

**DUNKESWELL PARISH COUNCIL**

**Minutes for a meeting** of Dunkeswell Parish Council held in the Village Hall on **Monday 18<sup>th</sup> June 2012 at 7.30pm.**

Present: Cllrs John Barrow (Chairman), Geoffrey Sworder (Vice Chairman), Vanetta Keitch, Donna Delamain, Brendan Procter, Andrew Luscombe, Philip Stevens, Andrew Palmer, County Councillor Paul Diviani, District Councillor Bob Buxton, and no members of the public.

Apologies: PC Vickery 4783, PCSO Anning 30012

*All councillors are politely reminded of their obligation to declare interests under the Code of Conduct.*

*In making decisions the Parish Council recognise their statutory duties provided for in Section 11A(2) of the National Parks and Access to the Countryside Act 1949 (National Parks) and Section 85 of the Countryside and Rights of Way Act 2000 (AONBs) that in exercising or performing any functions in relation to, or so as to affect, land, they shall have regard to their purposes (ie conserve and enhance their natural beauty, wildlife and cultural heritage and to promote opportunities for the understanding and enjoyment of their special qualities by the public).*

**1.1 Receive apologies for absence. AS ABOVE**

1.3 **Minutes** of the previous meeting held in the Village Hall on **Monday 14<sup>th</sup> May 2012** were signed as a correct record of that meeting. AGREED

1.4 **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks. NONE

**2 PLANNING**

([http://planning.eastdevon.gov.uk/PublicAccess/tdc/DcApplication/application\\_searchform.aspx](http://planning.eastdevon.gov.uk/PublicAccess/tdc/DcApplication/application_searchform.aspx) )

**2.1 Decisions** (for information)

**2.1.1 12/1057/FUL Throgmorton Community Hall Unit 6 Culme Way** – installation of PV panels Status: Approval

**2.1.2 12/0833/FUL Unit 3B New Way Estate** - Construction of industrial unit (B1/B2/B8) Status: Approval

**2.1.3 12/0832/FUL Turbury Croft** – siting of 2 no poly tunnels Status: Approval with conditions

**2.1.4 12/1057/FUL Throgmorton Community Hall** - Retention of solar PV panels on roof of building Status: Approval

**2.2 Applications**

**2.2.1 12/1078/VAR Land South Of The Old Forge-** removal of condition 5 of planning approval 09/0859/FUL relating to provision of footpath access from site frontage COMMENTS: The Parish Council are strongly against the removal of this condition as the original grant of permission was conditional on providing a safe pedestrian pathway where a new road access is to be made to this property. The road is already very busy with industrial traffic and also cyclists and walkers, this safe area for pedestrians considering an additional access so near a blind bend is absolutely necessary and must be retained without question.

**2.2.2 12/1071/FUL Land South Of The Old Forge Dunkeswell** – construction of new dwelling COMMENTS: The proposed dwelling is significantly larger than that which has already gained permission and is felt to be out of proportion with surrounding dwellings and the plot. The proposal is certainly over development, and would not be welcomed in the old part of the village which has been designated a Conservation Area since the grant of original permission on this plot.

**2.2.3 12/1076/VAR Land South Of The Old Forge Dunkeswell** – material amendment to application 09/0859/FUL to include reorientation of building, changes to fenestration and timing of footpath construction. COMMENTS: The Parish Council would like to see this amendment refused as reorientation of the house and any change of scale would have a detrimental impact on the Conservation Area and on the Grade II Listed Building which adjoins the site, the reorientation would also impact on the privacy of Garden Cottage. It is not acceptable to allow the footpath to be built after the construction of the dwelling due to complications of enforcement and road safety, it is therefore imperative that the pedestrian pathway is created prior to a new access being used for site traffic and deliveries.

**2.2.4 12/1209/FUL Eastcott Farm, Blackborough** – demolition of existing bungalow and construction of 2 storey dwelling with integral garage (revised design 11/0736/FUL) COMMENTS: no objections

**2.2.5 12/0530/FUL Land North of Linden Park (Bogfield Farm)** – retention of building for garaging/equipment and staff rest area and construction of storage building. COMMENTS: The Parish Council agree that the existing buildings should be allowed to remain, any grant of permission should however be strongly conditioned to prohibit any future residential use of the property, and there should be no additional buildings constructed on the site without proven agricultural need.

**2.2.6 12/1326/FUL Abbey View** – construction of first floor extension over existing ground floor. COMMENTS: No objections.

