

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 16th December 2020		Venue & Time: Virtual Meeting, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Part Meeting: Dist. Cllr Mark Long Dist. Cllr Judy Pearce County Cllr Rufus Gilbert Parishioners/Guests Present: 2	Apologies: Cllr Richard Harrod Cllr Janey Syrett

REF 2020/21 MINUTES

406 WELCOME & APOLOGIES

407 MESSENGER: Cllr J Yeoman

408 DECLARATIONS OF INTEREST: Declarations of interest were received by Cllr Sampson in respect of planning and finance. The councillor withdrew from these discussions.

409 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 18th November 2020 were agreed without alteration and will be signed at the next available opportunity.

Proposed: Cllr Harris Seconded: Cllr Pedrick and agreed unanimously

410 CLERKS REPORT:

- a. Ten tons of grit salt has now been received, this being 5t for Malborough and 5t for South Huish Parish.
- b. Jamie Rundle has kindly agreed to take over the Tree Warden role for the parish, he'll be working with the council and the climate subcommittee on potential future projects.
- c. Malborough Park play area is in the final stages of being signed over, the associated funding has now been transferred although we await an additional £1,600.
- d. No developments have taken place re the local amenity map or cycle track signage.
- e. The clerk attended the first meeting of the SHDC Climate Change Community Board, the next meeting is due to take place within three months.
- f. Cycle Path Works to the drive crossing the path have been approved, the contractor will be contacting the parishioner to agree times/dates. The parish has paid for 50% of these works – we will be looking to reclaim these monies by submitting a grant.
- g. The public toilets were recently vandalised, this has been reported to the police and we are in receipt of a crime reference number. We are currently establishing if CCTV caught the perpetrators, if so the details will be passed to the police to take further action.
- h. The electrician has been given the authority to proceed with the works to the public toilet lighting, we await a start date.
- i. The PTFA donation has been communicated to the school, we await a breakdown of the items that will be ordered.
- j. The updated Electoral Roll has been requested from SHDC.

411 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders):

Baker Estates provided the following update:

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Graham Hutton & Tom Biddle from Baker Estates joined the meeting to provide an update.

The site is being built out to completion now, completion is due by approximately September 2021.

All the affordable homes are now occupied.

The link through to Marlborough Park will be opened as soon as possible, the anticipated date is April 2021.

The bottom hedge planting on the outside of the steel fence has commenced, the whips have been planted, trees will be planted later. The management company will be responsible for this land.

Providing there are no delays, the contractors compound is due to be removed by summer 2021 in order to reinstate the field.

Once the hedge has been reinstated Graham will meet with the council and a Highways representative to agree a suitable "fix" for the kink in the road that is causing problems for large vehicles.

412 POLICE BUSINESS & CONTACTS

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

413 COUNTY COUNCILLORS REPORT:

DCC have now issued £30.00 Christmas food vouchers for those children entitled to School meals, which can be redeemed at most large grocery shops.

- I have sent you information re the Covid-19 regulations over Christmas.
- I have sent you a 'Scamnesty' flyer. Please do read this and send on and do all you can to help any vulnerable person.
- There have been -32% less car journeys in Devon over the past month
- SPRINGFIELD DRIVE. I have given from my Locality Allowance £1500.00 towards repairing the entrance off the A381.
- Pinheys Hill – there is a raised inspection cover that requires attention prior to the Cholwells turning. Cllr Gilbert will follow up.
- Soar Loop Road Traffic Notice:

TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING

DEVON COUNTY COUNCIL hereby give NOTICE that:

From **THURSDAY 14 JANUARY 2021**
for a maximum of 5 days

Until **FRIDAY 15 JANUARY 2021** (both dates inclusive)

No person shall cause or permit any vehicle to proceed or wait on the sections of Affected Roads.

Roads affected -
SOAR LOOP ROAD, MARLBOROUGH

The alternative, signed, route for vehicles will be via - SOAR LOOP ROAD - SOAR LOOP ROAD - SOAR LOOP ROAD

This temporary restriction is considered necessary to enable -
SAFE ACCESS FOR OVERHEAD CABLING AND JOINTING. TRAFFIC MANAGEMENT WILL BE A ROAD CLOSURE. ON SITE 0900 AND OFF BY 1530.

