

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 18th November 2020		Venue & Time: Virtual Meeting, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr Janey Syrett 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: 0	Apologies:

REF 2020/21 MINUTES

394 WELCOME & APOLOGIES

395 MESSENGER: Cllr Kendall

396 DECLARATIONS OF INTEREST: Declarations of interest was received by Cllr Harrod in respect of finance and Cllrs Sampson & J Yeoman in respect of planning. The councillors withdrew from these discussions.

397 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 21st October 2020 were agreed without alteration and will be signed at the next available opportunity.

Proposed: Cllr Goodhead Seconded: Cllr Harris and agreed unanimously

398 CLERKS REPORT:

- a. The 20mph signs have been received and will be sited shortly.
- b. The public toilets have been found to be consistently clean and tidy. We will continue to undertake checks on them. The contribution information in respect of the painting and decorating works has not been received, this will carry forward to the December agenda.
- c. The Pound transfer is now proceeding again.
- d. Malborough Park Play Area: Documents were signed and returned to the solicitor; the Chairman has one document left to sign. South Hams District Council have confirmed that they are dealing with the monetary transfers.
- e. Malborough Masks have now finished making free masks for parishioners.
- f. Play Areas & Multi Use Games Area: The MUGA is now largely completed with temporary lines on the surface. The final works will take place in Spring 2021 once the average temperature has reached the required level to enable permanent lines to be marked on the courts. We have also received confirmation that the final £10,000 of funding has been approved. We still await the cross- rope delivery, this has been followed up.
- g. The Cycle Path Gate latches have been removed to enable full unhindered access by all parishioners. The steps to the Access Path have also been filled with more chippings.
- h. No developments on the local amenity map. This has been deferred to 2021.
- i. Cycle track signage – the finger sign will state Cycle Path to Salcombe, quotes will be obtained for both aluminium and cast-iron signs plus post.
- j. Climate Emergency Community Board – the Clerk has been selected as a member of the South Hams Climate Change and Biodiversity Community Board. The first session is scheduled to take place on 9th December 2020.

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- k. Printer Recycling: We have found a company willing to recycle the old Messenger printer at no cost. Cllr Syrett will supply the cardboard required to wrap the machine prior to collection.

399 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):

No parishioners present.

400 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

401 COUNTY COUNCILLORS REPORT:

a. BROADBAND.

CDS (Connecting Devon & Somerset) are at present completing the tender process for installation of fibre to the premise across all six Lots spanning Devon and Somerset. The outcome will be finalised before Christmas.

Lot F which covers South Devon is one of the six lots. I hope to be able to inform you of the outcome in January and soon after, the lead in times for the installation of the infrastructure in your area.

All Lots must be completed contractually by December 2024 and for reasons of procurement confidentiality, I'm unable to supply any further detail at this stage.

Also, you may have been contacted by BT Openreach regarding a 'rural Gigabit Voucher Scheme' as an alternative provider. This would involve a BT installation target cost figure being achieved by pledging your Gigabit vouchers to BT Openreach. Once the pledged vouchers total value has reached the BT target figure and you wish to proceed, BT would aim to install the infrastructure within twelve months.

b. GENERAL

- A 379 Edmeston traffic lights. Work to start on January 11th 2021
- I have sent various Covid – 19 information which I hope Councillors have found helpful
- I have recently sent you info on Avian bird flu and various funding streams available
- Recycling Centres are to remain open through this latest lockdown.
- Ash die back is proving far more costly than first thought.
- Fiscal year 2021/22 is to be very challenging after pandemic costs of 2020.
- Lines in Cumber: Both the Parish Council and Devon County Council have received a number of complaints from Cumber residents who have object to the request by the SVRA for double yellow lines in the turning areas. Prior to the meeting the Councillors had been provided with information from the Chairman of the SVRA giving details of the request and how it came about.
The council resolved to put the request on hold and will request that the Salcombe View Residents Association meet with Councillors and Highways representatives to fully discuss the issue.
- The cycle path has now been cut back and it is hoped the Salcombe area of the track will be cut soon. Cllr Gilbert will process the order for scraping the grass off the tarmac.
- Tarmac quotes for cycle path: Final figures are being obtained.

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- Luckhams Lane Temporary Traffic Notice:

THE COUNTY OF DEVON (TEMPORARY RESTRICTION) (LUCKHAMS LANE, MALBOROUGH) NOTICE 2021

TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING

DEVON COUNTY COUNCIL hereby give **NOTICE** that:

On **MONDAY 4 JANUARY 2021**
for a maximum of 5 days

Anticipated Finish **MONDAY 4 JANUARY 2021**

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

Roads affected -

LUCKHAMS LANE, MALBOROUGH , FROM: JUNCTION OF THE A381 TO: FOR 100M ONLY ON LUCKHAMS LANE

The alternative, signed, route for vehicles will be via - A381 - HIGHER TOWN - MALBOROUGH GREEN TO HIGHER TOWN - LUCKAMS LANE

This temporary restriction is considered necessary to enable -

OPENREACH WORKS: ACCESS TO UNDERGROUND STRUCTURES - DE-SILT AND FIBRE CABLING FOR NEW CUSTOMER CONNECTION.

