

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

<b>Date:</b> 15 <sup>th</sup> July 2020		<b>Venue &amp; Time:</b> Virtual Meeting, 19.30hrs
<b>Present:</b> Cllr Lucinda Goodhead Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr Janey Syrett Cllr John Yeoman (in the chair) 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 Vanessa Harris

### REF 2020/21 MINUTES

#### 370 WELCOME & APOLOGIES

371 MESSENGER: Cllr Kendall

372 DECLARATIONS OF INTEREST: A Declarations of interest were received by Cllr Harrod, Cllr Sampson and Cllr J Yeoman in respect of finance. The councillors withdrew from these discussions.

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

The minutes of the Parish Council meeting of 17<sup>th</sup> June 2020 were agreed without alteration and will be signed at the next available opportunity.

Proposed: Cllr Pedrick Seconded: Cllr Sampson and agreed unanimously

#### 374 CLERKS REPORT:

- a. Burial Ground, we now have the numbered stones to indicate reserved graves. In the future, graves will be allocated in line to ensure maximum capacity can be reached. We recently had an issue with bullocks getting into the burial ground, fortunately they were able to be moved on before too much damage occurred. A request has been made to the funeral director to make good the damage and to bill the costs to the owner of the animals. The owner has already been verbally advised to expect the invoice.  
Cllrs Sampson and J Yeoman sorted out the graveyard fencing and replaced the posts at The Pound with large stones.
- b. The Public Toilets are due to open shortly, we have provided SHDC with the details and await their confirmation of such.
- c. The Pound & Substation, we await final confirmation of ownership.
- d. Malborough Play Park Area, details of our solicitor have been forwarded to SHDC in respect of the transfer of the land. We await developments.
- e. Baker Estates Housing – the social housing is now in the process of being allocated with a number of people in the village being given dates to move in. All those we are currently aware of have strong local connections.
- f. Malborough Garden Services – MGS have been asked again to cut the bank on Collaton Road by the village hall. They have also been asked to take over maintenance of The Green until their contract comes up for renewal in April. MPC will write to thank the Eva Bond who has been maintaining TheGreen for many years. Additionally, we have requested that they cut the top of the bank leading to Cumber Close as the nettles and brambles are causing problems.
- g. The July Defibrillator Reports have been completed. The Post Office are asking their contact if he will give us a preferential price for installation.

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- h. The Malborough Mask team have made 332 masks and distributed 254. We anticipate a jump in demand following the recent Government ruling that masks are to be worn in shops.

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### 375 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):

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### 376 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](http://www.police.uk)

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### 377 COUNTY COUNCILLORS REPORT:

#### 1. COVID-19

Devon is 148<sup>th</sup> now out of 150 areas at risk in England. So at present very low risk.

As at 30<sup>th</sup> June there were two positive cases per week.

The government has placed responsibility for local Covid-19 outbreaks with upper tier authorities.

Devon (DCC) has an advanced 'Local Outbreak Management Plan' LOMP in place, should it be necessary.

#### 2. ECONOMY.

About 30% of workers in Devon have been furloughed or made redundant, with up to 90% in tourism.

Tourism = 5.5% of Devon's economy and employs 12% of the workforce being about 63,000.

DCC Economy (my portfolio) is working hard to restart, regrow and reset the economy with the main sectors being Tourism, Retail, Construction and Agriculture food & drink.

#### 3. BROADBAND.

Mobilisation of new CDS Devon and Somerset contract set for early 2021. There are six lots to tender individually or as a group.

There is plenty of interest with contract completion by December 2024.

BT Gainshare has provided £6Million to date which has allowed an additional two thousand hard to reach properties to be connected. The take up has been 65% as against the national average of 61% which has improved the Gainshare monies.

#### 4. VARIOUS.

- a. I have and am still trying to get news on the crooked white lines on the A381. Indeed, I am having issues with lining across my Division and Skanska.
- b. The road by Silverhill has now been repaired, Councillors noted that the buddle hole has not been cleared out and the bank was not dug back (tarmac being placed directly onto the earth). It is anticipated that ponding will be severe in this location following heavy rain. The clerk will speak with Highways to request action and establish what communications have taken place with the nearby landowner.
- c. Noted that Skanska will not be in charge for much longer as they have resigned their contract. This contract will be going out to tender in the near future.
- d. There continues to be issues with Luckhams Lane, including speeding, drivers following SatNav and getting lost or inappropriate sized vehicles using the lane. A parishioner request has been made for speed ramps. We will speak with Highways about this.
- e. Collaton Road parking is particularly poor. A site meeting will be arranged to discuss extending double yellow lines along the road.

