposals include mixed development: a larger

school hall, 0.5 hectares of employment land (not industrial: small lock ups and offices), community hall and relocated library, 130 homes (affordable; market; self-build). Development would take account of flooding areas, wildlife breeding territories, access and green infrastructure links.

KK2 will include a link between Fluder Hill and Charles Road to ensure ease of access. There is a current planning application for 60 homes.

Historically, all development land allocated in 1996 has been used. The land availability assessment has been going on for some time. Teignbridge DC is not allocating anything within the Core Strategy which is not deliverable.

- **NA4 Milber**

Plans for regeneration of Milber Trading Estate (42 hectares). Centrax has planning permission for 15,000 sq metres of office space. New sports pitches and 100 homes are planned, together with new or improved roads, walking and cycling routes. Adjustments to planned road routes will be necessary due to the size of Milber Down Camp (Heritage Asset).

Discussions included concerns about roads linking with the busy St Marychurch Road and possible use of Coffinswell and Dacombe as “rat runs” on a day to day basis and especially if traffic is diverted through the parish due to an incident on St Marychurch Road. Traffic enforcement will be required – this will be a matter for Devon County Council.

Other matters

There was a brief discussion of other local proposals, such as improvements in Kingskerswell village centre and new railway stations.

Neighbourhood Plan – if the parish council and local community wish to produce a neighbourhood plan, Teignbridge DC will support this.

Zig Zag Quarry – future proposals include possibility of creating a recreation area.

Next steps

- Individuals and the parish council should submit comments by the deadline of 2 March 2012, stating specific concerns about land development, public access etc. If the parish council needs extra time, it should inform Teignbridge Planning.
- March/April 2012 – Teignbridge DC will consider all submissions including representations from English Nature and other stakeholders and adjust the draft policy if appropriate.
- End May/early June 2012 – Councillors will consider all relevant assessments – quantifications, social and environmental impacts.
- June 2012 - Submission stage. Another round of consultations at public enquiry. Members of the public can comment either as individuals or through the parish council.
- July 2012 – submission to the Secretary of State
- April 2013 – adoption of final version of the Core Strategy

5. CONCLUSIONS

It was agreed that there was no requirement for a vote. RW summarized:-

- There are proposed developments on some of the parish boundaries, which are of concern to some but possibly not all residents.
- Almost everyone in the parish has concerns about traffic levels and traffic speeds. This is a general issue throughout rural UK.
- Teignbridge DC needs to ameliorate traffic problems that may arise as a result of the Core Strategy, especially in view of Teignbridge DC’s stated aim of maintaining the physical separation of settlements (strategic breaks) and provisions of the green infrastructure strategy.
- Neither Coffinswell or Dacombe have a village envelope – they are in “open countryside”. If planning applications are received for new development, there is a presumption that the parish council will object to them unless there are good reasons not to object. The parish council will continue with that strategy unless residents tell us otherwise.

- If some form of development is considered to be necessary by residents for example, a village hall or community building, the parish council will work with the local community to prepare a neighbourhood plan. At the annual parish meeting in May 2012 this will be an item on the agenda.
- Notes of this meeting will be prepared and publicised in the usual way – on village noticeboards, on the email network and parish council website.
- Residents are welcome to send comments on the subject of this meeting or any other parish council matter to the parish clerk or any parish councillor. Comments on the Core Strategy need to reach the parish council by 1 March in order to meet the deadline of 2 March 2012.

6. **CLOSE OF MEETING** – The Chairman closed the meeting at 8.45pm.

COFFINSWELL PARISH COUNCIL
PLANNING COMMITTEE

**MINUTES OF MEETING OF THE PLANNING COMMITTEE HELD AT
7.30pm on Monday 5 March 2012 in St Bartholomew's Church, Coffinswell**

PRESENT: Chairman Roger Wills and Councillors Clive Harrington and Tony Hermsen.

IN ATTENDANCE: Gwynneth Hermsen (Clerk).

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting. Michele Berry and John Winchester, Parish Councillors, had sent their apologies for absence. The Chairman confirmed that a quorum was present.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. PUBLIC DISCUSSION

There were no visitors and therefore no public discussion. The Clerk reported that Mr and Mrs Mattin, neighbours of Apple Orchard, had declared an interest in the planning application at Item 4a as they were not able to be present at the meeting.

4. PLANNING APPLICATION TO BE CONSIDERED

Reference: 12/00488/FUL
Address: Apple Orchard, Connybeare Lane, Coffinswell, Newton Abbot, TQ12 4SL
Parish: Coffinswell
Ward: Kerswell With Combe
Proposal: Replacement conservatory
Type of Application: Full Application
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Application Received: 10/02/2012
Date Application Validated: 20/02/2012
Publicity Expiry Date: 23/03/2012
Target Date: 16/04/2012

There had been no comments or objections to the application from members of the public. After a full review of the planning application, it was agreed that there were no objections to the replacement conservatory.

Action: GH to inform Teignbridge District Council Planning

5. DRAFT RESPONSE TO TEIGNBRIDGE CORE STRATEGY

It was noted that, contrary to comments made by the Teignbridge District Council Planning Officer at the public meeting held on 16.2.12, the council would not be able to submit its response to the Core Strategy later than 2.3.12. Accordingly, the parish clerk had submitted a brief response to TDC (copy attached) by the 2 March deadline. A more detailed draft response prepared by the clerk was reviewed and agreed. This will be submitted as a follow-up document to the initial response and held on file pending the next round of public consultation on the Core Strategy.

Action: GH to submit the detailed response to Teignbridge District Council

6. CLOSURE OF MEETING

The Chairman closed the meeting at 8.00pm

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF MEETING HELD on Wednesday 14 March 2012, 7.30pm-9.00pm in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills and Councillors Michele Berry, Clive Harrington, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillors Anthony Ballinger and Mike Haines.

1. WELCOME AND APOLOGIES FOR ABSENCE. The Chairman welcomed Mr Endicott of Redacres, Dacombe to the meeting. Mr Endicott said that he wished to observe the meeting and had no specific questions to raise. County Councillor Dennis Smith, Michael Sach and Brian Moore (Emergency Officers) had sent their apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF PREVIOUS MEETING HELD ON 19 JANUARY 2012, PUBLIC MEETING ON 16 FEBRUARY 2012 AND PLANNING COMMITTEE MEETING ON 5 MARCH 2012.

The minutes were unanimously agreed as accurate records of the meetings and approved for signature by the Chairman.

4. MATTERS ARISING

No matters arising which are not covered in the agenda.

5. PLANNING

a. **Ref:** 11/04126/FUL **Location:** Adam Cottage, Coffinswell **Application:** Replace existing flat roof over garage with pitched roof **Case Officer:** David Curley
Noted the Grant of Conditional Planning Permission, 10.2.12

b. **APPLICATION REF:** 12/00217/CAN **OFFICER:** Mark Waddams **DECISION LEVEL:** DEL
LOCATION: The Old Parsonage **PROPOSAL:** Pruning of three trees
Noted Teignbridge District Council approval, 27.2.12

c. **APPLICATION REF:** 12/00354/CAN **OFFICER:** Mark Waddams **DECISION LEVEL:** DEL
LOCATION: Dodwell Cottage **PROPOSAL:** Pruning of one willow tree
Noted Teignbridge District Council approval, 9.3.12

d. **APPLICATION REF:** 12/00488/FUL **OFFICER:** Nicola Turner **DECISION LEVEL:** DEL
LOCATION: Apple Orchard Connybeare Lane **PROPOSAL:** Replacement conservatory
Reference planning committee meeting on 5.3.12 – copy of decision attached to these minutes.

e. **APPLICATION REF:** 12/00571/CAN **OFFICER:** Mark Waddams **DECISION LEVEL:** DEL
LOCATION: 1 Princess Cottages **PROPOSAL:** Pruning of one oak tree
No objection.

f. Enforcement matters

Manor House, Coffinswell – Enforcement Notice.

Steve Hobbs, Teignbridge DC Enforcement Officer reported on 13.3.12 that a TDC representative had visited the property the previous week and observed no work has been undertaken as required

by the Enforcement Notice. If this situation continues, TDC will inform the house owner that he could be subject to prosecution proceedings. The property is currently on the market and the Enforcement Notice would pass to the next owner.

Action: Request update from TDC in May 2012

Caravan on Ridge Road

The caravan is near to Ridge Road, about half way between Deer Park Lane and St Marychurch Road, grid ref approx 902691. Carlo Josi, Teignbridge DC Enforcement Officer reported on 13.3.12 that a visit is due w/b 19 March. Any evidence of residence (eg lights on at night) should be reported to him.

