

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting.

Date: 19 <sup>th</sup> October 2022		Venue & Time: Village Hall Annex, 19.30hrs
<b>Present:</b> Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall (Chairman) Cllr Paul Pedrick Cllr Kevin Yeoman	<b>In Attendance:</b> Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long  Part Meeting: County Cllr Rufus Gilbert Dist. Cllr Judy Pearce NT Ranger, Emma Reece Parishioners/Guests Present: 0	<b>Apologies:</b> Cllr Madge Bailey Cllr Lucinda Goodhead Cllr John Sampson Cllr John Yeoman

REF 2022/23 MINUTES

### 126 WELCOME & APOLOGIES

### 127 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to accept the minutes of the Parish Council meeting of 27<sup>th</sup> September 2022, they were then signed by the Chairman.

### 128 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 Registers of Interest were received.

### 129 MESSENGER – Cllr Kendall

### 130 CLERKS REPORT –

1. Remembrance Day: 11<sup>th</sup> November, short service and laying of wreath at the plaque in the car park at Soar, 11.00am.  
13th November, Parade starts at 10.30 am from the Village Hall and along Lower Town, there will then be laying of wreaths at the War Memorial followed by a service at All Saints Church at 10.55 am.
2. CCTV Quotes: A request for advice has been made, having spoken with the police it appears they would also be supportive of CCTV covering the new park and entrance to the public toilets.
3. National Trust Meeting, NT Ranger, Emma Reece has arranged a meeting between the parishes of Malborough & South Huish to include business owners who could be impacted by future fires on NT land.
4. Re-marking double yellows, enquiry W221527833 is with Highways, they have passed it to their Parking Technicians to look into getting the yellow lines re-marked around the Higher Town/Lower Town junction.
5. Reporting Scams: The **Citizens Advice Consumer Service (CACS)** operate the primary reporting tools for scams in England – collating and passing on cases to Trading Standards.  
They offer tools for reporting online and offline scams – both available via <https://www.citizensadvice.org.uk/consumer/scams/reporting-a-scam/>  
They also take phone calls via their consumer helpline on 0808 223 1133.

They also encourage consumers to make an additional report to **Action Fraud**, the national reporting body for fraud. They are part of the National Fraud Intelligence Bureau – who pass intelligence to police and other enforcement agencies for action.

They offer an online reporting tool <https://www.actionfraud.police.uk/reporting-fraud-and-cyber-crime>  
They also take phone calls on 0300 123 2040

6. Vandalism reports have recently been submitted to the Police regarding damage to council assets in the parish.
7. The Pound Update, we have spoken with a parishioner regarding planting wildflowers at The Pound, it was agreed as per the previous meeting that MPC would order a large planter for the flowers. The parishioner has kindly offered to plant it up in spring and to tend to the flowers when required.
8. Public toilet cleaning payment, no further development has taken place.

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9. S106 Final Payment: The final S106 payment from the Baker Estates development has now been received along with a full breakdown of how those funds can be spent i.e. capital assets or upkeep and maintenance.
10. The following Devon & Somerset Fire Service consultation has been received:  
Every year we ask our communities and businesses about the level of precept (council tax contribution) for the fire and rescue service. This consultation is open now until midday on 30 November.

We would like to hear from as many people as possible across Devon and Somerset to better understand our residents' views. Please can you complete the online survey and share this with your networks. Should you or anyone else be unable to complete this online please call 01392 872354 and leave a message with your name and number. Please see attached a poster for you to display if there are any appropriate places, or please include in any timely newsletters you may have.

Whilst we are aware of the pressures many of us are facing now and in the coming months, your feedback will help to make more informed decisions for the next financial year.

11. Insurance Update, the updated insurance documents have been received following the increase in sum insured to the play equipment.
12. Monthly Reports – Defibrillators, energy/water meters. The reports will next be done in the first week of November.

13. Frogmore Roadworks: Work is due to be carried out on the A379 at Frogmore. **The road will be closed to vehicles 24 hours per day including weekends.**

Due to the nature of the works a road closure is required and the diversionary route for traffic will signposted and advance signs will also be placed on the Highway. Extra signs **will** be provided stating local businesses are open at each end of the closure.

I apologise in advance for any inconvenience caused, including construction noise. We will endeavour to keep all disruption to a minimum.

The planned on-site working hours will be **Monday 7<sup>th</sup> November until Friday 25<sup>th</sup> November 2022**

**Our planned programme for the delivery of the work is:**

- Excavation and replace and repair existing drainage and drain chambers across the A379 in Frogmore village.
- Reinstate of the road surface and some associated patching.

Please see the below map showing the affected area for works which highlighted in **orange**.



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### **National Trust Ranger, Emma Reece gave the following report:**

As mentioned, a meeting is due to take place on Bolberry Down on 11th November between the two parish councils and relevant business owners. A future meeting will take place that will be open to all interested parties.

