

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

Date: 20th April 2022		Venue & Time: Village Hall Annex, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Richard Harrod 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 Dist. Cllr Mark Long Part Meeting: Dist. Cllr Judy Pearce County Cllr Rufus Gilbert Cllr Madge Bailey Parishioners/Guests Present: 1	Apologies:

REF 2021/22 MINUTES

72 WELCOME & APOLOGIES

73 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to accept the minutes of the Parish Council meeting of 16th March 2022, they were then signed by the Chairman.

CO-OPTION OF NEW COUNCILLOR:

We have received confirmation from SHDC that no election has been called and we are now able to Co-Opt a new Councillor. The Councillors reviewed the details of interested parties and invited Mrs Madge Bailey to join the Council. The invitation was accepted, Mrs Bailey then completed the relevant documents and took her seat on the council.

74 DECLARATIONS OF INTEREST:

A declaration of interest was received from Cllr Harrod in respect of Finance, the Councillor withdrew from these discussions.

75 MESSENGER – Cllr J Yeoman

76 CLERKS REPORT

- a. Public Phone Box: We await a response from BT.
- b. Malborough Park Play Area Works & Deed of Variation: Ground works commenced but unfortunately a live electric cable was unearthed and this delayed the works. The works have now recommenced and will be completed shortly. We did receive reports of young children trying to break into the area, this was reported to the police. No deed of variation has been received.
- c. Village Hall Play Area Maintenance: The outstanding works are due to be undertaken by Fawns w/c 25th April.
- d. Defibrillator Update: No date of supply has been confirmed. A free training session has been organised for 4th May at Malborough Village Hall, anyone from any of the surrounding parishes can attend but first register with the parish clerk.
- e. Village Hall Car Park: We have confirmed the contract with the contractor and now await a commencement date.
- f. Commemorative Plaques: Once we have received the relevant details the plaques will be ordered.
- g. New Grass Contractors: The new contracts have now been issued and accepted.
- h. Cumber Close Communication: We have received a communication that suggests Malborough Parish Council are responsible for blocking the double yellow lines requested by the SVRA. A response was sent to clarify that, as per our previously minuted discussion, unless the SVRA can persuade the residents of

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

Cumber Close to approve the installation of double yellows WITHOUT OBJECTION the project will not proceed. Without full support for the proposal Devon County Council will not take any further action. There is a huge issue with parking on the Cumber Close estate, any proposal to reduce parking in certain areas without the provision of new parking elsewhere is bound to see objections raised. When the SVRA are able to put forward proposals that will not come with resident objections, both MPC and DCC will do their utmost to see the changes realised.

- i. Highways & Enforcement Reports: Please ensure that any issues with Highways/Bins/Planning etc are, in the first instance, reported directly to South Hams District Council or Devon County Council via their website "Report It" pages. Malborough Parish Council will NOT make a report unless the person concerned has no internet access. If a report has been made and no action has been taken, please provide the reference number to the Parish Clerk to follow up.
- j. Post Office Closure: It has been confirmed that unless the Post Office is purchased it will be closing in autumn 2022. Whilst Ann has made every attempt to keep the Post Office in the community open; trying to sell & work with the council and local shops to re-locate, sadly nothing has come to fruition. Ann would have loved to have been able to see the Post Office pass onto another chapter, but at this stage she is unable to give any certainty as to whether it will continue to operate after her tenure. Malborough Parish Council will continue to liaise with any potentially interested purchasers and/or community groups if requested.
- k. Insurance Renewal: The annual insurance is now due for renewal, a full review of all figures will be undertaken prior to submission of the pre-renewal report.

77 OPEN FORUM:

DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: Rufus.Gilbert@devon.gov.uk

DEVOLUTION DEAL FOR DEVON PLYMOUTH & TORBAY.

- 1) We are one of ten areas in England to be chosen.
- 2) We have been economically underperforming for years.
- 3) We are now negotiating a Devolution Deal that:
 - a) Does not require a Mayor.
 - b) Operates with existing local govt structure.
 - c) Requires a combined authority

Functions are Housing, Skills/Employment, Public Transport, LEP existing functions, Prosperity.

There is no deal until a deal is agreed between all parties.

Hoping to conclude negotiations by winter 2022 and operational by April 2023.

An initial template has now been submitted to government.

FREEPORT / FREEZONE – approved 13th April 2022

- 1) Will bring up to £100 Million investment and up to 3,500 jobs.
- 2) Relations/negotiations between DCC, Plymouth & SHDC going well.
- 3) Submission/Business Case to Government imminent.
- 4) Involves 130 hectares of land at South Yard, Langage and Oceansgate, a large hydrogen plant will be built within it.
- 5) It is important to demonstrate these are new jobs and not existing ones transferring in.