**2.3 ADVERTISEMENT & ARBORICULTURAL APPLICATIONS** (for decision)

**2.3.1 12/1216/ADV Highfield Road Entrance** – double sided non illuminated sign DECISION: The Parish Council are in agreement to the location and necessity of signage, but would prefer to see a sign of less urban design, colouring and scale, uniform in proportion and with a more rural feel appropriate to its situation in an Area of Outstanding Natural Beauty. Refer to applicant.

**2.4 Applications withdrawn:** (for information)

**2.4.1 11/1559/FUL Highfield Centre (land At) Culme Way** - Construction of two dwellings.

2.5 **Parish Plan/Neighbourhood Plan –**

**Notes of a meeting relating to Dunkeswell Neighbourhood Plan**

**28<sup>th</sup> May 2012 at 9.30am (Provided by Claire Rodway)**

Attended by Geoffrey Sworder, John Barrow, Barry Hughes, Brendan Proctor, Claire Rodway- Senior Planning Officer, Hall Johnson- Planning Officer, Cllr Buxton- Ward Member

1. Current situation on the application for 14 affordable homes at Powell's Way.

This application has been referred to English Nature and the applicants have been asked to produce a housing needs survey to demonstrate that there is a genuine need for the houses.

2. How to control any further developments on this site and whether the 35 houses allocated would include them.

Geoffrey showed a masterplan of approx. 50 houses, in several phases, on the site. It was suggested that, by extending the Built up Area to include an area of land for 35 houses, future development could be controlled as it would be contrary to the countryside policies of the Plan. Attendees were warned that additional houses could still be permitted under the exceptions Policy of the Plan if an affordable housing case can be made.

3. Possibility of extending the village boundary to include this area and whether this would help to control development.

This is addressed in part 2. above. The Parish Council should respond to the recent letter from EDDC about village boundaries advising Claire about any sites they feel may be suitable for development and where the amended boundary should run. The PC have advised that the Powell's Way site is likely to be their preferred site for development and, assuming this is found to be developable by the SHLAA Panel in August, if it is still their preferred site, the Parish Council can consult on it and EDDC will look to extend the boundary.

4. Whether we can include in the Local Plan a section about Dunkeswell which would include references to the new access to the industrial area and the provision of a school (as Dunkeswell is the only large village without one). This can be included and the Parish Council will draft some text for EDDC to consider. It may be possible to 'reserve' sites for a school and access road but there is a danger that, if this prevents alternative development, compensation may be payable. Bob requested that an open space designation be placed on land beyond the proposed allocation at Powells Way. The Neighbourhood Area application has been advertised. A Neighbourhood Plan may not be needed though, if the Local Plan can deliver the Parishes desired development in a quicker, less resourced way.

It was agreed that if EDDC will include what the village want in the Local Plan then it may not be necessary to carry out the Neighbourhood Plan. (Suggested response to Local plan see 2.8).

2.6 **Dunkeswell Conservation Area – update**

2.7 Review of Village Boundaries – letter received from Claire Rodway EDDC with an update on Local Plan progress and an invitation to become involved in planning for the future development of your small town or village.

*Two documents will be produced as part of the Local Plan process:*

*a) **Local Plan Document** – this will set out strategic policy for development across East Devon and the full suite of policies for the seven main towns of the district, the West End and countryside areas, but not those villages with Built-up Area Boundaries (see below). This Local Plan document will also include guidance on Neighbourhood Plan production. The timetable may change slightly but we intend to hold a short consultation from 11 May to 11 June 2012 in respect to Policy boundaries for towns. Following any revisions arising from this consultation we are then legally required to hold a further period of consultation on the 'proposed submission document'. We anticipate that the 'proposed submission document' will be available to comment on during August and September. Late in 2012 we will send the plan and all comments received during the proposed submission consultation to the Planning Inspectorate in readiness for examination.*

*b) **Village Development Boundaries Document** – this second document will be specifically concerned with development boundaries around villages, allocations of land for development at these villages and other spatially defined policies that may apply to villages. The **Village Development Boundaries Document**, will follow on after the main Local Plan document (prior to its adoption we will continue to use the 'saved' current Local Plan plans for villages). It will set out policies and boundaries for development at those villages proposed for housing growth and other developments in the main local plan document. Key stages in its production will be:*

*a) Summer 2012 – identify potential development sites and proposed criteria for site*

*assessment. Work with Parish Council's to establish preferred development sites at East Devon villages;*

*b) Autumn 2012 – proposed village development sites will be agreed by Council and subject to public consultation;*

*c) Early 2013 – we will enter formal stages of consultation and submission ready for examination.*

*We have been contacted by a number of Parish Councils who are considering producing a Neighbourhood Plan so that they can determine where new housing, allocated to them through the Local Plan, should be located. The box below sets out our Local Plan policy and housing numbers for the smaller towns and larger villages (with Built-up Area Boundaries). Whilst we encourage the production of Neighbourhood Plans we also recognise that the resources needed to produce them will be prohibitive to many Councils.*

Through the Local Plan process we would like to invite your Parish Council to be an integral part of the site selection and boundary review process for the villages with housing allocations in your Parish. You are not obliged to be involved at all and of course you can choose the extent to which you wish to be responsible for identifying and allocating sites. We anticipate that some local Councils will not wish to be involved but will leave the process to the District Council, others will help to identify sites but will not want to make the final choice between them, whilst others will want to be heavily involved in the whole selection process. You may wish to produce a Neighbourhood Plan instead of, or as well as, this process.

If you do not wish to take an active part in this process please let us know and we will continue to consult you in the standard way. The process we intend to follow is:

- **Identifying possible sites around the small town/village.**
- **Assessing the sites identified to ensure they are suitable for development.**
- **Reviewing the settlement boundaries and identifying preferred sites for development.**
- **Publicising proposed sites and boundary amendments so that the community can comment.**
- **Amending the Local Plan Map to show the new development site**

You will appreciate that we are working to an extremely tight timetable and therefore would request that possible site identification is completed by **29 June 2012** and that any response from yourselves or landowners are sent to us by this date.

**Identifying possible sites around the small town/village.** We must ensure that sites are available and suitable for development. If we select sites which are not available or do not perform well against sustainability, access, drainage and other criteria then they are unlikely to be found 'sound' at a public examination and we risk losing appeals on alternative 'better' sites. We are aware of a number of sites throughout the District that are 'available' for development and we are including a list of these sites in your Parish for your consideration. Not all Parishes have sites identified and, in those Parishes which do have sites, these are for information only and are not endorsed by the District Council or considered to be the 'best' locations for development. We are also indicating sites which have been found unavailable or unsuitable through the SHLAA process. Sites which we would like you to consider will fall into three categories:

1. We already have a number of sites assessed through the last Strategic Housing Land Availability Assessment to ascertain whether they are developable.
2. We have a number of sites which have been submitted through consultation or as SHLAA sites but have not yet been considered by our SHLAA panel to assess whether they are developable.
3. We believe Parish Councils will have other sites in mind which, provided they are 'available' can be submitted to our SHLAA panel to assess whether they are developable. To be considered 'available' for development the landowner (or someone acting on behalf of the land owner will need to complete a SHLAA form, which is available on the Council web site.

At this stage we would welcome your observations on the sites we have sent you and would ask that you encourage landowners to submit further suitable sites on a SHLAA form, <http://www.eastdevon.gov.uk/shlaa>, with a clear map, by **June 29th 2012**. We are not asking you to choose a preferred site at this stage but we would encourage you to ensure that a number of alternative possible sites are identified.

In the event that your Parish has no SHLAA or other sites (as set out in 1 and 2 above) we would still encourage you to identify any possible sites which may be suitable for development and encourage landowners to submit a form as per 3 above.

**Assessing the sites identified to ensure they are 'developable'.**

The National Planning Policy Framework states that to be 'developable' sites should be in a suitable location for housing development and there should be a reasonable prospect that the site is available and could reasonably be developed at the point envisaged (para 47). There is a technical process assessed through the Strategic Housing Land Availability Assessment. Sites submitted for consideration by 29th June will be assessed for 'developability' by the end of August. This assessment will directly inform the next stage of work, identifying sites for development, to be carried out in September.

**Reviewing the settlement boundaries and identifying preferred sites for development.**

It is envisaged that Officers will work with local communities to carry out this work which will involve considering the outcome of the SHLAA assessment and comparing sites on the ground. There will be strict criteria to apply across the District. It is envisaged that, as Boundaries have already undergone a planning Inquiry as part of the adopted Local Plan process and were found to be sound, revisions will only apply to correct anomalies and to incorporate new allocations.

