

**COFFINSWELL PARISH COUNCIL - MINUTES**  
**THURSDAY 18 JULY 2019 – ST BARTHOLOMEW’S CHURCH, COFFINSWELL**

Present: Cllrs Parkes (Vice Chair), Berry and Brent  
 Cllr Dewhirst (DCC)

Apologies: Cllrs Wills (Chair) and Hermsen  
 Cllr Mike Haines (TDC)

Also present: Rachel Avery (Clerk)  
 8 members of the public

No	Subject	Comments
1	The Chairman will open the Meeting and receive apologies.	Cllr Parkes opened the meeting at 19.30. It was RESOLVED to APPROVE the apologies of Cllrs Wills and Hermsen. It was NOTED that as Vice Chair, Cllr Parkes would chair the meeting. A change to the format of the meeting was explained; there are now two periods of public question time now on the agenda. This is to enable members of the public the opportunity to speak at the beginning and end of meetings and to ensure that the Parish Council can conduct its business.
2	To declare any interests arising at this meeting. <i>The Council will adjourn for the following items:</i>	There were no interests to declare.
3	<u>Public Question Time:</u> A period of 5 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Coffinswell.  <u>County and District Councillors' Reports</u>  <u>Police Report</u>	It was NOTED that the suggestion of a no parking sign at Princess Cottages was made at the last meeting and would be discussed within the agenda. It was suggested that there are some website issues and the agenda had not been added to the website. It was NOTED that the clerk had put the agenda on the site and had checked that the link was working from the Facebook link. It was NOTED that the website provider would be contacted. It was NOTED that the opening outside The Bungalow had been reported to TDC and it has been confirmed that planning permission is required or should be reinstated to how it was before. It was NOTED that there had never been gate posts or shown as an access on old maps. County Cllr Dewhirst reported that the owner is usually given six months to obtain permission for the work, and the council would revisit this in January 2020 if required. County Cllr Dewhirst’s report forms part of the minutes. It was NOTED that a speed limit had been raised by Coffinswell Parish Council at previous meetings as the road through the village is national speed limit but have not been allowed to progress due to a lack of street lighting. County Cllr Dewhirst stated that in villages with streetlights, the process is easier. Recommendations approved by cabinet will now involve local communities wishing to ‘help themselves’. These communities will get additional support from DCC and the police. This is in its early stages, and due to high legal costs to change speed limits, will not filter down to parish council level for around 18 months. It is hoped that in the next couple of years, a community like Coffinswell with a desire for a 20-mph speed limit would be able to have implement a speed limit. Cllr Berry stated that the signage is invasive, and most people are not in favour of that. It was NOTED that there are now differing sizes of signs (in Ipplepen signs are around 150mm diameter and there are painted roundels on the road). There was no police report.

