

COMPOSITE DOCUMENT – ALL 2013 MINUTES (Warning for printing– 35 pages long)

COFFINSWELL PARISH COUNCIL

MINUTES OF A MEETING HELD AT
7.00pm – 8.35pm on Thursday 17 January 2013
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 and District Councillor Anthony Ballinger (Items 1-5 only).

1. WELCOME AND APOLOGIES FOR ABSENCE. Michael Sach and Brian Moore (emergency officers) and County Councillor Dennis Smith had sent their apologies for absence.

VISITORS: The Chairman welcomed 8 residents to the meeting, who attended from 7.00pm-7.25pm (Item 5b).

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 (including site visit notes dated 23.11.12) AND 20 DECEMBER 2012

13.11.12 minutes: It was agreed to add a note of thanks from CDEC for a £200 donation towards a new sound system, add Cllr Smith to the list of attendees and add the date for Cllr Haines and Tony Hermsen's walk around the parish (20.9.12). With these amendments, the minutes were unanimously agreed as an accurate record of the meetings and approved for signature by the Chairman. The site visit notes were approved.

PUBLIC DISCUSSION

The Chairman brought forward Item 5b for public discussion.

4. MATTERS ARISING

Surface of Pitland Lane, Dacombe – see Public discussion at 13.11.12 meeting.

Ref: email GH 14.1.13 to Devon CC Highways, response on 17.1.13. Alan Martin, the new Highways Officer, visited Pitland Lane to review the issues raised but could find no indication of moss on the road surface or issues with the carriageway surface itself. No further action.

Item 9, 13.11.12 Trees near Jude Cottage. This is now the subject of an application for tree pruning submitted by the owner of the Old Rectory: 13/00139/CAN. There were no objections.

Action: GH to inform TDC

5. 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

Council Appeal Reference: 12/00056/NONDET

Case Officer: Christine Bolton

Correspondence noted:-

- i. Letter from Moule & Co to Teignbridge DC – 14.12.13
- ii. Letter from parish council to Planning Inspectorate – 22.12.12
- iii. Letter from Anthony Hermsen, parish councillor to Planning Inspectorate – 29.12.12
- iii. Statement by Teignbridge DC to Planning Inspectorate
- iv. Letter from Mr & Mrs Minchington to Teignbridge DC – 9.1.13

TH was thanked for the extensive research he undertook for his letter. No further comments.

b. Planning application

Reference: 12/03451/OUT
Address: Danver House , Connybeare Lane, Coffinswell, Newton Abbot, Devon, TQ12 4SL
Proposal: Outline - dwelling in garden (all matters reserved for future consideration)
Type of Application: Outline Application
Decision Level: Delegated Decision
Case Officer: David Curley
Date Application Received: 20/11/2012
Date Application Validated: 07/01/2013
Publicity Expiry Date: 05/02/2013
Target Date: 04/03/2013

The Chairman invited the residents present to make their comments on the application. Concerns were expressed about:-

- o the change of plan from a bungalow to a 3 bedroom house
- o no mention of a garage, which would be expected with a house
- o confusion about actual size of plot (applicant's handwritten amendments to letter dated 21.11.12)
- o plot on the plan looks different to the area that has been fenced off
- o some neighbours of the applicant have not received a letter about the planning application
- o effect on own properties (overlook and outlook)
- o reasons for the application do not seem to be sufficiently compelling
- o splitting of plot could allow for a further application

Clive Harrington had been asked to speak on behalf of a neighbouring resident who is currently absent but opposes the application.

In the light of these comments and following the general policy of the parish council, it was agreed that:-

In principle, there is no presumption in favour of development within a garden because the village of Coffinswell is in "open countryside". This reflects both the current and emerging policy position of the district council. There was development in the parish during the 1990s but these were agricultural buildings which were redundant. More recent applications which have not met this criteria have been opposed by the parish council, although objections can be over-ruled. For example, within the last 10 years an application to build an agricultural manager's dwelling, which was opposed by the parish and district councils, was allowed on appeal by a Planning Inspector.

Specifically, all applications are considered on their merits. However none of the points made in the applicant's letter are considered to be valid. Therefore, as put before the meeting, the application was unanimously opposed as it constitutes development in the countryside and, if approved, could set a precedent.

If the case officer is minded to approve the application, Mike Haines will ask for it to be referred to the Planning Committee. Residents will then be entitled to speak at that meeting – or ask a district councillor to do so on their behalf.

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

The clerk reported that the case officer, Helen Shobbrook, is concerned about the location and height of the proposed new dwelling, so she is waiting for further information from the applicant and his agent.

Action: GH to report when further information is available

d. Refusal of planning permission, 15 November 2012

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

It was noted that the planning application was refused by TDC due to unacceptable impact on an oak tree.

e. Caravan Club certificated site in Dacombe, garage workshop and extension to building

Caravan site: the clerk reported a conversation with Nick Boulton of Devon CC Highways on 6.12.12. As the caravan site has provision for 5 caravans/motor homes only, there was no requirement for the landowner to apply for planning to Teignbridge DC. It follows that there is no process for TDC to consult Highways on access issues. The owners of the Dacombe camp site could have a caravan site with up to 5 standings, if they wished to do so. No further action.

Garage workshop and additional steel structure to existing building: the clerk has reported these to the Enforcement Officer at TDC (email 14.1.13 refers) for investigation.

Action: GH to contact TDC for response

f. Enforcement matters

Email GH 14.1.13 to Helen Shobbrook, TDC. Reported occupation of a caravan at Connybeare Wood (in the margins of the planning application at 5c above) with request to pass on information to an Enforcement Officer.

Action: GH to contact TDC for response

Mike Haines and Tony Hermsen agreed to walk the parish on Friday 1 February to review any other issues.

Action: TH

Verbal enquiry GH 14.1.13 to Steve Hobbs, TDC enforcement officer. He said the Overview and Scrutiny Committee report dated 22.5.12 on enforcement matters was due to be reviewed by Nick Davies on 15.1.13. It will probably result in a draft policy document but implementation is a question of resources.

Manor House, Coffinswell – replacement eills (Matters arising 13.11.12). Enquiry GH to Steve Hobbs 14.1.13. He said the owner has ignored his request for an interview – he will refer the case to the TDC solicitor for further action.

Action: GH to bring forward to March meeting

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

6. ACCOUNTS

a. Income

HM Revenue & Customs - £196.25 - VAT Refund for period 01/03/2011 to 30/11/2012

b. Expenditure

SLCC membership renewal £63.00

c. Precept

AH tabled a detailed budget showing the requirement for a precept of £2920. This required an increase of approximately 15% on the previous year mainly due to the increase in the clerk's paid hours. It was noted that there had been no increase in precept since 2008/09. After discussion, RW proposed, JW seconded and the precept was unanimously approved.

d. **Balances as at 17.01.13** Main account £3752.89 and Parish Paths £46.59

e. **Coffinswell and Dacombe Events Committee** - £2556.78 as at 17.12.12.

f. **Proposal for scanning parish council minutes** – new quotation not yet available. Action: GH

7. FOOTPATHS AND HIGHWAYS

a. Drainage issues in Coffinswell and Dacombe

Item 5, 20.12.12 minutes. Ref email from Emma Nicks 17.1.13, reported verbally. Highways Officers have submitted bids for concrete haunches for 2 drains at Dacombe Cross, but these are low priority. No mention of status of remaining action points. Ditch near Greenacres will be cleared soon.

Action: GH to check status of remaining actions with Devon CC Highways

b. Parish Paths Partnership (P3) Annual Grant form

Survey underway by Clive Harrington and Tony Hermsen. CH has fixed the footpath sign at Shell Lane. No 1 Footpath at Pathfield is in a very bad state as a result of drainage issues.

Action: CH and TH – deadline 13.2.13

c. Grit and salt bins

The Chairman said that salt and grit has been delivered to the emergency officers for distribution and RW has the grit spreader. Proposal for 2 new grit bins – Rose Cottage, Coffinswell and Dacombe Cross. See Item 8b below.

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

Proposal from Haccombe with Combe parish council for metal barriers to improve the safety of crossing the St Marychurch Road. Depending on the location of the barriers (possibly where Milber Lane, a bridleway, joins St Marychurch Road) this could be of interest. More detail is required. Deadline 31.3.13

Action: GH to contact Haccombe clerk for clarification

b. Devon County Council locality fund (see 7c above).

It was agreed to submit a grant application form to the Devon CC Locality Fund for 2 new grit bins.

Action: GH to apply for grant

c. Paths 4 Communities fund

As the deadline is 31.1.13, it is unlikely that an application will be made in time.

9. TREE WARDEN

The Chairman reported that he had dealt with fallen trees on Dacombe Hill. Dead elms in Dacombe are probably owned by the occupant of The Bungalow. No ash die back has been noticed in the parish.

Tree inspection report by Devon CC Highways (Emma Nicks 15.12.11). Email GH 14.1.13 to Highways asking for status of compliance in respect of Connybear Wood, given that other landowners have already complied.

Action: GH to ask for response in time for March meeting

10. ENGAGING WITH THE COMMUNITY

a. **Website** – GH reported that the website host, blogger.com, has changed the way in which it functions so updates have not been possible recently.

Action: GH to liaise with TDC to fix the problem

b. Emergency Planning

Recent updates included an emergency officer report from Michael Sach, request by Brian Moore to Devon CC for snow shovels and new emergency information posters for the noticeboards. The emergency officers produced a snow/ice protocol for the parish council on the day of the meeting – subsequently sent to councillors for review and comment. The emergency officers have a grit spreader, currently located at Manor Farm in Coffinswell, which they will use only in the event of prolonged snow/ice conditions.

Action: All parish councillors to review emergency planning information and provide feedback

On 14.1.13 GH reported a long term problem of water emanating from a manhole cover outside the Linny car park to Openreach (ref. WW8PLX27). Reasons for complaint: possible damage to BT equipment, risk of and water freezing over. Awaiting response.