**Publicising sites and boundary amendments so that the community can comment.**

The Plans will undergo a formal consultation as part of the plan-making process but local Councils are encouraged to consult their communities on the proposals specific to them. It is important that this process is as 'open' as possible so that objections are minimised and residents are supportive of new sites rather than resenting them. We have never

*involved local Councils in selecting sites to the extent we are currently proposing. It will require a high degree of co-operation and partnership working if it is to be successful, but we are excited at the prospect and welcome the opportunity to work with our local communities to deliver development where you want it.'*

#### **Strategic Housing Land Availability Assessment – Guidance for Parish Councils**

Strategic Housing Land Availability Assessments (SHLAA) are produced by local planning authorities to establish how much land is available for housing, whether it is achievable (viable to develop) and would be technically suitable for building. Sites that meet these criteria are considered to be potentially 'developable', but this does not mean that planning permission will automatically be granted. Ideally more sites will be found to be developable that are needed to meet a communities housing needs so that there will be a choice of realistic sites to consider for housing allocations. The SHLAA does not make judgements on whether sites should be allocated for housing; this is done through a local plan or a neighbourhood plan. However, sites that have been found to be 'developable' in the SHLAA are a good starting point for considering the options for housing allocations because there is a known willing landowner and development constraints have already been identified. More information about the SHLAA process is available at <http://www.eastdevon.gov.uk/shlaa>. The original SHLAA for East Devon was published in 2009, with the latest review published in 2011. There was a further opportunity to submit SHLAA sites as part of the local plan consultation of December 2011 and these sites will be considered against the developability criteria by the end of August 2012. The maps of villages circulated highlight all the sites submitted for consideration at these various stages. Sites submitted for consideration in the first SHLAA are shown in orange, although many of these sites were not confirmed as being available in the SHLAA review and cannot therefore be considered to be 'developable', notwithstanding that they may have been found to be 'developable' in the original SHLAA. Sites shown with a vertical blue hatching were found to be potentially developable in the SHLAA review. Sites with a red horizontal hatching were not found to be developable in the SHLAA review. You may still wish to consider these sites for housing allocations, but would need to check the reasons the site were not found to be developable to see if the constraints can be overcome. For example, a site may have been unacceptable in highway terms for the number of houses proposed but may be acceptable for a smaller number. Sites shown with a red diamond hatching were submitted a part of the local plan review and will be assessed against the developability criteria by the end of August, in time to inform public consultation. In addition there is an opportunity for landowners to put forward fresh sites for consideration before 29th June and these sites will also be considered as part of the SHLAA by the end of August.

- 2.8 **Local Plan response** - Since the completion of the third revision of the Parish Plan in 2011, there is a need to pursue three elements as part of the East Devon Local Plan-
- 1) The housing allocation of 35 dwellings can be accommodated in an extension of the village boundary to include the land covered by the existing affordable homes on Powells Way plus land south of Powells Way limited by a boundary following the south boundaries of 1 and 2 Ball Knap and High Duns cott. The area further south should be designated as a country park with tree planting and as a wildlife reserve. This area would also act as a buffer between the housing and the active Highwood Farm.
  - 2) A new access road for the industrial area is required to avoid HGVs having to negotiate the new and old parts of the village, the two steep hills within and the narrow stretch by the Methodist Church which is in danger of serious slippage. The proposed route has willing landowners and funding is being sought from the LEP and the District Council.
  - 3) A new primary school is needed as Dunkeswell is the only large village in East Devon without one, leading to large numbers of pupils (over 100 at the last count) being bussed out every day. A site is available for this school south of the sports field and should be reserved for this purpose. In addition it was suggested that a green wedge should be included to the south of the village limit and wording on the village boundary to this area to be clarified. GNS to amend and circulate for final agreement.
- 2.9 **Blackdown Hills Parish Network** - The next meeting of the will be on Tuesday July 10<sup>th</sup> at 7.30pm. This is two weeks later than the date suggested at the previous meeting. Venue to be notified and the agenda will be circulated in advance of the meeting.
- 3 **HIGHWAYS AND TRAFFIC**
- 3.1 To receive issues to report – Wolford Cross needs sweeping to remove the loose chippings, and there are holes forming in the road on both approaches. Left hand side of Percy Hill second bend at the top travelling down hill; the road surface has degraded and is now dangerous. There are potholes on the carriage way travelling north across the airfield just after leaving the village of Dunkeswell. Fishponds Lane is still flooding and the road continues to degrade due to the water running on the road surface.
- 3.2 Lengthsman –
- 3.3 **DCC Notification of Road Closure** – Work Ref: MB3721154 - May Gurney has applied for a road closure to complete SWW Utility works near Limers Cross (Egland Hill) from Greenway Lane to Limers Cross, Dunkeswell. These works, subject to approval from Devon Highways, will take place from the 28<sup>th</sup> August 2012 to the 31<sup>st</sup> August 2012. All Efforts will be made to maintain access to properties within the area of the closure and minimise disruption.
- If you require further information please call: 01726 224400 between 9:00am and 5.00pm (Mon-Fri), or contact the South West Water Helpline on 0800 169 1144 at all other times. Please accept their apologies for any inconvenience caused and thank you for your co-operation
- 3.4 DCC Winter Service review 2012 – for completion. Chairman to complete.