The NT want to make some land management changes to increase the types of wildlife and flowers in the area. The diversity of the grasslands inland from the coast need to be improved, the existing grasses have a thick thatch which is a bigger fire risk. They are looking to remove the thatch of dead grass over time and sow with wildflowers to encourage more wildlife. There are a variety of issues that we continue to manage, levels of scrub and high visitor/dog numbers at Bolberry which makes it harder for the tenant to graze it. The intention is for the land not be grazed by sheep between the months of April to August to allow plants to flower.

We are working to increase the range of wildflowers on Bolberry Down through creating areas of bare ground and sowing them with wildflower seed from another Trust meadow. We are also working to reduce the amount of dead grass 'thatch' which is a fire risk and prevents wildflowers from establishing. The down will continue to be grazed by sheep outside the summer season and then cut for hay at the end of the summer as it has been for many years.

Those attending the meeting in November will report back to the next council meeting.

Cllr Harris questioned the cattle grazing on the Warren as the annual bluebells have been decimated.

**Avian flu – if anyone sees any dead birds on National Trust land please let the National Trust know and they will ensure they are removed.**

### **DEVON COUNTY COUNCIL REPORT:**

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

1. The main Modbury through road will be closed off for three months in early 2023 for the Victorian sewers to be upgraded. Further details will be provided.
2. An Avian influenza Prevention Zone has been declared across Great Britain making it a legal requirement for all bird keepers to follow strict biosecurity measures. For full details see the Gov.uk website.
3. DCC Finances – some progress is being made and millions of pounds are being saved, unfortunately millions more need to be saved! The outcome is that there will be a significant cut in some services and other services will be stopped completely. It is hoped that the budget will be set in a few weeks.
4. Fibre broadband continues to be rolled out. Noted the fibre engineers are on a "need" list so there may be an influx of contractors coming in from places like Spain.
5. Investment Zones - DCC has led with Northern Devon and Exeter Area, other than that, no other applications have been made for an Investment Zone. The benefits of these zones include preferential tax and planning approaches. Houses can be built in the zones. In Devon this is worth over £4.8 billion over ten years. If these zones are approved there is a proposal for 8,700 new homes and 450,000 square meters of industrial sectoral space in those areas.

### **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, enforcement issues, overgrown vegetation, defective signs/lighting and much more.

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

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### 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. Information regarding the cost-of-living help is now available on the SHDC website, <https://www.southhams.gov.uk/cost-of-living-help>, this provides help and guidance on a wide variety of help available and also includes a support directory for other organisations.
2. Rural England Prosperity fund - over 800k has been allocated to the South Hams. This is to replace the South Devon Coastal Local Action Group and will cover rural tourism, infrastructure such as cycle paths, village hall technology and more. All bids are to be submitted via SHDC, full information including an application form is available on their website.
3. The Planning department has undergone some changes, there is a new assistant director in charge of SHDC and West Devon. Three vacancies are being advertised. It is hoped that by November the new employees will be in place and the service will further improve.
4. The council have submitted an expression of interest to the Government re investment zones in the Freeport areas - Sherford, Langage and Devonport. It is hoped that additional business and jobs will be forthcoming as well as the building of the new hydrogen plant which will be one of three in the country. Further details will be provided.
5. The Climate Emergency planning statement will now be operative to applications registered after 30<sup>th</sup> November.
6. Cllr Pearce attended an online meeting for Ukrainian Guest Hosts, the questions raised were very considered, SHDC continue to work with everyone to ensure the Ukrainian guests remain in suitable housing.  
It was noted that the homelessness situation is now so bad in Devon that a similar type operation may be a way of helping people find housing.
7. The Government have advised that they may remove affordable housing ruling for estates of less than 40 properties. We await further information.
8. Since the waste service has been brought back in house by SHDC only two collections have not taken place, this was due to a vehicle breakdown. There is one final brown bin collection to be undertaken across the parishes and any bins that may be missed can be reported direct to SHDC to ensure a final collection takes place.  
Employee morale has improved.
9. The entire UK is now in an avian flu zone. Avian influenza (bird flu) is a notifiable animal disease. If you suspect any type of avian influenza in poultry or captive birds you must report it immediately by calling the Defra Rural Services Helpline on 03000 200 301.