Action: GH to check result with Openreach

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

CDEC decided in November 2012 to adopt a constitution and duly held an AGM on 16.1.13. All Coffinswell and Dacombe residents on the electoral roll are members, unless they opt out. Publicity in the parish magazine and a flyer to all households informed residents of the AGM and advised that the constitution and accounts are available on enquiry to the CDEC secretary.

d. Contact with local Police – recent attacks on property

Several residents reported attacks on cars and property, mainly on the nights of 30/31 December 2012. GH referred all reported incidents to the local police by email 1.1.13. PCSO Rob Wright responded that the Police are unlikely to identify the offenders, but he has made all Newton Abbot Police Patrols aware of the problems and asked that they pay increased attention to the area especially during evenings and through the night.

Action: GH to inform residents

11. PUBLIC CONSULTATIONS

a. **Teignbridge budget proposals** – Simon Barnes email 11.1.13 (deadline 14.2.13). No comments.

12. CORRESPONDENCE

a. **Teignbridge Association of Local Councils (TALC)** - minutes 29.11.12. Noted.

b. **Email correspondence for councillors** – Sue Aggett (TDC) email dated 4.10.12
Councillors signed the form consenting to receive email correspondence from the clerk.

13. DATE OF NEXT MEETING: 21 March 2013, 7pm

COFFINSWELL PARISH COUNCIL

MINUTES OF A MEETING HELD AT 7.00pm – 8.50pm on Thursday 21 March 2013 in St Bartholomew's Church, Coffinswell

PRESENT: Chairman Roger Wills, Councillors Michele Berry (from 7.20pm), Clive Harrington and Tony Hermsen.

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillor Mike Haines (from 8.20pm).

1. WELCOME AND APOLOGIES FOR ABSENCE. Councillor John Winchester, Michael Sach and Brian Moore (emergency officers) and County Councillor Dennis Smith had sent their apologies for absence. Salli Carr-Griffin, resident, had also sent her apologies for absence.

2. DECLARATIONS OF INTEREST

a. REQUESTS FOR DISPENSATIONS

It was agreed in principle to give the council power to grant a dispensation to permit a member to take part in the business of the authority even if the member has a disclosable pecuniary interest relating to that business. It was further agreed in principle to delegate the power to grant dispensations to the parish clerk. This dispensation will be considered in full at the Annual General meeting on 16.5.13.

Action: GH to bring forward to May 2013 meeting

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

3. MINUTES OF THE MEETING HELD ON 17 JANUARY 2013

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

4. MATTERS ARISING

Item 5a, 17.1.13 Strawberry Fields, Dacombe

The Appeal against non-determination of this case continues – no date has been set for a site visit. The Clerk referred correspondence with Mr Minchington to the council's insurers on 18.2.13.

Item 5c, 17.1.13 Connybeare Wood, Coffinswell

Ref. Helen Shobbrook (TDC) email to applicant dated 7.3.13. This application has been referred to the Teignbridge Planning Committee and is due to be considered on 8.4.13. The case officer had been minded to approve it with the condition that the applicant submit a landscaping scheme along the eastern and south eastern boundaries to balance out any increase in visual impact of the replacement dwelling. Re-siting of the greenhouses would require a new application.

Action: Councillors need to contact TDC if they wish to attend and speak on 8.4.13

Action: GH to report on outcome of Planning Committee

Item 5e, 17.1.13 Pathfield, Dacombe

Enforcement officer report (email 15.3.13 Ref. 13/00022/ENF) states that a site inspection has been carried out:-

i. A steel frame extension has been erected to existing agricultural building on north–western boundary of the site. No record can be found of consent being granted for the erection of this structure and as such, TDC considers that a breach has occurred in this instance.

ii. Use of buildings on the site. A number of buildings have been subdivided up into smaller units and some of these sub-units are being used for non-agricultural related activities. A letter has been sent by TDC to the

landowner advising that the council considers a breach of the legislation has occurred in this instance. Either the unauthorised use ceases and the land and buildings are restored to their original state or alternatively, the landowner should submit an application to TDC for formal determination.

Action: GH to bring forward to next meeting

Item 5f, 17.1.13 Manor House, Coffinswell

According to a recent newspaper advertisement, Manor House has been sold but it is not known whether the sale includes the Old Coach House, barn etc or not. The councillors asked GH to contact the enforcement officer to make him aware of this information and ask for an update on enforcement.

Action: GH to contact TDC enforcement officer

Item 5f, 17.1.13 Parish enforcement review

TH and Mike Haines walked around the parish on 1.2.13. Nothing of an enforcement nature found although a watching brief will be kept on a shed in Willowpark Lane (approx. 200 metres below Fluder Hill, on the right). In Deerpark Lane there was no apparent sign of habitation in a caravan.

5. PLANNING

a. Decision notice - approval of planning application

Reference: 13/00139/CAN
Address: The Old Rectory, Coffinswell, Devon, TQ12 4SN
Parish: Coffinswell
Ward: Kerswell With Combe
Proposal: Pruning of three trees
Type of Application: Conservation Area Notifications
Decision: Conservation Area Notification Approval

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

b. Listed Building Consent and planning application

Reference: 13/00688/LBC
Address: Court Barton , Coffinswell, Newton Abbot, TQ12 4SS
Proposal: Demolition of existing conservatory and replace with a new conservatory
Type of Application: Listed Building Consent
Decision Level: Delegated Decision
Case Officer: Richard Bland
Date Application Received: 04/03/2013
Publicity Expiry Date: 05/04/2013
Target Date: 29/04/2013

The application papers were reviewed. The councillors had no objection as long as the relevant Listed Buildings and conservation area considerations are taken into account by Teignbridge DC in determining the application.

Action: GH to inform TDC

c. Withdrawn planning application

Reference: 12/03451/OUT
Address: Danver House , Connybeare Lane, Coffinswell, Newton Abbot, Devon, TQ12 4SL
Proposal: Outline - dwelling in garden (all matters reserved for future consideration)

It was noted that this application had been withdrawn by the applicant.

c. Enforcement matters

Footland Lane – new wooden structure with small windows has been attached to an earlier concrete shed which is at right angles to the lane (140 metres above Marvcombe, on the left).

Action: TH and Mike Haines to check during next walk around the parish

Caravan at Connybeare Wood – Mike Haines confirmed that the case officer is aware, as is the enforcement officer through telecon with Clerk on 14.1.13. No immediate cause for concern.

Action: GH to bring forward to a future meeting

d. **Weekly lists of planning applications:** one application arrived shortly before the meeting – to be taken at a planning committee meeting in early April.

Action: GH to arrange planning committee meeting

6. ACCOUNTS

a. **Income** - none.

b. **Expenditure** - Mrs G Hermsen – Clerk's salary - £498.58; Mrs G Hermsen – Clerk's Expenses - £49.95

Mr C Harrington – Footpath Expenses - £14.50; Coffinswell PCC – Rental of Meeting Room for year - £120.00

c. **Balances** - Main account £3084.36 and Parish Paths account £32.09

d. **Coffinswell and Dacombe Events Committee** – bank balance as at 17.3.13 £2,712.08

7. FOOTPATHS AND HIGHWAYS

Issues discussed:-

a. Footpath No 2, Shell Lane – water running down footpath. Source unknown but possibly a leaky water pipe from houses above.

b. Gully opposite Pitt Cottage is blocked – Devon CC Highways are aware.

c. Drainage works arising from site visit on 6.12.12 have been largely tackled (drains cleared, ditches dug).

d. New footpaths leaflet – CH has had an offer of assistance from a resident.

e. Possible new permissive footpath from Milber Lane to join Blackenway Lane. Agreed that a site visit is needed with local landowner.

f. Advice noted on potholes (ref. TALC email dated 20.3.13)

g. Right hand turn sign for Connybeare Lane on St Marychurch Road has disappeared, possibly in the field.

Action: CH to investigate, with RW as required

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**

Email exchange with Haccombe clerk on 5.3.13 – approval given to include Coffinswell elector fund in project at Milber Lane. Action rests with Haccombe parish council.

b. **Devon County Council locality fund**

Discussed funding application. Agreed to seek grant for one grit bin (at Dacombe Cross) and 4 snow shovels (3 for Coffinswell, 1 for Dacombe). Decided not to apply for a grit bin at Rose Cottage, Coffinswell due to lack of space for siting it and the fact main supplies are held very close by at Manor Farm.

Action: GH to apply for Devon CC funds

RW to speak to Brian Moore about provision of salt/grit near Rose Cottage

c. **Paths 4 Communities fund** (Natural England)

It was noted that the application deadline is 31.12.13. This may be a source of funding for improving existing footpaths or for the proposed new permissive footpath near Milber Lane (ref Item 7e above).

Action: CH to pursue

d. **Applications for Rural Aid funding for the financial year 2013-14**

It was agreed that there are no suitable projects for this funding at present.

Action: GH to bring forward if a project arises (deadline 7.6.13)

9. TREE WARDEN

a. RW reported that Teignbridge DC have served an enforcement order (conservation area) on trees belonging to the Old Rectory opposite Manor House, Coffinswell.

b. Councillors expressed concerns about an email dated 15.2.13 from Devon CC (Steve Pickard – ref. CSM13555660) on a tree inspection report by Devon CC Highways dated December 2011. Two out of the three landowners have undertaken remedial works, the third has taken maintenance responsibility only. The trees continue to appear unsafe, as implied by the tree inspection report.

Action: GH to contact County Cllr Dennis Smith

10. ENGAGING WITH THE COMMUNITY

a. **Website** – nothing to report, other than continuing need for assistance from TDC to update website.

b. **Emergency Planning** - noted that the emergency officers continue work on the emergency plan. Councillors confirmed they have no requests for changes to the snow/ice protocol received in January.

Openreach have confirmed there is nothing they can do about water running out of the manhole outside the Linny.

c. **Liaison with Coffinswell & Dacombe Events Committee** - nothing to report.

d. **Oil Club** – it was agreed that the noticeboards and email group may be used by a local resident to publicise this opportunity to bulk buy heating oil. There will be no parish council involvement beyond this.

11. PUBLIC CONSULTATIONS

a. **Teignbridge DC Draft Planning Enforcement Policy** – email 8.3.13 (deadline 3.5.13)

It was agreed that the draft policy does not address lack of enforcement.

Action: GH to contact TDC accordingly

b. **Devon County Council Engagement Strategy** - Noted. No comments.

c. **Teignbridge DC Planning Validation List of Requirements** - Noted. No comments.

