

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 15 th January 2020		Venue & Time: Annex, Malb. Village Hall, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr Hayley Rutherford Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long Part Meeting:	Apologies: Cllr Vanessa Harris Cllr Hayley Rutherford Cllr John Sampson NT Ranger Emma Reece Dist. Cllr Judy Pearce County Cllr Rufus Gilbert

REF 2019/20 MINUTES

303 WELCOME & APOLOGIES

304 MESSENGER: Cllr Kendall

305 **DECLARATIONS OF INTEREST:** Declarations of interest were declared by Cllr Harrod in respect of finance and Cllrs Pedrick, J Yeoman & K Yeoman in respect of Governance, donations. The councillors withdrew from these discussions.

306 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 18th December 2019 were agreed without alteration.
Proposed: Cllr Harrod Seconded: Cllr K Yeoman and agreed unanimously

307 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING:

- a. Public toilets including Cleaning, Lighting & Water Usage: The electricity company have now advised that they have updated their systems and a correct invoice will be forthcoming. SHDC were unaware that the water supply was joint with the Post Office and are investigating further, they state that the cost of separating the supply may be prohibitive and they may retain control of the supply and recharge both parties however, as the facility is now owned by MPC, the councillors consider that SHDC should not take back control of the water and the supply must be separated.
Cleaning of the facility continues to be at a sub-standard level. SHDC are aware of this.
The lights are on constantly and this is obviously costing us money. Proposal to change to LED lighting which only lights up on entry. Proposed Cllr Pedrick seconded Cllr Goodhead approved by all.
- b. Collaton Road Bus Stop – we have contacted two firms with a request for a quote and await their response.
- c. Great Lane, Footpath 2 – we continue to await a response re this. Cllr Gilbert is investigating re the delay in obtaining the £5k monies to be used in connection with works to the footpath.
- d. Silverhill CCTV the police have advised us to take civil advice re the legality of filming (without any warning or signage) of vehicular traffic while on a public highway. **ACTION: Clerk**

308 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes):

National Trust Update received from Ranger, Emma Reece:
The resurfacing of the disabled access path is underway at Bolberry to ensure a smoother finish, and the contractors will be finishing a few jobs around the car park as well. The Ranger team will then finish off the site and install signage to complete this project. This work has been funded through the European Agricultural Fund for Rural Development. We are also completing scrub clearance work on the cliffs around Bolberry and East Soar over the next few months.
We will also be carrying out hedge planting on the banks around the overflow car park at East Soar and on the hedge bank in the field behind the car park. If anyone is interested in helping, please get in touch with me as we will be doing some group planting session on Thursday 23rd and 30th January.

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309 POLICE BUSINESS & NEIGHBOURHOOD WATCH

The crime map has not yet been updated for December figures.

We would like to remind residents that there are many ways to contact their local police

- EMERGENCY CALLS 999.
 - NON-EMERGENCY TELEPHONE 101
 - SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
 - INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
 - RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk
-

310 COUNTY COUNCILLORS REPORT:

- a. Cycle path tarmac issue plus Higher Town & Vicarage Corner. Works to Higher Town & Vicarage Corner were not undertaken, there are continued issues at Vicarage Corner with water meters sinking in the road, also a drainage problem whereby water diverts around a drain. This has been chased up with a further request to deal with the Cycle Path tarmac issue at the same time. **ACTION: Clerk to report again.**
- b. Drainage on the main road to Kingsbridge just after Malborough Village Sign needs reporting and clearing out, as does the drain on the Salcombe side of the Ilton turning,
- c. Silverhill Potholes (W191275649) & Four Ways Drainage Issue (W191218456): Funds have been obtained; works are due to be undertaken by the end of the fiscal year (weather permitting). It has been noted that vehicles are being damaged at this location, if you are considering claiming for damages please go to <https://www.devon.gov.uk/roadsandtransport/highways-insurance-claims/how-do-i-make-a-claim/>
- d. Luckhams Lane Signage – Signage to be ordered by month end. **ACTION: Clerk**
- e. Speed Signs: The monthly report for December has been distributed.
- f. Higher Town Speed: Following the December meeting we have received an email suggesting a variety of measures designed to reduce the speed through Higher Town.
A new school sign is required by Vicarage Corner (on empty post), possibly a further school sign on the other side with possible small repeater 20 signs. T request the yellow strips in the village to be repainted together with the school markings.. **ACTION: Clerk to work with Adam Keay**
- g. Potential of Double Yellows at junctions of Jubilee Road and Portlemore Lane, Proposer Cllr K Yeoman, seconded Cllr Kendall agreed unanimously. A request for this to be added to the next order will be made. **ACTION: CLERK**
- h. Missing sign (fingerpost) by junction going down to Lincombe & Horsecombe. A request will be made of Highways to replace. Post Meeting Note: The sign has now been replaced