		Sheenagh Orchard reported that the Neighbourhood Watch is working well, with alerts going to the group. The new signs are up and two new signs are due. However, these may not be required as no additional locations have been proposed. It was NOTED that the funds for the signs are ringfenced within the Parish Council accounts. Sheenagh Orchard was thanked for her work.
	<i>The Council will convene to conduct the following business:</i>	
4	Approval to consider, amend as agreed by the Council and approve the minutes of the following minutes: 23 May 2019 08 July 2019 (Personnel)	<p>It was RESOLVED to APPROVE the minutes.</p> <p>It was NOTED that the personnel meeting had been closed due to its confidential nature. Cllr Parkes provided an overview of the meeting, which related to the clerk's workload and annual appraisal.</p> <p>It was NOTED that the clerk undertakes four hours per week for the council. The restrictions of these hours can be difficult at busy times and the council constantly reviews and appraises her work.</p> <p>He pointed out that the role is vital to the council. The clerk ensures that the council body conducts its business legally, offers advice and support, deals with all the council's paperwork, advertises meetings, implements decisions and is the point of contact for outside bodies. Additionally, she holds all the council's legal documents and is the Responsible Finance Officer. Thanks were extended to Rachel for her work.</p> <p>With that in mind, it was suggested that councillors undertake areas of responsibilities, which would support the clerk and give the community identifiable councillors for certain issues.</p> <p>It was RESOLVED to APPROVE the minutes.</p>
5	<p>To consider the following planning application: <a href="#">19/01248/CAN</a> Fell two Lombardy trees (Adam Cottage, Coffinswell)</p> <p><a href="#">19/01050/FUL</a> Partial demolition and erection of single storey side extension and rear extension (including first floor roof terraces), and associated landscaping &amp; driveway works (Danver House, Connybeare Lane, Coffinswell)</p> <p><a href="#">19/01274/REM</a> Approval of details for a dwelling (approval sought for layout, scale, access, landscaping and appearance) (Connybeare Wood, St Marychurch Road, Coffinswell)</p> <p>To note and comment of the following request to amend condition: <a href="#">18/01844/COND</a> Discharge of conditions 6 &amp; 11 on planning permission 18/01844/FUL for replacement dwelling, detached garage and garden room (Normans, Dacombe)</p>	<p><i>Standing orders were suspended.</i></p> <p>It was NOTED that there were no objections from the neighbouring property.</p> <p><i>Standing orders were reinstated.</i></p> <p>Cllr Parkes PROPOSED NO OBJECTION. This was SECONDED by Cllr Brent and APPROVED, subject to work being undertaken in September (3:0).</p> <p>Cllr Brent PROPOSED NO OBJECTION. This was SECONDED by Cllr Berry and APPROVED (3:0).</p> <p>Cllr Parkes provided a brief overview of the site's planning application history between 1989-2012 since the fire in the original house. An outline application was approved in 2016 and this application is for the details within that initial approval. It was NOTED that the Parish Council had requested a site visit, however the applicant had only invited the chair of the council. It was NOTED that the clerk would contact Cllr Wills to find out if he can attend, with the view to hold an additional planning meeting in the next two weeks. <b>Action: Clerk to contact Cllr Wills and arrange planning meeting.</b></p> <p><i>Standing orders were suspended.</i></p> <p>Concerns were raised that there is no stone like the proposed within the area and they had objected to the condition discharge.</p> <p><i>Standing orders were reinstated.</i></p> <p>Cllr Brent stated that the condition regarding materials was added to ensure that the house stayed in-keeping within the valley. Whilst we had no objection to the slate, the proposed stone was not acceptable.</p>