12. CORRESPONDENCE

a. **MP's parish council meeting on 8.2.13** - letter from Anne-Marie Morris 22.2.13 (next meeting 14.6.13 at 6pm). Noted. No comments.

b. **Community right to bid (for assets: land and buildings)** – Teignbridge DC letter dated 6.2.13
Noted. No comments.

c. **Teignbridge Association of Local Councils (TALC)** – minutes of 31.1.13 and agenda for 28.3.13. Noted, MB and GH will attend as the agenda covers enforcement issues.

Action: MB and GH

13. DATE OF NEXT MEETING: 16 May 2013 – Annual general meeting (7pm) and Annual parish meeting (7.30pm).

Read and signed by the Chairman

COFFINSWELL PARISH COUNCIL
PLANNING COMMITTEE

**MINUTES OF THE PLANNING COMMITTEE MEETING HELD AT
7.00pm-7.20pm on Thursday 11 April 2013 in St Bartholomew's Church, Coffinswell**

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

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillor Mike Haines.

1. WELCOME AND APOLOGIES FOR ABSENCE. Councillor Clive Harrington had sent his apologies for absence.

2. ELECTION OF CHAIRMAN

(to be elected at the first meeting of the Committee and every year) **N/A**

3. DECLARATIONS OF INTEREST

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

There were no visitors and therefore no public discussion.

4. PLANNING APPLICATIONS TO BE CONSIDERED:-

a. Great Hill Stables, Honey Lane

Reference: 13/00337/FUL
Address: Great Hill Stables, Honey Lane, Torquay, Devon,
Parish: Coffinswell
Ward: Kerswell With Combe
Proposal: Creation of manege with associated fencing
Type of Application: Full Application
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Application Received: 01/02/2013
Date Application Validated: 18/03/2013
Publicity Expiry Date: 16/04/2013
Target Date: 13/05/2013

The planning application papers were reviewed and fully discussed. There were no objections.

Action: GH to inform Teignbridge DC Planning

b. Apple Orchard, Connybeare Lane

Reference: 13/00529/FUL
Address: Apple Orchard, Connybeare Lane, Coffinswell, Devon, TQ12 4SL
Parish: Coffinswell
Ward: Kerswell With Combe
Proposal: First floor extension
Type of Application: Full Application
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Application Received: 18/02/2013
Date Application Validated: 19/03/2013
Publicity Expiry Date: 19/04/2013

Target Date: 14/05/2013

The planning application papers were reviewed and fully discussed. There were no objections.

Action: GH to inform Teignbridge DC Planning

5. CLOSURE OF MEETING

The Chairman closed the meeting at 7.20pm.

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Read and signed by the Chairman

COFFINSWELL PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON Tuesday 14 May 2013, 7.00pm – 7.30pm in the Vestry, St Bartholomew’s Church, Coffinswell

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

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillor Mike Haines.

1. APPOINTMENTS FOR THE NEW COUNCIL YEAR:-

a. CHAIR PERSON OF THE COUNCIL AND CHAIR OF THE PLANNING COMMITTEE

Chairman – Roger Wills

Proposed by Tony Hermsen, seconded by Michele Berry and unanimously approved. Roger Wills accepted the appointment.

2. VICE-CHAIR PERSON OF THE COUNCIL AND VICE-CHAIR OF THE PLANNING COMMITTEE

Vice-Chairman – Clive Harrington

Proposed by Roger Wills, seconded by Michele Berry and unanimously approved. Clive Harrington accepted the appointment.

3. RESPONSIBLE FINANCIAL OFFICER

Responsible Financial Officer – Tony Hermsen

Proposed by Michele Berry, seconded by Clive Harrington and unanimously approved. Tony Hermsen accepted the appointment.

4. APOLOGIES FOR ABSENCE - District Councillor Anthony Ballinger had sent his apologies for absence.

5. DECLARATIONS OF INTEREST AND RESOLUTION ON DISPENSATIONS

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

b. The draft resolution on granting of dispensations was reviewed. It was proposed by Roger Wills, seconded by Tony Hermsen and unanimously resolved that:-

“In certain circumstances the council would have the power to grant a dispensation to permit a member to take part in the business of the authority even if the member has a disclosable pecuniary interest relating to that business. The power to grant dispensations is delegated to the parish clerk on receipt of a dispensation request in writing (using a dispensation request form, obtainable from the clerk).”

6. APPROVAL OF MINUTES – 17 MAY 2012, 21 MARCH 2013, 11 APRIL 2013

Draft minutes of 21.3.13, Item 11a. Wording deleted “In addition, the councillors Strawberry Fields, Dacombe (ref. 12/00056/NONDET)”. This is to ensure that the minutes are in line with the council’s letter dated 16.4.13 to Teignbridge DC in response to a consultation on a draft new Enforcement Policy. With this amendment, the minutes were unanimously agreed as an accurate record of the meetings and approved for signature by the Chairman.

7. STANDING ORDERS

New Standing Orders for Coffinswell Parish Council were approved and adopted.

8. FINANCIAL REGULATIONS

Existing Financial Regulations for Coffinswell Parish Council were confirmed.

9. ANNUAL RETURN AND ACCOUNTS, RISK ASSESSMENT

The annual return and accounts were explained by Tony Hermsen. The accounting statements and annual governance statement were approved by the council. A Risk Management Policy and Risk Assessment were presented by Tony Hermsen and these were approved and adopted.

10. CONFIRMATION OF APPOINTMENT OF INTERNAL AUDITOR

It was unanimously agreed that the appointment of Ken Abraham on 17.11.2011 as Internal Auditor for a five year term would continue.

11. AND 12. PLANNING COMMITTEE STRUCTURE

The structure and operation of the Planning Committee (ref. AGM on 19.5.2011) was reviewed and approved.

13. ASSET REGISTER

The asset register was reviewed and approved.

14. INSURANCE

The renewal premium and schedule of insurance were reviewed and approved. Tony Hermsen confirmed that the Employers Insurance Certificate for the current year had been received.

Action: TH to arrange payment of insurance

15. POLICIES

The following draft policies were reviewed and approved:-

- a) Complaints policy
- b) Freedom of Information requests
- c) Press/media policy

16. DATES OF MEETINGS

The following meeting dates were agreed for the ensuing year:-

18 July 2013; 19 September 2013; 21 November 2013; 16 January 2014; 20 March 2014; 1 May 2014 (AGM); 15 May 2014 (Annual parish meeting)

Read and signed by the Chair

COFFINSWELL PARISH COUNCIL

MINUTES OF A MEETING HELD AT 7.30pm – 8.20pm on Tuesday 14 May 2013 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.

1. WELCOME AND APOLOGIES FOR ABSENCE. District Councillor Anthony Ballinger had sent his apologies for absence.

2. DECLARATIONS OF INTEREST

Roger Wills declared a personal interest as a local landowner and farmer. Tony Hermsen and Michele Berry declared an interest as neighbours of Court Barton (Item 4a) and Clive Harrington declared an interest as a neighbour of School House (Item 4c). There were no requests for dispensations.

3. MATTERS ARISING

20.9.12 Item 5h. **Ridge Road/Deerpark Lane.** Complaints about rubbish being burned, clerk to clerk contact with Stokeinteignhead parish council as this complaint has also been raised in one of Stokeinteignhead's meetings. RW knows the complainant and will try to obtain evidence (photos).

Action: RW to investigate

21.3.13 Item 11a. **Teignbridge DC Draft Planning Enforcement Policy**

It was noted that the council's comments were submitted to TDC in an email dated 16.4.13.

17.1.13 Item 8a. **Teignbridge District Council and Devon County Council Elector Fund**

It was noted that Haccombe parish council did not apply for the funding on behalf of Haccombe and Coffinswell councils, as the track in question is a byway which must not have permanent barriers, as had been proposed.

4. PLANNING

a. **Planning application**

Reference: 13/01007/FUL
Address: Court Barton, Coffinswell, Devon, TQ12 4SS
Proposal: Erection of summerhouse
Type of Application: Full Application
Decision Level: Delegated Decision
Case Officer: Carly Perkins
Date Application Received: 05/04/2013
Date Application Validated: 25/04/2013
Publicity Expiry Date: 24/05/2013

The application papers were reviewed. The councillors had no objection as long as the relevant Listed Buildings and conservation area considerations are taken into account by Teignbridge DC in determining the application.

Action: GH to inform TDC

b. **Planning application**

Reference: 13/01187/CAN
Address: Old Timbers, Coffinswell, Devon, TQ12 4SN
Proposal: Felling of one tree, pruning of one tree
Type of Application: Conservation Area Notifications
Decision Level: Delegated Decision
Case Officer: Mark Waddams
Date Application Received: 22/04/2013
Date Application Validated: 22/04/2013
Publicity Expiry Date: 20/05/2013

There were no objections to this application.

Action: GH to inform TDC

c. Planning application

Reference: 13/01285/LBC
Address: School House, Coffinswell, Devon, TQ12 4SW
Proposal: Replacement of three front windows
Type of Application: Listed Building Consent
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Application Received: 03/05/2013
Date Application Validated: 03/05/2013
Publicity Expiry Date: 31/05/2013

The application papers were reviewed. The councillors had no objection as long as the relevant Listed Buildings and conservation area considerations are taken into account by Teignbridge DC in determining the application.

Action: GH to inform TDC

d. Refusal of planning permission

Reference: 13/00688/LBC
Address: Court Barton, Coffinswell, Newton Abbot, TQ12 4SS
Proposal: Demolition of existing conservatory and replace with a new conservatory
Type of Application: Listed Building Consent
Decision: Conservation/lbc/lbd Refusal
Decision Level: Delegated Decision
Case Officer: Richard Bland
Date Application Received: 04/03/2013
Date Decision Issued: 29/04/2013

The refusal of planning permission was noted.

It was noted that the following decisions had been made by Teignbridge District Council Planning :-
i. Great Hill Stables, Honey Lane, Torquay. Application ref. 13/00337/FUL – planning permission granted.
ii. Apple Orchard, Connybeare Lane, Coffinswell. Application ref. 13/00529/FUL – planning permission granted.
iii. Connybeare Wood, St Marychurch Road, Coffinswell. Application ref. 12/03209/FUL. Planning permission was refused at the Teignbridge DC Planning Committee meeting held on 7.5.13. Councillors thanked Mike Haines for his input to the meeting. It is likely that the applicant will submit a new plan or appeal against the decision.

e. Enforcement matters

No updates available for the meeting. Clerk to request information for July meeting.

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

6. ACCOUNTS

a. Income

Devon CC - £360 parish paths grant 2013-14 including funding for brushcutter.

Teignbridge DC - £1460 1st installment of 2013-14 precept

b. Expenditure

DALC Subscription - £54.74 (deducted from precept receipt)

Coffinswell PC Parish Paths - £360 transfer of Devon CC funding to correct account

Coffinswell PC Parish Paths- £100 additional funding of paths approved by Coffinswell PC

Community First- £224.97 Renewal of Combined Insurance policy with Zurich

T Hermsen - £414.26 purchase of brushcutter and accessories mainly funded by Devon CC and previously agreed by Councillors.

Approved payment of Information Commissioner (Data Protection) renewal due 21.7.13 for period July 2013- July 2014.

c. **Balances as at 14.5.13** - Main account £4164.65 and Parish Paths £77.83

7. FOOTPATHS AND HIGHWAYS

a. Proposed new permissive footpath

Clive Harrington has been looking at possible route for footpath. In June he will arrange to survey the site with the landowner. If agreement is reached in principle, funding through Devon CC and/or Paths4Communities will be considered (deadline 31.12.13).

Action: CH to contact landowner

b. **Footpath numbering.** CH has started a project of numbering the footpaths on signposts.

Action: CH to complete project

c. **No. 1 Footpath (Pathfield).** This is in a bad state as a result of the extreme winter weather.

Action: CH/TH to trim the path and do any ground works necessary to repair it

d. Right hand turn sign to Connybear Lane, St Marychurch Road

This had been knocked into the hedge. It was reported to Devon CC Highways and a new sign was erected fairly promptly. The clerk had sent a note of thanks to Devon CC, which was gratefully acknowledged.

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. Devon County Council locality fund

The application for 1 or 2 grit bins and 4 snow shovels had to be put on hold due to the local elections. The clerk should apply to the new county councillor and invite him to the annual parish meeting.

Action: GH to apply to the new county councillor and issue an invitation

9. TREE WARDEN

RW had nothing to report. The outstanding actions on the December 2011 tree survey report (Connybear Lane – 5 trees needing attention) were discussed. It was agreed to ask for support from the new county councillor.

Action: GH to contact the new county councillor and request a site visit

10. ENGAGING WITH THE COMMUNITY

A draft newsletter for residents and notice of Annual Parish meeting were approved for distribution.

Action: GH

There were no other items to report.

11. PUBLIC CONSULTATIONS

None.

12. CORRESPONDENCE

a. **Teignbridge Association of Local Councils (TALC).**

Draft minutes of 28.3.13 meeting were noted.

13. DATE OF NEXT MEETING: 18 July 2013

Read and signed by the Chair

DRAFT

**MINUTES OF THE ANNUAL PARISH MEETING OF COFFINSWELL PARISH COUNCIL
Thursday 23 May 2013, 7.30pm – 8.25pm held in St Bartholomew's Church, Coffinswell**

PRESENT: Chairman Roger Wills, Responsible Financial Officer Tony Hermsen and Councillor John Winchester

IN ATTENDANCE: Mike Haines, District Councillor
Alistair Dewhirst, County Councillor
Rev John Leonard (Item 7 only)
Gwynneth Hermsen (Clerk)

WELCOME AND APOLOGIES FOR ABSENCE. The Chairman welcomed everyone to the meeting. Apologies for absence had been received from Councillors Michele Berry and Clive Harrington, District Councillor Anthony Ballinger, Ellen and David Mattin, Peter Wragg, Diane and Brian Moore, Michael Sach, Fay Southwell, Sally and Mike Harris.

Electorate

There were 11 members of the electorate in attendance and 1 visitor from Stokeinteignhead parish.

1. MINUTES OF THE LAST MEETING – 17 MAY 2012

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

2. MATTERS ARISING

Item 3, 17.5.12: **Enforcement matters.** Following the Overview and Scrutiny review group meeting on 22.5.12, Teignbridge District Council had submitted a draft enforcement policy to town and parish councils for consultation. The council responded in writing to TDC on 16.4.13 - the text of the letter is available from the clerk for inspection.

Item 3, 17.5.12: **Teignbridge Core Strategy (Local Plan).** It was agreed to talk about this during the Public Discussion session later in the meeting.

Item 7, 17.5.12:- **Kingskerswell Bypass.** A monthly bulletin on construction progress is sent by the clerk to residents who subscribe to the email information network.

3. CHAIRMAN'S REPORT – Year 2012/13

The Chairman addressed the meeting with a brief summary of events since the last annual parish meeting in May 2012:-

- We have had 13 planning applications and an Appeal against Non-Determination of an application for a Certificate of Lawfulness at Strawberry Fields in Dacombe. That Appeal is still pending with the Planning Inspectorate in Bristol.
- Parish council meetings continue to be held every other month, rather than once a month.
- In addition to ordinary council meetings, there have been:-
 - 2 extraordinary meetings (August – Code of Conduct and two planning applications; December – Strawberry Fields Appeal and drainage issues in the extreme weather)
 - 3 Planning Committee meetings
 - 2 site visits

This means that the council has met on 13 occasions in the year, which is in effect an increase on the traditional total of 10 occasions when meetings were held every month other than in August and December. However, there is more flexibility in the current system, so this will continue for the time being.

- A newsletter was delivered to all residents earlier this week, bringing you all up to date on recent matters of interest, including the reason for an increase in parish council tax on your Council Tax bill and the need to report potholes to Devon CC Highways for repair
- Connybears Lane, Coffinswell is due to be closed by Devon CC Highways for road resurfacing sometime between May and August. Notice of the exact dates will be given on road signs.
- Donations for new trees in the parish are welcomed and the existing funds will be used when the time is right for planting.
- The possible new permissive footpath at Milber Lane, Coffinswell to Blackenway Lane is still being considered with local landowners. This project will take some time to arrange.
- Thanks are due to our district councillors, Mike Haines and Anthony Ballinger, for their support and wise counsel during the year. Mike Haines, in particular, has brought a great deal of expertise to planning matters this year. Thanks to Dennis Smith, in his absence, for his support and allowing us to obtain funding from the County Council Locality Fund. We wish Dennis well for the future. Welcome to Alistair Dewhirst who joins us as our new County Councillor.
- 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.
- Particular thanks to litter pickers for their work in the villages and those who join working parties and help clear drains and roads of silt, rubble, ice and snow during extreme weather conditions.
- Thanks to Alex Parkes for maintenance work he undertakes at the old well.
- Thank you to Clive and Tony for strimming and clearing the footpaths.
- Thank you to the “unsung heroes” who help keep our parish tidy.

4. FINANCE

Report by Tony Hermsen. The bank balances as at 31 March 2013, the financial year end, totalled £3476.45. This represents an increase of £364 on the year. This would have been £4 but for the receipt of a grant from Devon CC on 26 March 2013 for the purchase of a 2nd brushcutter for the parish. This grant was spent in the new financial year.

The precept for 2012/13 was £2543 and the main items of expenditure were:-

- ❖ Clerks salary £1261
- ❖ Grass cutting in cemetery £450
- ❖ Insurance £206
- ❖ Contribution to PA system £200

After keeping the precept unchanged for 4 years, 2013/14 sees a rise of slightly in excess of 20%. The main reason for the rise is that in July 2012, faced by an ever increasing workload, the council undertook research to ascertain the number of hours considered necessary for a clerk to work in a small council. This revealed that in 2003 the Society of Local Council Clerks assessed the smallest council as needing a minimum of 4 hours per week. Whilst the workload has risen further since then, the figure included work as Responsible Financial Officer (RFO) which is not currently done by the clerk. As a result, the council approved an increase in the paid hours of the parish clerk from 2 to 3 hours per week. This has led to an increase of £454 in the precept.

6. REPORT ON THE ACTIVITIES OF COFFINSWELL & DACCOMBE EVENTS COMMITTEE

The Chairman read a written report from CDEC, in the absence of Kate and Graham Radley who organize most of the activities and Clive Harrington, Treasurer:-

- ❖ Constitution for CDEC was created in November 2012 and an Annual General Meeting held in January.
- ❖ Current bank balance as at 17.5.13 – £2276.58.
- ❖ A donation of £500 was received from the trustees of Kingskerswell Summer Moon, towards the purchase of a new sound system.
- ❖ A donation of £200 was received from the parish council towards the purchase of a new sound system.

- ❖ Another successful year of film nights, fayres and Villages in Action events.
- ❖ Next events are on 7 July (fete) and 21 July (Open Gardens). Any help is welcomed, contact Kate and Graham.

Thanks are due to all CDEC members, particularly Kate and Graham, for their contributions to the activities of our "little society".

7. PUBLIC DISCUSSION

Teignbridge Local Plan

District Councillor Mike Haines explained that the Plan was due to be submitted to the Planning Inspectorate in February but this is now expected in June 2013. Detailed information on the reasons for this delay are contained in the attachment (email dated 23.5.13 from TDC). In response to a question, Mike Haines said that the Plan is available online but its status is limited in relation to individual planning applications as the Plan has not yet been examined in public.

Closure of Connybeare Lane

A question was asked about the reason for closure – the Chairman advised that this is due to resurfacing of the road.

Trees in Connybeare Lane, marked for attention.

A resident asked a question about the status of trees which are marked for pruning or felling in Connybeare Lane but have not yet been attended to. The Chairman advised that this arose from a complaint by the parish council followed by a Devon CC Highways report on trees throughout the length of the lane. Two landowners have dealt with the trees that were their responsibility. The owner of the remaining trees, which were the subject of the parish council's original complaint, has been contacted by Devon CC. The County Council has decided not to take any enforcement action, having notified the owner of the condition of the trees, and the onus now rests on him.

The parish council believes that stronger action is required by Devon CC but has had to await support and clarification from the local County Councillor. County Councillor Alistair Dewhirst requested that the relevant information be sent to him.

Action: GH to send information on trees to Cllr Dewhirst

Excess water near Beersbrook, Coffinswell and drainage issues at Old Well House, Coffinswell

A resident raised concerns about excess water running across the road near Beersbrook, causing damage to the road surface. The resident has already asked for an investigation by the fire brigade (ref. the fire hydrant) and water board. As for the Old Well House, the drains need clearing and routing to the stream, as was the case in the past. No clearance is being done as the owner of the Old Well House is absent in Australia.

The Chairman advised that Devon CC Highways attended a site meeting in December 2012 on the state of drains generally in the parish but there are more serious problems at Dacombe and even these are low priority for Devon CC. The Chairman agreed to investigate the excess water and drainage problems with Clive Harrington on his return. They may be able to contact the owner of the Old Well House via the estate agent.

Action: RW and CH to review problems as described

Road subsidence near gas sub-station, Dacombe Mill

A resident complained about subsidence of about 12 inches or so, which is a danger to vehicles. The Chairman acknowledged that the problem has been caused by large lorries visiting the gas substation. He will contact National Grid.

Action: RW to contact National Grid

Traffic levels

The Chairman said that he has not yet raised this in a parish council meeting, but he has noticed increased traffic levels in the parish, probably due to the bypass construction. This causes problems and dangers, also inconvenience as vehicles try to pass in very narrow lanes. Some years ago, one resident suggested there should be some one-way lanes, which could make sense at, say, Dacombe Hill and Blackenway Lane, but other residents were not keen on the idea.

Action: GH to add to next meeting agenda

Temporary routes for traffic during bypass construction

A resident asked whether there are any temporary traffic routes planned. County Councillor Alistair Dewhirst said he has no knowledge of any plans for diversionary roads. He had not previously been aware of the increased traffic levels in the village. He will investigate.

Action: GH to contact Cllr Dewhirst with information

Burning rubbish at Haccombe Cross

A visitor from Stokeinteignhead parish reported that he has been recording – over the last 6 months - the dates and times of rubbish being burned at Haccombe Cross (corner of St Marychurch Road and Ridge Road). One report is of burning rubbish at 10.30pm. He has sent this information to the Environment Agency. The activity takes place behind railings and a thick hedge, where there are about 50 derelict cars. The site has been in that state for many years but burning rubbish is a more recent development. The Chairman said that he will pursue the matter.

Action: RW to investigate

High hedges

The visitor from Stokeinteignhead parish also asked about the responsibility for cutting high hedges, particularly in respect of Pitland and Footland Lanes. The Chairman said this is the responsibility of landowners and hedges can be cut at any time if there is a highways issue, otherwise not until after 31 July.

Action: RW/TH to investigate

Dog fouling

A resident complained about dog fouling along No1 Footpath (Pathfield). County Councillor Alistair Dewhirst said that the Teignbridge Dog Warden is very helpful and has suitable notices. The Chairman said that Clive Harrington spends a lot of time keeping the footpaths clear of vegetation and will be able to help on this complaint.

Action: CH and GH to arrange for a notice

Vacancy – parish clerk

The Chairman said that the current clerk is stepping down, so a new clerk will be needed. He asked residents to let him know if they have anyone in mind who would like to do the job.

Action: RW/GH to prepare recruitment papers for replacing the clerk

Vote of thanks

A resident said that he appreciates all that the Chairman and council do, it is clear they have the interests of the village at heart. There was a round of applause.

There were no further items for discussion.

The Chairman called the meeting to a close at 8.25pm. 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

ATTACHMENT TO ANNUAL PARISH MEETING MINUTES 23.5.2013 (ITEM 7)

Teignbridge Local Plan Update

As it has been a few months since the close of representations on the Teignbridge Local Plan, I thought it would be useful to provide an update on progress.

We had hoped to submit the Local Plan to the Government in February, but a number of unexpected issues have led to the need to put this submission back. We are now working towards submission in June. These issues included unexpected further work relating to the Habitat Regulations, the need to continue discussions with adjoining planning authorities under the new Duty to Cooperate, and the need to wait for Community Infrastructure Levy work to be completed. More details on these issues can be found on the Executive agenda of 9 April 2013 (which is on the Council's website).

In the meantime we are updating the website with new information and evidence, including in particular further information on who was consulted on the Proposed Submission Local Plan and full copies of the representations received. Go to www.teignbridge.gov.uk/planteignbridge and the representations are linked from the first paragraph.

Our consultation on the Final Draft Community Infrastructure Levy has also now finished and we will place the responses on our website as soon as we can.

Finally we have appointed Lisa Edwards to be our Programme Officer. She will act as the independent liaison between the Planning Inspector (when appointed), the Local Planning Authority and other interested people. Her email address is programmeofficer@teignbridge.gov.uk and she should be contacted about issues related to the examination.

Kind regards

Simon Thornley

Service Manager – Spatial Planning & Delivery

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23.5.13

COFFINSWELL PARISH COUNCIL
PLANNING COMMITTEE

**MINUTES OF THE PLANNING COMMITTEE MEETING HELD AT
7.00pm-7.15pm on Thursday 13 June 2013 in St Bartholomew's Church, Coffinswell**

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

IN ATTENDANCE: Gwynneth Hermsen (Clerk)

1. WELCOME AND APOLOGIES FOR ABSENCE. John Winchester had sent his apologies for absence.

VISITORS: The Chairman welcomed two residents to the meeting.

2. ELECTION OF CHAIRMAN

(to be elected at the first meeting of the Committee and every year) **N/A**

3. DECLARATIONS OF INTEREST

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

PUBLIC DISCUSSION

The Chairman invited the visitors to address the meeting. They explained their objections to the planning application based on over-development of the Gainsborough House site, the proximity of the proposed extension to the private, shared driveway and that three existing garages should be adequate for the size of house and occupancy. They said that a business is being run from the property, which is being used for distribution/storage of clothing and that this is not appropriate on the grounds of extra traffic and disruption of a rural area.

The Chairman thanked the visitors for their comments.

4. PLANNING APPLICATIONS TO BE CONSIDERED:-

a. Gainsborough House, Connybear Lane

Reference: 13/01545/FUL
Address: Gainsborough House, Connybear Lane, Coffinswell, Devon, TQ12 4SL
Parish: Coffinswell
Ward: Kerswell With Combe
Proposal: Single storey extension and extension to garages
Type of Application: Full Application
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Application Received: 24/05/2013
Date Application Validated: 24/05/2013
Publicity Expiry Date: 25/06/2013

Having listened to the points made during the public discussion, the planning application papers were reviewed and fully discussed. No other comments had been received from neighbours or members of the public.

It was agreed that the council would object to the application on two counts as follows:-

1. Inappropriate over-development (on a site which the council already considers to be over-development).

2. Increase in traffic volumes likely when the existing 3 garages are supplemented by a further 2 garages, together with additional living accommodation.

Action: GH to inform Teignbridge DC Planning

5. CLOSURE OF MEETING

The Chairman closed the meeting at 7.15pm.

.....
Read and signed by the Chairman

COFFINSWELL PARISH COUNCIL

MINUTES OF A MEETING HELD AT 7.30pm – 8.45pm on Thursday 18 July 2013 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 Anthony Ballinger (Items 1-5 only), County Councillor Alistair Dewhurst. Rachel Avery, Parish Clerk at Stokeinteignhead.

1. WELCOME AND APOLOGIES FOR ABSENCE. District Councillor Mike Haines and Michael Sach (Emergency Officer) had sent their apologies for absence.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Roger Wills declared a personal interest as a local landowner and farmer. There were no requests for dispensations.

3. MINUTES OF PREVIOUS MEETINGS: AGM and Ordinary Meeting on 14 MAY 2013, Annual Parish Meeting on 23 MAY 2013 and Planning Committee meeting on 13 JUNE 2013.

All minutes were approved for signature by the Chairman and the Planning Committee notes were ratified.

4. MATTERS ARISING

Item 7e, 21.3.13 Possible new permissive footpath, Milber Lane to Blackenway Lane

CH reported that following a site visit (CH/RW with the landowner, Mike Bateson) this is now a very expensive project (fencing would be 600 metres at £4.50 a metre) plus the ongoing maintenance commitment (hand cutting wide grass strip) would be too onerous. It was agreed that, with regret, this project would have to be dropped.

Action: CH to write to Mike Bateson

Teignbridge Local Plan

In response to a question, Cllr Anthony Ballinger advised that the Teignbridge Local Plan is currently with the Inspector. It is due to be finalized mid-2014.

Cllr Ballinger also briefed the meeting on Teignbridge DC's Health & Wellbeing subcommittee. He said there would be more information available later in the year, when he will report again.

5. PLANNING

a. Planning application – Conservation Area notification

Reference: 13/01860/CAN
Address: The Small House, Coffinswell, Devon, TQ12 4SN
Parish: Coffinswell
Proposal: Pruning of two trees
Type of Application: Conservation Area Notifications
Decision Level: Delegated Decision
Case Officer: Mark Waddams
Date Application Received: 21/06/2013
Publicity Expiry Date: 22/07/2013

The application papers were reviewed. The councillors had no objections.

Action: GH to inform Teignbridge DC Planning

b. Decision notice – grant of planning permission

Reference: 13/01187/CAN
Address: Old Timbers, Coffinswell, Devon, TQ12 4SN
Proposal: Felling of one tree, pruning of one tree
Decision: Conservation Area Notification Approval
Decision Level: Delegated Decision
Case Officer: Mark Waddams
Date Decision Issued: 30/05/2013

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

c. Decision notice – refusal of planning permission

Reference: 12/03209/FUL
Address: Connybeare Wood, St Marychurch Road, Coffinswell, Newton Abbot, TQ12 4SE
Proposal: Replacement dwelling
Type of Application: Full Planning Application
Decision: Permission Refused
Decision Level: Committee Decision
Case Officer: Helen Shobbrook
Date Decision Issued: 16/05/2013

It was noted that this application had been refused by Teignbridge DC.

d. Decision notice – grant of planning permission

Reference: 13/00529/FUL
Address: Apple Orchard, Connybeare Lane, Coffinswell, Devon, TQ12 4SL
Proposal: First floor extension
Type of Application: Full Planning Application
Decision: Permission Granted
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Decision Issued: 14/05/2013

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

e. Decision notice – grant of planning permission

Reference: 13/01007/FUL
Address: Court Barton, Coffinswell, Devon, TQ12 4SS
Proposal: Erection of summerhouse
Type of Application: Full Planning Application
Decision: Permission Granted
Decision Level: Delegated Decision
Case Officer: Carly Perkins
Date Decision Issued: 28/05/2013

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

f. E2/17/06 Connybeare Wood, Coffinswell – Making of a provisional Tree Preservation Order – Delegated Decision – Case Officer: Mark Waddams. The draft Order was reviewed. The councillors have no objections to, or comments on, the Order.