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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

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### 378 DISTRICT COUNCILLORS REPORT:

- a. Please report any bins that are dirty and/or overflowing.
- b. Potential Enforcement issues are being flagged up – Cllr Long
- c. SHDC Dog Consultation. Under the conveyance of 1949 that set up the Village hall and Playing Field clause 9 *The Committee in exercise of the powers vested in them by section 15 (3) of the Open Spaces Act 1906 may make bye-laws governing the public playing fields.*  
This has been the basis on which the Village Hall Committee has always operated and the dog rules have been in place.  
So as the land is private and held by the Trustees ( everyone in the village over 18) and run by the Committee the Village halls own stricter bye-laws apply.
- d. Village Hall Car Park. The drainage report has now been received and we await advice from SHDC planning to confirm acceptability prior to requesting removal of that condition.
- e. SHDC have been completely C19 free for two weeks. The Local Outbreak Management Plan is now in place, Cllr Pearce is on the board.

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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### 379 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. **1770/20/FUL** Readvertisement General Purpose Ag Building on land associated with Lower Mill Park. **MPC Objection**
2. **1900/20/HHO**, Chestnut Folly, Higher Town, Demolition of Garage, **MPC Support Conditional Approval providing works commence out of season and avoid holiday periods.**
3. **1705/20/FUL**, Ilton Farm, Change of Use. **MPC Support Conditional Approval providing suitable screening is included.**
4. **1954/20/AGR** Alston Farm, Livestock Building. **MPC Support.**
5. **0105/20/VAR & 0106/20/VAR** Alston Gate UPDATE ONLY.  
The S106 agreement has now been implemented and there is access to the public open space. The owners now need to mow the area as well as change the access to the estate and deal with the hedge issue.

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

1. **1015/18/FUL** Salcombe Retreat Appeal Decision. The appeal was dismissed and the application for costs refused.
  2. **0694/20/HHO**, Broad Downs, Application for wooden storage shed. Conditional Approval.
  3. **1332/20/ARM**, HI HO, No Decision
  4. **0905/20/ARC**, Winters Marine, 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](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)
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### 380 BUSINESS TO BE DISCUSSED:

- a) Climate Emergency Sub Committee Policy. A meeting is due to take place on Thursday, a full report will be provided in due course.
- b) Village Hall Monthly Update.
  - Wi-fi has been installed but requires a boost.
  - The wood has had some work done to strip out the dead trees.
  - Work to clear and update the old pavilion has commenced.
  - A quote has been obtained to replace the swing and chains; this totals £342.34. Plus a further £251.08 for the replacement of the damaged rope area.

**Proposed** Cllr Pedrick **Seconded** Cllr Goodhead **approved unanimously.**

- c) Confirmation of Monthly Checks, both defibrillators checked (Post Office reported as out of date pads), Skate Park has been checked. The Play Area continues to be checked by Mr Allan; Utilities Meters have not been checked due to toilets being closed.
- d) National Trust Update From Ranger Emma Reece.
  - Due to the ongoing coronavirus situation over 70% of the Trust remains furloughed. We have brought a few more staff back in South Devon but the majority are still off, this means we are working to a limited capacity within strict budget constraints, focusing on essential tasks. The whole Trust is undergoing a restructure following the significant financial impact of the virus, we won't have any further detail of how this will look going forwards until the end of July.
  - Visitor numbers have been increasing since the easing of the lockdown restrictions and opening of overnight facilities, - we are expecting an extremely busy season. We are focused on managing the car parks, and already finding many more issues with overnight camping and caravans / vans on the sites. Beach sites have been extremely busy.
  - In response to the complaint about cars blocking access around East Soar car park at the weekend, we have opened the overflow. This is at a limited capacity initially, while some rare arable plants set seed. In a few weeks, the rest of the overflow will be opened. The installation of the pay and display machine is on hold due to our budget constraints. However, we will be starting up a Pay By Phone system in the meantime. We have been using this on other sites and it has worked really well with a high compliance rate, especially at present when people are avoiding using cash.
  - Overbecks garden (including car park & toilets) have reopened – visitors must book in advance. The tearooms and house remain closed for now.