4 **FOOTPATHS AND BRIDLEWAYS**

4.1 Report from Cllr Barrow – there are grants being sought to look at opening and reopening bridleways in the parish. Paths are currently being strimmed.

5 **ENVIRONMENT**

5.1 **Emergency planning** – receive any new items for consideration. None.

6 **COMMUNITY FACILITIES**

6.1 **Community policing report** – PCSO Anning – five crimes; male assaulted a taxi driver and refused to pay (dealt with by restorative justice), two burglaries to commercial units, a common assault male known to female, production of cannabis in rented house on Tower Way, man in custody while plants are tested.

6.2 **Playgrounds/Sports field** – two parishioners have contact the parish council asking if a wooden half pipe could be erected on the sports field – the parish council were supportive and will look at costings, materials and designs in more detail. Play inspections received (Cllrs Stevens, Proctor and Barrow to assess action needed on each play area).

6.3 **Allotments** – Lease between Allotment Society and the Parish Council is now signed and £1 paid for 2012/13

6.4 **Halls-** Village Hall have written to EDDC to ensure planning is not required to rebuild the store shed and it has been confirmed that planning permission is not required as the building is only intended to be used as a storage facility. If the Parish Council wish to apply for a Certificate of Lawfulness they may. Given that the Parish Council have no intention of selling the building in the foreseeable future, and the storage facility would add no significant value to the Village Hall the Parish Council have agreed that a current valuation of the Hall is not required. AGREED.

6.5 **Noticeboards** – these have been ordered and delivery is awaited

7 **FINANCE**

7.1	<b>Receipts -</b>	Dunkeswell Allotment Society (annual rent 2012 -13)	£1.00
7.2	<b>Cheque payments –</b>	Honiton Town Council Chapter 8 Training	£136.00
		Cut and Trim (invoices SP110612 & SP210512)	£126.00
		DALC Training chairmanship	£30.00
		C J Barrow parish field	£48.00
		J Barrow (sportsfield)	£126.00
		J Howard (sportsfield)	£78.00
		J Barrow (footpaths)	£84.00
		J Howard (footpaths)	£72.00
		(cheques agreed)	

Account balances – Parish Account at 1/6/12 - £19,064.92 includes the following:

P3 balance of funds - £841.00 (after cheques above drawn)

7.4 **General Power of Competence** – clerk has attended training and has submitted additional section of CILCA exam and passed. The council may choose to designate themselves under the above power. AGREED.

7.5 **Bank signatory forms** for completion – change of signatory form to be completed.

7.6 **EDDC Chairman** will be holding a Summer Tea Party (date and time still to be arranged.) As well as inviting the Chairmen, Cllr Halse has decided to invite “unsung heroes” from each parish, one hero each plus a guest. They are compiling a list for the invitations and would like to know of “unsung heroes” names and addresses so that an invite can be sent to them when a date has been decided. Charles Sumpter to be nominated.

7.7 A meeting has been called to discuss the possibilities for the pub, Cllrs Delamain and Keitch are to attend.

**QUESTIONS FROM THE PUBLIC** (The meeting to be closed before questions from the public).

**Members Remember!** You must declare any personal or prejudicial interests at the start of the meeting (item number 3). Make sure you say the reason for your interest as this has to be included in the minutes. If your interest is prejudicial you must leave the room.

**Dates for next meetings 2012 –**

9th July 2012	Planning Meeting 7 - 8pm
16th July 2012	Parish Council Meeting 7.30pm
13th August 2012	Planning Meeting 7 - 8pm
20th August 2012	Parish Council Meeting 7.30pm
10th September 2012	Planning Meeting 7 – 7.30pm
<i>(around 10th SEPTEMBER 2012 WARD MEETING – 7.30pm Sheldon)</i>	
17th September 2012	Parish Council Meeting 7.30pm
8th October 2012	Planning Meeting 7 – 7.30pm
15th October 2012	Parish Council Meeting 7.30pm
12th November 2012	Planning Meeting 7 - 8pm
19th November 2012	Parish Council Meeting 7.30pm
10th December 2012	Planning Meeting 7 – 7.30pm and Parish Council Meeting 7.30pm