

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

Date: 21st July 2021		Venue & Time: Malborough Village Hall, 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 K Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Part Meeting: Dist. Cllr Mark Long County Cllr Rufus Gilbert Parishioners/Guests Present: 2	Apologies: Cllr Richard Harrod Cllr Janey Syrett Dist. Cllr Judy Pearce

REF 2021/22 MINUTES

24 WELCOME & APOLOGIES

25 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 23rd June 2021 were agreed without alteration and signed accordingly. Proposed: Cllr K Yeoman, seconded: Cllr Kendall and agreed unanimously

18 DECLARATIONS OF INTEREST:

No declarations of interest were received.

19 MESSENGER – Cllr Kendall

20 CLERKS REPORT

- We have now received the 20 is plenty signage, these signs will be erected shortly.
- Works to the cycle path/driveway have now been completed.
- We have received confirmation that the planning application for nuclear bunker will be submitted in due course. No pre-application will be submitted.
- The cycle path cut has been requested and will be undertaken shortly.
- Further to the June minutes we have confirmed our support for the constituency name change to South Devon.
- SHDC have been requested to maintain the Malborough Park play area as per their agreement when the land was transferred to the parish council.
- Works commenced at the village hall, a path is being created along the side of the hall and the exit to the new car park has also commenced.
- Scam Emails: We have seen an increase in Scam Emails, please be aware of this and double check in person any requests from friends or family who ask for money or other assistance.
- The footpaths have received their first cut, a second cut will be undertaken early in August.
- Feoffees Report for 2021: See APPENDIX B.

21 OPEN FORUM:

Devon County Council Report: Cllr Rufus Gilbert:

- A379 repairs are almost complete with the last pair of traffic lights being withdrawn yesterday.
- The new roundabout at Flete House has been a huge improvement and makes the road significantly safer.
- Kitterford Cross will also be having a roundabout to improve the road safety.
- Government money is funding the new roundabouts, this is not coming from Devon County Council.
- The road from Harbertonford to Totnes has now been repaired.
- Re the Northern Entrance into Malborough it would be advantageous to develop an amendment to the Neighbourhood Plan covering the Northern approaches to Malborough.
This should encapsulate a cycle track to West Alvington, roundabout, employment land, housing and 30 mph zoning etc.

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The advantage to this would be a long-term managed approach to development in this area and would take account of S106 monies to cover ambitions. Councillors agreed and will speak with SHDC about how to proceed.

7. Elston Cross sign has been knocked down and will be re-erected.
8. Increasingly larger vehicles are being directed down roads that are completely inappropriate i.e., Lower Town. Due to the number of different navigation Apps these problems will continue to occur, MPC need to consider alternate options such as improved signage.
9. A safety review and costing exercise is being undertaken re the pinch points on the road to California Cross. It is anticipated that the report will be issued in the autumn.

Cllr Gilbert left the meeting.

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

South Hams District Councillors Report, Cllr Mark Long:

See APPENDIX C – Report from SHDC Cllr Judy Pearce.

1. SHDC are looking at the green spaces and how they can increase biodiversity on them.
2. Lateral flow testing may be available in Salcombe next week. Details to be confirmed.
3. Recycling and Waste: FCC have been affected by track & trace and as of today there are 13 drivers self-isolating which is affecting the collections in some areas. Localities Officers are being drafted in to aid identification of the problem areas, they will also be hands on and will litter pick etc where required. By doing this there is no excuse for FCC to be failing as they are being well supported.

A question was raised regarding how much of the waste that should be sorted is going to landfill – the information in request of this has not been provided yet.

Noted that the issue with collections at Shute Hill continues despite Ward Councillor assurances that it would be dealt with.

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...

22 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. 1969/21/HHO, 39 Collaton Road, erection of rear garden balcony terrace. **MPC Support**
2. 2524/21/HHO & 2525/21/LBC, Church Gate Cottage, Replacement of two windows. **MPC Support**
3. Neighbouring Parish Consultation: 1957/21/FUL, Lincombe Boat Yard, replacement roof/side & extend undercover storage area. **MPC Support**
4. 2694/21/CCN, Bolberry House Farm, Proposed Temporary Holiday Site. Noted that this is in respect of the Caravan Club events that they have been holding for many years. **MPC Support**
5. 1557/21/VAR, Alston Gate, Removal condition 1, variation of conditions 2,5 & 6. **MPC Object**
6. 1558/21/VAR, Alston Gate, Remove condition 2, variation of conditions 3,9,10,11 & 16. **MPC Object**
7. 2586/21/VPO, Alston Gate, Removal of affordable housing obligation. **MPC Object**
8. 2548/21/HHO, West Soar Barn, Replacement extended eaves. **MPC Support**

Some concerns regarding Baker Estates were raised, they will be invited to the September meeting.