Action: GH to inform Teignbridge DC by the deadline, 20.8.13

g. Enforcement matters

Strawberry Fields, Dacombe

TDC Appeals Officer Christine Bolton confirmed on 3.7.13 that no date for the Appeal site visit has been set. It was noted that Rachel Hill has registered as an elector at the address.

Action: GH to check again on 3.9.13

Pathfields, Dacombe

Carlo Josi, TDC Enforcement Officer reported on 8.7.13 that he has received a complaint from a local resident about noise at Pathfield. This has been referred to the Environment Agency as it is not a Planning matter. The complaint also included reference to unauthorized use of the land and this is being investigated.

The council noted that bonfires are continuing on the land, this is an Environmental Health matter.

Action: GH to liaise with TDC and the Environment Agency
Also ask Cllr Mike Haines for comments

Manor House, Coffinswell

It was noted that there are new owners in Manor House but they do not own the Old Coach House, which is the subject of the enforcement order. A neighbour's concerns about a satellite dish on the next door barn is a private matter as the dish is not on a listed building.

Action: GH to check status with TDC enforcement officers

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

Anthony left the meeting.

6. ACCOUNTS

a. Income

None

b. Expenditure

Ken Abraham - £50.00 – Internal Audit

G Hermsen - £39.85 – Clerk's expenses

G Hermsen - £419.86 – Clerk's salary

Coffinswell PCC - £450.00 - Grass cutting in cemetery

Get Mapping - £12.00 - Annual subscription to online mapping service

T Hermsen - £35.00 - reimbursement of Data Protection registration fee

C Harrington - £45.81 strimmer supplies and numbers for footpaths

c. Balances as at 18th July 2013 – Main Account £3157.94 and Footpaths £32.02

d. Coffinswell and Dacombe Events Committee

As at 18.7.13 £2526.00

T Hermsen informed the meeting that Grant Thornton had approved the annual return to 31 March 2013 and that they had no issues. The audited annual return was currently being displayed on the noticeboards.

7. FOOTPATHS AND HIGHWAYS

a. Simplified guide to repair of potholes in Devon

In view of recent concerns about potholes in the lanes, it was agreed that this could usefully be published via the noticeboards and email system, for the information of local residents (see also item 7c below).

Action: GH

b. Parish Paths Partnership Scheme 2013/14. The letter from Devon CC dated 16.5.13 was noted, together with thanks to Clive Harrington for his work on footpaths.

c. Road closures in Coffinswell and Dacombe – Devon CC Highways email 27.6.13

The councillors observed that the three roads identified for surface dressing are not so much in need of repair as others such as Orestone Lane, which is an important route for Dacombe residents. There is a need to encourage residents to report potholes and for them to monitor the quality of repair (see also Item 7a above). Cllr Dewhirst said that it would be helpful to know what is reported so that he can check it against the Devon CC data.

Action: GH

Action: CH will report potholes in his area of the parish, down to the Torquay road

d. Road subsidence, Dacombe Mill Lane

The councillors noted, with thanks, Cllr Dewhirst's emails to Devon CC Highways and a subsequent site visit with the Devon CC Highways Chief Engineer. This has resulted in Highways undertaking to repair the dip in the road in the near future, as it is now considered to be a safety defect. Temporary warning signs will be erected in the meantime.

Action: All to monitor area, GH to bring forward to September 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)

a. Teignbridge District Council and Devon County Council Elector Fund

The clerk reported that the Hacombe parish council proposal for use of Coffinswell parish's money with their own was not pursued. Hacombe P.C. had realised that they could not erect permanent barriers across the byway (Item 8a, 21.3.13). No further action.

b. Devon County Council locality fund

Following his election, Cllr Dewhirst had confirmed that he would support an application for 2 grit bins and 4 snow shovels.

Action: GH to complete and send application form to Cllr Dewhirst

9. TREE WARDEN

Trees in Connybeare Lane

Ref Item 9 of 14.5.13 minutes. The situation regarding the trees in Connybeare Lane which have not been lopped/felled had been referred to County Councillor Alistair Dewhirst for investigation. He reported that the Devon CC officer is ill but Cllr Dewhirst will pursue this in the next few weeks.

Action: GH to liaise with Cllr Dewhirst

Diamond Jubilee Trees

CH gave TH £33.70 that had been collected at a recent social event to help purchase trees for the parish.

Action: TH to bank the money pending a decision on purchase of trees/ancillary items

CH reported that the Woodland Trust will supply a large quantity of saplings (400) free of charge. The downside is that spirals and canes to protect the saplings are expensive (£178.00), but CH may be able to get some cheaper. Requested approval to approach Woodland Trust now, even though planting will not be done until the autumn, and for funds from parish funds for purchase of spirals and canes. Approved.

Action: CH/RW

It was noted that when a resident reported a fallen tree in Shell Lane (No 2 Footpath) this was cleared very promptly by RW.

10. ENGAGING WITH THE COMMUNITY

a. Website

Nothing to report on website. However GH said that, if wished, she would be happy to continue with it once a new clerk is employed.

b. Emergency Planning

No emergency officers were present to report on this.

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

The next CDEC meeting is due on 23.7.13. Now that CDEC is properly constituted, the councillors agreed that use of the parish council letterhead should cease. CDEC should be asked to prepare its own letterhead for use in correspondence and when soliciting raffle prizes etc., although CDEC may continue to reference its association with the parish council (wording to be approved by councillors).

Action: GH

d. Review of issues arising from the Annual Parish Meeting 23.5.13

Connybeare Lane trees: see Item 9 above.

Drainage issues at Old Well House, Coffinswell: a resident has cleared out the stream and this seems to have resolved the problem.

Traffic levels – rat runs; temporary routes: Cllr Dewhirst has spoken to the new chief engineer for the South Devon Link Road. Possibility of an “access only” sign at the entrances to lanes off St Marychurch Road – will be discussed at a 22.7.13 meeting.

Action: GH to liaise with Cllr Dewhirst

Recruitment of new clerk: one local enquiry, no applications by due date of 9.7.13.

Deerpark Lane/Hacombe Cross, rubbish burning: 2 locations, concern expressed by Stokeinteignhead parish council. Further investigations needed.

Action: GH

Plan Teignbridge: as at 9.7.13, the draft Plan was submitted to the Planning Inspectorate on 20.6.13.

High hedges: to be investigated by TH and RW

Action: TH/RW

Dog fouling: CH will talk to the local resident.

11. PUBLIC CONSULTATIONS

None.

12. CORRESPONDENCE

a. **MP’s Parish Council Meetings** – Anne-Marie Morris MP letter 17.6.13. Noted.

b. **Change of Monitoring Officer** - Teignbridge District Council email 26.6.13. Noted.

c. **Teignbridge Association of Local Councils** – minutes of meeting held on 30.5.13. Noted.

13. DATE OF NEXT MEETING: 19 September 2013

.....
Read and signed by the Chairman

COFFINSWELL PARISH COUNCIL
PLANNING COMMITTEE

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD AT
7.30pm – 9,00pm on Thursday 1 August 2013 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)

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

2. ELECTION OF CHAIRMAN

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

3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Roger Wills declared a personal interest as a local landowner and farmer. John Winchester declared an interest in Item 4b, as owner of Little Farm, Dacombe. There were no requests for dispensations.

4. PLANNING APPLICATIONS TO BE CONSIDERED:-

a. Court Barton Farm, Coffinswell

Reference: 13/02103/FUL
Address: Court Barton Farm, Coffinswell, Devon, TQ12 4SS
Proposal: Agricultural livestock building
Type of Application: Full Planning Application
Decision Level: Delegated Decision
Case Officer: Estelle Smith
Date Application Received: 12/07/2013
Date Application Validated: 18/07/2013
Publicity Expiry Date: 16/08/2013

The planning application papers were reviewed and fully discussed. No comments had been received from members of the public. A number of aspects of the application were of interest, including the possibility of increased water run-off, hedging, extent of boundaries marked on application and how the applicant would propose to dispose of animal waste. In the light of these concerns, it was agreed to approach the applicant to arrange a site meeting.

Action: RW to ask the applicant for a site meeting

b. Little Farm, Dacombe

Reference: 13/02189/FUL and 13/02263/LBC
Address: Little Farm, Dacombe, Devon, TQ12 4ST
Proposal: Extension and alterations to outbuilding to form hobby room/studio, garaging and store
Type of Application: Full Planning Application
Decision Level: Delegated Decision
Case Officer: Eve Somerville
Date Application Received: 22/07/2013
Date Application Validated: 22/07/2013
Publicity Expiry Date: 23/08/2013

John Winchester, having declared an interest in Item 3, left the meeting to allow the discussion to take place.

The planning application papers were reviewed and fully discussed. No comments had been received from members of the public.

It was noted that a Listed Building Consent application had been submitted alongside the full application. The council decided that it is for Teignbridge DC Planning to decide whether the extension and alterations detract from the design and character of the Listed Building.

It was noted that part of the application includes provision for a shower, basin and toilet as ancillary accommodation to the main house. On the basis that the accommodation remains ancillary to the main house, and with no other matters of concern, it was agreed that there were no objections to the application.

Action: GH to inform TDC Planning

John Winchester was invited to re-join the meeting.

5. PLANNING ENFORCEMENT MATTERS UPDATE

The clerk requested an interview with Carlo Josi, Enforcement Officer at TDC Planning on 23.7.13 to discuss a number of enforcement matters. The interview took 38 minutes and resulted in an email from Mr Josi dated 1.8.13, as follows:-

a. Applethorn Barn

With regards to Applethorn Barn, unfortunately your e-mail below was only received on my return from my site visit to Applethorn Barn.

I can advise that planning permission was granted under planning application reference 92/02360/FUL (Alterations to convert barn to dwelling and erection of new double garage and stable block). As you are aware from previous correspondence from this department regarding this matter, the plan showing the double garage and stable block is missing from the planning file. Officers from this department are continuing to investigate this matter in order to establish whether or not a planning breach has occurred. Once I have any further information I will be able to update you more fully.

