

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting.

<b>Date: 15<sup>th</sup> March 2023</b>		<b>Venue &amp; Time: Village Hall Annex, 19.30hrs</b>
<b>Present:</b> Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall (Chairman) Cllr Paul Pedrick Cllr John Sampson	<b>In Attendance:</b> Katharine Harrod – Clerk & Minute taker County Cllr Rufus Gilbert Dist. Cllr Mark Long Parishioners/Guests Present: 2	<b>Apologies:</b> Cllr Madge Bailey Cllr John Yeoman NT Ranger Emma Reece Dist. Cllr Judy Pearce

**REF 2022/23 MINUTES**

**166 OPEN FORUM:**

### DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: [Rufus.Gilbert@devon.gov.uk](mailto:Rufus.Gilbert@devon.gov.uk)

1. New DCC CEO and Head of Children's Service have both settled in and getting to grips with the myriad of issues.
2. DCC Council Tax confirmed at 4.9%.
3. There has been an issue with hawthorn branches that have been cut and fallen onto the cycle path causing punctures. An officer has now blown the branches off the path.
4. We are awaiting confirmation that the S106 funding will be used to undertake repairs along Great Lane.
5. The missing signage at the end of the road to the Village Hall has been booked in for replacement.
6. £200m has been given across England and Wales to deal with potholes. It is hoped that this allocated on a pro-rata basis according to the number of road miles per county.
7. Local Enterprise Partnerships across the UK are now to be dissolved and will be reassigned to Devon County Council to ensure that elected members make decisions and distribute money as opposed to unelected quangos.

### REPORT IT:

Members of the public are requested to report all Highways issues through the Highways Website, enabling faster assessment of problem areas which can then be added to the repair/maintenance schedules. You can report potholes, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

### DISTRICT COUNCILLOR REPORTS:

Email Cllr Judy Pearce: [cllr.judy.pearce@southhams.gov.uk](mailto:cllr.judy.pearce@southhams.gov.uk)

Email Cllr Mark Long: [cllr.mark.long@southhams.gov.uk](mailto:cllr.mark.long@southhams.gov.uk)

1. There are discounts & premiums available in respect of business rates for selected hospitality businesses. This is available for one year only, full details are available on the South Hams District Council website.
2. Due to the Business Rates revaluation coming into force on 1 April 2023, the Government has announced a relief scheme for businesses which will cap bill increases at £600 per year for any business losing eligibility for some or all Small Business Rates Relief or Rural Rate Relief at the 2023 Valuation. If your business was receiving one of these reliefs, the limit in the increase in your Business Rates bill will be set at £600 per year whilst the scheme exists. You do not have to apply for this relief as it will automatically be applied to your Business Rates bill.
3. Council will deliver section 249a of The Housing Act 2004 in order to issue civil penalties as alternative to prosecution. These provisions give the local housing authority the power to issue a financial penalty for certain Housing Act 2004 offences as an alternative to prosecution.
4. South Hams District Council have now officially adopted the Armed Forces covenant.
5. £50,000 of small grants funding has been made available to those suffering hardship, full details can be found on the SHDC website.

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6. The Budget for 2023/24 was endorsed at Council on 16 Feb, this included all the town and parish precepts.

Precepting Authority	Band D 2023/24	£ Increase	% Increase
South Hams District Council	£185.42	£5.00	2.77%
Devon County Council & Adult Social Care	£1,419.21 £214.92	£46.62 £31.05	4.99%
Devon & Cornwall Police & Crime Commissioner	£261.56	£15.00	6.08%
Devon & Somerset Fire & Rescue	£96.79	£5.00	5.45%
Average Parishes/Towns	£83.29	£3.22	4.02%
<b>TOTAL:</b>	<b>£2,261.19</b>	<b>£105.89</b>	<b>4.91%</b>

7. The Modbury Neighbourhood Plan went to referendum on 9th March, 84.78% of those who voted did so in support of the plan.
8. The garden waste collection scheme commenced 6th March. Those taking part in the scheme have been provided with the relevant stickers. If you are not part of the scheme but would like your brown bins collected please make a request for this on the SHDC website.
9. Charging for entrance to SHDC owned public toilets will cease on 1<sup>st</sup> April 2023.
10. **Photo ID will be required for the May 4th Elections for anyone intending on voting at a polling station. No ID is required for postal votes. If a parishioner does not have the required ID they can either apply for a postal vote or to SHDC for a Voter Authority Certificate. More details can be found at <https://www.southhams.gov.uk/voter-ID>**

**It takes two minutes to report a problem, please help keep our community beautiful.**

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

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**The meeting convened.**

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**167 WELCOME & APOLOGIES**

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**168 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:**

It was resolved to accept the minutes of the Parish Council meeting of 22<sup>nd</sup> February 2023, they were then signed by the Chairman.