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

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b. Decisions:

1. 1018/21/VAR, Little Maryknowle, variation of condition 2. **No Decision**
2. 1390/21/FUL, Higher Broadmoor Farm, Temp Ag Building. **No Decision**
3. 1695/21/HHO, 27 Malborough Park, Single Storey Extension. **No Decision**
4. 2065 & 2066/21/HHO, Stable End, Portlemore Barton, Proposed conversion of outbuilding. **No Decision**
5. 2358/21/HHO, 2 Alston Gate, Erection of detached garage & Store. **No Decision**
6. 1915/21/HHO, Seaways, Coombe, New larger garage. **No Decision**
7. 1485/21/CLP, Salcombe Retreat, lawful development certificate for siting 57 caravans. **Withdrawn**
Noted there is a problem at this site with the sewage and smells from the system. Also noted that the hedge has been cut down again, this is a breach of condition.
8. 1666/21/FUL, 1 Three Gables, Replacement Garage. **Conditional Approval**
9. 3656/20/TCA, 3 Alma Terrace, Cherry crown reduction on all sides by 0.5m. **No Decision**
10. 2842/20/ARC Alston Gate, Discharge of Conditions. **No Decision**

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

14 BUSINESS TO BE DISCUSSED:

a) Proposal to update the website.

A proposal was made to approve a new website for the parish council that will also contain information about the Sustainable Malborough & South Huish group. The Hugo Fox website is free, very quick and easy to update and is aimed specifically at parish councils. The only cost is the domain name which amounts to £1.19 this year.

Proposed Cllr Harris Secoded Cllr Sampson approved unanimously.

b) Proposal to request involvement in the pre-application planning application due to be submitted for commercial units at Alston Gate. The proposal was extended to include all MPC involvement in ALL pre-application planning applications.

Proposed Cllr Harris Secoded Cllr Pedrick approved unanimously.

c) Proposal to ringfence £320 for use by Sustainable Malborough & South Huish in connection with their events and initiatives. This is subject to each item of expenditure being approval by Councillors at a full Parish Council meeting to ensure the financial policies and procedures are fully adhered to. **Proposed Cllr Kendall Secoded Cllr Goodhead approved unanimously.**

d) Proposal to purchase wildflower seeds at a cost of £52 for rewilding areas around the parish. Following discussion, the Councillors agreed to delay this proposal. There are already areas in the parish that have been planted with additional trees and wildflowers. Prior to more planting schemes they need to see there is long term care and maintenance in place. Furthermore, SMASH would need to provide a management plan for proposed new areas including evidence that the landowners support the proposals. See APPENDIX D – SMASH Minutes

Proposed Cllr Pedrick Secoded Cllr K Yeoman approved unanimously.

e) Proposal re installation of a defibrillator at Karageen.

The campsite would like to install a defibrillator but have been unable to obtain one at the same or similar cost to the other parish defibrillators. Since the agenda was issued, we have also been asked if we can help obtain a suitable quotation for three defibrillators to be installed at Cumber Close. It was agreed that the clerk would investigate options and will report back at the next meeting.

As Covid rules are now relaxing we will arrange training sessions for use of the defibrillator as soon as possible.

f) Proposal to allow repairs to the Village Hall Play area to a cost of £300 per occasion after which full council approval must be obtained. As repairs to the play area are needed quickly it was felt that this is a sensible solution to ensure the area remains as safe as possible.

Proposed Cllr Goodhead Secoded Cllr Sampson approved unanimously.

g) Review of consultation for Malborough Park Play area and Proposal to obtain quotes for new equipment & associated landscaping. Prior to the meeting the councillors had received a breakdown of the feedback from the parish. The Councillors agreed that the new area should be part playground and part landscaped

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with both benches and picnic tables. Quotations for play options will be obtained and reviewed in September.