The information was noted.

b. Pathfield, Dacombe

Investigations still on-going. Awaiting a response from the land owner.

The clerk also advised that there seems to be some dispute between the owner and TDC Planning over the designated use of the land (agricultural v. non-agricultural). It was agreed to await developments.

Land at Corner of Deer Park Lane and Ridge Road, Coffinswell

Further site inspection required to be carried out to ensure all rubbish has been removed from the land as requested in my last letter to the land owner/ tenant. I can advise that matters relating to the tipping of waste on the land can be referred to either Devon County Council as Minerals and Waste Authority or the Environment Agency. Having discussed the matter with an Officer from Environment Agency (Sue Smillie), she stated that she is more than willing to give you an update with regards to the burning of waste on this site. She can be contacted on her work mobile 07795 590952. I will update you in due course regarding this matter.

The information was noted. The clerk will contact Sue Smillie in due course and pass on the contact information to Stokeinteighhead parish clerk (as agreed by Mr Josi).

Action: GH

6. CLOSURE OF MEETING

The Chairman closed the meeting at 9pm and thanked all for attending.

.....
Read and signed by the Chairman

COFFINSWELL PARISH COUNCIL
PLANNING COMMITTEE

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD AT
4.35pm – 5.50pm on Friday 6 September 2013 in St Bartholomew’s Church, Coffinswell**

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

IN ATTENDANCE: Gwynneth Hermsen (Clerk)

1. WELCOME AND APOLOGIES FOR ABSENCE. John Winchester had sent his apologies for absence.

VISITORS: The Chairman welcomed three residents to the meeting.

2. ELECTION OF CHAIRMAN

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

3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Roger Wills declared a personal interest as a local landowner and farmer. There were no requests for dispensations.

PUBLIC DISCUSSION

The Chairman invited the visitors to address the meeting.

Reference 4a. One resident noted that the planning notice is posted on the St Marychurch Road entrance to the land, not on Pitland Lane. This explained the apparent absence of a planning notice when the site was visited by a councillor and the clerk.

Reference 4b. The applicant explained that planning development rights have been removed on the land in question, therefore the erection of a fence (and any other works) requires planning permission.

The applicant explained that there is currently only a stock fence on the boundary. She would like a 2 metre high fence erected on the boundary - partly to ensure privacy and also to keep animals and humans from coming on to her land.

The applicant and her husband also had information which she wished the council to review under agenda Item 5. The Chairman allowed this to be considered and discussed as part of the Enforcement Update.

The Chairman thanked the visitors for their comments.

4. PLANNING APPLICATIONS TO BE CONSIDERED:-

a. OS 2972, Land at Pitland Lane, Dacombe

Reference: 13/02137/FUL
Address: OS 2972, Land At Pitland Lane, Coffinswell, Devon
Proposal: Stable block to replace previous stable block
Type of Application: Full Planning Application
Decision Level: Delegated Decision
Case Officer: Estelle Smith
Date Application Received: 16/07/2013
Date Application Validated: 14/08/2013
Publicity Expiry Date: 12/09/2013

The planning application papers were reviewed and fully discussed. No other comments had been received from neighbours or members of the public.

It was noted that wording in Section 5 of the application “reinstatement of required planning application as the previous immune status could not be honoured” was not understood by the councillors or residents present. However it appears to have been raised at a site meeting by Teignbridge Planning and is therefore the responsibility of TDC.

There were no objections to the application.

Action: GH to inform TDC Planning

b. Treacle Barn, Dacombe

Reference: 13/02521/FUL
Address: Treacle Barn , Dacombe, Newton Abbot, TQ12 4ST
Proposal: Erection of a timber feather board fence on the east boundary
Type of Application: Full Planning Application
Decision Level: Delegated Decision
Case Officer: Anna Mooney
Date Application Received: 22/08/2013
Date Application Validated: 29/08/2013
Publicity Expiry Date: 27/09/2013

Having listened to the points made during the public discussion, the planning application papers were reviewed and fully discussed. No other comments had been received from neighbours or members of the public.

There were no objections to the application.

Action: GH to inform TDC Planning

5. PLANNING ENFORCEMENT MATTERS UPDATE

a. Apple Thorn Barn, Dacombe

The applicant for 13/02521/FUL (Item 4b above) is a next door neighbour of the owners of Apple Thorn Barn. She provided a written statement and supporting papers on the activity at the stable block on Apple Thorn Barn land, for the councillors to read in advance of this meeting.

As a result of discussing the written and verbal information provided at the meeting, the council decided to write to the Enforcement Officer, Carlo Josi, in the following terms:-

1. Is the inclusion of new UPVC windows and frames (whether in a stable or elsewhere in this area of great landscape value) acceptable to the Enforcement, Conservation and Planning Officers in the light of the fact that “Apple Thorn Barn is subject to listed building control because of its relationship as a curtilage building to the Grade II listed farmhouse known as Home Farm” (quoted from Appeal letter dated 22.3.2002 relating to a failed application for a conservatory in 2001).
2. Ref: 04/02795/COU Applethorn Barn. Question whether the drawing titled “existing plan” is truly representative of the stable design as approved in 1993. Without a copy of the claimed 1993 planning approval, this could be difficult to determine.
3. Even if the drawing titled “existing plan” is representative of approved planning consent, the work currently being carried out on the stable includes an opening on the side which has every appearance

of being suitable for a double patio door. The “existing plan” appears to show only a window on one of the side elevations and no openings at all on the other side elevation.

It was agreed to copy these draft minutes to Cllr Mike Haines for his review and comment.

Action: GH to send a copy of Minute 5a as drafted to Carlo Josi, TDC and Cllr Mike Haines

b. Manor House, Coffinswell (Old Coach House)

CH reported that work has been undertaken on the Old Coach House window cills.

6. CLOSURE OF MEETING

The Chairman closed the meeting at 5.50pm and thanked all for attending.

.....
Read and signed by the Chairman

DRAFT – amendment in Item 4, red font

COFFINSWELL PARISH COUNCIL

**MINUTES OF A MEETING HELD AT
7.30pm – 9.25pm on Thursday 19 September 2013
in St Bartholomew’s Church, Coffinswell**

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

IN ATTENDANCE: Gwynneth Hermsen (Clerk), District Councillor Mike Haines (Items 4-5 only), County Councillor Alistair Dewhirst, PCSO Chris Hurden (Item 10e only, taken at start of meeting).

1. WELCOME AND APOLOGIES FOR ABSENCE. Councillor Michele Berry, District Councillor Anthony Ballinger and Michael Sach (Emergency Officer) had sent their apologies for absence.

The Chairman welcomed as an observer Amanda Wileman, who is a potential candidate for the parish clerk vacancy (Items 1-5 only).

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Roger Wills declared a personal interest as a local landowner and farmer. There were no requests for dispensations.

3. MINUTES OF PREVIOUS MEETINGS: Council Meeting on 18 July 2013 and Planning Committee meetings held on 1 August and 6 September 2013.

All minutes were approved for signature by the Chairman and the Planning Committee decisions were ratified (see Item 5 below).

4. MATTERS ARISING

(subjects other than matters covered elsewhere in the agenda)

Item 4b, Planning Committee 6.9.13 Treacle Barn, Dacombe

The council briefed District Councillor Mike Haines on a neighbour’s objection (dated 9.9.13) to take down her stock fence, specifically on the matter of ownership of the boundary. Mike Haines advised **that a declaration on the application form has to be signed if the application, or part of it, is not in the applicant's ownership.** No action required.

Item 7d. Minutes 18.7.13 Road subsidence, Dacombe Mill Lane

Cllr Dewhirst reported Devon CC Highways have promised to put up temporary signs about this by 30.9.13.

Action: GH/CH to check

Item 10d. Minutes 18.7.13 Parish clerk vacancy

The clerk reported that two applications are likely and will update councillors after the deadline of 24.9.13

Action: GH

Item 10d. Minutes 18.7.13 Teignbridge Local Plan

The clerk referred to an email update received and forwarded on to councillors on 22.7.13. No action.

Item 7a. Minutes 14.5.13 Permissive Footpath, Milber Lane

Having discussed this with the most significant landowner, it was agreed that the cost would be prohibitive. No further action.

5. PLANNING

a. Ratification of decisions taken at Planning Committees, 1.8.13 and 6.9.13

The councillors unanimously ratified the decisions taken.

b. Planning application

Reference: 13/02622/FUL
Address: Firsland, Pitland Lane, Coffinswell, Newton Abbot, Devon, TQ12 4ZZ
Proposal: Erection of temporary manager's accommodation for animal sanctuary
Type of Application: Full Planning Application
Decision Level: Delegated Decision
Case Officer: Anna Mooney
Date Application Received: 02/09/2013
Date Application Validated: 02/09/2013
Publicity Expiry Date: 08/10/2013

The application papers were reviewed, together with a copy of the Decision Notice for an application for a dwelling at the same site in 2012 (12/02163/FUL). It was noted that Teignbridge DC had refused planning permission for that dwelling, with five reasons for the refusal.

It was agreed that points 1-5 in the 12/02163/FUL decision notice appear to apply equally to this application with the only significant exception being a change in the design of the accommodation.

It was agreed that the council would object to the application.

Action: GH to respond to TDC planning in these terms

c. Grant of planning permission – Court Barton Farm, Coffinswell

Reference: 13/02103/FUL
Address: Court Barton Farm, Coffinswell, Devon, TQ12 4SS
Proposal: Agricultural livestock building
Type of Application: Full Planning Application
Decision Level: Delegated Decision
Case Officer: Estelle Smith
Date Application Received: 12/07/2013
Date Application Validated: 18/07/2013
Publicity Expiry Date: 16/08/2013

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

d. Grant of planning permission – Gainsborough House, Coffinswell

Reference: 13/01545/FUL
Address: Gainsborough House, Connybear Lane, Coffinswell, Devon, TQ12 4SL
Proposal: Single storey extension and extension to garages
Type of Application: Full Planning Application
Decision: Permission Granted
Decision Level: Delegated Decision
Case Officer: Nicola Turner
Date Application Received: 24/05/2013
Date Decision Issued: 19/07/2013

It was noted that this application has been approved by Teignbridge DC, concerns about commercial use of the extension and garages having been ruled out other than in the terms described below.