For additional information contact:
SUNBELT RENTALS UK
Telephone: **0370 050 0792**

Dated: THURSDAY 14 JANUARY 2021

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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

414 DISTRICT COUNCILLORS REPORT:

- a. Last week an increase of 4% was approved by the Executive in respect of car parking charges. The cost of parking permits is also increasing, the new rates will be applied to permit renewals.
- b. The Kingsbridge Leisure Centre is now open.
- c. The waste collection has improved and the employees who were isolating are now back at work, however, if anyone does have a problem please report to SHDC.
- d. Local Restriction Support Grant – this is a grant for premises who are business rated and have been told that they have to close. Parish Councils and Village Halls can apply. Over 2,400 applications have been received with 1,660 being approved – 1,129 of these have received payments totalling in excess of £1,600,000
- e. If you are not business rated there is an Additional Restriction Grant (based on need) that may be available, full details can be found on the SHDC website.
- f. Three Covid19 compliant officers have been hired for a 6m period with an element of their role being to ensure that businesses have support and are Covid19 compliant.
- g. Food vouchers will be provided to children who would normally receive free school meals. This amounts to £30 per child for the two-week period. For those who don't qualify but need assistance, SHDC have hardship grants available, please contact them for further information.
- h. Social Housing Contact. Cllr Long continues to follow up our request that he act as a representative for MPC to ensure that future lettings are for Malborough people and that the process is transparent.
- i. Tree Protection Order. Malborough Parish Council await a response re the Monterey Pine. Cllr Long to provide further advices.
- j. Council tax is going to rise by either 1.99% or £5, whichever is the greater. Police are allowed to raise by £15, county council have a 1.9% rise with an additional 2.99%.
- k. There is a new housing strategy, Better Homes Better Lives, for the planning and delivery of new houses. Consultation runs through to 1st February. Councillors have been provided with details from SHDC.
- l. The new housing numbers have now been confirmed as remaining the same as the 2017 numbers in the JLP.

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...

415 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.
 1. 3718/20/HHO, 1 Alston Gate, single storey extension. **MPC Support**
 2. 3665/20/HHO, 24 Malborough Park, garage conversion to additional accommodation. **MPC Support**
 3. 3654/20/FUL, land at SX 708 394, erection of animal shelter/fodder store & store. **MPC Objection**
 4. 3656/20/TCA, 3 Alma Terrace, Cherry crown reduction on all sides by 0.5m **MPC Support**
 5. 3693/20/LBC, Parrots Corner, listed building consent for three windows. **MPC Support**
 6. Secretary of State Appeal, Barn at Higher Soar, Malborough. **MPC Support**

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

b. Decisions:

1. **3549/20/HHO** Barnspark, New Car Port **No Decision**
2. **3084/20/FUL**, Ilton Farm, Change of Use, Silage Pit to Storage Containers **No Decision**.
3. **1982/20/HHO & 1983/20/LBC**, Portlemore Barton, Building improvement & New Gates. **No Decision**.
4. **3588/20/HHO**, 54 Cumber Close, Flat Roof Extension. **No Decision**
5. **3202/20/HHO**, Westercot, Lower Town, Rear Extension & Glazed Link. **No Decision**
6. **3012/20/ARC**, Discharge of Conditions, 2Alston Gate. **Approved**.
7. **2842/20/ARC** Alston Gate, Discharge of Conditions **No Decision**
8. **0905/20/ARC**, Winters Marine, **No Decision**.
9. **1770/20/FUL** General Purpose Ag Building on land associated with Lower Mill Park. **Refused**.

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

416 BUSINESS TO BE DISCUSSED:

- a) A proposal was made to obtain quotes for sign cleaning in the parish.
Proposed Cllr Harris, Seconded Cllr Goodhead, approved unanimously
 - b) Village Hall Update: Minutes are approved one month in arrears; these can be found on the village hall website. The use of the tennis courts will be free to the village but will have a digital entrance and booking system set up.
 - c) Monthly checks have been undertaken on the defibrillators and skate park. The meters were read and updated readings given for the toilet utilities. The allotment reading is outstanding. Mr Allan continues to look after the play areas for us.
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417 FINANCE & GOVERNANCE:

- a. The accounts for 2020/21 month 9 were received, shown as year-to-date **Appendix A**. A mandate sheet and transaction record will be signed in respect of the e-payments at our next actual meeting:

Accounts to pay – Clerks Salary £634.87, Zoom December Payment £14.39, Huish Flock R&D Rossiter £194.40, Wicksteed £251.08, Malborough Garden Services £393.99, Quantum Heritage £30.08, Illuminate £387.16, Twyford Cistern lids £318. NB: The Wicksteed payment is on hold until satisfactory equipment has been received as are the payments for cistern lids and toilet lighting.