REPORT IT:

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

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

Email Cllr Mark Long: cllr.mark.long@southhams.gov.uk

- a. £285k will be received by SHDC for the Prop-tech engagement fund – this is in respect of a new Government planning initiative to get planning online. Monies are for development of an interactive tool to explore how all aspects of community infrastructure are used by residents.
- b. Re the Freeport, the main part of the freeport, is going to be sited at Sherford this will incorporate a large logistics distribution centre. Langage will also be a large site and the hydrogen plant will be the main one in south of the country.
- c. Devon Deal: SHDC and Parish Council structures will remain the same. The deal will only apply to the monies coming from Government, this will be in the form of a lump sum which can be spent by the authority on specified areas.
- d. Garden waste service (brown bins) are now being collected again. If you need to check when your next collection is, please see the South Hams District Council website. Simply enter your postcode to find your next collection day. As before, your brown bin will be picked up on alternate weeks to your black bin. If bins are not collected, please report it online directly to South Hams District Council.
- e. A donation of £10k was approved to the disasters and emergency fund for Ukraine. 21 families in the South Hams have offered to host refugees. Tasks are split between DCC & SHDC. SHDC are in charge of inspecting those properties are fit to receive refugees. DCC are required to undertake DBS checks. SHDC are up to date with all that has been required of them, the delay is now with the Home Office.
- f. The 56-day rule of the last two years has now reverted to the original 28-day rule. This is a government ruling.
- g. It has been agreed to put solar panels on all SHDC swimming pools, this includes the pool in Kingsbridge.
- h. New on-street parking regulations have come into force, SHDC will be putting notices regarding the regulations on their car park noticeboards. There is a three-week consultation in respect of this.

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...

78 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. 0659/22/FUL, Gilmar, Salcombe Road, Garage conversion for staff accommodation (5/5) **MPC Support**
 2. 1043/22/CLP, 4 Alma Terrace, Certificate of Lawfulness proposed replacement extension. **MPC OBJECT**

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

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

b. Decisions:

1. Appeal Decision, land south of Shute Park, Mr Kerlake. **Appeal dismissed.**
2. 0572/22/FUL, The Coach House, Lower Collaton Farm. **SHDC no decision yet.**
3. 0423/22/FUL, Hope Barton Barns, Extension to area of Pool Barn Building. **SHDC conditional approval.**
4. 4329/21/HHO, 1 Shute Park, Readvertisement (7/4). **SHDC conditional approval.**
5. 4711/21/HHO & 4712/21/LBC, The Cottage, Chapel Lane. **SHDC conditional approval.**
6. 0329/22/HHO, Charnwood, resubmission of 3845/21/HHO. **SHDC no decision yet.**
7. 4676/21/VPO, Alston Gate, modification of S106 affordable housing. **SHDC no decision yet.**
8. APPEAL NOTIFICATION: 4207/20/FUL, Land South of Shute Park. **No decision received.**
9. 4067/21/HHO, Chestnut Folly, external staircase/slide, relocation of roof terrace. **SHDC no decision yet.**
10. 1557/21/VAR, Alston Gate, Removal condition 1, variation of conditions 2,5 & 6. **SHDC no decision yet.**
11. 1558/21/VAR, Alston Gate, Remove condition 2, variation to 3,9,10,11 & 16. **SHDC no decision yet.**
12. 3235/21/FUL, Harwood Farm, New Residential Dwelling. **SHDC 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

79 BUSINESS TO BE DISCUSSED:

a) Platinum Jubilee:

Full details of the three events will be shared once they have been finalised.

This will be a beacon on the Thursday evening, official opening of the Jubilee play area on Sunday morning and a picnic event with entertainment by Crunchy plus licensed bar on the Sunday afternoon. A copy of his insurance and risk assessment will be requested.

The water bottles are now on order, we await delivery.



b) Public Rights of Way footpath & maintenance cuts:

Councillors resolved to approve authority with immediate effect to the clerk to organise cuts as required for the top of Collaton bank near Cumber Close, the bank to the side of the village hall, the Access for All path from Cumber to the cycle path, the cycle path plus any other small areas that may require urgent attention during the year.

DCC have contacted us to request we continue with the footpath cuts this year, Councillors resolved to do so but due to the rise in fuel prices etc the annual payment would need to rise to £1,000.