Action: Monitor, report any evidence of residence to TDC

Caravan and bus on land at top of Downaway Lane, Dacombe

Carlo Josi, Teignbridge DC Enforcement Officer reported on 13.3.12 that he visited the site in December 2011 and again in January 2012 with Steve Hobbs. The bus has been there 20 years, is totally overgrown and there is no evidence of dwelling. Caravan is being stored there, no evidence of dwelling - owner is resident in Torquay. Owner intends to sell the land and promised to clear it before he goes (also boats there). He knows he shouldn't be storing items there.

Action: Continue to monitor. If no change by, say, next meeting in May, report to TDC for further investigation.

Strawberry Fields, Dacombe

Clerk received no response to request for report from Jeremy Ebdon, Planning Officer at TDC. Site last visited in February 2012 by councillor. It appears to be abandoned – no tyre tracks.

Action: GH to inform TDC

f. **Weekly lists of planning applications:** 13.1.12 – 2.2.12 inclusive – no applications other than those listed above.

6. ACCOUNTS

a. **Income:** £270.00 – District Councillors for table purchase – forwarded to CDEC.

b. **Expenditure:**

PCC for use of church (last paid Jan 2011) - £150.00 for 15 meetings

Coffinswell Panel - £270.00 – Forwarding District Councillors Funds

Mrs G Hermsen - £53.40 - Clerk's expenses 17.11.11 – 8.03.12

Mrs G Hermsen - £366.35 - Clerk's Salary 8.11.11- 13.3.12 plus accrued holiday pay.

c. **Balances** as at 14 March 2012: Main account - £2988.93 Parish Paths £3.39

d. **Coffinswell and Dacombe Events Committee** – bank account balance as at 14 Mar 2012: £2158.53.

7. FOOTPATHS AND HIGHWAYS

a. Outstanding matters to be resolved with Devon CC Highways / Footpaths

Permissive pathway at 14 Acre Field – catch on gate needs attention (subsequently fixed).

Potholes – Dacombe Hill fixed, CH to report one near Greenacres, outside Dodwell Cottage the pothole is not big enough, outside Manor Cottage the hole is not on the highway. Action: CH

Strimmer – needs repair. Action: CH

Drain at Osmond Cottage – pending attention. Action: CH and RW

Grit and stones on road near The Linny – this could be costly to correct. Action: RW

Flooding near The Bothy, Dacombe – blocked drain, now cleared.

b. **Lengthsman schedule** – next due 27/28/29 June 2012.

c. **Gully emptying schedule** – this can be obtained from Devon CC Highways. If drains remain unemptied, this needs to be reported to Devon CC Highways as the contractor is not fulfilling the contract. Action: CH

d. **Temporary road closure – Downaway Lane to near noticeboard in Dacombe** – no reported problems, Devon CC Highways seem to have identified this as in need of attention.

8. FUNDING AND GRANTS

(in view of the huge scope of this subject, only significant items of correspondence will be listed on the agenda)

- a. **District Councillors Fund** - application has been made:- £350 for new noticeboard and £350 for PA system
- b. **Rural Aid** - applications for Rural Aid funding for the financial year 2012-13 are now open. The closing date for funding applications is 4pm on Thursday 5th April 2012. Bid for grant for PA system is possible – depends on whether the Parochial Church Council is considering a static system (portable system not eligible).

Action: GH to liaise with MB (in her capacity as Churchwarden)

9. TREE WARDEN

- a. **Tree management system** – Tree Warden Forum due Wednesday, 18 April 2012, 6pm-8pm at Old Forde House. Cyrena Bell, Tree Warden and Clerk have been invited.

Action: GH to liaise with CB (if unavailable, RW will attend)

- b. **Removal of sycamore tree at Old Well, Coffinswell.** A letter of complaint dated 1.3.12 had been received and dealt with verbally by the Chairman. Draft letter to complainant approved for dispatch.

Action: GH

10. ENGAGING WITH THE COMMUNITY

- a. **Website** – agenda and minutes are up to date and a new tab created for Teignbridge Core Strategy.
- b. **Emergency Planning and Snow Warden Scheme** – Emergency Officers not present.
- c. **Liaison with Coffinswell & Dacombe Events Committee** - possibility of donation to Coffinswell and Dacombe Events Committee to help fund cost of PA system (for council use at annual and public meetings) will be considered at a future meeting.

Action: GH to include in future meeting agenda

- d. **Devon Minerals Update** – Email from Devon County Council dated 21.2.12
In the margins of discussing this correspondence, the question of the legal requirement for distance between Milber Lane bridleway and edge of Zig Zag quarry was raised. It was agreed that clarification should be requested from the manager of the quarry.

Action: GH to draft letter to Zig Zag quarry manager

11. PUBLIC CONSULTATIONS

Teignbridge Core Strategy – ref. public meeting on 16.2.12. Response sent to Teignbridge DC on 1.3.12 and explanatory letter on 13.3.12. Cllr Haines will check with TDC that explanatory letter is taken into account with initial response.

Action: GH to follow up with MH

12. CORRESPONDENCE

- a. **Missing post box, Dacombe** – Post box has been reinstated by Royal Mail.
- b. **New DALC website** – now up and running. Clerk to issue password to councillors.

Action: GH

- c. **Kingskerswell Parish Council 'Beating of the Bounds' – 4 June 2012**

Ref letter of invitation from Kingskerswell PC dated 21.2.12. Agreed that councillors will attend at time and place to be agreed. Cllr Haines will email Clerk with schedule of route and times.

Action: GH to follow up with MH

- d. **Teignbridge Association of Local Councils (TALC)** – draft minutes of 26.1.12 meeting.
Noted.

13. DATE OF NEXT MEETINGS: 10 May, 17 May 2012 (including Annual Parish Meeting)

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL
PLANNING COMMITTEE

**MINUTES OF THE PLANNING COMMITTEE HELD
on Thursday 12 April 2012 from 7.30pm – 7.45pm in
St Bartholomew's Church, Coffinswell**

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed Clive Harrington and Tony Hermsen to the meeting. Michele Berry and John Winchester, Parish Councillors, had sent their apologies for absence. The Chairman confirmed that a quorum was present.

2. ELECTION OF CHAIRMAN

(to be elected at the first meeting of the Committee and every year)

3. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

4. PLANNING APPLICATION TO BE CONSIDERED:-

Reference: 12/00898/FUL
Address: Blue Hills, Connybeare Lane, Coffinswell, Newton Abbot, TQ12 4SL
Parish: Coffinswell
Ward: Kerswell With Combe
Proposal: Improving an entrance from the road. Alterations to existing house, including some new windows, two new dormer windows, a ground floor external canopy around the house, a new canopy over the front door and a proposed boot room/ garden entrance
Type of Application: Full Application
Decision:
Decision Level: Delegated Decision
Case Officer: Anna Mooney
Publicity Expiry Date: 25/04/2012

There were no visitors and therefore no public discussion. It was noted that there had been no objections to the planning application from neighbours or comments from members of the public. After a full review of the planning application, it was agreed that there were no objections to the proposals.

Action: GH to inform Teignbridge District Council Planning

5. CLOSURE OF MEETING

At 7.45pm the Chairman declared the meeting closed.

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF MEETING HELD AT 7.30 pm – 8.45pm on Thursday 10 May 2012 in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills and Councillors Clive Harrington, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillors Anthony Ballinger and Mike Haines.

1. WELCOME AND APOLOGIES FOR ABSENCE. Councillor Michele Berry and County Councillor Dennis Smith had sent their apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF PREVIOUS MEETINGS: 14 MARCH 2012 AND PLANNING COMMITTEE ON 12 APRIL 2012.

The minutes were unanimously agreed as accurate records of the meetings and approved for signature by the Chairman. It was noted that the planning application taken at the Planning Committee on 12.4.12 had been overtaken by the new application at Item 5a below.

4. MATTERS ARISING

Item 10d of 14.3.12 minutes. Matters relating to the quarry raised in March plus recent flooding were discussed.

Action: RW and GH to discuss draft letter to Devon County Council

5. PLANNING

a. **APPLICATION REF:** 12/01139/FUL **OFFICER:** Anna Mooney **DECISION LEVEL:** DEL
LOCATION: Blue Hills, Connybeare Lane, Coffinswell, Newton Abbot, TQ12 4SL **PROPOSAL:** Improving an entrance from the road, alterations to existing house including some new windows, two new dormer windows, a ground floor external canopy around the house, a new canopy over the front door and a proposed boot room / garden entrance. Changes in ground level around the house and in front of garages to form additional parking and turning space, improved drive into the parking area. Modifications to the existing stables / garage building to create more garage space.

