

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

<b>Date:</b> 26 <sup>th</sup> February 2020		<b>Venue &amp; Time:</b> Annex, Malb. Village Hall, 19.30hrs
<b>Present:</b> Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr John Yeoman (in the chair)	<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: 3	<b>Apologies:</b> Cllr Lucinda Goodhead Cllr Kevin Yeoman

### REF 2019/20 MINUTES

#### 318 WELCOME & APOLOGIES

Cllr Rutherford has recently handed in her resignation with immediate effect. We will be looking to co-opt a new councillor; a casual vacancy notice is being arranged.

#### 319 MESSENGER: Clerk

**320 DECLARATIONS OF INTEREST:** Declarations of interest were declared by Cllr Harrod in respect of finance. The councillor withdrew from these discussions.

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

The minutes of the Parish Council meeting of 15<sup>th</sup> January 2020 were agreed without alteration.  
Proposed: Cllr Kendall Seconded: Cllr Harrod and agreed unanimously

#### 322 CLERKS REPORT:

- a. Silverhill potholes have now been filled, the remainder of the road is to be resurfaced.
- b. Luckhams Lane signage has not yet arrived, this has been followed up.
- c. Barriers at Malborough Village Hall have been delivered and are awaiting installation.
- d. Malborough Play Park Area, no further update.
- e. Teign Housing held a drop-in session at the village hall re the affordable housing at the View. If anyone wants details regarding the housing please contact the clerk.
- f. Public toilets including Cleaning, Lighting & Water Usage: Meter readings are taking place regularly, no update re the water recharge to the Post Office. An electrician has been asked to change the lighting to LEDs and for the lights to illuminate on entry.  
Cleaning of the facility continues to be at a sub-standard level. SHDC are aware of this.
- g. Collaton Road Bus Stop We are still awaiting quotes.
- h. Higher Town Speed – Adam Keay has advised that the 20mph roundels and additional signage will not be forthcoming. However, a new school sign will be arranged to replace the missing one, he has also reported to enforcement the wear to the school markings and they will visit with a view to repainting.
- i. Double yellows at the junctions of Jubilee and Portlemore and those requested for Cumber Close. We have now received confirmation that these will all be added to the next Traffic Regulation Order for the 2021/22 financial year.
- j. Snow Warden: Snow Warden updates have been provided to SHDC following their recent request.  
The final delivery of 5t grit salt was received in January.
- k. The Guinness Trust have now signed up to a local lettings policy.50% of their properties in Malborough will be let to locals in bands A-E. LiveWest have not signed up to any agreement yet.
- l. Silverhill CCTV no update.

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### 323 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):

The following update was received from National Trust Ranger, Emma Reece:

- We have carried out maintenance work to the ponds at East Soar farm so they are ready for the spring season and will provide fantastic habitat for lots of wildlife
- The weather has been causing lots of cliff falls, fallen trees and path damage – please do let us know if you see any issues when you are out and about
- We will be applying for planning permission to install a small temporary hut in the car park at Bolberry Down for our recruitment team to use.
- With the onset of March all the winter scrub works has been completed around East Soar and Bolberry – some wildflowers are starting to come out already on the grassland areas
- We have been carrying out further hedge planting sessions with the public and our volunteers at South Down Farm to restore and create new habitat on the farm
- We are in the process of ordering signage for a new permissive path at South Down farm as a new route out onto the coast above Soar Mill Cove.
- We are aware there is a lot of rubbish to remove from Soar Mill Cove and will get on the case as soon as the fields are dry enough to drive through

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### 324 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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### 325 COUNTY COUNCILLORS REPORT:

- a. Four Ways, details of the owner not known. Cllr Pedrick to obtain for DCC.
- b. Prison Workers, any works to do with Highways & Footpaths can be arranged via Adam Keay.
- c. DCC is now going to review the rules for erecting Vehicle Activated Signs, Cllr Gilbert will report back to MPC when further details are known. The monthly report for January has been distributed.
- d. The DCC council tax increase this year will be 2% plus a further 2% for adult social care – over half of the total budget is now spent on Adult Social Care.
- e. The Highways drainage budget has been increased by £2m to deal with the issues on the roads, specifically drainage.
- f. Cycle path tarmac issue plus Higher Town & Vicarage Corner. There are continued issues at Vicarage Corner with water diverting around a drain.  
The cycle path tarmac issue remains, this has been reported again. Details/photos of the damage will be provided to Highways by the landowner whose access across the cycle track is undermined. Cllr Gilbert stated that he would try to raise the priority of the works. Details of who to send damage compensation claims to can be found on the DCC website <https://www.devon.gov.uk/roadsandtransport/maintaining-roads/highways-insurance-claims/how-do-i-make-a-vehicle-damage-claim/>
- g. Great Lane, Footpath 2 – No update