J Rundle Garden Services are available to undertake odd jobs in the area, Councillors resolved to hire him for agreed works in the parish including the placing of the old play area mats along the access for all paths.

c) Climate Emergency: 20 more litter pickers have been received (having been purchase from the South Huish SMASH allocation) and are now in the MPC store.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

The Climate and Nature Fair held on 2nd April was deemed a success. A report has been included in the Malborough Messenger and has been forwarded for inclusion in the next South Huish Parish Newsletter.

- d) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website.
- e) Monthly Checks: Defibrillators, Skate Park, Play Area, Toilets & 3 Utilities Meters. A check needs to be undertaken on the allotment water meter. Other checks complete.

80 FINANCE & GOVERNANCE:

- a) The accounts for 2021/22 months 13 & 1 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 & HMRC, Malborough Garden Services Burial Ground £144 and Village Hall £249.99, The Play Company £23,870.40, Nick Walker Printing £340, SLCC £64.50, J Rundle Gardening £94, DALC £245.35, SHDC public toilets £7,819.80, G&J Hocking Allotments £250, SHDC PAYE £120, Viking £45.70.

The Council resolved to accept all payments.

- b) **Governance:**

- i. 2021/22 Audits: The Internal Audit report is now underway. It will be uploaded to the website once received.
- ii. Annual Governance & Accountability AGAR Part 3: With gross income in excess of £25,000 in the year of account ended 31 March 2022, Malborough Parish Council are required to submit Part 3 of the Annual Governance & Accountability Return.
- iii. Annual Governance & Accountability, Section 1 – Annual Governance Statement 2021/22 was reviewed, completed, and approved unanimously.
- iv. Annual Governance & Accountability. Section 2 – Accounting Statements 2021/22 was reviewed and approved unanimously as being a true record of the 2021/22 accounts.

81 MEETING ENDS 20.36 Hrs

ITEMS FOR NEXT AGENDA:

DATES FOR THE DIARY: 18th May, 15th Jun, 20th Jul, 21st Sept, 19th Oct, 16th 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 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

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

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

APPENDIX A:

Category	Descriptor	Date	Mont	banke	Paid In	Paid Out	Cash Book Balance
Receipt	C L Landscapes SMASH Fee	21/03/2022	13	Y	40.00	-	155,545.96
Receipt	March Gross Interest	09/03/2022	13	Y	1.20		155,547.16
Receipt	February Gross Interest	09/02/2022	13	Y	1.34		155,548.50
Payments	Malborough Garden Svs Burial Ground	21/03/2022	13	Y		144.00	155,404.50
Payments	Malborough Garden Svs V. Hall	21/03/2022	13	Y		249.99	155,154.51
Payments	Allotments Water	21/03/2022	13	Y		21.28	155,133.23
Payments	Public Toilets Water	21/03/2022	13	Y		24.23	155,109.00
Payments	Hope Cove Lifeboat	21/03/2022	13	Y		600.00	154,509.00
Payments	Royal Voluntary Service	21/03/2022	13	Y		150.00	154,359.00
Payments	Citizens Advice	21/03/2022	13	Y		150.00	154,209.00
Receipt	Burial Ground Fees	22/03/2022	13	Y	100.00		154,309.00
Receipt	Western Power Substation Ren	23/03/2022	13	Y	3.00		154,312.00
Receipt	Dignity Funeral Messenger	24/03/2022	13	Y	70.00		154,382.00
Receipt	Burial Ground Fees	24/03/2022	13	Y	455.00		154,837.00
Receipt	Salcombe Rotary Donation	24/03/2022	13	Y	1,000.00		155,837.00
Receipt	Allotments Floyd	24/03/2022	13	Y	22.50		155,859.50
Receipt	N Rowell Messenger	29/03/2022	13	Y	70.00		155,929.50
Receipt	Brown & Sons Messenger	30/03/2022	13	Y	100.00		156,029.50
Payments	March Salary	31/03/2022	13	Y		870.79	155,158.71
Payments	Brodie Messenger	11/03/2022	13	Y	35.00		155,193.71
Payments	Golf Club Messenger	09/03/2022	13	Y	35.00		155,228.71
Payments	Burfords Messenger	17/03/2022	13	Y	70.00		155,298.71
Receipts	Write off Payments over 12m old	31/03/2022	13	Y	308.88		155,607.59
TOTALS YTD Financial year 2021/22					£ 119,832.50	-£ 78,099.49	£ 155,607.59
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2021/22 month	13	£ 155,607.59
Balance at bank at end :						15-Apr-22	
Revenue Accounts						155,607.59	
Unpresented Items					receipts	-	
Unpresented Items					payments	-	
						£ 155,607.59	
£s	RESERVE FUNDS				ACCOUNTS FOR PAYMENT		Variance

Month 1 balance to carry forward £155,607.59