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### 381 FINANCE & GOVERNANCE:

- a. The accounts for 2020/21 month 4 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 £792.22 & Quarterly HMRC £279.40, Malborough Garden Services £473.18, DHF Products £164.88, 3 Zoom Meetings £43.17, Graveyard Stakes £143.50, Public Toilets Electricity £40.27, Engineering & Development Solutions Drainage Design £702, Cement for Play Area Fort £18.77, Costs for Post Rammer and Percolation testing Quantum Heritage Ltd £846.60, Ajanta £57, Trago Elastic £35.95, Bus Stop Galvanising £240.

The payments were proposed by Cllr Goodhead and seconded by Cllr Pedrick and carried unanimously.

#### **Governance:**

The Devon Association of Local Councils are strongly recommending that meetings continue via remote means for now. With this in mind, any meeting in August will take place via Zoom, we will review the situation for our September meeting.

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**MEETING ENDS 20.35 Hrs**

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**DATES FOR THE DIARY:** 16<sup>th</sup> Sept, 21<sup>st</sup> Oct, 18<sup>th</sup> Nov, 16<sup>th</sup> Dec, **Venue TBA**, 7.30pm.

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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

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 4

Category	Descriptor	Date	Month No. of Report to Council	Paid In	Paid Out	Cash Book Balance
<b>Cash Book Balance b/f from last financial year</b>						<b>27,148.31</b>
Payment	RE Hutchings - Malborough Masks Project	25/06/2020	4	-	35.95	41,991.86
Payment	June Clerk Salary Net	29/06/2020	4	-	792.22	41,199.64
Payment	HMRC Quarterly Payment	29/06/2020	4	-	279.40	40,920.24
Payment	Ajanta Studios Face Masks Project	29/06/2020	4	-	57.00	40,863.24
Payment	Jack Stone Grass Cutting	29/06/2020	4	-	90.00	40,773.24
Receipts	Burial Ground	01/07/2020	4	340.00	-	41,113.24
Payment	Came & Co (Arthur J Gallagher) Insurance	08/07/2020	4	-	846.80	40,266.44
Payment	G & J Hocking Allotment Rent	10/07/2020	4	-	250.00	40,016.44
Payment	G E Boyce The Pound Maintenance	10/07/2020	4	-	6.99	40,009.45
Payment	Malborough Garden Services May	10/07/2020	4	-	465.99	39,543.46
Receipts	July Gross Interest	09/07/2020	4	1.67	-	39,545.13
<b>TOTALS YTD Financial year 2019/20</b>				<b>£ 19,336.36</b>	<b>-£ 6,939.54</b>	<b>£ 39,545.13</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>						<b>£</b>
Cash book balance b/d				FY 2020/21 month	4	£ 39,545.13
Balance at bank at end :						14-Jul-20
Revenue Accounts						39,545.13
Unpresented Items						receipts -
						payments -
						£ 39,545.13
						-
<b>£s</b>	<b>RESERVE FUNDS</b>	<b>ACCOUNTS FOR PAYMENT</b>				<b>Variance</b>
£ 2,000.00	Gritter Repairs	DD Month End & incd in above				792.22
£ 3,500.00	New Gritter Purchase/Climate Adaptations	K Harrod Salary				279.40
£ 500.00	Signage	HMRC NIC				
£ 2,000.00	Bus stop Installation	Malborough Garden Services				473.18
£ 1,000.00	Replacement Defibrillators	DHF Products (Road Signs)				164.88
£ 7,000.00	Toilet Cleaning Fees	3x Zoom Subscription May - Juy				43.17
£ 5,000.00	Toilet Repairs/Maintenance	Graveyard Stakes				143.50
£ 2,000.00	Environmental Improvements	Public Toilets Electricity				40.27
£ 1,000.00	Fencing Improvements	Engineering & Development Solutions Drainage Design				702.00
£ 150.00	Election Costs	Cement for Play Area Fort				18.77
£ 15,395.13	General Holding Funds at 17/6	Costs for Post Rammer Quantum Heritage				246.60
		Ajanta Masks Project				57.00
		Trago Elastic for Masks Project				35.95
		ShelterStore (bus stop galvanising)				240.00
		Quantum Heritage Percolation Test				600.00
		Meeting Sub Total				2,765.32
<b>£39,545.13</b>	<b>Total Funds:</b>	<b>Receipts &amp; PAYMENTS REPORT TO COUNCIL</b>				
		<b>MEETING DATE</b>				15/07/2020
		Prepared By:				K Harrod for Malborough Parish Council
		Date:				14/07/2020