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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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### 326 DISTRICT COUNCILLORS REPORT:

- a. Dog Bin – Re SVRA request for a new dog bin to be sited on the wooden fence at the corner of the car park by Spitfire Green (old bowling green). We have provided the SVRA with a list of costs but have not yet received details of the fees to empty the bin. **ACTION: Cllr Pearce**
- b. The budget has been agreed, the increase in council tax for a band D property amounts to £5 per annum.
- c. The Salcombe Retreat Appeal has been lodged; Ian Lloyd is the officer allocated to the case. The Ward Councillors were advised that not all those who objected to the application have been contacted re the appeal, they will investigate this. **ACTION: Cllrs Pearce & Long**
- d. Rob Sekula is being followed up re the monies allocated that MPC would like transferred to the Tennis Courts resurfacing.

**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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### 327 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.**

Re development of Field adjacent to Bolberry Cross – a stop order has been placed on this. No planning application has been received.

**3086/19/HHO** Cumber close, first floor extension & pitched roof. MPC Objection

**0105/20/VAR & 0106/20/VAR** Alston Gate variation of conditions. **SHDC have confirmed an extension to allow sufficient time to consider this in full.**

**0247/20/VAR** Ashbys of Salcombe, variation of condition 2. MPC Approval

**0133/20/ADV** East Soar Car Park, Advertisement Consent for pay & display machine. MPC no comment.

**0359/20/HHO** Coombe Down, alterations, extension, new garage & pool. MPC Approval.

- b. **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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### 328 FOOTPATHS, TREES & ALLOTMENTS:

- a. Tree Preservation Order Malborough Park: The tree in question, a Monterey Pine, is not considered to be safe, large branches have been falling off and as the proximity to the nearest building is approximately 3m it is considered only a matter of time until serious damage is sustained. It is being claimed that this is an amenity tree, however, it is not natural to the area, it's dangerous (pine cones & branches falling regularly), is now overgrown for the area and may be more likely to fall having recently had the roots disturbed with the building on the new estate. The Council agrees with all the residents of the estate and unanimously objects to this tree being given a protection order. The Council is of the view that the tree

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should be removed and replaced by trees that will give more amenity and not be a danger. **ACTION: Cllrs Pearce & Long**

- b. Feasibility Study Kingsbridge to Salcombe: The Councillor response remains the same as per the initial document and is concerned that worries and objections put forward by the Parish Council seem to be completely ignored.
- c. Shute Tree Issue: Parishioners have raised the issue of the tree growing into the overhead lines. A letter has been sent to the owner requesting action.

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### 329 VILLAGE HALL:

- a. Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- b. Tennis Courts – The winning tender has now been advised. We are currently awaiting confirmation of the funding transfer before we arrange a start date.
- c. Car Park drainage– We have requested EDS Engineering Solutions to provide the designs and scaled drainage plan at a cost of £585 excluding VAT.
- d. More quotes have been received regarding the recycled sleepers the best price being £1,937 excluding VAT. Due to the weather this order is on hold until the area is dry. The Clerk will request a quote from a local handyman. **ACTION: Clerk**

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### 330 MISCELLANEOUS:

- a. Land Ownership Pound & Substation: We have received notification that Land Registry are going to visit the area to check on the Pound & Sub-Station. Once this has taken place we trust the matter will be finalised.
- b. Bridleways – no update received from NT Ranger Emma Reece.
- c. Post Office & Co-Op: The Councillors remain disappointed that the Co-Op have little inclination to incorporate the Post Office into their Malborough store. Councillors are fully supportive of the Post Office and will be in touch with the owner to further confirm their support and request that this be made known to the managing agents.