PLEASE report all highways issues ONLINE at:

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

If you do not have internet access, please contact the Clerk on 07704 941150

311 DISTRICT COUNCILLORS REPORT:

- a. Dog Bin – Re SVRA request for a new dog bin to be sited on the wooden fence at the corner of the car park by Spitfire Green (old bowling green). Cllr Pearce has not come back with the details, Cllr Long kindly agreed to follow up. **ACTION: Cllr Long**
- b. There were issues with bins being emptied over the recent holidays as, once again, FCC did not appreciate how busy the area would become. They are now nearly a year into the contract, we trust this means that they won't get caught out yet again!

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

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<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...

312 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.

NOTE: When providing a response to applications, the Malborough Neighbourhood Plan will be referenced.

Development of Field adjacent to Bolberry Cross – this has been reported. No planning application has been received.

3954/19/HHO High Water, Salcombe, Extension & Alterations – MPC Objection

3575/19/FUL Shute Park, Greatorex, Agricultural Barn Erection - MPC Objection

2414/19/FUL Seaways, Malborough, Demolition of garage for Granny Annexe – MPC approval subject to annexe remaining ancillary to the property.

4118/19/FUL Hope Barton Barns, Internal/External alterations – MPC approval

4028/19/CLE Lower Forge, Lawful Development Certificate for use as a dwelling – MPC approval

4049/19/VAR Ashby's, Variation of condition 2 for lighting columns - MPC approval

Remaining under SHDC Discussion in addition to Planning a:

3646/19/FUL Mr & Mrs S Hassell, change of use, holiday let to residential. MPC unanimously object to the change of use UNLESS the application is conditioned with a principle resident clause.

3911/19/FUL Mr Watkins, erection of general-purpose agricultural building: MPC unanimously object.

- b. **Decisions:**

3528/19/FUL Soar Car Park, installation of pay & display machine. SHDC Conditional Approval

- c. **Enforcement issues:** Continue to be dealt with.

Please will all parishioners provide the Clerk with 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

313 FOOTPATHS, TREES & ALLOTMENTS:

- a. Broken Gate Higher Soar: The post/latch has been fixed.
- b. Lane down Collaton down to North Sands needs trimming to allow a mobility scooter through. **ACTION: Cllr J Yeoman**
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314 VILLAGE HALL:

- a. Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- b. Seat – the new bench was delivered today (15.01.2020).
- c. Tennis Multi Use Games Area – The Chairman & Clerk met with MVH representatives to work through procedure for tenders. Three quotations were considered. An assessment of all quotations was undertaken and further details were subsequently requested from our preferred contender. A proposal was made for the preferred company to be awarded the contract, the name of whom will be released once all tenders have been advised of the outcome. Proposed Cllr Kendall, seconded Cllr Goodhead and approved unanimously.
- d. Car Park drainage– outstanding details from SHDC have been received and details forwarded to relevant parties re finalising the permission. We await feedback. **ACTION: Clerk**

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- e. Barriers have been ordered and are due to be delivered in January. Post meeting note: Barriers have now been delivered.

315 MISCELLANEOUS:

- a. Land Ownership Pound & Substation: Registration to the Land Registry will be submitted on receipt of payment of the invoice re Possessory title The Pound & Sub-Station Malborough £940 including VAT plus £250 disbursements.
- b. Malborough Play Park Area: We await developments from SHDC. Solicitors have advised that the costs for transfer will amount to appx. £1,500
- c. Bridleways – NT Ranger Emma Reece has provided some details re the potential opening of areas of NT land to riders. This was forwarded to our equine contacts with a request to feedback to Emma. If anyone would like a copy please contact the Clerk, in the meantime we encourage all riders to provide feedback to Emma either direct or via the Clerk.
- d. Post Office & Co-Op: The Post Office is now operating restricted hours. There has also been no news regarding a potential transfer to the Co-op and MPC have not been contacted by any potential purchasers.
- e. New Posts & Strimmer Guards are required for the Graveyard. Proposed Cllr Kendall Seconded Cllr Goodhead.
- f. Baker Estates affordable housing: Teign Housing is hoping that the ten properties will be available for rent by March/April 2020. Further details will be advised once known.