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**169 Declarations of Interests and amendments to Members' Registers of Interests:**

A declaration of interest was received from Cllr Harrod in respect of Finance. No updates to the Registers of Interest were received.

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**170 MESSENGER – Cllr Kendall**

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**171 CLERKS REPORT –**

1. Coronation Gifts: Are on order.
2. Park Bins: Are on order.

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3. Village Hall Play Area: One of the posts has now been replaced, the other will be in place shortly once the weather has improved.
4. Path 13 Fencing: There is an issue with the fencing along the road to the sewage works. While this is likely to be the responsibility of South West Water it has been reported to the Public Right of Way team as it is currently a potential danger to users of the road/path. Reference W231594984.
5. Fields in Trust: We have initiated the discussions with Fields in Trust re the land at Malborough Park.
6. Flowers at The Pound: A planter is on order, we await delivery.
7. CCTV: No update.
8. Burial Ground Fencing: The church are considering the installation of fencing along the side of the burial ground adjacent to Great Park. Councillors have requested a joint project to enable the fencing to be installed across the land owned by both parties. This will ensure it is uniformed and should be more cost effective.
9. Messenger Advertising: The cost of advertising has increased slightly due to the increase in paper/printing costs. Cllr Kendall has contacted all advertisers with options to renew for the 2023/24 period.
10. Monthly Reports – Defibrillators, energy/water meters. The reports will next be done in the first week of April.

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### 172 PLANNING:

- a. **Applications** received by the Parish Council and under discussion and consideration for the last period. Any recommendation by the Parish Council to the Planning Department is noted after the application details. Those without comment remain under discussion.
  - a) 0499/23/ARC, Harwood Farm, Approval of details reserved by conditions 5, 8 & 10. **Support.**
  - b) 0311/23/HHO, Townsend Cottage, Higher Town, replacement rear window with half glazed door, replacement ground floor lean-to with timber deck & handrail with tension wires & privacy screen (retrospective) 16/3. **Object.**
  - c) 0200/23/FUL, The Coach House, Lower Collaton Farm, regularise boundary treatments & window & door paint colour (part retrospective) (resubmission of 0572/22/FUL). **Support.**
  - d) 0449/23/CLB, Bolberry Vean, Bolberry, Certificate of Lawfulness for works to a Listed Building to replace rotten wooden framed white painted bay sash windows with identical new wood framed white painted sash windows. Application Withdrawn. The Councillors would have given their unanimous support to this application and will be responding as such to South Hams District Council. **Support.**
  - e) Neighbouring Parish Consult: 0521/23/FUL, Collaton Farm, ground mounted solar PV panel array 13/4. **Support.**
- b. **South Hams District Council Decisions**
  1. 1516/22/CLP, Salcombe Retreat, Certificate of Lawfulness. **No decision yet.**
  2. 2895/22/HHO, 4 Alma Terrace. **Conditional Approval.**
  3. 0202/23/CLE, Collaton Farm. 02/03. **Certificate of Lawfulness Certified.**

- c. **Enforcement issues:**

Please note that the Enforcement Lists are confidential and issues concerning Enforcement cannot be discussed at a public meeting.

South Hams District Council are responsible for the enforcement of all planning breaches, the Parish Council have no authority to deal with issues of this nature.

Please will all parishioners continue to report full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via [www.southhams.gov.uk/article/3043/Report-a-Planning-Breach](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

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### 173 BUSINESS TO BE NOTED/DISCUSSED:

- a) To consider renewal of the Defibrillator lease at £4,800 plus VAT due January 2024, for a four-year contract subject to the same terms and conditions as previously agreed. Councillors resolved to renew the contract when it falls due in January 2024.
- b) The Civility & Respect Pledge (resolved October 2022) was signed by the Chairman.

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- c) To consider a request for funding regarding the scarecrow trail: It was resolved to approve funding of £250 for the event with the caveat that all funds be managed by MPC. Cllr Pearce has also approved funding of £100 from her localities budget which will be subject to the same terms.
- d) Great Park Maintenance Issues: No response to our communication, this will be followed up. Cllr Long will raise the issues with the relevant officer at Follaton House.
- e) Basketball & Pump Track/Skatepark Extension Update: Details of a concept image with a guide price of £55k – £65K have been given to MVH & PFA and Malborough Parish Council, it shows the amount of land that could be used and a suggestion of siting. This will be used as a starting point to create a tender that will meet with the requirements of both parties. Initial feedback is that the concept image is too large and any extension to the park should focus on use by young people from the parish.
- f) To discuss maintenance for the play areas in the Parish. We have been extremely fortunate to have had Geoff Allen voluntarily taking care of the Village Hall play area and adult gym for over twelve years. With effect from May, Geoff will be stepping back from this role. We are very grateful to Geoff for all the time and effort he has given to the land and equipment and on behalf of the parish, we give our sincere thanks. Following discussion, the Council resolved to advertise for assistance with the park, to cover the maintenance of the equipment. It was accepted that we may ultimately need to employ a contractor for the maintenance.
- g) SMASH: Deferred Until April
- h) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website