#### MONTHLY CHECKS:

- Defibrillators: Cllr Harrod agreed to undertake the monthly checks.
- Skatepark: Cllr Harrod has undertaken weekly checks.
- Outside Gym/Play Area: Checked by Geoff Allan – Thank you Geoff!
- Water Meter & Allotments: The meter has now been turned off. A final reading is required.
- Public Toilet Meters: Checked by the Clerk.

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### 331 FINANCE & GOVERNANCE:

- a. The accounts for 2019/20 month 11 were received, shown as year to date **Appendix A**. A mandate sheet and transaction record were introduced and duly signed to authorise the e-payments.:  
Clerks Salary & HMRC £628.16, Malborough Garden Services £475.20, Nick Walker printing £323, Barrier Payment £150.65, plus the Section 137 payments as approved in January: £500 Hope Cove Lifeboat, £100 CAB, £100 RVS, £100 Horticultural Society

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

- b. Clerks Course ILCA – Not yet booked.
- c. Digitised Records – further investigation will take place regarding this.
- d. Register of Electors: The Clerk now holds the 2020 Register of Electors.

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### 332 CORRESPONDENCE: No update

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**MEETING ENDS 21.34** Hrs

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**DATES FOR THE DIARY:** 18<sup>th</sup> March, 15<sup>th</sup> April, 20<sup>th</sup> May, 17<sup>th</sup> June, 15<sup>th</sup> July, 16<sup>th</sup> Sept, 21<sup>st</sup> Oct, 18<sup>th</sup> Nov, 16<sup>th</sup> Dec, Village Hall Annex, 7.30pm.

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Signed as a true record: \_\_\_\_\_

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### 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, Rutherford, Sampson, 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), 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 11

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>17,726.48</b>
Payment	December Malborough Garden Svs	24/01/2020	11	-	72.00	34,132.03
Payment	Plastics Company	24/01/2020	11	-	422.39	33,709.64
Payment	Allotments Water	24/01/2020	11	-	34.71	33,674.93
Payment	Allotments Toilets	24/01/2020	11	-	141.59	33,533.34
Payment	Beers Solicitors £940 + £250 Disbursements	24/01/2020	11	-	1,190.00	32,343.34
Payment	Bartons Solicitors	24/01/2020	11	-	13.00	32,330.34
Payment	Malborough Village Hall	24/01/2020	11	-	364.00	31,966.34
Payment	January Clerks Salary/HMRC	15/01/2020	11	-	628.16	31,338.18
Receipt	Malborough Village Hall MVH Advertising	16/01/2020	11	100.00		31,438.18
Receipt	Messenger Payment	22/01/2020	11	126.00		31,564.18
Receipt	West Alvington Defibrillator Payment	06/02/2020	11	1,000.00		32,564.18
Payment	February Clerk Salary/HMRC	15/02/2020	11	-	628.16	31,936.02
Receipt	February Gross Interest	10/02/2020	11	1.40		31,937.42
<b>TOTALS YTD Financial year 2019/20</b>				<b>£ 43,650.00</b>	<b>-£ 29,439.06</b>	<b>£ 31,937.42</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>						<b>£</b>
Cash book balance b/d				<b>FY 2019/20 month</b>	<b>11</b>	<b>£ 31,937.42</b>
Balance at bank at end :					<b>26-Feb-20</b>	
Revenue Accounts						31,937.42
Unpresented Items				receipts		-
				payments		-
						<b>£ 31,937.42</b>
						-
<b>ACCOUNTS FOR PAYMENT</b>						<b>Variance</b>
				<b>K Harrod Salary</b>	<b>DD 15th Month</b>	<b>628.16</b>
				<b>HMRC NIC</b>		<b>0.00</b>
Plus						
Malborough Garden Services December						475.20
Nick Walker Printing						323.00
Barriers Direct						150.65
Hope Cove Lifeboat						500.00
CAB						100.00
RVS						100.00
Horticultural Society						100.00
<b>Meeting Sub Total</b>						<b>1,748.85</b>
<b>Receipts &amp; PAYMENTS REPORT TO COUNCIL</b>						
<b>MEETING DATE</b>					<b>26/02/2020</b>	
Prepared By:					<b>K Harrod for Malborough Parish Council</b>	
Date:					<b>26/02/2020</b>	