For additional information contact:

SUNBELT RENTALS

Telephone: **0370 050 0792**

Dated: MONDAY 4 JANUARY 2021

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

402 DISTRICT COUNCILLORS REPORT:

- a. Further to the October meeting, Cllr Pearce has investigated the issue in respect of swimming lessons, the sports centre have now confirmed that when the leisure centre opens again, they will allow parents of young children into the water with them to ensure their safety.
With the closure of the leisure centres it should be noted that those paying monthly membership fees will be provided with a credit in due course.
- b. The drainage at the Village Hall requires an application for discharge of conditions.
- c. Waste collection in Bolberry has now been dealt with and the outstanding bags have been collected. Other outlying areas in the parish have not received a regular collection since the new service began, parishioners are requested to contact South Hams District Council to report all non-collections.
- 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.

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If you are not business rated there is an Additional Restriction Grant (based on need) that may be available, full details will be available shortly once the final terms have been agreed.

SHDC are now in charge of distributing the Track & Trace payments of £500, they also have a discretionary fund.

There will be a small number of vulnerable people who are shielding, if anyone needs help please contact the local support network or via South Hams District Council.

- e. There is due to be a Census on 21st March 2021.
- f. 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.
- g. Tree Protection Order. A meeting has been requested for early December as soon as lockdown is lifted. Cllr Long to provide further advices.

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...

403 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.

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

- 1. **3549/20/HHO** Barnspark, New Car Port **MPC Support**
- 2. **3084/20/FUL**, Ilton Farm, Change of Use, Silage Pit to Storage Containers **MPC Support** subject to suitable screening in the form of trees and/or hedging.
- 3. **1982/20/HHO & 1983/20/LBC**, Portlemore Barton, Building improvement work & New Gates. **MPC Support** subject to obscured glass in the circular window.
- 4. **3588/20/HHO**, 54 Cumber Close, Flat Roof Extension. **MPC Support**
- 5. **3202/20/HHO**, Westercot, Lower Town, Rear Extension & Glazed Link. **MPC Support**

b. **Decisions:**

- 1. **3124/20/CLP**, Chestnut Folly, Certificate of Lawfulness for internal/external alterations. **SHDC Refusal**
- 2. **3012/20/ARC**, Discharge of Conditions, 2Alston Gate. **No Decision.**
- 3. **3056/20/HHO**, The Burrows, Single Storey Extension. **SHDC Conditional Approval**
- 4. **2842/20/ARC** Alston Gate, Discharge of Conditions **No Decision**
- 5. **0905/20/ARC**, Winters Marine, **No Decision.**
- 6. **1770/20/FUL** General Purpose Ag Building on land associated with Lower Mill Park. **No Decision.**
- 7. **2694/20/VAR** 152 Cumber Close, Variation of condition 2 **SHDC Conditional Approval**
- 8. **2512/20/CLB** Certificate of Lawfulness, Bolberry Vean. **SHDC Conditional Approval.**

- 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

404 BUSINESS TO BE DISCUSSED:

- a) Quotes have been received to update the lighting and backup supply in the event of a power cut. Proposal to undertake electrical works to the public toilet lighting at a cost of £387.16.

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Proposed Cllr K Yeoman, Seconded Cllr Harrod, Approved by All

- b) Proposal to purchase a detailed map of the parish – No longer required.
- c) Proposal from Malborough with South Huish PTFA for a donation. Details were provided of items with a total cost of £600 to be used by after school clubs, specifically the youth club run by a local organisation.

Proposed Cllr Pedrick, Seconded Cllr Kendall, Approved by All

- d) Proposal to move one VAS sign to location three, Great Park
One of the VAS signs will be moved to site three near Great Park, Cllr Sampson will make enquiries as to the cost of a third unit that could be permanently sited in this area.

Proposed Cllr Harris, Seconded Cllr Harrod, Approved by All

- e) Snow Warden Scheme: We are unable to store grit at the usual location for the immediate future.
Cllr Pedrick to review options available for storage.
- f) Malborough Tree Warden: Our existing Tree Warden, Alan Benstead, has recently resigned from the role. We thank Alan for all his time and effort over the past years.
Jamie Rundle, who is also the Tree Warden for the parish of South Huish, will be approached with an invitation to take on the role.

Proposed Cllr Goodhead, Seconded Cllr Harris, Approved by All

- g) Kingsbridge to Salcombe Cycle Track: Deferred to 2021.
- h) Climate Emergency Sub Committee monthly report. The Climate Emergency Committee have requested funding support to pay for the cost of printing a Climate Emergency Quiz. Following discussion it was proposed that the quiz is included in the next edition of the Messenger as a loose insert.