It was noted that there had been no objections to the planning application from neighbours or comments from members of the public. The additional works compared to the original application 12/00898 (considered at Planning Committee on 12.4.12) were fully reviewed. It was agreed that there were no objections.

Action: GH to inform Teignbridge DC

b. **APPLICATION REF:** 12/01181/MAJ **OFFICER:** Nicola Turner **DECISION LEVEL:** DEL
LOCATION: Former Milber Abattoir, St Marychurch Road, Newton Abbot, Devon, TQ12 4SE
PROPOSAL: Demolition of existing abattoir/cutting plant, erection of two storey office building (Use Class B1), and new access to St Marychurch Road (extension of time for implementation).

It was noted that this was an application for an extension of time for implementation of a previously approved application. There were no objections.

Action: GH to inform Teignbridge DC

c. It was noted that the Decision Notice for 12/00700/FUL approving the installation of PV panels on Court Barton Farm barn, had been received on 4.5.12.

d. Enforcement matters

a. Reference email dated 18.4.12 from clerk to Karen Mason for the Teignbridge DC Review Group (Overview & Scrutiny Committee) contains questions from the council about enforcement processes. Review Group will report to O&S Committee in May 2012.

Action: GH to update the council in due course

b. Caravan in Ridge Road. Enforcement officers visited the site in March. The caravan is being used temporarily for making furniture and will be moved.

Action: All to monitor and GH to bring forward to future meeting

d. **Weekly lists of planning applications:** no applications other than those listed above since the last meeting. It was noted that the National Planning Policy Framework was published on 27.3.12.

6. ACCOUNTS

a. Income

Teignbridge DC - First half of precept - £1271.50

Devon CC – P3 Contribution to paths maintenance - £120.00

Coffinswell Panel – Grant received in error - £700.00

b. Expenditure

Coffinswell Panel – Repayment of grant - £700.00 (see receipts)

c. **Balances** as at 10 May 2012. Main Account £4207.76 Parish Paths Account £123.39

d. **Coffinswell and Dacombe Events Committee** – bank balance as at 17 April 2012 £2,815.32.

e. **Approval of annual return** – The RFO detailed and explained the Annual return figures to the councilors and the accounting statements and the annual governance statement were then unanimously approved.

7. FOOTPATHS AND HIGHWAYS

a. Outstanding matters to be resolved with Devon CC Highways

None – pothole at Greenacres filled. Gullies emptied last week. Overall, the situation is much better than 10 years ago. RW continues to store sandbags, salt and grit. Nearer the autumn, he will supply Manor Farm, Dacombe with some sandbags.

Action: RW

b. Digging out ditch in Kerswell Lane near Osmond Cottage

It is a Devon CC responsibility but there is no likelihood of any funds. It was agreed to delegate authority to the Chairman for works costing up to £100.

Action: RW

c. Temporary road closure in Underway, Coffinswell 18-22 June 2012

Noted – for utility works.

Action: GH to inform residents at annual parish meeting on 17.5.12 and via noticeboards/email system.

8. FUNDING AND GRANTS

(in view of the huge scope of this subject, only significant items of correspondence will be listed on the agenda)

Application for funds referred to in 14.3.12 minutes was successful and the District Councillors were thanked. Coffinswell & Dacombe Events Committee has received a donation of £700, of which £350 has been spent on a new noticeboard costing £373.13 - delivery due 11.6.12. £350 continues to be held for contribution to an upgraded sound system.

Action: GH to advise when decision is taken by CDEC on sound system.

9. TREE WARDEN

The Chairman attended a Tree Warden event in April. Mark Waddams, Tree Officer, explained how trees are assessed for Tree Preservation Orders (TPOs) and who to contact for trees.

10. ENGAGING WITH THE COMMUNITY

a. **Website** – work to update the website continues.

b. Emergency Planning

Flooding events in Dacombe were discussed. These were resolved by Devon CC Highways. Watching brief only.

c. Liaison with Coffinswell & Dacombe Events – nothing to report other than in Item 8 above.

11. PUBLIC CONSULTATIONS

It was noted that the Teignbridge Core Strategy is being revised following the public consultation earlier in the year.

12. CORRESPONDENCE

None.

13. DATE OF NEXT MEETING: 17 May 2012 (AGM at 7.30pm followed by Annual Parish Meeting at 8pm)

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON Thursday 17 May 2012, 7.30pm – 7.50pm in the Vestry, St Bartholomew's Church, Coffinswell

PRESENT: Councillors Roger Wills, Clive Harrington, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillors Anthony Ballinger and Mike Haines.

1. WELCOME AND APOLOGIES FOR ABSENCE. The Chairman welcomed everyone to the meeting. Councillor Michele Berry had sent her apologies for absence.

2. APPOINTMENTS FOR THE NEW COUNCIL YEAR:-

a. CHAIR PERSON AND VICE-CHAIR PERSON OF COFFINSWELL PARISH COUNCIL AND THE PLANNING COMMITTEE

Chairman – Roger Wills

Proposed by Clive Harrington, seconded by John Winchester and unanimously approved.

Vice-Chairman – Clive Harrington

Proposed by Roger Wills, seconded by Tony Hermsen and unanimously approved.

b. RESPONSIBLE FINANCIAL OFFICER

Responsible Financial Officer – Tony Hermsen

Proposed by Roger Wills, seconded by John Winchester and unanimously approved.

3. DECLARATIONS OF ACCEPTANCE OF APPOINTMENTS:-

Chairman - Roger Wills accepted the appointments.

Vice-Chairman – Clive Harrington accepted the appointment.

Responsible Financial Officer – Tony Hermsen accepted the appointment.

4. CONFIRMATION OF APPOINTMENT OF INTERNAL AUDITOR

It was unanimously agreed to appoint Ken Abraham as Internal Auditor for a further year.

5. APPROVAL OF ANNUAL GENERAL MEETING MINUTES, 19 MAY 2011

The minutes were unanimously agreed as an accurate record of the meeting and approved for signature by the Chairman.

7. DATES, TIMES, PLACE OF ORDINARY MEETINGS FOR YEAR AHEAD

It was agreed that ordinary meetings will continue to be held at 7.30pm in the Vestry, St Bartholomew's Church, Coffinswell on the third Thursday of alternate months: 26 July 2012, 20 September 2012, 15 November 2012, 17 January 2013, 21 March 2013, 16 May 2013.

Read and signed by the Chair

MINUTES OF THE ANNUAL PARISH MEETING OF COFFINSWELL PARISH COUNCIL
Thursday 17 May 2012, 8.00pm – 9.00pm held in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills, Vice-Chairman Clive Harrington,
Responsible Financial Officer Tony Hermsen and
Councillor John Winchester

IN ATTENDANCE: Mike Haines, District Councillor
Anthony Ballinger, District Councillor
Dennis Smith, County Councillor
Rev John Leonard
Gwynneth Hermsen (Clerk)

WELCOME AND APOLOGIES FOR ABSENCE. The Chairman welcomed everyone to the meeting. Apologies for absence had been received from Councillor Michele Berry, Diane and Brian Moore, Michael Sach, Gordon Bower, Judi Grainger and Gerda Hatton-Ellis.

Electorate

Approximately 12 members of the electorate attended.

1. MINUTES OF THE LAST MEETING – 26 MAY 2011

The minutes of the last meeting were taken as read and approved for signature by the Chairman.

2. MATTERS ARISING

Item 3, 26.5.11: National Grid has planted trees on the verge at the gas station in Dacombe.

3. CHAIRMAN'S REPORT – Year 2011/12

The Chairman addressed the meeting with a brief summary of events since the last annual parish meeting in May 2011:-

- It has been a quiet year with a few minor planning applications, mostly non-contentious. One caused concern – an application to raise the roof on the garage at Adam Cottage, Coffinswell to form a new dwelling area. There were a few local objections and the council objected initially. Subsequently, the plans were changed so that the floor of the garage will be lowered and the gradient on the roof reduced.
- Parish council meetings are now held every other month, rather than once a month. This has cut down the workload. The Planning Committee, which meets as and when needed, is working well.
- Working parties of councillors and residents cut down dead trees opposite Adam Cottage and the sycamore tree on the old well area was felled. The triangle opposite The Linny will be tidied up.
- Underway, Coffinswell will be closed for a week in June for utility works.
- Particular thanks to litter pickers for their work in the villages.
- Three new grit bins have been installed and the council has its own grit spreader. Sandbags are available during extreme weather.
- Cyrena Bell is stepping down as Tree Warden. Unless anyone else would like the role, the Chairman will become the new Tree Warden. Donations are invited for planting new trees in the parish.
- The emergency officers are Brian Moore and Michael Sach, who have sent their apologies for absence. Thanks to Brian and Michael for their work over the year.
- The Teignbridge DC Overview and Scrutiny review group considered enforcement procedures at its meeting on 22.5.12. The group will report on improvements that can be made.
- Teignbridge Core Strategy (Local Plan). The public consultation has been extended due to the large number of public responses. A decision on amendments to the strategy is due in

- July, when the option for development at Long Lane will be known. The final outcome will not be known until next year. A copy of the draft strategy and the parish council's response to it is available for review – contact the clerk.
- Thank you to the parish clerk for the year's work and to Cyrena Bell for the work she has done as Tree Warden.

