

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting.

<b>Date: 20<sup>th</sup> July 2022</b>		<b>Venue &amp; Time: Village Hall Annex, 19.30hrs</b>
<b>Present:</b> Cllr Richard Harrod Cllr Ann Kendall Cllr John Yeoman (Chairman) Cllr Kevin Yeoman	<b>In Attendance:</b> Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long  Part Meeting: Dist. Cllr Judy Pearce County Cllr Rufus Gilbert Parishioners/Guests Present: 2	<b>Apologies:</b> Cllr Madge Bailey Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Paul Pedrick Cllr John Sampson

### REF 2022/23 MINUTES

#### 106 WELCOME & APOLOGIES

#### 107 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to accept the minutes of the Parish Council meeting of 15<sup>th</sup> June 2022, they were then signed by the Chairman.

#### 108 Declarations of Interests and amendments to Members' Registers of Interests:

A declaration of interest was received from Cllrs Harrod and Yeoman in respect of Finance, the Councillors withdrew from these discussions.

#### 109 MESSENGER – Cllr Kendall

#### 110 CLERKS REPORT

- a. Malborough Park Play Area & Deed of Variation: No deed of variation has been received.
- b. Village Hall: No date has been received from the contractor re the car park works. The crumb has now arrived and is in storage until the associated works are able to be undertaken.
- c. Commemorative Plaques and signage: These have been received and are in storage until they can be erected.
- d. A reminder that Devon County Council have erected signs to confirm that new double yellow lines will be added to the junctions of Collaton/Portlemore and Collaton/Jubilee.  
Higher Town, the Village Hall junction and Malborough Park junctions are all on the list for the next round.
- e. Many thanks to Do it all Services for cutting the parish footpaths as assigned by Devon County Council.
- f. The upkeep of the Access Path and Village Hall bank are in the process of being reassigned.
- g. Further to the tractor fire on the Salcombe Road, Devon County Council have been out, patched the road and made it good in time for the peak season traffic.
- h. The BT phone box has again been followed up with a selection of photographs, we await a response.
- i. The external auditors contacted us for more information (that was already available on the website) this has been returned to them and we now await conclusion of audit findings.
- j. We have emailed the owner of Chestnut Folly with our concerns but received no response. Cllr Kendall has agreed to follow this up on our behalf.
- k. The school have been asked twice to address the overgrowth that is impacting on visibility along Lower Town. The faded road markings and lack of give way signage has been reported to DCC with reference W221527833
- l. Waste bins for the new playground will be ordered.
- m. White lines at Silverhill are severely faded and we have received reports of several near misses. This will be reported.

#### 111 OPEN FORUM:

Tom Johnson and Liam Gooding were in attendance on behalf of Salcombe Retreat. They provided a short update regarding the recent planning application reference 1516/22/CLP, Salcombe Retreat. Those present then had the opportunity to ask questions.

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### DEVON COUNTY COUNCIL REPORT:

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

#### ROADS.

Normally in May and June 4,500 pot holes are dealt with, but this year due to the dry weather and thereby less potholes we have attended about 1,000 in May and 1,500 in June.

On the back of fuel price increase June saw an 8% decrease in rural vehicle numbers compared to 2021 with little change in urban numbers.

Please note the roadworks at Kitterford Cross on the B3196 North of Loddiswell are beginning and will last for some time.

The HATOC has now passed no waiting at any time at Furzedown & Jubilee Roads. The double yellows will follow in due course.

Works due to take place between the Pound and through Higher Town have been delayed despite being marked up. Cllr Gilbert has been assured it will not be delayed further than the end of the next fiscal year.

It is understood that the rulings regarding the replacement of white lines are changing. Cllr Gilbert will provide an update once the new rulings are confirmed

#### FINANCES.

There is enormous pressure on DCC finances with an overspend in Children's services and Adult services such as to make it extremely difficult to set a budget for 23/24 without major structural changes to how the council operates.

#### GENERAL

The CEO Dr Phil Norrey has resigned and an interim appointment has been made with a new CEO starting hopefully in February 2023

An email has been forwarded with details of the Growing Communities Fund. This has been sent out to all Councillors.