Proposed Cllr Kendall Seconded Cllr K Yeoman approved unanimously.

- h) Discussion: Future grass and maintenance contracts. Renewal due 2022. Prior to the meeting a list of the maintenance areas had been provided to Councillors along with current costs and number of cuts per year. The Councillors approved the contract suggestions and a proposal was made for the contracts to be promoted with tenders being required by 31st December 2021 in order that they may be reviewed and awarded with a start date of 1st April 2022.
- Proposed Cllr Pedrick Seconded Cllr K Yeoman approved unanimously.**
- i) VAS Report including Collaton Road. The Collaton Road unit has had the lights switched off but continues to monitor speed in both ways, the data that has been downloaded is provided to D&C Police, Highways and all Councillors. Data received from all units includes time, date, direction and speed. The cameras will be moved around the village to continue to assess this data, we reiterate, all information will be shared with the authorities.
- j) Village Hall Update: Minutes can be found on the village website one month in arrears. Quotations will be obtained for completion of the new footpath to the side of the hall.
- k) Monthly Checks: Defibrillators, Skate Park, Play Area, Toilets & 3 Utilities Meters: All completed.

15 FINANCE & GOVERNANCE:

1. The accounts for 2021/22 month 4 were received, shown as APPENDIX A. A mandate sheet and transaction record were produced and signed in respect of all payments:

Accounts to pay – Clerks Salary £779.07, Malborough Garden Services June £633.39, Plymcrete Ltd £768.82, Nick Walker Printing £84, Reg 123 £1.19, SWALEC Electricity £54.94

Accounts to pay proposed by Cllr Kendall, seconded by Cllr Goodhead, approved unanimously.

2. **Governance:**

- i. Proposal to extend the delegated authority agreement. Due to the significant increase in Covid numbers in the South Hams we are unable to confirm dates of future meetings until the week before they are due. The Government continue to prevent us from meeting virtually. A proposal was made to give the Clerk delegated authority through to 31st March 2022 to make payments and respond to planning applications if any of our meetings through to this date are unable to safely proceed. **Proposed: Cllr J Yeoman, seconded Cllr Harris, approved unanimously.**
- ii. Proposal to purchase a new PC for use by the Clerk. The contract of employment states that the council will provide a dedicated computer or pay an agreed sum on a quarterly basis to include depreciation for the use of a private computer belonging to the Clerk/Responsible Financial Officer. To date, the Clerk has been using her own computer, this now requires replacement. Suitable equipment costing £460 including VAT has been found. **Proposed: Cllr Kendall, seconded Cllr Harris, approved unanimously.**

MEETING ENDS **21.55** Hrs

DATES FOR THE DIARY: 15th September 2021, 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 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: All current Parish Councillors

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

APPENDIX A: Malborough Parish Council Finance

Category	Descriptor	Date	Month No. of Report to Council	banked	Paid In	Paid Out
Payments	Came & Co Insurance	29/06/2021	4	Y		870.70
Payments	First Serve	29/06/2021	4	Y		6,868.80
Payments	Martin Pears Engineering	29/06/2021	4	Y		312.79
Payments	Malborough Gdn Svs May	29/06/2021	4	Y		473.19
Payments	South West Water Allots	29/06/2021	4	Y		32.51
Payments	TG Stone	29/06/2021	4	Y		90.00
Payments	Nick Walker Printing	29/06/2021	4	Y		315.00
Payments	G Boyce Bulbs	29/06/2021	4	Y		21.44
Payments	Zoom June	29/06/2021	4	Y		14.39
Payments	Online Playgrounds	29/06/2021	4	Y		422.40
Payments	Wickes	29/06/2021	4	Y		24.40
Payments	Clerk June Salary & HMRC	29/06/2021	4	Y		779.07
Payments	Tesco Antibac gel/gloves/wipes	29/06/2021	4	Y		6.50
Receipt	Williams Furniture Messenger	30/06/2021	4	Y	83.00	
Receipt	Longley Consulting	01/07/2021	4	Y	83.00	
Receipt	July Gross Interest	09/07/2021	4	Y	1.52	
Payments	Plymcrete Ltd	07/07/2021	4	Y		768.82
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