Reference an email from a TDC Enforcement Officer, Carlo Josi, dated 20.8.13 (forwarded to councillors on 28.8.13). This states, amongst other things, that the Enforcement Officer has discussed the matter of a

business being operated from the property with the property owner. The owner claims that whilst a business is registered to this address, there are no employees that come to the property in relation to this business and the only items received at the property relating to the business are letters, emails and faxes. Whilst part of the property has been converted to provide office space, given the scale of the property the Enforcement Officer considers that a material change of use has not occurred in this instance.

A Planning Contravention Notice was served requiring the owner to provide certain information to TDC and on the basis of the response the Enforcement Officer does not consider that any planning breach has occurred and the case is closed.

It was agreed that if any evidence arises to the contrary, the council will provide it to TDC strictly in accordance with the terms of the contents of the email dated 20.8.13, and the matter will be reviewed in six months.

Action: GH to bring forward to meeting in March 2014

e. Enforcement matters

Manor House/Coach House, Coffinswell

CH reported that building work had taken place recently at the The Coach House: the porch has been taken down and the concrete window cill encased in wood.

It was agreed that this may be a temporary solution only, to satisfy the Listed Buildings officer at TDC. Accordingly, this matter will be referred to the TDC Enforcement Officer for comment.

Action: GH

It was noted that there is currently no Conservation Officer at TDC due to the departure of Richard Bland.

Strawberry Fields, Dacombe

It was noted that the Planning Inspector had allowed the Appeal, reference the Appeal Decision dated 5.8.13. All councillors had received a copy of the decision via the clerk and interested parties would have also received a copy from the Planning Inspectorate/TDC.

Other relevant points in the Decision included the fact that the appellant had not been awarded costs against TDC and he will require planning permission for the extra room in due course (bedroom numbered 4 on Plan 2 of the Appeal Decision). The council agreed that the question of planning permission for the extra room should be brought forward in 6 months.

Action: GH to bring forward to meeting in March 2014

In addition, the clerk reported that she had asked the council's insurers, Zurich, to close the file on the defamation claim by Mr Minchington which had arisen during the course of the Appeal and this had been done on 11.9.13.

It was agreed that the clerk could raise queries with the Teignbridge Association of Local Councils (TALC) about the issue of enforcement notices and the legal process generally, in the context of this Appeal and Teignbridge DC's relationship with parish councils on legal matters.

Action: GH

Fires at Deerpark Lane, Coffinswell

The chairman and clerk reported that nothing further had been heard. It was agreed that the clerk would check the status of this matter with Stokeinteignhead parish council (ref Item 7 of Annual Parish meeting minutes 23.5.13 – burning rubbish at Haccombe Cross).

Action: GH

Connybeare Wood caravan

It was noted that the caravan on site continues to be used (ref. TDC refusal for planning permission for dwelling 13/03209/FUL). It was agreed to bring this to the attention of the TDC Enforcement Officers.

Action: GH

Pathfield, Dacombe

Ref Planning Committee 1.8.13 Item 5b and meeting on 18.7.13 Item 5g.

Due to the clerk's summer holiday, there were no formal updates available on the current issues:- Environmental Health (bonfires), Environment Agency (noise) or unauthorized use of the land which requires planning permission (TDC). The clerk was asked to follow up on these matters for the next meeting.

Action: GH to prepare a report for the November 2013 meeting

Apple Thorn Barn, Dacombe

The clerk reported that the TDC Enforcement Officer, Carlo Josi, had attended the site again on Friday 13.9.13. There had been no report from the Enforcement Officer on the outcome of his visit.

The clerk also confirmed that one of the owners of Apple Thorn Barn, Mrs Tasker, has asked to inspect council minutes and the documents submitted to the Planning Committee on 6.9.13 (Item 5a).

It was agreed that the clerk should request an update on building activity at Apple Thorn Barn's stable block from TDC and arrange for Mrs Tasker to inspect the minutes in accordance with standard procedure.

Action: GH

Blue Hills, Coffinswell

The clerk reported that a TDC Enforcement Officer, Steven Hobbs, had checked the file on this property as a result of the council's enquiry about building work taking place at Blue Hills.

The barn referred to was granted conditional planning permission in June 2004 (reference 04/03133/FUL). One of the conditions restricts the use of the barn for private domestic purposes only, ancillary to the existing dwelling. The Enforcement Officer added that in this instance he does not believe the alterations require planning permission and that the issue is whether at some time in the future the building is let or sold separately as a residential unit. For full information, refer to the Decision Notice dated 22.6.04 on the TDC website.

It was agreed to monitor the building in question and review the matter again in six months.

Action: ALL to monitor the building, GH to bring the matter forward to the March 2014 meeting

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

6. ACCOUNTS

a. Income

£33.70 received as donations for tree planting in the parish.

b. Expenditure

G Hermsen - £291.36 – Clerk's Salary 19/07/13 to 19/09/13 (including additional 5.5 hours agreed by Chairman for extra work on Treacle Barn application)

G Hermsen - £10.80 – Clerk's Expenses.

C Harrington - £38.70 – mileage allowance for attending Devon CC Highways Conference.

Transfer of £66.13 to Parish Paths account being VAT reimbursement on paths expenses 2006 – 2013.

The RFO reported that the National Joint Council for Local Government Services had reached agreement for pay scales for 2013-14 and NALC and SLCC had recommended that the new scale should be applied from 1st

April 2013. This would increase the clerk's salary on SCP17 from £8.747 to £8.835 per hour. This increase and back-dated award had been reflected in the payment to the clerk.

c. **Balances** - Main account £2,784.65 and Parish Paths account £98.15

The RFO had produced an Income & Expenditure Forecast to 5th April 2014. This showed a projected overspend on budget of £288. He explained that this was mainly down to the purchase of a second brushcutter for the parish, the funding for which had been received from Devon CC in the previous financial year, and there were no other areas of concern. The report was accepted without comment.

d. **Coffinswell and Dacombe Events Committee** bank account balance as at 17.9.13 is £2525.43.

7. FOOTPATHS AND HIGHWAYS

a. P3 questionnaire

CH completed and returned – estimated 30 hours spent strimming per year.

b. Highways Conference, 14.9.13

CH and GH attended. Footpath warden is now Jonathan Rowland. Advice is to report potholes and other highways matters online (csc.roads@devon.go.uk) and copy Cllr Dewhirst. Do not report to neighbourhood highways officer, Alan Martin, as he would simply forward the message on to csc.roads anyway.

c. Hedge trimming, potholes, winter weather checks, drainage issues, road closures (surface dressing), South Devon Link Road traffic

Discussed. To be investigated during councillors walk around parish on 10.10.13.

Action: TH, Mike Haines and Alistair Dewhirst

d. Motorbikes in Milber Lane, Coffinswell

See Item 10e. There is already a notice in place stating "No vehicles".

8. FUNDING AND GRANTS

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

Elector Grant Fund 2013/14 (ref. TALC email dated 17.9.13). This year, parishes can apply for grant funding independently, no need to liaise with a neighbouring parish as last year. £1.55 per elector as at February 2013.

Action: GH to bring forward to November 2013 meeting

9. TREE WARDEN

a. Ref: Email dated 3.9.13 from Devon CC Highways and email dated 3.9.13 from Cllr Dewhirst regarding trees in Connybeare Lane. Highways maintain that they are acting in line with the stated policies regarding dangerous trees (the trees are privately owned and the owner has accepted responsibility for them in writing). There appears to be nothing further that can be done. Review again in the new year.

Action: GH to bring forward to January 2014 meeting

b. Diamond Jubilee trees. The free Woodland Trust saplings are on order and it was agreed to plant them at the bottom of Great Wheaton field.

Action: CH

10. ENGAGING WITH THE COMMUNITY

a. Website

GH will adapt this to hand over to the new clerk.

Action: GH

b. Emergency Planning

Emergency officers not present – no report. RW has salt and grit stocks.

c. Liaison with Coffinswell & Dacombe Events Committee

Change of clerk will necessitate a change to the council letterhead: CDEC to be informed that they need to develop their own letterhead. Form of new letterhead for council to be discussed at next meeting.

Action: GH to inform CDEC

Action: GH to bring forward to November 2013 meeting

d. Freedom of Information Act

New draft for consideration and if approved adoption at Nov meeting.

Action: GH to bring forward to November 2013 meeting

e. Police report – PCSO Chris Hurden

This report was taken at the beginning of the meeting, to allow PCSO Hurden to leave the meeting promptly.

Within the strict confines of the Data Protection Act, PCSO Hurden reported on activity during the last 4-6 weeks. Burglary in farm building shed in Dacombe sometime between 6-15 September; boy racers being monitored; two vehicle collision on 12 August – the registered keeper of one vehicle turned himself in to the Police and the unroadworthy car has been scrapped; vehicles obstructing road in Coffinswell. PCSO Hurden confirmed a citizen’s arrest in Coffinswell recently, the bike was seized.

Vehicle registration numbers are useful for any activity being reported to the Police. Any inconsiderate driving by commercial vehicles should be reported to the company (or Police if company not known).

PCSO Hurden undertook to report back on the new year’s eve incidents in the parish (subsequently sent email 29.9.13 – offending party undetected and no viable lines of enquiry).

General advice – PCSO Hurden gave details of who to call on the Neighbourhood Police team. Log incidents on telephone number 101 unless an emergency (call 999). Abandoned vehicles – call Teignbridge DC as well as the Police. Report even low level anti-social incidents and repetitive speeding incidents with vehicle registration numbers etc as this can help build a picture of offending behaviour and there may be an opportunity to set up road traffic operations.

PCSO Hurden agreed to send a police representative to the annual parish meeting in May 2014.

Action: GH to publicise Police Neighbourhood Team contact details

Action: GH to diarise invitation to May 2014 meeting

f. Disposal of rubbish - flytipping

Hedge trimmings have been taken away from Connybeare Lane.

11. PUBLIC CONSULTATIONS

a. South West Water – Water Future proposals and choices 2015-2020

Contents of letter dated 9.8.13 were noted. No action.

12. CORRESPONDENCE

a. Teignbridge Association of Local Councils (TALC)

The draft minutes of TALC’s 25.7.13 meeting were noted. Next meeting 26.9.13.

13. DATE OF NEXT MEETING: 21 November 2013

Read and signed.....
Chairman