### 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, 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](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. A Prop Tech consultation is due to be issued to ascertain how services in the community are used. A link will be available soon, details will be shared across a variety of platforms and everyone will be asked to complete the survey if possible.
2. The waste service is being brought back into house by SHDC effective from 2<sup>nd</sup> October. FCC will continue to work with SHDC until this time. The brown bin service is likely to be limited to once every four weeks to ensure that everyone gets their brown bins emptied at least once per month further information will be forthcoming.
3. SHDC passed a motion at council regarding the long-term future of the Slapton Line. The current Environment Agency and Natural England have stated that the road will not continue to be repaired when damaged in storms, this would ultimately lead to the ley being breached and filling with saltwater. This is a

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site of national historic interest as well as being the largest freshwater lake in Devon. It is a place of high tourism and needs to be preserved. The social and economic longevity of the communities would be destroyed if the road were closed. Until there is an alternate vehicular route around the back of the lake the road must be kept open, other options for the long-term continuity of access are also being considered.

4. Housing – all the traction with Michael Gove may have been lost following the recent issues with Central Government.

From March 2023, in order to claim business rates, owners must provide evidence of letting a property for more than 70 nights and having advertised that property for more than 140 nights. The information has to be sent to the District Valuer who will advise if business rates can be claimed. At same time, SHDC will have the option of charging up to 200% council tax on empty properties – this includes second homes as they are not lived in as a principal residence.

It is possible that a new separate use class for short term holiday lets will be introduced. This would result in a licensing system to ensure that all lets are known and are registered on the correct basis.

5. There is a consultation about second homes written from the point of view of the tourist organisations and companies: <https://www.gov.uk/government/consultations/developing-a-tourist-accommodation-registration-scheme-in-england>
6. SHDC are installing solar panels on the roofs of leisure centres. It should be noted this only provides a maximum of 42% of power used. Further initiatives are required to reach 100% renewables.

**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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### 112 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. 1516/22/CLP, Salcombe Retreat, Certificate of Lawfulness for Proposed Siting of 52 Static Caravans (Resubmission of 1485/21/CLP). **MPC Object**
  2. 2353/22/PAA, Fern Park, Collaton, extension to existing barn following application 1497/22/AGR  
No plans are on website, no one can come to an agreement without sight of this, SHDC will be asked to start the clock again. This will be dealt with remotely if the new response date falls before the next meeting.
  3. 1247/22/HHO, Poets Cottage, Southdown, replacement of 8 windows & fit solar panels. (28/7) **MPC Support.**
  4. 1882/22/HHO, Daisy Cottage, Luckhams Lane, roof extension, replacement front porch & shed (28/7) **MPC Support**

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

#### b. **Decisions:**

1. 1557/21/VAR, Alston Gate, Removal condition 1, variation of conditions 2,5 & 6. **SHDC no decision yet.**
2. 1558/21/VAR, Alston Gate, Remove condition 2, variation to 3,9,10,11 & 16. **SHDC no decision yet.**
3. 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.

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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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### 113 BUSINESS TO BE DISCUSSED:

- a) Public Toilet Payment: Cllr Long has asked for a review on the costings, this includes a request for clarification as to what will happen when the service is bought back in house. With regard to the maintenance issues previously reported, it was found, on closer inspection that the works were not required.
  - b) Second Access Path: The path has not been marked out as the growth has come out further than the route to be marked. The hedge has to be trimmed back sufficiently that it does not impact on the football pitch.
  - c) Basketball hoop update: We have the opportunity to create a really nice facility, Cllr Bailey and the Clerk are looking at options to bring forward to the next meeting.  
A resolution to purchase table tennis bats and sports equipment for sale or hire to residents at an appropriate price was made, it was resolved to commence with the table tennis equipment and expand based on the success of this. It was noted the Village Hall have tennis rackets, we will ask if these can be included in the initiative.
  - d) Baker Estates update re footpath, kerb and dead trees at the new estate. Cllr Long met with Graham Hutton and Tom Biddle who fully understood all concerns raised.
    - Additionally, residents had been mowing the tops and sides of the bank and the management company will be asked to remind owners that they are not entitled to cut the land not belonging to them.
    - Baker Estates will replant where required, including the hedges along the side of the estate. Other issues outside of the control of Baker Estates have been passed to Enforcement.
    - Regards the steps it was agreed they are not acceptable and will be upgraded.
    - The issues with the road will be dealt with.
    - Baker Estates have agreed to undertake certain works now and will commence the other planting works in autumn.
    - A request for the details of the management company and copies of their minutes will be made
    - Cllr Long will also speak with Tom Biddle about the stones placed in the Portlemore lane at Shute.
  - e) It was resolved to purchase a new noticeboard to replace the one sited at the front of the bus shelter on the Salcombe Road.
  - f) Village Hall Update: Draft minutes have been forwarded to Councillors. Village Hall Minutes are available one month in arrears on the parish website.
  - g) 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.
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### 114 FINANCE & GOVERNANCE:

- a) 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 & HMRC, SHEPS Burial Ground £190, Cutting Edge Garden Services £275, Do it All Services £500, Spring back binders £71.96, Online Playgrounds £471, Clive Wrangles £70, SLCC Allotments reference £24.80, Nick Walker Printing £351, J Yeoman Expenses £28.97, Quantum Heritage £432 (to be ratified in July). **The Council resolved to accept all payments.**

- b) **Governance:**

- i. Policy Review: It was resolved to accept all policies for the period 2022 – 2023.
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### 115 MEETING ENDS **21.11** Hrs

#### Items for September:

- Tree/Light at Malborough Park.

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- Boat at Malborough Park.
- Fencing at new play park, Malborough Park
- Cycle Track Cut
- Tree Planting in the parish
- BOOK NEW NOV MEETING DATE

**DATES FOR THE DIARY:** 21<sup>st</sup> Sept, 19<sup>th</sup> Oct, 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	ban ke	Paid In	Paid Out	Cash Book Balance
Receipt	Messenger Subscriptions	15/06/2022	4	Y	20.00		134,014.45
Payment	Springback Binders - Harrod Refund	27/06/2022	4	Y		71.96	133,942.49
Payment	SHEPS June	30/06/2022	4	Y		190.00	133,752.49
Payment	Cutting Edge Garden Services June	30/06/2022	4	Y		275.00	133,477.49
Payment	Do It All Services	30/06/2022	4	Y		500.00	132,977.49
Payment	Reg 123	01/06/2022	4	Y		14.36	132,963.13
Payment	MAT Electrics	30/06/2022	4	Y		107.94	132,855.19
Payment	Gallagher Insurance	30/06/2022	4	Y		1,147.05	131,708.14
Payment	Royal British Legion Industries	01/06/2022	4	Y		145.99	131,562.15
Payment	Brunel Engraving	01/06/2022	4	Y		226.32	131,335.83
Payment	K Harrod	01/06/2022	4	Y		5.99	131,329.84
Payment	G Allen	30/06/2022	4	Y		7.00	131,322.84
Payment	Crunchy Carrot	30/06/2022	4	Y		120.00	131,202.84
Payment	Quantum Heritage	30/06/2022	4	Y		432.00	130,770.84
Payment	K Harrod Jubilee Refreshments	01/06/2022	4	Y		30.65	130,740.19
Payment	Wages June	30/06/2022	4	Y		777.00	129,963.19
Receipt	500140	14/07/2022	4	Y	100.00		130,063.19
Receipt	500139	14/07/2022	4	Y	110.00		130,173.19
Receipt	500138	14/07/2022	4	Y	35.00		130,208.19
Receipt	July Gross Interest	11/07/2022	4	Y	1.15		130,209.34
Payment	1st Quarter HMRC Payment	18/07/2022	4	Y		92.84	130,116.50
<b>TOTALS YTD Financial year 2022/23</b>					<b>£ 22,672.53</b>	<b>-£ 48,163.62</b>	<b>£ 130,116.50</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>							<b>£</b>
<b>Cash book balance b/d</b>					<b>FY 2022/23 month</b>	<b>4</b>	<b>£ 130,116.50</b>
<b>Balance at bank at end :</b>						<b>18-Jul-22</b>	
	<b>Revenue Accounts</b>					<b>130,116.50</b>	
	<b>Unpresented Items</b>				receipts	-	
	<b>Unpresented Items</b>				payments	-	
					<b>£ 130,116.50</b>		<b>-</b>