The payments were proposed by Cllr Harris and seconded by Cllr Kendall and approved unanimously.

Governance:

- a) Budget Document: Following the meeting the Councillors will be provided with a copy of the budget and a proposed budget for 2021/22. This will be finalised and a precept approved in the January meeting. It must be noted that the 106 payments from developers are now held by the Parish Council and not SHDC but are still tied to Sport and Recreation only.
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MEETING ENDS 20.55 Hrs

DATES FOR THE DIARY: 20th January, **ZOOM, 19.30 hrs.**

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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 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, Sampson, Syrett, J Yeoman, K Yeoman

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, Salcombe Police Station, Jamie Rundle (Tree Warden), Mrs E. Bond (Asst. Tree Warden), Mr Tony Lyle (Climate Emergency Sub-Committee), Malborough Parish Council Notice Board,, Malborough Primary School, Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, National Trust, SVRA

APPENDIX A: Malborough Parish Council Finance: Month 9

Category	Descriptor	Date	Month No. of Report to Council	banked	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year							27,148.31
Receipts	SHDC S106 funds Baker Estates	20/11/2020	9	Y	62,769.69		96,285.51
Receipts	SHDC Transfer of Play Park, Malb Park	20/11/2020	9	Y	25,000.00		121,285.51
Payment	Malborough Garden Services	27/11/2020	9	Y		473.19	120,812.32
Payment	PKF Littlejohn Audit	27/11/2020	9	Y		240.00	120,572.32
Payment	Zoom Payment November	27/11/2020	9	Y		14.39	120,557.93
Payment	Beers Solicitors	27/11/2020	9	Y		1,183.00	119,374.93
Payment	Gill Boyce Bulbs for Pound	27/11/2020	9	Y		17.98	119,356.95
Payment	Postage	27/11/2020	9	Y		2.70	119,354.25
Payment	Allotment Water	27/11/2020	9	Y		98.29	119,255.96
Payment	Water Public Toilets	27/11/2020	9	Y		99.35	119,156.61
Payment	RBL Poppy Appeal	27/11/2020	9	Y		50.00	119,106.61
Payment	Clerks November Salary & HMRC	30/11/2020	9	Y		635.07	118,471.54
Receipts	December Gross Interest	09/12/2020	9	Y	0.67		118,472.21
TOTALS YTD Financial year 2019/20					£ 152,500.26	-£ 61,176.36	£ 118,472.21
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2020/21 month	9	£ 118,472.21
Balance at bank at end :						16-Dec-20	
Revenue Accounts						118,472.21	
Unpresented Items					receipts	-	
					payments	-	
						£ 118,472.21	-
£s	RESERVE FUNDS			ACCOUNTS FOR PAYMENT			Variance
£ 2,000.00	Gritter Repairs	K Harrod Salary		DD Month End			-634.87
£ 3,500.00	New Gritter Purchase/Climate Adaptations	HMRC NIC					incd in above
£ 300.00	Signage						
£ 2,000.00	Bus stop Installation			Zoom December Payment		- 14.39	
£ 1,000.00	Replacement Defibrillators			Huish Flock Rossiter		- 194.40	
£ 7,000.00	Toilet Cleaning Fees			Wickstead Crossed Rope		- 251.08	
£ 5,000.00	Toilet Repairs/Maintenance			Malb. Garden Services		- 393.99	
£ 2,000.00	Environmental Improvements			Quantum Heritage		- 30.08	
£ 1,000.00	Fencing Improvements			Illuminate		- 387.16	
£ 150.00	Election Costs			Cistern Lids - Twyford		- 318.00	
£ 25,000.00	Maintenance of Malborough Park			Nick Walker Printing		- 323.00	
£ 62,769.69	S106 Funds Malborough Park						
£ 111,719.69	SUB TOTAL						
£ 6,752.52	General Holding Funds						
£ 118,472.21	Total Funds:						
Receipts & PAYMENTS REPORT TO COUNCIL							
MEETING DATE					16/12/2020		
Prepared By:					K Harrod for Malborough Parish Council		