Full details can be found via this link: <https://www.gov.uk/guidance/avian-influenza-bird-flu>

**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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### 132 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. 2082/22/FUL, Crossparks, Regularisation of improved access arrangements together with proposed open bay recycling lean-to extension & associated site office & regularisation of amended log storage and log processing. (17/11). **MPC Object.**

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

### b. Decisions

1. 3235/21/FUL, Harwood Farm, New Residential Dwelling. **Refused.**
2. 1516/22/CLP, Salcombe Retreat, Certificate of Lawfulness. **No decision yet.**
3. 2096/22/HHO, 4 Malborough Green, rear extension, garage conversion. **Conditional approval.**
4. 3332/21/HHO, Townsend Cottage, replacement of lean to with first floor balcony. **No decision yet.**
5. 2895/22/HHO, 4 Alma Terrace, single storey extension & roof light to existing roof. **No decision yet.**

### 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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## 133 BUSINESS TO BE DISCUSSED:

- a) Giant Crocus Bulbs: Salcombe Rotary have donated approximately 1300 crocus bulbs to Malborough Parish Council to be planted in the parish. Spring each year sees a beautiful purple carpet of crocus blooming in many communities across Great Britain and Ireland thanks to the Purple Crocus Corm planting to raise awareness of the Rotary fight for a polio free world.  
Planting the purple crocus corms by Rotary and many community groups is a great way of getting active, having fun and talking to lots of different people about the need to eradicate the life threatening and disabling polio virus. The bulbs will be distributed and planted over the coming weeks and we hope for carpets of purple across the parish in the spring. A letter of thanks will be sent to Salcombe Rotary.
- b) SMASH CEB Meeting & Multi Parish Survey: See Appendices B & C.
- c) Police & Crime Commissioner Councillor Advocate Scheme. Local policing & how to contact the Police. There is a new scheme being created to ensure that parishes have police contact information and can obtain updates regarding crimes and police work in their areas. Cllr Pedrick is currently our representative for the Emergency Services and will report back to the council at a future meeting.  
**Please note the following email which should be used to report suspicious activity or continued anti-social or drug related activity. The more information and intelligence provided, enables the local police force to take action to disrupt any criminal activity. Kingsbridge & Salcombe:**  
[kingsbridge@devonandcornwall.pnn.police.uk](mailto:kingsbridge@devonandcornwall.pnn.police.uk)
- d) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website.

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## 134 FINANCE & GOVERNANCE:

- a) The accounts for 2022/23 month 7 were received, see **APPENDIX A.**  
Clerks Salary & HMRC, Salcombe Dairy £100, SHEPS Burial Ground £95, Cutting Edge Garden Services £275, Geoff Allan £15, Nick Walker Printing £353, Cllr J Yeoman £293.88, Gallagher Insurance £232.31

A mandate sheet and transaction record were produced and signed in respect of all payments:

**The Council resolved to accept all payments.** It was noted that the final tranche of \$106 monies have now been received.

### b) **Governance:**

1. Civility & Respect across the industry:

The pledge would require, Malborough Parish Council to agree to treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles, and that it:

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- will put in place a training programme for councillors and staff
- has signed up to the Code of Conduct for councillors
- has good governance arrangements in place including staff contracts and a Dignity at Work policy
- will seek professional help at early stages should civility and respect issues arise
- will commit to calling out bullying and harassment if and when it happens
- will continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme
- supports the continued lobbying for change in legislation to support the civility and respect, including sanctions for elected members where appropriate

Councillors unanimously agreed to support the pledge.

135 MEETING ENDS 20.50 Hrs

Items for November: Coronation, Budget Review.

**DATES FOR THE DIARY:** 30<sup>th</sup> Nov, 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

### APPENDIX A:

Category	Descriptor	Date	Mon th No.	ban ked	Paid In	Paid Out
Payment	Wages September	30/09/2022	7	Y	-	659.70
Payment	SHEPS Burial Ground	05/10/2022	7	Y	-	190.00
Payment	SHEPS Access Path	05/10/2022	7	Y	-	100.00
Payment	Water Allotments	05/10/2022	7	Y	-	63.81
Payment	Water Toilets	05/10/2022	7	Y	-	325.47
Payment	Cutting Edge Garden Svs	05/10/2022	7	Y	-	275.00
Payment	Geoff Allan Playground	05/10/2022	7	Y	-	170.81
Payment	PKF Littlejohn	05/10/2022	7	Y	-	480.00
Payment	Jack Stone	05/10/2022	7	Y	-	100.00
Payment	Malborough Website	05/10/2022	7	Y	-	300.00
Payment	Nick Walker Printing	05/10/2022	7	Y	-	348.00
Payment	South Hams District Council Play Areas	05/10/2022	7	Y	-	252.00
Payment	Clive Wrangles	05/10/2022	7	Y	-	80.00
Payment	South Hams District Council Play Areas	05/10/2022	7	Y	-	210.00
Payment	Clarke Willmott - Baker Estates	05/10/2022	7	Y	-	1,681.20
Payment	J & G Hocking	05/10/2022	7	Y	-	250.00
Payment	Geoff Allan Playground	05/10/2022	7	Y	-	15.00