Proposed Cllr Harris, Seconded Cllr Kendall, approved unanimously

- i) Village Hall Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- j) 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.

405 FINANCE & GOVERNANCE:

- a. The accounts for 2020/21 month 8 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, PKF Littlejohn LLP £240, Zoom November Payment £14.39, Beers Solicitors £1,183, Gill Boyce Bulbs for the Pound £17.98, Postage £2.70, Allotment Water £98.29, Water Public Toilets £99.35, Public Toilets Electricity £51.19, RBL Poppy Appeal £50, First Serve Tennis Courts £32,054.40, Malborough Garden Services £473.19.

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

Governance:

- a) Budget & Project Update: Deferred to December when the S106 funds and land transfer funds have been received and a quotation for a new VAS unit is obtained.
- b) Conclusion of Audit Statement: The statement has now been received and will be uploaded to the website and placed on a noticeboard.

MEETING ENDS 21.11 Hrs

DATES FOR THE DIARY: 16th Dec, ZOOM, 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

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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, Mr Allan Benstead (Tree Warden), Mrs E. Bond (Asst. Tree Warden), Mr Tony Lyle (Climate Emergency Sub-Committee), Malborough Parish Council Notice Boards (2), Malborough Primary School, Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, National Trust, SVRA

APPENDIX A: Malborough Parish Council Finance: Month 8

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	September Gross Interest	09/09/2020	7	Y	0.28		37,897.44	
Payment	Malborough Garden Services	22/10/2020	8	Y		512.79	37,384.65	
Payment	Play Area Hygiene Services	22/10/2020	8	Y		401.59	36,983.06	
Payment	Nick Walker Printing	22/10/2020	8	Y		292.00	36,691.06	
Payment	SHDC Play Area Inspection	22/10/2020	8	Y		252.00	36,439.06	
Payment	Zoom Payment October	22/10/2020	8	Y		14.39	36,424.67	
Payment	Wickstead Crossed Rope	22/10/2020	8	N		251.08	36,173.59	
Payment	DHF Products Road Signs	22/10/2020	8	Y		88.56	36,085.03	
Payment	First Serve Tennis Courts	23/10/2020	8	Y		32,054.40	4,030.63	
Receipts	SHDC S106 payment re Tennis Courts	23/10/2020	8	Y	5,724.00		9,754.63	
Payment	Jack Stone Grass Cutting	26/10/2020	8	Y		90.00	9,664.63	
Payment	SSE Business Toilets Electricity	26/10/2020	8	Y		51.19	9,613.44	
Payment	October Clerks Salary	30/10/2020	8	Y		634.87	8,978.57	
Receipts	Messenger Banking	02/11/2020	8	Y	10.00		8,988.57	
Receipts	November Gross Interest	09/11/2020	8	Y	0.17		8,988.74	
Receipts	SHDC S106 payment re Tennis Courts		8	N	24,276.00		33,264.74	
							33,264.74	
TOTALS YTD Financial year 2019/20					£	64,729.90	-£ 58,613.47	£ 33,264.74
RECONCILIATION CASH BOOK TO BANK							£	
Cash book balance b/d						FY 2020/21 month	8	£ 33,264.74
Balance at bank at end :							18-Nov-20	
Revenue Accounts							33,264.74	
Unpresented Items						receipts	-	
						payments	-	
							£ 33,264.74	
£s	RESERVE FUNDS			ACCOUNTS FOR PAYMENT			Variance	
£ 2,000.00	Gritter Repairs			<u>K Harrod Salary</u>	DD Month End		634.87	
£ 3,500.00	New Gritter Purchase/Climate Adaptations			<u>HMRC NIC</u>			incd in above	
£ 300.00	Signage							
£ 2,000.00	Bus stop Installation			Malborough Garden Services		-	473.19	
£ 1,000.00	Replacement Defibrillators			PKF Littlejohn Audit		-	240.00	
£ 7,000.00	Toilet Cleaning Fees			Zoom Payment November		-	14.39	
£ 5,000.00	Toilet Repairs/Maintenance			Beers Solicitors		-	1,183.00	
£ 2,000.00	Environmental Improvements			Gill Boyce Bulbs for Pound		-	17.98	
£ 1,000.00	Fencing Improvements			Postage		-	2.70	
£ 150.00	Election Costs			Allotment Water		-	98.29	
				Water Public Toilets		-	99.35	
£9,314.74	General Holding Funds			Electricity Public Toilets		-	51.19	
				RBL Poppy Appeal		-	50.00	
				First Serve Tennis Courts		-	32,054.40	
£33,264.74	Total Funds:							
Receipts & PAYMENTS REPORT TO COUNCIL								
MEETING DATE						18/11/2020		
Prepared By:						K Harrod for Malborough Parish Council		