During the recent meeting details of an incident were shared whereby a young resident was injured. Details have been provided to the police by the member of the VH committee who was first on the scene. The incident happened in the Forest School area and added to a number of incidents in and around the parish by a small group of juveniles.

Malborough Parish Council have also been made aware of two small fires at the site of the skatepark. Councillors agreed that any and all incidents causing potential damage to assets owned and/or managed by Malborough Parish Council would immediately be reported to the police by the Parish Clerk without further referral. Furthermore, a formal letter regarding the escalation of vandalism in the parish will be sent to the Inspector in Kingsbridge with a copy being forwarded to the local MP.

Various ongoing maintenance issues are being dealt with and the bookings are good. Cllrs Yeoman and Kendall and VH Committee Member Val Jevans recently met with the new head of the Primary School, Mrs Lauren Stallard. It was a very positive meeting and included more details of how the school will take part in the Coronation event and their 150th Anniversary which will be celebrated at the end of May.

Upgrades will be carried out to the CCTV in the Hall and the fencing around the car park will be renewed in the next few weeks.

The MVH & PFT Annual General Meeting will be held on 12th April - all the current committee members present agreed to stand but more are always welcome.

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### 174 FINANCE & GOVERNANCE:

- a) The accounts for 2022/23 month 12 were received.  
Clerks Salary & HMRC, SHEPS Burial Ground £95, Cutting Edge Garden Services £275, Do it All Services £173.73, Ratification: Dave Perkins £201.60.

**The Council resolved to accept all payments.**

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175 MEETING ENDS **21.00** Hrs

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**DATES FOR THE DIARY:** Apr 19<sup>th</sup>, May 17<sup>th</sup>, June 21<sup>st</sup>, Jul 19<sup>th</sup>, Sept 20<sup>th</sup>, Oct 18<sup>th</sup>, Nov 15<sup>th</sup>, Venue Village Hall Annex, 19.30 hrs.

Signed as a true record: \_\_\_\_\_

Print Name & Date: \_\_\_\_\_

Agenda Items and Updates; where possible please could these be submitted to Mrs Katharine Harrod by the 1<sup>st</sup> Wednesday in the month to ensure time for inclusion, circulation and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to Mrs Katharine Harrod for distribution) together with their apologies.

**Distribution List:** All current Parish Councillors

**For Information: e-circulation to:** County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, Jamie Rundle (Tree Warden), Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA

### February 2023:

#### Malborough Parish Council PAYMENTS & RECEIPTS LIST

Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
104	Payment - Village Hall Play Eq	NBB Recycled Furniture (No I	S	-190.00	-38.00	-228.00
Monthly Interest	Receipt - Interest (Gross)	Lloyds Bank	X	102.65		102.65
106	Payment - Messenger Printing	Nick Walker Printing Ltd	Z	-419.00		-419.00
114	Payment - Allotment Water	Source for Business ALLOTMI	Z	-30.15		-30.15
117	Payment - Refreshments	SMASH - Sustainable Malborc	Z	-9.68		-9.68
113	Payment - Utilities - Electricity	SWALEC	L	-119.50	-5.97	-125.47
101	Payment - Repairs/Maintenanc	Dave Perkins Handyman Serv	X	-201.60		-201.60
105 & 105A	Payment - Malborough Park Pl	Do It All Services	X	-173.73		-173.73
105 & 105A	Payment - Malborough Park Pl	Do It All Services	X	-173.73		-173.73
105 & 105A	Payment - Malborough Park Pl	Do It All Services	X	-40.00		-40.00
Monthly	Payment - Salary Payment	Katharine Harrod, Parish Cler	X	-711.68		-711.68
Monthly Grass Cut	Payment - Village Hall ground	Cutting Edge Garden Svs	X	-275.00		-275.00
Monthly Burial Ground	Payment - Burial Ground Cut	SHEPS - South Hams Elite Pri	X	-190.00		-190.00
<b>Total</b>				<b>-2,431.42</b>	<b>-43.97</b>	<b>-2,475.39</b>