4. FINANCE

Report by Tony Hermsen. The bank balances as at 31 March 2012, the financial year end, totalled £3,112.32. This represents an increase of £158.74 on the year.

By way of explanation, this includes the following items:-

- ❖ Income - Parish Paths - £ 170
- ❖ Income - County Council Locality Fund - £1300 for grit bins and a grit spreader
- ❖ Income – Precept - £2488
- ❖ Expenditure – grit bins and spreader £1103
- ❖ Expenditure – parish clerk's salary £950

The charge per household for the annual precept for 2012/13 remains unchanged for the fourth year running. Due to demographical changes, this will mean a small increase in the overall precept coming to the council from £2,488 to £2,543. The budget for the year has been set at £2,602.

5. FOOTPATHS

Report by Clive Harrington:-

- The two new permissive footpaths have been well received
- A possible new permissive footpath is being considered from Milber Lane, Coffinswell to Blackenway Lane. This project will take some time to arrange.
- Thanks to Alex Parkes for maintenance work he undertakes at the old well.

6. REPORT ON THE ACTIVITIES OF COFFINSWELL & DACCOMBE EVENTS COMMITTEE (formerly Coffinswell Panel)

Kate and Graham Radley reported on behalf of the committee:-

- Martyn Joseph evening was sold out, he is due back on 27 May with Stewart Henderson.
- The spring fayre last year was held inside the church due to weather conditions but there was a good turn out.
- Christmas fayre was successful, with the involvement of local choirs.
- Next event is the spring fayre on 3 June, any help is welcomed.
- Open Gardens – 17 June, with 8 gardens being opened in aid of Save the Children.
- Film nights continue to be held from October through the winter months. Next year film nights will probably stop in April as there is too much daylight in the church in May. The films include "audience choice" as well as selected films. Entrance is free but donations are welcome. The film equipment is available for use by Kingskerswell and Abbotskerswell.
- Villages in Action – there were two entertainments in the year. VinA is supported by the district and county councils.

In summary, Kate and Graham said that it is important to have opportunities for people to come together. This is particularly noticed in the film intervals, when people socialise well. The events also raise funds for the church, for future events, to improve facilities and make charitable donations.

The Chairman thanked Kate and Graham for all their hard work, which is much appreciated.

7. PUBLIC DISCUSSION

County Councillor Dennis Smith drew attention to the County's draft planning strategy for waste, which is has a 12 week consultation period until 3 August 2012. View it on the Devon CC website.

There was a discussion about the Kingskerswell bypass construction, in particular whether the flyover would be single or dual carriageway. Dennis Smith said that there is no justifiable reason for it to be dual carriageway – traffic studies in 2003/4 revealed that 50% of traffic enters or leaves at the Penn Inn roundabout. Traffic levels have been estimated up to 2033, taking into account new housing plans. All relevant information is available online. Work will commence in the autumn.

Litter from local fast food outlets was discussed. It was agreed that it is mainly individuals causing litter and an approach to the outlets would be unlikely to improve the situation.

There were no further items for discussion.

The Chairman called the meeting to a close at 9pm. He thanked everyone for attending the meeting and the guests for their presentations. He invited everyone to enjoy the refreshments and meet their neighbours and the councillors.

Read and signed

Chairman

COFFINSWELL PARISH COUNCIL

MINUTES OF MEETING HELD AT 7.30 pm – 9.15pm on Thursday 26 July 2012 in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills and Councillors Michele Berry, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillor Anthony Ballinger (Item 11a only).

1. WELCOME AND APOLOGIES FOR ABSENCE. Councillor Clive Harrington and District Councillor Mike Haines had sent their apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF PREVIOUS MEETINGS: 10 MAY 2012, 17 MAY 2012 (AGM) AND PLANNING COMMITTEES ON 5 AND 13 JULY 2012.

The minutes were unanimously agreed as accurate records of the meetings and approved for signature by the Chairman. The decisions of the Planning Committee were ratified.

4. MATTERS ARISING

None.

5. PLANNING

a. Decision by Teignbridge District Council: **APPLICATION REF:** 12/01181/MAJ **OFFICER:** Nicola Turner **DECISION LEVEL:** DEL **LOCATION:** Former Milber Abattoir, St Marychurch Road, Newton Abbot, Devon, TQ12 4SE **PROPOSAL:** Demolition of existing abattoir/cutting plant, erection of two storey office building (Use Class B1), and new access to St Marychurch Road (extension of time for implementation). Approved by Teignbridge District Council. Noted.

b. Decision by Teignbridge District Council: **APPLICATION REF:** 12/01139/FUL **OFFICER:** Anna Mooney **DECISION LEVEL:** DEL **LOCATION:** Blue Hills, Connybeare Lane, Coffinswell, Newton Abbot, TQ12 4SL **PROPOSAL:** Improving an entrance from the road, alterations to existing house including some new windows, two new dormer windows, a ground floor external canopy around the house, a new canopy over the front door and a proposed boot room / garden entrance. Changes in ground level around the house and in front of garages to form additional parking and turning space, improved drive into the parking area. Modifications to the existing stables / garage building to create more garage space. Noted.

c. Comments by parish council Planning Committee on two applications: **APPLICATION REF:** 12/01780/FUL – Widening of existing access to land east of Willowpark Lane, Dacombe (no objections) and **APPLICATION REF:** 12/01338/FUL - School House, Coffinswell, Devon, TQ12 4SW - Demolish wood store and replace with new, retention of log store, oil tank and summer house (no objections). Decisions ratified.

d. **Enforcement matters** – Teignbridge DC Overview & Scrutiny Committee: it was not known whether there had been any progress following the Review Group report. It was agreed to bring this item forward to the September meeting and seek advice from Cllr Mike Haines.

Action: GH

e. **Weekly lists of planning applications:** noted there had been no applications since the last meeting other than those listed above.

6. ACCOUNTS

- a. **Income** £53.23 Inland Revenue – refund of 2011/12 PAYE for Clerk.
- b. **Expenditure** £450 PCC for grass cutting; £90 Ken Abraham (internal auditor); £12 Get Mapping (Parish Online); £35 Information Commissioner; £290.84 Parish Clerk salary; £33.98 Parish Clerk expenses
- c. **Balances** Main account £3,142.88 and Parish Paths account £123.39 - as at 26 July 2012
- d. **Coffinswell and Dacombe Events Committee (CDEC)** – £3019.15 bank statement as at 17 July 2012 (end of year). Agreed in principle to donation of £200 to CDEC for purchase of new PA/sound system, pending CDEC meeting on 31.7.12.
- e. **Role and salary of parish clerk** – Clerk absented herself from the discussions.

TH explained background (paid for 2 hours per week against timesheet, but doing much more; workload and demands on clerk have increased hugely since 2007 despite efforts to eliminate unnecessary work; discussed with Ken Abraham; a 2003 NALC/SLCC report states 12.5 hours per month is more usual at this level, includes work – 3.5 hours per month - by Responsible Financial Officer, who is not paid).

It was agreed that an increase in paid hours to 3 hours per week should take effect immediately. This will increase the salary/precept by approximately £450 p.a. TH was asked to prepare a contract of employment for review. Chairman and Clerk to agree a job description and options for the future of the Clerk's position.

Action: TH, RW and GH as stated

The Clerk re-joined the meeting.

7. FOOTPATHS AND HIGHWAYS

a. **Outstanding matters to be resolved with Devon CC Highways**

None. Noted that RW will be trimming hedges in the lanes soon. Water draining from field near Coffinswell sign/Ridgeway Cottage needs attention, as does water draining from Shell Lane in the vicinity of Adam Cottage. Problem at Old Well House was resolved by the Environment Agency.