MONTHLY CHECKS:

- Defibrillators: No notification received from Cllr Rutherford at time of meeting.
- Skatepark: Cllr Harrod has undertaken weekly checks.
- Outside Gym/Play Area: Checked by Geoff Allan – Thank you Geoff!
- Water Meter & Allotments: The meter has now been turned off. A final reading is required.
- Public Toilet Meters: Readings for both water and electricity will be undertaken by the Clerk.

316 FINANCE & GOVERNANCE:

- a. The accounts for 2019/20 month 10 were received, shown as year to date **Appendix A**. A mandate sheet and transaction record were introduced and duly signed to authorise the e-payments.: Clerks Salary/HMRC, Malborough Garden Services, Plastics Company, Allotments Water, Public Toilets Water, Beers Solicitors, Bartons Solicitors, Malborough Village Hall. The payments were proposed by Cllr Kendall and seconded by Cllr Goodhead and carried unanimously.
- b. Clerks Course ILCA – Not yet booked.
- c. Digitised Records – Delayed until February
- d. Donations: The following donations were proposed (Section 137): £500 Hope Cove Lifeboat, £100 CAB, £100 RVS, £100 Horticultural Society Proposed Cllr Kendall, seconded Cllr Harrod
- e. 2020/21 Precept: A proposal was made for a 12.5% increase in the precept for 2020/21, this increases a Band D property by £6.46 per annum. Proposed Cllr Pedrick, seconded Cllr Goodhead approved unanimously.
- f. PAYE to be transferred to SHDC with effect from the new financial year at an annual cost of £120. Proposed Cllr Pedrick, seconded Cllr Kendall

317 CORRESPONDENCE: No update

PLEASE NOTE THE DATE OF THE FEBRUARY MEETING IS NOW 26TH FEBRUARY, VILLAGE HALL ANNEX, 7.30PM

MEETING ENDS **21.55** Hrs

DATES FOR THE DIARY: The 2020 Parish Council Meeting date is: 26th February, Village Hall Annex, 7.30pm.

Signed as a true record: _____

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Print Name & Date:

Agenda Items and Updates; where possible please could these be submitted to Mrs Katharine Harrod by the 1st 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

Cllrs Goodhead, Harris, Harrod, Kendall, Pedrick, Rutherford, Sampson, J Yeoman, K Yeoman

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, Salcombe Police Station, Mr Allan Benstead (Tree Warden), Mrs E. Bond (Asst. Tree Warden), Malborough Parish Council Notice Boards (2), Malborough Primary School, Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, National Trust, SVRA

APPENDIX A

Malborough Parish Council Finance: Month 10

Category	Descriptor	Date	Month No. of Report to Council	Paid In	Paid Out	Cash Book Balance	
Cash Book Balance b/f from last financial year				1		17,726.48	
Payment	Malborough Garden Services Nov	13/01/2020	10	-	473.19	40,712.17	
Payment	Nick Walker Printing Messenger	13/01/2020	10	-	320.00	40,392.17	
Payment	Cllr Sampson	13/01/2020	10	-	81.84	40,310.33	
Payment	Defibrillator Package x 6 units	13/01/2020	10	-	7,200.00	33,110.33	
Receipt	January Gross Interest	09/01/2020	10	1.70		33,112.03	
Payment	Salcombe Rotary Defibrillator Donation	13/01/2020	10	1,000.00		34,112.03	
Payment	Messenger Income	13/01/2020	10	92.00		34,204.03	
						34,204.03	
TOTALS YTD Financial year 2019/20					£ 42,422.60	-£ 25,945.05	£ 34,204.03
RECONCILIATION CASH BOOK TO BANK						£	
Cash book balance b/d					FY 2019/20 month	10	£ 34,204.03
Balance at bank at end :						13-Jan-20	
Revenue Accounts						34,204.03	
Unpresented Items					receipts	-	
					payments	-	
						£ 34,204.03	-
ACCOUNTS FOR PAYMENT							Variance
<u>K Harrod Salary</u>					DD 15th Month		628.16
<u>HMRC NIC</u>							0.00
Plus							
	Malborough Garden Services December						72.00
	Plastics Company						422.39
	Allotments Water						34.71
	Allotments Toilets						141.59
	Beers Solicitors £940 + £250 disbursements						1,190.00
	Bartons Solicitors						13.00
	Malborough Village Hall						364.00
	Meeting Sub Total						2,237.69
Receipts & PAYMENTS REPORT TO COUNCIL							
MEETING DATE					15/01/2020		
Prepared By:					K Harrod for Malborough Parish Council		
Date:					13/01/2020		