		Cllr Brent PROPOSED REFUSAL of the discharge of conditions (stone) on the basis that the proposed stone is not local to the area (where breccia is predominantly used), that the site is within an Area of Great Landscape Value and that the building is sited on a very prominent site into Dacombe. This was SECONDED by Cllr Berry and APPROVED (3:0). Cllr Brent also stated that condition 11 had been breached as work has already commenced. It was requested that contractors parking on the road should not be allowed under any circumstances, and it was RESOLVED that this comment would be added to the recommendation.
6	Enforcement Issues.	It was NOTED that a breach of condition 10 (18/01844/FUL) had taken place, with the removal of the Atlantic Cedar tree and limb removals in the protected group of beech trees. It was also NOTED that the root protection zone had been encroached, and there is no fencing with scaffolded reinforcement as stated within the application. There are serious contraventions of the planning conditions already. <b>Action: Clerk to report to TDC Enforcement.</b> Cllr Brent asked for information on living in motor homes. County Cllr Dewhirst stated that if the motor home has been inhabited for more than 28 days. It was NOTED that there had been signs of someone living in a motor home on land opposite New House Farm. <b>Action: Clerk to report to TDC Enforcement.</b>
7	Tree Management Plan.	Amendments from Cllr Brent were accepted, and the clerk would recirculate with these changes. Cllr Parkes PROPOSED that the policy be accepted. This was SECONDED by Cllr Berry and APPROVED.
8	Finance: <ul style="list-style-type: none"> <li>To agree accounts for payment</li> </ul>	It was RESOLVED to APPROVE accounts for payment. It was NOTED that the event of 08 June had gone well. The Parish Council had offered to financially support the event, and it was RESOLVED that payments totalling £186.00 be made by BACS.
9	To discuss and approve councillor areas of responsibility.	The following recommendations had been made at the personnel meeting: <ul style="list-style-type: none"> <li>- Cllr Brent: Footpaths, Trees and Highways</li> <li>- Cllr Hermsen: Litter picking</li> <li>- Cllr Parkes: Planning and Enforcement.</li> </ul> It was RESOLVED that these posts be APPROVED (3:0).
10	Neighbourhood Watch.	There was nothing further to discuss. It was NOTED that this item would be included within Public Question Time at future meetings.
11	Funding and Grants.	There are no current projects, so there was nothing further to discuss.
12	Engaging with the community.	It was NOTED that concerns regarding the website had been made in Public Question Time and the website host would be contacted regarding this.
13	Footpaths and Highways: <ul style="list-style-type: none"> <li>No parking sign at Princess Cottages</li> </ul>	Cllr Brent stated that he will obtain quotes for a multi-tool attachment strimmer as the strimmer he has is not repairable. It was also NOTED that some safety equipment also requires fixing. It was NOTED that a working party has been set up to clear the area around the well and Cllr Parkes had undertaken a lot of work this week. A further clear-up event is taking place on Saturday. <b>Action: Agenda item for September.</b> Concerns had been raised at the last meeting regarding parking outside Princess Cottages, especially at times when the Linny car park is full and where the road narrows. County Cllr Dewhirst stated that the Highway Authority will allow discreet signs to be added to the roadside. <i>Standing orders were suspended.</i> It was NOTED that employees of the Linny park outside the cottages, which is inappropriate.

		<p>It was AGREED that careful consideration is required with residents before any signs are added. It was AGREED that two signs should be purchased to advise drivers and the pub would be approached to discuss parking.</p> <p><i>Standing orders were reinstated.</i></p> <p>It was RESOLVED that the council would purchase two signs and add to suitable areas with consultation with the residents. It was NOTED that the clerk would circulate leaflets to residents and councillors.</p>
14	To note any correspondence received.	<p>Cllr Berry had attended the TDC Planning Café and raised questions regarding enforcement issues. There are currently two enforcement officers and little money to enforce issues. From previous experience in the village, Enforcement Officers are quick to deal with small issues, but big issues can take years to deal with. County Cllr Dewhirst reported that planning applications can have a long lead in time. The new administration would like to change the way the system works to provide more affordable homes, more facilities and infrastructure, but there is no instant fix. Planning permission already given cannot be taken away and the 1400 houses in South West Exeter will be built in the way that it was approved. If the work is not undertaken in this way, enforcement is called in. Visits from Enforcement Officers are undertaken, and results can appear to be quick if a householder is accepting, but enforcement can be difficult. The National Planning Policy Framework states that the government wants building to take place and there are industries within the locality that benefit from this.</p>
	<i>The Council will adjourn for the following item:</i>	
15	Public Question Time: 10 minutes.	<p>A resident asked about plastic recycling. He has been clearing a house for a year, where he is charged to tip plastic at the recycling centre, but it is put in general waste. He suggested that putting this in kerbside recycling would not cost money. County Cllr Dewhirst stated that these are two separate issues. The recycling authority is TDC, but the refuse centre is run by DCC as the waste authority. TDC collects at the kerbside and gives to DCC. If waste is taken to the tip, it will all be sorted and recycled. A high proportion of waste that DCC deals with is building waste and far greater than the amount that TDC takes from the side. Putting builders' waste plastic in your kerbside recycling will contaminate. The TDC website provides a list of the plastic that can be taken in kerbside recycling. Charging for recycling is undertaken by DCC after a decision was taken that building waste should be charged for. It was NOTED that new litter picking kits and new bags are required for Coffinswell. <b>Action: Clerk to report to Cllr Hermsen.</b></p>
16	To note the date of the next meeting: <b>Thursday 19 September 2019.</b>	This was NOTED. The meeting was closed at 21.34.