

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

Date: 30th November 2022		Venue & Time: Village Hall Annex, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr John Yeoman (Chairman) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long Part Meeting: Dist. Cllr Judy Pearce NT Ranger Emma Reece Parishioners/Guests Present: 0	Apologies: County Cllr Rufus Gilbert

REF 2022/23 MINUTES

136 WELCOME & APOLOGIES

137 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to accept the minutes of the Parish Council meeting of 19th October 2022, they were then signed by the Chairman.

138 Declarations of Interests and amendments to Members' Registers of Interests:

A declaration of interest was received from Cllr Harrod in respect of Finance. No updates to Registers of Interest were received.

139 MESSENGER – Cllr Kendall

140 CLERKS REPORT –

1. National Trust Meeting at Bolberry:

The meeting went well. Down grazing will only take place from late August to April to allow flowers/birds to flourish – this is also the busiest time for walkers and for dog problems with sheep so the tenants are happy with the agreement. They will also take a cut in August but did not do it this year due to the fire risk. There was much talk about the fire and the fact that the Fire Service let it run. National Trust senior management continue to discuss the problem with the Fire Service in view of all their remote and hard to reach holdings and the impact of climate warming.

Fields off the Down belonging to the National Trust will be grazed by sheep and cattle – the lease arrangements are still being agreed with the tenants. The combination of sheep and cattle is more beneficial to the growth of mixed flowers/other wild life as cattle eat different things!

The National Trust will be putting on a walk for Councillors in June/July at Southdown so we can see the success they have had there with this mixed grazing.

2. Tree preservation request: We have received confirmation from South Hams District Council that a tree preservation order has been served at Crossparks, Salcombe Road, Malborough, TQ7 3BX
3. Giant Crocus Bulbs: The bulbs have been distributed around the parish, the majority will be planted in Malborough by the school, village hall committee and by Councillors. Others have found homes in Bolberry and Soar.
4. Play Park Gate: The gate had been damaged and subsequently went missing, it has now been recovered and is ready for repair.
5. The South Hams Sports & Community Development Officer has been in touch with a free three day pass to local leisure centres. This information has been shared in the parish.
6. Both Remembrance Events went well and the walk along Lower Town rather than Higher Town was much safer and well received.
7. A reminder: The main Modbury through road will be closed off for three months in early 2023 for the Victorian sewers to be upgraded. Further details will be provided.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

8. Devon County Council Enforcement found some of the double yellow lines in the parish obscured by fallen leaves, this was reported to South Hams District Council for sweeping. If any further issues are noted they can be reported to Devon County Council directly via their website.
9. The internal audit signed agreement has been received.
10. The localities application to fund a bench to be sited by the old lifeboat station in Hope Cove bench has been approved and submitted (RP/414671).
11. Monthly Reports – Defibrillators, energy/water meters. The reports will next be done in the first week of December.

141 OPEN FORUM:

NT Ranger Emma Reece attended the meeting and confirmed following the Bolberry Down meeting there would be an open public meeting, probably in January 2023 for anyone who would like more information. Details of the new lease and land management are still being finalised with the tenant. The land management changes are being phased in as the respective tenancies fall due for renewal.

Emma will ask for representation from the Fire Brigade at the January meeting after concern was raised about the lack of information received from the fire service.

A permissive bridle way is planned for East Soar to Overbecks. This is currently in the early stages as it will require permission to change the existing footpath to bridleway status. They will also need permission to upgrade the surfacing too. A Councillor suggested signage and a potential link to the North Sands/Collaton Bridleway if a safe route between Overbecks and North Sands could be approved as the road is not currently safe for horses and riders.

It was noted one of the footpaths from Queens Head to Starehole Cove needs attention. Emma will log this for review.

DEVON COUNTY COUNCIL REPORT:

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

1. DCC Finances remain complicated, they are still trying to set the 2023/24 budget.
2. When travelling to Plymouth or the surrounding area from January, please ensure you know which route you will take as Modbury will be closed for three months due to works on the Victorian sewers.
3. The Freeport is attracting new investment and supply chain opportunities, Devon County Council fully support the commitment to tackle climate change, deliver clean growth and marine decarbonisation.
4. Families on low incomes can get help with food and utility costs this winter via the new Household Support Fund. Through this fund, Early Help is able to provide a grant per family to support with:
 - Providing vouchers for food
 - Supporting with energy and water bills for household purposes
 - Emergency boiler and heating repairs
 - Essential white goods such as a fridge, freezer or cooker
 - Also can provide petrol for jobs and broadbandSee this link for further details: <https://www.dcfp.org.uk/early-help-household-support-fund/>
5. Cllr K Yeoman has recently reported Well Hill drain blockages, the reference will be forwarded to the Clerk to follow up as there is flooding to one of the garages when this happens.