Action: RW

8. FUNDING AND GRANTS

(in view of the huge scope of this subject, only significant items of correspondence will be listed on the agenda)

9. TREE WARDEN

Once he has spoken with Cyrena Bell, RW will register with TDC as Tree Warden.

Action: RW

10. ENGAGING WITH THE COMMUNITY

- a. **Website** – nothing to report.
- b. **Emergency Planning** – Brian Moore and Mike Sach copy the Clerk on emails about possible alerts, such as likelihood of floods on 6.7.12.
- c. **Liaison with Coffinswell & Dacombe Events Committee** – next meeting due 31.7.12.

11. PUBLIC CONSULTATIONS

a. **Teignbridge Core Strategy (2013-2033) – update.** This item was taken early in the agenda to allow Cllr Anthony Ballinger to speak and then leave the meeting.

Cllr Ballinger reported on the current status of the Core Strategy (Teignbridge Plan). The Plan of the previous administration was for 15,900 homes in 2007 but this Plan was rejected by the Planning Inspector. The initial new Plan was for 14,800 homes, but was then reduced to 12,400 homes. This was agreed by the TDC Executive Committee on 10 July 2012. The Plan will be

discussed by the Overview and Scrutiny Committee on 4 September, the Executive Committee on 13 September and Full Council on 21 September. The Plan will then go forward for submission to the Planning Inspector in November.

Cllr Ballinger said that, in his personal view, it is more important where the housing is allocated rather than the housing numbers.

In answer to questions, Cllr Ballinger said that TDC have to be able to demonstrate that the projected housing needs are viable and based on a sound statistical assessment of numbers for the years 2013-2033. Planning applications, with very few exceptions, will have to comply with the Core Strategy (Teignbridge Plan). There are three identified areas for housing in Kingskerswell which will also include provision for places of employment, schools, roads etc. All the information is available on-line.

The councillors thanked Cllr Ballinger who then left the meeting.

b. Devon County Council Devon Minerals Consultation – email dated 10.7.12.

JW had reviewed the consultation report, which mainly concerned deposits of Budleigh Salterton pebble beds – there are none in this parish. Report also covers the future working of ball clay – there are very thin layers just inside Zig Zag quarry which are unlikely to be exploited. Agreed no further action required.

12. CORRESPONDENCE

a. **Code of Conduct Register of Interests** – Sue Aggett TDC email dated 5.7.12. Forms for completion were issued, another meeting is required soon to complete the necessary adoption of a new Code of Conduct.

b. **New Declaration of Office forms** – The Local Elections (Declaration of Acceptance of Office) Order 2012 Louise Merrifield TDC email 9.7.12. Noted that these do not come into use until there is a new councillor or co-optee.

13. DATE OF NEXT MEETING: 20 September 2012 at 7.30pm. Future meeting dates are:-
15 November 2012; 17 January 2013; 21 March 2013; 16 May 2013.

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING HELD AT 7.30pm – 8.40pm on Tuesday 14 August 2012 in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills and Councillors Michele Berry, Clive Harrington, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk)

VISITORS: Mr Bruce Reed and Mr Charles Reed, sons of the applicant – Mr R Reed - at Item 5b.

1. WELCOME AND APOLOGIES FOR ABSENCE. District Councillor Mike Haines sent his apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer in both planning applications, Items 5a and 5b. CH declared an interest on Item on 5a.

3. MINUTES OF PREVIOUS MEETING: 26 JULY 2012.

It was agreed that these will be reviewed at the next meeting, pending factual check by Cllr Ballinger of the draft of Item 11a of 26.7.12.

4. CODE OF CONDUCT AND REGISTER OF INTERESTS

a. A new Code of Conduct for the Council was considered. It was proposed by Clive Harrington, seconded by Tony Hermsen and resolved that:-

“The Council will adopt the NALC Model Code of Conduct for parish councils in place of the Code of Conduct adopted at the meeting of the Council which took place on 26 March 2009.”

b. It was proposed by Roger Wills, seconded by John Winchester and agreed that Michele Berry should be the parish councillor with a specific remit for such matters.

c. Each parish councillor undertook to complete a new Register of Interest form and submit it to Teignbridge District Council.

Action: All to submit completed Register of Interest forms to TDC

5. PLANNING

a. **APPLICATION REF:** 12/02316/FUL

Reference:	12/02316/FUL
Address:	Manor House , Coffinswell, Newton Abbot, TQ12 4SW
Proposal:	Detached garage with first level accommodation in the roof space
Decision Level:	Delegated Decision
Case Officer:	Edward Baker
Date Application Received:	23/07/2012
Date Application Validated:	30/07/2012
Publicity Expiry Date:	31/08/2012

The clerk reported that there were no comments on the TDC website from members of the public as at 14.8.12.

In response to concerns expressed by councillors when the application was first advertised, the clerk spoke with the TDC case officer and TDC enforcement officer on the day of this meeting. From these conversations, it was established that planning applications are unaffected by enforcement matters. During pre-application discussions between the case officer and architect, several aspects of the building design had been changed to improve the overall suitability of the application. In addition, it was noted that Manor House is not a Listed Building.

In discussion, it was noted that a previous application for a garage had lapsed some time ago. The current plans were examined and concerns expressed about the height of the elevations, the reason for and nature of accommodation above the double garage, plus the fact that this would be a new building in a Conservation Area and within "open countryside". In addition, there were concerns about trees and sewerage provision. It was agreed that a site visit would be beneficial to the councillors' consideration of the application.

Action: GH to request a site visit

b. Consultation relating to neighbouring parish. APPLICATION REF: 12/01755/MAJ

Reference: 12/01755/MAJ
Address: Royal Aller Vale Quarry, Torquay Road, Newton Abbot, Devon, TQ12 4NW
Proposal: Erection of three greenhouses, one barn, a farm office, one crop processing unit and three mobile homes for agricultural workers and associated works
Type of Application: Major Application
Decision Level: Delegated Decision
Case Officer: Jeremy Ebdon
Date Application Received: 30/05/2012
Date Application Validated: 20/07/2012
Publicity Expiry Date: 31/08/2012

This application was taken early in the agenda to allow Messrs Reed to speak and then leave the meeting.

Messrs Reed provided a detailed explanation of the background to the application and the proposed new use for the land. The land is not suitable for agriculture as it has no topsoil on it. Various options for use of the land had been considered. In addition to the application for greenhouses etc, native species hedgerows and wildflower meadows will be provided, together with planned restoration of the old Aller orchards. The site will be generally "green" using renewable energy, harvested rainwater, composting. Support for the project from Paignton Zoo and RSPB is on the TDC file. The application for 3 mobile home pitches relates to the need for more than one person to live and work there (Lone Worker Regulations - water and electricity are on site). None of the mobile homes, greenhouses will be visible from public spaces. The quarry is classed as "restored": exposed quarry faces are considered safe and will be left as they are. None of these faces are close to the project in question. There are two access routes, shown on the plans. The main aims of the project are that it should be positive for the environment, educational (business in an environmentally sustainable way) and sustainable.

Taking into account all the information put before them, the councillors applauded what appears to be a good scheme.

Action: GH to inform TDC that the application has positive support from the council

6. DATE OF NEXT MEETING: 20 September 2012 at 7.30pm.

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF MEETING HELD AT 7.30 pm – 8.40pm on Thursday 20 September 2012 in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills, Councillors Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillors Anthony Ballinger and Mike Haines.

1. WELCOME AND APOLOGIES FOR ABSENCE. Councillors Michele Berry, Clive Harrington and County Councillor Dennis Smith had sent their apologies for absence. Michael Sach, Emergency Officer, had also sent his apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF THE MEETING HELD ON 26 JULY AND EXTRAORDINARY MEETING HELD ON 14 AUGUST 2012: The minutes were unanimously agreed as accurate records of the meetings and approved for signature by the Chairman.

4. MATTERS ARISING

a. **Royal Aller Vale Quarry** - 14 August 2012, Item 5b

It was noted that a comprehensive Management Plan exists on the Teignbridge DC website under the application reference 12/01755/MAJ.

b. **Clerk's contract of employment and job description** – 26 July 2012, Item 6e

The contract was reviewed and approved for signature by the Chairman and clerk.

c. **Manor House, Coffinswell: Planning application for detached garage with first level accommodation in the roof space** - 12/02316/FUL - 14 August 2012, Item 5a.

It was noted that the email plus hand delivered note to the owners of Manor House requesting a site visit had not been acknowledged. It is understood that a new application is likely due to an objection by the Tree officer.

Action: GH to check with TDC

5. PLANNING

a. Decision by Teignbridge District Council on School House, Coffinswell – approved.

Reference: 12/01338/FUL

Address: School House, Coffinswell, Devon, TQ12 4SW

Proposal: Demolish wood store and replace with new, retention of log store, oil tank and summer house

Type of Application: Full Application

Decision: Permission Granted

Decision Level: Delegated Decision

Case Officer: Anna Mooney

Date Decision Issued: 22/08/2012

The approval of this application by Teignbridge DC was noted.

b. Decision by Teignbridge District Council on Land East of Willowpark Lane, Dacombe – approved.

Reference: 12/01780/FUL

Address: Land East Of Willow Park Lane, Dacombe, Devon, TQ12 4SS

Proposal: Widening of existing access
Type of Application: Full Application
Decision: Permission Granted
Decision Level: Delegated Decision
Case Officer: Nicola Turner

The approval of this application by Teignbridge DC was noted.

c. Application on behalf of Firsland Animal Sanctuary.

Reference: 12/02163/FUL
Address: Firsland, Pitland Lane, Coffinswell, Newton Abbot, Devon, TQ12 4ZZ
Proposal: Dwelling in connection with animal sanctuary
Type of Application: Full Application
Decision Level: Delegated Decision
Case Officer: Anna Mooney
Date Application Received: 06/07/2012
Date Application Validated: 05/09/2012
Publicity Expiry Date: 08/10/2012

The planning application was fully reviewed, including a letter of objection from Devon County Council Highways Department dated 14.9.2012.

It was noted that the application is a request for development in “open countryside” and objections have been made by this council to similar requests for development in the past. In policy terms, there is no justification for a new dwelling in open countryside unless an agricultural need can be evidenced.

Furthermore, it was noted that when a Certificate of Lawfulness application for Firsland Animal Sanctuary (for land use only) was reviewed in April 2011 (ref. 11/00732/CLDE) the parish council stated in its comments to Teignbridge DC:-

“Any use of buildings as dwellings, either by the current owner or a future owner, would be a matter of serious concern to Dacombe residents and the parish council.”

Whilst not relevant to planning matters, the parish council wished to record that the applicant’s hard work and dedication to the rescue and care of animals since approximately 1995 is applauded and valued by councillors and many members of the local community.

Taking all discussions into account, the councillors agreed that the council would object to the planning application on the grounds of:-

- o no justification for development in open countryside
- o agreement with Devon CC Highways’ objection (access roads are unsuitable; remoteness from services)

Action: GH to respond to TDC in these terms

d. Caravan Club Certificated Location in Dacombe

It was noted that the entrance to Pathfields in Dacombe now has a notice “Caravan Club Certificated Location – up to 5 caravans”. The clerk reported written concerns by a Dacombe resident:-

“To clarify a couple of points. Someone had mentioned it to me and that is why I phoned you - to see if you had any information. Manor Farm was mentioned because of the access issue, but I and many other residents of both Coffinswell and Dacombe I am sure, would be very concerned if vehicles towing caravans started to appear on our village lanes. Hope this makes it clear.”

There was a discussion about how legitimate the caravan site might be, provisions for services such as foul sewerage and whether access considerations had been taken into account. It was agreed to contact Devon CC Highways (Emma Stamp) for advice on highways issues and conduct further investigations.

Action: GH to contact Devon CC Highways

e. Enforcement matters

Teignbridge DC Overview & Scrutiny Committee: Review group report dated 22.5.12 (brought forward from 26.7.12 meeting). No progress known. District Councillors will find out for our next meeting.

Action: GH to bring forward to November meeting

Manor House, Coffinswell – Enforcement Notice. Last discussed on 14.3.12, Item 5f. Mike Haines reported that Teignbridge DC Planning will be cautioning the owner. He noted that the satellite dish and aerial are no longer on the Listed Building, although the window cills issue is still outstanding.

Action: GH to request update from TDC for November meeting

f. Weekly lists of planning applications: no applications since the last meeting other than those listed above.

g. Listed Buildings inc. BT Telephone kiosk, Coffinswell

It was noted that Teignbridge DC had provided advice: the BT kiosk is not the responsibility of the parish council. Whilst it contains BT equipment, the kiosk remains the responsibility of BT. If repainting is required, BT should be asked to do this.

Action: GH to contact BT

<https://www.bt.com/consumerFaultTracking/public/faults/tracking.do?pageId=31>

h. Ridge Road/Deerpark Lane

Roger Wills reported that local people are complaining about rubbish, possibly containing plastic, being brought in by lorry and burned every weekend in this area. They have complained to the Environment Agency and Teignbridge DC, to no apparent effect.

Action: RW will check the area at weekends, keep a log and take photos if possible

6. ACCOUNTS

a. Income - none

b. Expenditure - £60.00 External Audit fee. Next year will be free of charge (by Grant Thornton).

c. Balances as at 20.9.12 Main account £3082.88 and Parish Paths £123.39

d. Coffinswell and Dacombe Events Committee – bank statement as at 18 September 2012 £2,594.45

e. Proposal - £200 donation to Coffinswell & Dacombe Events Committee for new PA/sound system

It was agreed that the parish council will benefit from this at the annual parish meeting and any other public meetings. The Chairman proposed, John Winchester seconded and it was unanimously agreed to donate £200 to CDEC.

Action: TH to provide CDEC with a cheque to the value of £200

f. Proposal for scanning parish council minutes

The clerk currently stores the parish council minutes from 1894 to date in her home. It was agreed in principle that the minutes should be scanned digitally and the originals sent to Devon Record Office for safe and secure storage. If the cost of scanning is too high for council funds, a donation towards the cost may be available from a third party such as the District Council Fund.

7. FOOTPATHS AND HIGHWAYS

a. Proposal to request surface dressing of Orestone Lane, Dacombe

John Winchester reported the deteriorating surface on Orestone Lane which is likely to get worse if there is a severe winter. Also, the pothole at the bottom of Dacombe Hill has opened up again (since filled).

Action: GH to contact Emma Stamp, Devon CC Highways

8. FUNDING AND GRANTS

(in view of the huge scope of this subject, only significant items of correspondence will be listed on the agenda)

a. Teignbridge District Council and Devon County Council Elector Fund – deadline 31.3.13

The District Councillors advised that Kingskerswell Parish Council (the most likely partners for a funding application) have not yet discussed this. It was agreed to postpone the discussion until the next meeting.

Action: GH to bring forward to the November meeting

b. Paths 4 Communities Fund – deadline 31.3.2013. Ref email dated 13.8.12 and link to information on the fund:- <http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx>

It was agreed that this is a possible source of funding for an extension of the footpath/bridleway along Milber Lane, up to the fort and then linking to Blackenway Lane, to create another circular route.

Action: GH/CH to investigate the funding possibilities and bring forward to the November meeting

9. TREE WARDEN

a. Proposals for commemorative tree planting

Clive Harrington, although absent, had provided the clerk with details of two possible areas (one near the fort, another near Dacombe Mill) and Sally Harris in Dacombe had suggested an area near Orestone Lane.

There is currently £16 in the tree fund (raised at the Spring Fayre) and it was agreed to include an appeal for more funds in a flyer to all households.

Action: CH and GH to liaise on providing grid references for the proposed areas, research sources of free or low cost saplings and consider funding opportunities

Sally Harris had also suggested a seat for walkers on Orestone Lane.

Action: GH to bring forward to November meeting

Roger Wills confirmed that Cyrena Bell was relinquishing her duties as Tree Warden and he will apply to take her place.

Action: RW

10. ENGAGING WITH THE COMMUNITY

a. Website – continues to be updated as required, nothing new to report.

b. Emergency Planning – Winter Service Review – letter from Devon County Council

It was agreed that all items need to be checked and distributed as required: spreader, sand bags and grit bags (offer some to Greenacres and Aller Brook Farm). Survey grit bins to see which need filling.

Action: GH to liaise with emergency officers and complete the review form

c. Liaison with Coffinswell & Dacombe Events Committee

Dealt with in Item 6e above. Nothing further to report.

11. PUBLIC CONSULTATIONS

a. **Gambling Act 2005** – Teignbridge District Council letter dated 9.7.12. Noted, a copy of the consultation notice is on the noticeboards.

12. CORRESPONDENCE

a. **Data Protection registration renewal to 21.7.13** - Information Commissioner's Office letter 9.8.12

Action: GH to bring forward to the meeting in May 2013

b. **Neighbourhood Watch CCTV project in Teignbridge** – NHW letter dated 19.7.12. Noted.

c. **Devon Association of Local Councils AGM 6.10.12** – letter dated August 2012. Noted.

d. **Free cycling and walking activities** – Teignbridge District Council letter dated 1.8.12. Noted, a copy of the information is on the noticeboards.

e. **Appointment of External Auditor** – Audit Commission letter dated 29.8.12. Noted.

f. **Teignbridge Local Plan** – Teignbridge District Council letter dated 20.8.12

The District Councillors advised that there are still some contentious issues, which will be discussed at the Teignbridge Council meeting on 21 September.

g. **Council Tax Benefit changes** – Teignbridge District Council letter dated 17.8.12. Noted.

h. **Teignbridge Chairman's Garden Party in recognition of local volunteers** – TDC letter dated 9.8.12. Noted, the Chairman will attend.

i. **Anne Marie Morris MP invitation to parish council meeting** – letter dated 8.8.12. Noted, the Chairman will attend.

j. **Devon Community Directory** – email from Devon CC dated 18.7.12. Noted.

k. **Police and Crime Commissioner** – letter from Devon & Cornwall Police Authority dated 16.7.12. Noted.

13. DATE OF NEXT MEETING: It was agreed to change the next meeting date from 15 to 8 November 2012 as TH and GH will be absent on 15 November.

Action: GH to amend the list of meeting dates on the noticeboards

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF MEETING HELD AT 7.00pm – 8.55pm on Tuesday 13 November 2012 in St Bartholomew's Church, Coffinswell

PRESENT: Deputy Chairman Clive Harrington, Councillors Michele Berry, Tony Hermsen and John Winchester. Chairman Roger Wills joined the meeting at 7.20pm.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), County Councillor Dennis Smith

1. WELCOME AND APOLOGIES FOR ABSENCE. District County Councillor Mike Haines, Michael Sach (emergency officer) and Sally Harris (re. Item 7a) had sent their apologies for absence.

The Chairman welcomed Diane Crooks to the meeting.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF THE MEETING HELD ON 20 SEPTEMBER 2012: With the deletion of "July" from the date of the meeting, the minutes were unanimously agreed as an accurate record of the meeting and approved for signature by the Chairman.

PUBLIC DISCUSSION

Diane Crooks informed the council that horse riders are finding it difficult and dangerous on Pitland Lane, particularly near the junction with St Marychurch Road, due to moss, a worn road surface and high hedges.

Action: GH to report to Devon CC Highways

4. MATTERS ARISING

Item 4c, 20.9.12. **Manor House, Coffinswell: Planning application for detached garage with first level accommodation in the roof space - 12/02316/FUL.** On 13.11.12 GH asked for an update from the case officer Ros Eastman, TDC. More information had been requested from the applicant, with no response. Case should be resolved within a week or so.

Action: GH to check status in a couple of weeks

Item 5e, 20.9.12 **Manor House, Coffinswell** – Enforcement Notice. CH reported that the satellite dish has now been moved onto the long barn. Cills issue still outstanding.

Action: GH to request update on cills and cautioning of owner

Item 5h, 20.9.12 **Ridge Road/Deerpark Lane**

TH and Mike Haines had walked around the parish on 20.9.12. They found nothing to report.

Action: RW to continue to monitor

It was noted that a parish council working party (CH and TH) had tidied up the area around the BT kiosk in Coffinswell.

5. PLANNING

a. Refusal of planning permission 1.11.12

Reference: 12/02163/FUL

Address: Firsland, Pitland Lane, Coffinswell, Newton Abbot, Devon, TQ12 4ZZ

Proposal: Dwelling in connection with animal sanctuary

Decision: Permission Refused
Decision Level: Delegated Decision
Case Officer: Anna Mooney
Date Decision Issued: 31/10/2012

Refusal of planning permission was noted, together with a detailed case against approval by Mike Haines.

b. Planning application

Reference: 12/03190/CAN
Address: Swallows Hatch, Coffinswell, Devon, TQ12 4SN
Proposal: Pruning of one tree
Type of Application: Conservation Area Notifications
Decision Level: Delegated Decision
Case Officer: Mark Waddams
Date Application Received: 22/10/2012
Date Application Validated: 22/10/2012
Publicity Expiry Date: 13/11/2012
Target Date: 03/12/2012

There were no objections to the application.

Action: GH to inform TDC

c. Planning application

Reference: 12/03209/FUL
Address: Connybeare Wood, St Marychurch Road, Coffinswell, Newton Abbot, TQ12 4SE
Proposal: Replacement dwelling
Type of Application: Full Application
Date Application Received: 23/10/2012
Date Application Validated: 24/10/2012
Publicity Expiry Date:
Target Date: 19/12/2012

The application was fully reviewed and RW briefed the meeting on the history of the site. As more information is required on the proposed location and elevations of the replacement dwelling, it was agreed to request a site visit.

Action: GH to contact applicant's agents for a site visit

d. Caravan Club certificated site in Dacombe

GH reported that Devon CC Highways have not yet responded to enquiries about highways access to the caravan site. Cllr Smith said that the Caravan Club has dispensation as long as Highways have no objection and planning permission for 5 caravans is not required. There are reports of motorhomes parked there, it could be that motorhomes rather than towed caravans are planned. GH was asked to find out what the possibilities are for Manor Farm, Dacombe to have a similar site.

Action: GH

e. Enforcement matters

Strawberry Field, Dacombe

It was noted this case has now gone to Appeal. Planning Inspectorate Reference: APP/P1133/X/12/2184938.

GH reported on telecon with Ros Eastman, Teignbridge DC on 13.11.12. This is an Appeal on grounds of non-determination (no new correspondence on this case on TDC website from Dec 2010 to Sep 2012). The case will be decided on matters of fact only. Christine Bolton, TDC Appeals Officer is now the best contact. It will be several months before the Appeal process is completed. Comments should be sent to TDC and the Planning Inspectorate. It is difficult to understand how Mr Lewis can be claiming continuous habitation. Livestock has only recently reappeared. The parish council thinks that Mr Lewis should have been given a decision sooner.

Teignbridge DC Overview & Scrutiny Committee: Review group report dated 22.5.12 (brought forward from 26.7.12 meeting) – elected members not staff.

Action: GH to request update from TDC

Weekly lists of planning applications: no applications since the last meeting other than those listed above.

6. ACCOUNTS

a. Income

Teignbridge DC - Precept for half year - £1271.50

b. Expenditure

Mrs G Hermsen - Clerk's salary - £472.34

Mrs G Hermsen - Clerk's expenses - £62.40

Mr C Harrington - Footpath expenses - £76.80

c. Balances Main account £3619.64 and Parish Paths £46.59

d. Forecast 2012/3– presented by TH showing a deficit of £204 for the year. The major variances were a donation of £200 to Coffinswell & Dacombe Events Committee for a new PA system, which can be used at annual parish meetings and public meetings and the Clerk's new salary agreement resulting in a forecast overspend of £262.

e. Budget 2013/4 – TH presented a preliminary budget for consideration. A final budget is to be agreed at January 2013 meeting.

f. Coffinswell and Dacombe Events Committee – bank balance as at 17.10.12 £2953.15. The councillors acknowledged thanks from CDEC for a £200 donation towards a new sound system.

g. Proposal for scanning parish council minutes – quotation received £183.00, which seems low for the amount of work involved. GH to double-check with the supplier.

Action: GH

7. FOOTPATHS AND HIGHWAYS

a. Spring below Home Cottage, Dacombe

GH reported information provided by Sally Harris. Emma Nicks (Devon CC Highways Officer) visited the site in November: she has added clearance of drains to the lengthsman's annual rota (Emma will contact Teignbridge DC to arrange) and rodded the drain whilst there. General drainage problems persist: water going across the road and, in heavy storms, missing the grille altogether at Dacombe Cross.

Parish councillors observed that this had been a difficult year in view of extreme rainfall and the water table is very high.

b. Ditches in Willowpark Lane, Coffinswell

TH reported that the landowner has recently done some clearance work and the pipe has been cleared. Devon CC Highways have been asked to review the ditches and these have been added to the winter cleaning programme (Devon CC email 31.10.12).

Action: TH to check work is done

c. Report on footpaths

CH reported that John Churchward has strimmed his side of the hedges at No1 Footpath (Pathfields), has cleared vegetation near the bench and trimmed a tree at the end of the footpath (near Greenacres). The finger post at No2 Footpath (Shell Lane) needs to be propped up. A new footpath leaflet is needed, CH will contact Ros Davies at P3 as a definite list of footpaths is being mapped.

Action: CH

d. Highways

RW was thanked for all his work cutting hedges in the parish. Edward Foale has had a contractor investigating the possibility of breaking up the private track beside The Linny to alleviate problems with water and rubble during storms.

Action: GH to bring forward to January meeting

JW and another resident are concerned about the poor road surface on Orestone Lane, Dacombe. Emma Nicks responded by email to GH that

“Surface dressing sites are now identified by the Asset Management Team based up at County Hall using various types of data and it doesn’t appear that Orestone Lane has been identified as requiring treatment yet. . I will continue to monitor the road as part of my routine inspections of the area and any potholes that occur will be passed to the contractor and the road will be made safe.”

Action: All to report potholes needing attention in Orestone Lane or elsewhere as action will only be taken where there is sufficient “data” to justify remedial work

e. Parish Paths Partnership (P3) Annual Grant form

As in previous years, CH and TH will deal with this. Deadline 13.2.13.

Action: CH/TH

f. Report on P3 workshop 24.10.12

The new parish paths warden is Jonathan Rolands (CH has noted his contact number). Permissive footpath at the end of Milber Lane and near the old abbatoir: a Land Registry enquiry is needed to establish who owns the land. It was agreed to apply for a grant from Devon County Council to buy an additional strimmer and associated equipment, plus arrange a strimmer course (refresher) for TH.

Action: CH/GH/TH

g. Highways

It was agreed that further self-help possibilities could be investigated for minor highways problems.

Action: GH

8. FUNDING AND GRANTS

(in view of the huge scope of this subject, only significant items of correspondence will be listed on the agenda)

a. Teignbridge District Council and Devon County Council Elector Fund – deadline 31.3.13

Proposals for a joint project with either Kingskerswell parish or Haccombe parish were briefly discussed. In view of the fact other councils have not yet discussed this, it was agreed to postpone the item until the next meeting in January 2013.

Action: GH

9. TREE WARDEN

a. Trees near Jude Cottage, Coffinswell

RW reported that the owners of Jude Cottage queried some trees which belong to a neighbouring property, whose owners live in France. RW had raised this with Mark Waddams, TDC Tree Officer. It was agreed that the two parties concerned should discuss this with RW and Mark Waddams at a site meeting.

Action: RW to arrange site meeting

b. Dead elms

There are two dead elms between The Bungalow and Apple Acre in Dacombe, some near Manor House, Coffinswell and at the bottom of Dacombe Hill.

Action: RW to investigate

c. Commemorative tree planting

The autumn weather has worked against this proposal. £36 has been received in donations. RW will check prices of whips/saplings. Permission will be required from landowners/SW Highways as appropriate.

Action: RW and CH to make proposals on location and prices

10. ENGAGING WITH THE COMMUNITY

- a. **Website.** No recent updates.
- b. **Emergency Planning** – RW has delivered sandbags to Manor Farm, Dacombe for use by residents.
- c. **Liaison with Coffinswell & Dacombe Events Committee** – next meeting due on 14.11.12 (next day) to discuss the draft constitution.

11. PUBLIC CONSULTATIONS

- a. **Teignbridge Local Plan** – Teignbridge letter dated 2.11.12. It was agreed to notify residents and put a copy of the documents in St Bartholomew's church as reference material.

Action: GH

12. CORRESPONDENCE

- a. **Teignbridge Association of Local Councils (TALC)** - minutes 27.9.12. Noted.
- b. **Email correspondence for councillors** – Sue Aggett (TDC) email dated 4.10.12. The councillors agreed that they are content to receive agendas and papers by email.
Action: GH to prepare a list for councillors to sign to this effect
- c. **Devon Heritage Services – new developments** – undated letter and leaflets, Noted.
- d. **Devon County Council public engagement events** – Devon CC letter dated 18.9.12. Noted.
- e. **South Western Ambulance Services Right Care Initiative** – letter dated 26.9.12. Noted.

13. DATE OF NEXT MEETING – 17.1.2013

COFFINSWELL PARISH COUNCIL

MINUTES OF EXTRAORDINARY MEETING 7pm - 8.30pm on Thursday 20 December 2012 in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills, Councillors Michele Berry, Clive Harrington, Tony Hermsen and John Winchester.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillor Mike Haines, County Councillor Dennis Smith, Emergency Officers Brian Moore and Michael Sach.

VISITORS: Mr and Mrs M Harris, Mrs M Benbow.

1. WELCOME AND APOLOGIES FOR ABSENCE. The Chairman welcomed everyone to the meeting. Anthony Ballinger had sent his apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer.

3. MINUTES OF THE MEETING HELD ON 13 NOVEMBER 2012: In view of the importance of other items on the agenda, it was agreed to postpone a review of the minutes until the 17.1.13 meeting. A correction in Item 3 (from Footland to Pitland Lane) was noted for amendment by the clerk.

Action: GH to amend draft 13.11.12 minutes

4. PLANNING

a. Appeal against non-determination of Certificate of Lawfulness

Location: COFFINSWELL - Strawberry Fields, Downaway Lane

Description: Appeal against Non - Determination Ref 10/02112/CLDE - Certificate of Lawfulness for existing use of part of stable block as a dwelling

Planning Inspectorate Reference: APP/P1133/X/12/2184938.

Council Appeal Reference: 12/00056/NONDET

The Chairman invited Mike Haines and the visitors to contribute to the discussions.

Mike Haines reviewed information he had researched about Mr Minchington (the previous owner of Strawberry Fields) which contradicts his Statement. The Teignbridge DC solicitor has been informed and the research will be included in Mike Haines' submission to the Planning Inspectorate, together with his own knowledge and observations.

He advised that individual councillors should respond to the applicant's attempt to discredit their testimony.

Action: RW and CH

He advised the parish council to reiterate its previous points and submit any available evidence. It was agreed that the parish councillors and clerk meet informally on Saturday 22 December to draft a submission to the Planning Inspectorate.

Action: RW, JW, TH, GH

b. Further discussion of planning application (first discussed 13.11.12)

Reference: 12/03209/FUL
Address: Connybeare Wood, St Marychurch Road, Coffinswell, Newton Abbot, TQ12 4SE
Proposal: Replacement dwelling
Type of Application: Full Application

Item 5c of the 13.11.12 minutes records a decision to request a site visit. This took place on 23 November 2012. The applicant, Mr Mitchell, was not available to attend but his agent (Mr C Ritchie) and planning consultant (Mr D Pollard) were present. A copy of the site visit notes are attached.

Main points, taken from site visit notes and discussions at this meeting:-

Burnt out Connybeare Wood house seen and proposed site for new house. Also seen - adjacent "granny annexe" (an incomplete shell of 3 walls). Mr Pollard said this is the first application and there would be a future development proposal for 6 more dwellings on the site of the existing greenhouses. The new house will be on a much higher site so will be visible on the skyline probably on complete 360 angle, but it was difficult to judge how big and high the house would be. Construction of the house would require removal of trees etc. Caravan on site – originally granted permission for use of the now defunct farm shop - is being lived in.

As a result of the site visit, the agent had provided drawings to compare the elevations of the new house and the existing greenhouses. It was noted with deep concern that the proposed new house would be elevated by another storey above the height of the greenhouses.

Extracts from TDC correspondence with the applicant's agent were noted: the case officer was concerned about the proposed location of the replacement dwelling and removal of trees; the case officer had already advised the agent she would not support further residential development (6 further dwellings); the case officer was due to meet the agent before Christmas (telecon with the clerk 18.12.12 - this has been postponed until January 2013).

In summary, the parish council remains concerned about the house elevations but has not yet made a decision on the application. Mike Haines confirmed that the application remains on Category B for Planning Committee, if the case officer is minded to approve it.

Action: GH to report comments to TDC in early January 2013

Action: GH to report concerns about occupied caravan to TDC Enforcement

5. HIGHWAYS AND EXTREME WEATHER CONDITIONS

a. John Winchester reviewed the site meeting notes (6.12.12) on drainage issues, together with his own report, for the benefit of the meeting. It was acknowledged that such extreme weather conditions happen infrequently. As there is no ingress of water to property, Devon CC Highways are unable to give high priority to drainage problems in Coffinswell parish. However, Highways have alleviated problems near the Dacombe sign and other action points are in hand by landowners and volunteers.

The parish councillors expressed thanks to all who have given their time and effort to recent drainage issues.

Action: GH to liaise with Devon CC Highways on outstanding action points

b. The emergency officers and councillors reviewed preparedness for extreme weather conditions, including the provision of salt/grit and sandbags for those who request them, the possibility of

additional grit bins and identification of primary access routes in and out of the parish. Emergency officers to provide information, clerk to publish this to residents and apply for Devon CC grant for additional grit bins.

Action: Emergency officers and GH

6. DATE OF NEXT MEETING: 17 January 2013