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, enforcement issues, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

DISTRICT COUNCILLOR REPORTS:

Email Cllr Judy Pearce: cllr.judy.pearce@southhams.gov.uk

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

1. There are changes to the taxation of self-catering properties. From 1st April 2023, if businesses have applied for business rates rather than council tax, owners will have had to have shown that during 2022 properties were let for more than ten weeks and were advertised as available for at least twenty weeks as well as confirming that the properties will be available for at least twenty weeks during 2023. Between now and 1st April evidence will have to be provided to the valuation agency, those who are no longer able to apply for business rates will have to pay the full council tax rate.
2. Torbay Council are reviewing their local plan and are currently out to consultation. They need to build 10,000 properties which would potentially impact on green land between Torbay and South Hams.
3. The Electoral Registration Annual Canvas is currently taking place. All staff have identification.
4. The Annual Rough Sleep Count is also being undertaken this month – this results in an estimate of rough sleepers in the area. The definition of sleeping rough is anyone who is not sleeping in a house.
5. The Climate Emergency planning statement will now be operative to applications registered after 30th November.
6. The Freeport is up and running – they are looking for businesses to take premises at the site(s).
7. Cost of Living response plan – there is a lot of help available from SHDC. Furthermore, some money has been given by the Government for people who have not previously been eligible for help – specifically families with school age children who are just outside the qualification level for benefits.
<https://www.southhams.gov.uk/cost-of-living-help>
8. The Council Tax reduction scheme is out to consultation. This scheme will reduce payments for those in need and is another good way of families in distress saving money.
9. The council is trying to improve access to services by recognising not everyone is online or has access to the internet. Localities Officers will “triage” calls received and can even visit the caller to help them with relevant forms or other assistance. South Hams District Council is also due to start sending texts to people – particularly people with benefits and/or housing problems.
10. The Boundary Commission has completed its final report & the Totnes Constituency will now be called South Devon Constituency as the boundary has extended and will not take in the Charterlands Ward.
11. Asylum Seeker dispersal: In Torbay three hotels were given short notice that they would be taken over for asylum dispersal. It is thought that there are no hotels in the immediate area that would be suitable. Asylum seekers are not due to be determined until they are in proper housing. Our allocation in the South Hams, based on population, is 59 asylum seekers.
12. Avian Flu – the entire country is now on mandatory housing for poultry. No mixing of geese & poultry. There have been fewer dead birds on beaches/land but concern is rising as we are now in the migration period so may see an increase. It is now the responsibility of the respective landowners to remove dead birds from their land.
13. The refuse collection rounds are still being reorganised to ensure they are at their most efficient.
14. The importance of the objectives and ambitions laid out by the Devon Carbon Plan have been backed by South Hams District Council this week.
The Devon Carbon Plan is the roadmap for how Devon will reach net-zero emissions by 2050 at the latest. It has been created following long-term, ongoing assessments of Devon’s greenhouse gas emissions. The plan is a milestone for the County on its path to reducing carbon emission and outlines actions for how each sector of the county’s economy and infrastructure can reach net-zero.
15. Question: What facility is there for deaf people who want to contact SHDC? Cllr Pearce will take this forward and provide a response.
16. Baker Estates are still due to deal with the unsafe steps they put in that connect to the public right of way. It is understood that this will be finalised by the end of 2022. The kerb is also still in need of alteration.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

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...

142 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.
- 3731/22/PAU, Agricultural Barn at SX 707 394 Shute Park Malborough, Notification of intention under Class R to convert agricultural barn to storage Class B8. **MPC Object.**
 - 3837/22/FUL, Harwood Farm, Application for agricultural workers dwelling following refusal of 3235/21/FUL (resubmission) 15/12. **MPC Support.**
 - 3953/22/FUL, Horscombe Farm, Change of use, unused building to ancillary accommodation (Resubmission 1664/22/FUL) 29/12. **MPC Conditional Support.**
 - 3230/22/HHO, Collaton Farm, extension & alteration to include new raised roof to form habitable accommodation at first floor, new & revised fenestration & replacement garage. 22/12 Neighbouring Consultation. **MPC Support.**
 - 2895/22/HHO, 4 Alma Terrace, revised drawing, 6/12. **MPC Support.**
 - 3345/22/HHO, 4 Silverhill, erection of front wall & erection of glass or polycarbonate front door rain canopy. 22/12. **MPC Support.**
 - 3579/22/LBC, 4 Silverhill, erection of front wall & erection of glass or polycarbonate front door rain canopy. 22/12. **MPC Support.**
 - 2144/22/HHO, 4 Soar View, Stable Court, Malborough, 2 new Velux windows. 29/12. **MPC Support.**
 - 3694/22/HHO, Little Maryknowle, provision of Solar PV Panels on garage/ancillary building roof. 29/12. **MPC Support.**
- b. **South Hams District Council Decisions**
- 2082/22/FUL, Crossparks. **No decision yet.**
 - 1516/22/CLP, Salcombe Retreat, Certificate of Lawfulness. **No decision yet.**
 - 3332/21/HHO, Townsend Cottage, replacement of lean to with first floor balcony. **Refused.**
 - 2895/22/HHO, 4 Alma Terrace, single storey extension & roof light to existing roof. **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
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143 BUSINESS TO BE DISCUSSED:

- To agree to create a community group to organise a Coronation Event.
It was resolved for a community group to be created with Cllr J Yeoman taking the lead for the Coronation of the King and any gifts to be given to commemorate the event. A provisional block booking of the hall has been requested for that weekend.
- To consider financial support for the May 27th/28th 2023 Scarecrow Trail.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

A request has been received for financial support with the 2023 Scarecrow Trail which will raise funds for the local organisations including the village hall. This will help cover the costs of food/raffle tickets/banners etc. Prior to any decision being made a completed donation form is required from the organisers.

- c) Police & Crime Commissioner Councillor Advocate Scheme. Cllr Pedrick to provide a report at the next meeting.
Please note the following email which should be used to report suspicious activity or continued anti-social or drug related activity. The more information and intelligence provided, enables the local police force to take action to disrupt any criminal activity.
Kingsbridge & Salcombe: kingsbridge@devonandcornwall.pnn.police.uk
- d) SMASH Update & Request for funding to purchase wildflower seeds. **SMASH Minutes Appendix B.**
SMASH have requested funding for wildflower seed for verges and other approved areas in the two parishes. It was resolved to agree to expenditure of £100 subject to written consent being received by the respective landowners and a land maintenance plan being in place.
- e) To agree in principle a new parish information board(s).
Malborough Parish Council have been approached with a view to supporting the creation and display of new information boards in the parish. Councillors resolved to support this project in principal. Both Ward Councillors have approved an element of funding in principal.
- f) To discuss fencing re the proposed new access path. One tender had been received, the majority of contractors approached had declined to quote. With costs significantly increasing for all projects it was resolved to postpone this project in favour of focusing on achieving the upgrade to the skate park, addition of a basketball hoop and the car park extension.
- g) To provide an update re the Gritter. The gritter has been serviced and is ready for use, Councillors resolved to accept the invoice once received. Salt is being stored at Withymore - however, we are looking for people to store a bag or more and take responsibility for salting areas off the main run of the gritter. If you would be interested in helping, please contact us and we will arrange the delivery and can buy the small salt shovels to go with them.
- h) It was resolved to request South Hams District Council provide two new bins, one for the skate park and a second for the new Platinum Jubilee Park by Malborough Park. A request will be made to remove one of the bins sited near the Post Office meaning there would be no cost for refuse collection for one of the new bins. The second bin will be collected at a cost of £3 per lift.
- i) To agree a contractor following the Malborough Park Platinum Jubilee Grass Tender.
Three contractors submitted quotes, the Council discussed the tenders received and resolved to award the contract to Do It All Services at an annual cost of £1,365 per annum for 26 cuts. It was agreed that due to inflationary costs, the pricing could be reviewed if necessary in due course.
- j) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website

144 FINANCE & GOVERNANCE:

- a) The accounts for 2022/23 month 8 were received, see **APPENDIX A.**
Clerks Salary & HMRC, SHEPS Burial Ground £95, Cutting Edge Garden Services £275, Line Marker Paint £134.40, RBL Remembrance Wreaths £50, Jamie Rundle Grass Contracting £250
A mandate sheet and transaction record were produced and signed in respect of all payments:
The Council resolved to accept all payments.
- b) **Governance:**
1. Following review, it was resolved to update the accounts and burial systems to one offered by SCRIBE at an annual cost of £624 plus a one off set up fee (discounted by 50%) of £217.

145 MEETING ENDS **21.47** Hrs

The Council then went into closed session to discuss confidential staffing information at which time it was resolved to approve the NALC pay increase effective from 1st April 2022 for council staff. This is an increase of

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

4.04% and to agree an additional one-day annual leave entitlement which commences 1st April 2023. With effect from November the spinal point rating would be 24 which equates to payment of £16.16 per hour. Proposed: Cllr Harris , seconded by Cllr Bailey and approved unanimously.

DATES FOR THE DIARY: 18th January , 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), Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA