

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting.

Date: 16th March 2022		Venue & Time: Village Hall Annex, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Richard Harrod Cllr Vanessa Harris Cllr Paul Pedrick Cllr John Sampson Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Part Meeting: Dist. Cllr Mark Long Parishioners/Guests Present: 2	Apologies: County Cllr Rufus Gilbert Dist. Cllr Judy Pearce Cllr Ann Kendall

REF 2021/22 MINUTES

- 72 WELCOME & APOLOGIES**
Cllr J Yeoman advised that we have reluctantly accepted the resignation of Cllr Janey Syrett, we wish Janey well and hope to welcome her back to the council at some point in the future.
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- 73 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:**
It was resolved to accept the minutes of the Parish Council meeting of 16th February 2022, they were then signed by the Chairman.
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- 74 DECLARATIONS OF INTEREST:**
A declaration of interest was received from Cllrs Pedrick, J Yeoman & Cllr Harrod in respect of Finance, the Councillors withdrew from these discussions.
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- 75 MESSENGER – Cllr Kendall & Clerk**
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- 76 CLERKS REPORT**
- a. Public Phone Box: We await a response from BT.
 - b. Malborough Park Play Area Works & Deed of Variation: Ground works are due to start w/c 21st March, the installation of the equipment will follow straight after the ground works. The parking area next to the play area will be required for contractor access and removal/installation of equipment, letters will be issued to all residents of the surrounding area asking for their support and patience during this time. Contractors have removed the rubber matting and equipment. Signage will be erected requesting temporary parking elsewhere during those times. No deed of variation has been received.
 - c. Village Hall Play Area Maintenance: The outstanding works are due to be undertaken by Fawns w/c 21st March.
 - d. Defibrillator Update: We await one payment, no date of supply has been confirmed. A training session is being organised for 4th May at Malborough Village Hall.
 - e. Village Hall Car Park: We have confirmed the contract with the contractor and now await a commencement date.
 - f. Access Path Number 2: This has been delayed until later in the year once the birds have stopped nesting.
 - g. 20 MPH Zones in the parish: A request has been submitted for a 20mph zone along Collaton Road.
 - h. The documentation to co-opt a new Councillor will be distributed shortly, if the required number of parishioners do not request a full election, we should be able to co-opt a new Councillor at our April meeting.

Parish of Malborough
Casual Vacancy

NOTICE IS HEREBY GIVEN pursuant to Section 87(2) of the Local Government Act 1972 that a casual vacancy exists in the office of Councillor for the Parish of MALBOROUGH and that unless ten or more electors of the electoral area have on or before the *31st March 2022 submitted a request in writing to the Returning Officer, Follaton House, Plymouth Road, Totnes TQ9 5NE, that an election be held to fill the vacancy, the Parish Council will take steps to fill the said vacancy.

Date 16th March 2022

Signed *Katharine Harrod*

77 OPEN FORUM:

DEVON COUNTY COUNCIL REPORT:

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

THE COUNTY OF DEVON (TEMPORARY RESTRICTION) (A381, HALWELL) NOTICE 2022

TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING

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

From **MONDAY 4 APRIL 2022**
for a maximum of 5 days

Until **FRIDAY 8 APRIL 2022** (both dates inclusive)

Between the hours of **19:00** and **07:00**

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

Roads affected -
A381, HALWELL , TOTNES CROSS TO LEIGH CROSS

The alternative, signed, route for vehicles will be via -
A381, A379, A3121, A38, A385, A381, AND VICE VERSA

This temporary restriction is considered necessary to enable -
ESSENTIAL CARRIAGEWAY REPAIR AND MAINTENANCE

For additional information contact:

WSP

Telephone: **01392 267500**

THE ABOVE WORKS ON THE A381 WILL TAKE PLACE EVERY MONDAY TO FRIDAY BETWEEN 19.00HRS AND 07.00HRS, COMMENCING ON 4TH APRIL AND FINISHING ON 20TH MAY

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

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

1. There is a revision to the Joint Local Plan section Dev 32 in respect of climate change. This will enable measures to be put in place to ensure properties have air source heat pumps, vehicle charging points, solar panels on at least 40% of the roof space, reduced window areas and more habitat green space etc – the aim is to have a ground breaking policy that applies to all applications. It is anticipated that this will be in place from approximately July 2022 onwards.
2. SHDC have joined forces with DCC, Plymouth City Council, Torbay Unitary Council and all the District Councils to put in a county deal bid to the government in respect of devolution. There are three tiers of devolution, they are applying for tier two which will give a number of additional powers and extra monies for issues such as highways infrastructure, housing and skills.
3. A Devon wide housing task force is being set up which will enable the local authorities to speak directly to the government and ultimately provide more affordable properties in the area.
4. At the recent Executive Meeting, a report was passed in respect of people in rented properties who want to move onto a shared ownership house. The agreement allows SHDC to gift the deposit of up to £5,000 to enable people to move out of rented properties and onto the property ladder. An improved scheme for the shared equity properties is also being developed in respect of repairs to the property etc.
5. The Government Tax cut of £150 for those properties in bands A-D will be dealt with by SHDC, documentation containing full details is being finalised and will be issued shortly for the 2022/23 year. Registered disabled people living in Band E properties will be treated as living in a band D property and will qualify for the rebate. There is also assistance for those who may be asset rich but cash poor, applications should be made to SHDC.
6. Garden waste service (brown bins) will be restarting in the week beginning 28 March 2022. If you need to check when your next collection is, please use the button below. Simply enter your postcode to find your next collection day. Please note that this will not show brown bin collections until 25 March. Your brown bin will be picked up on alternate weeks to your black bin. <https://www.southhams.gov.uk/garden-waste-restart>
7. A smaller replacement tree for the Monterey pine will be planted in the autumn. SHDC have again been reminded about trimming the tree in Malborough Park to ensure the streetlight is not covered.
8. Cllr Long has arranged for SHDC to sweep the car park area and deal with the drainage issues at Malborough Village Hall, the streetlight will also be dealt with.

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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78 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.
- 0572/22/FUL, The Coach House, Lower Collaton Farm, regularise boundary treatment & window/door colour (7/4). **MPC Support**
 - 0423/22/FUL, Hope Barton Barns, Extension to area of Pool Barn Building. (31/3). **MPC Support**
 - 4329/21/HHO, 1 Shute Park, Readvertisement (7/4). **MPC Support, reiterating comments re the soakaway.**

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

b. **Decisions:**

- 4711/21/HHO & 4712/21/LBC, The Cottage, Chapel Lane, New access gateway. **No Decision**
- 0329/22/HHO, Charnwood, resubmission of 3845/21/HHO. **No Decision.**
- 4674/21/FUL, The Shippens, establishment of a sustainable farm house. **Withdrawn**
- 4768/21/HHO, 4 Alma Terrace, alterations including single storey extension to rear. **Withdrawn**
- 4676/21/VPO, Alston Gate, modification of S106 affordable housing. **No Decision**
- APPEAL NOTIFICATION: 4207/20/FUL, Land South of Shute Park. **No Decision**
- 4067/21/HHO, Chestnut Folly, external staircase/slide, relocation of roof terrace. **No Decision**
- 1557/21/VAR, Alston Gate, Removal condition 1, variation of conditions 2,5 & 6. **No Decision**
- 1558/21/VAR, Alston Gate, Remove condition 2, variation of conditions 3,9,10,11 & 16. **No Decision**
- 3235/21/FUL, Harwood Farm, New Residential Dwelling. **No Decision.**

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

79 **BUSINESS TO BE DISCUSSED:**

a) Platinum Jubilee:

The Councillors resolved to organise a Jubilee Beacon on the Thursday evening at Burleigh Dolts (lighting at 21.35hrs) by kind permission of Barry Baker.

Councillors also agreed to hold an opening event and to pay for associated costs in respect of the Platinum Jubilee Playground at Malborough Park on the Sunday morning.

The village hall committee have now confirmed that the hall will be available to host an event on the Sunday afternoon. It is thought this would be ideal for a Village Picnic with entertainment by Crunchy Carrot, Councillors resolved to pay £120 to cover the entertainment costs.

Further to the February meeting it was resolved to purchase 250 commemorative water bottles (not mugs) for the children of the parish. Cllrs Pearce and Long have approved funding towards the bottles from their locality budgets.

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- b) To approve the purchase of three commemorative plaques, two for memorial trees (Duke of Edinburgh & Saving Devon Treescapes) plus a plaque for the Platinum Jubilee play area. The Councillors resolved to purchase three plaques.
- c) To approve the new grass contractor for the burial ground, play area and miscellaneous cuts. Following a discussion the Councillors resolved to offer the Play Area/Adult Gym contract to Cutting Edge Garden Services and the Burial Ground contract to South Hams Elite Property Services.
- d) Climate Emergency: Request for funding in respect of the Environment Fair 2nd April. Minutes of March meeting see Appendix B. Consideration of the future of the sub-committee.
Tony Lyle & Tony Adams from the Smash CEB group attended the meeting to give an overview of the Climate and Nature event being held on 2nd April at Malborough Village Hall & Annex. The event has approximately 20 speakers throughout the day plus stalls inside and out, children's activities, refreshments supplied by Feast Kitchen and much more!
Monies were requested for hall hire, raffle tickets, children's activities and prizes. Incoming funds through stallholder fees and sponsorship should cover the costs above however, Councillors resolved to approve funding of up to £200 to cover the above expenses subject to receipt of valid invoices. Councillor Long agreed to cover costs of the hall hire via his locality fund.
A full risk assessment is required to cover the event, this is required prior to the insurance being finalised.
- e) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website.
- f) Monthly Checks: Defibrillators, Skate Park, Play Area, Toilets & 3 Utilities Meters. All checks complete.

80 FINANCE & GOVERNANCE:

- a) The accounts for 2021/22 month 12 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, Allotments Water £21.28, G/Allen Playground Parts £17.83, SWW Public Toilets Water £24.23, Hope Cove Lifeboat £600, Royal Voluntary Service £150, Citizens Advice Bureau £150, Malborough Garden Services Burial Ground £144 and Village Hall £249.99, The Play Company £23,870.40

The Council resolved to accept all payments.

- b) **Governance:**

- Notification of policy review - All policies are due to be reviewed by the May meeting, due to the number of policies requiring review the details will be issued to the Councillors in March. The majority of the policies are provided by organisations such as the National and/or Devon Association of Local Councils.
- NALC Pay Award April 2021, the pay award has finally been approved at 1.75% the councillors resolved to increase the Clerks salary by this amount from the date of the award.

81 MEETING ENDS **21.22** Hrs

ITEMS FOR NEXT AGENDA:

DATES FOR THE DIARY: 20th Apr, 18th May, 15th Jun, 20th Jul, 21st Sept, 19th Oct, 16th Nov, Venue Village Hall Annex, 19.30 hrs.

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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 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), Climate Emergency Sub-Committee, Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA

APPENDIX A:

Category	Descriptor	Date	Month No.	banked	Paid In	Paid Out
Payments	SQUIRE padlock	04/02/2022	12	Y		26.99
Receipt	Salcombe Yacht Club Donation	16/02/2022	12	Y	1,000.00	
Receipt	Higher Rew Donation	17/02/2022	12	Y	1,000.00	
Receipt	Salc Embroidery Advert	17/02/2022	12	Y	35.00	
Receipt	King Fun Advert	17/02/2022	12	Y	35.00	
Receipt	MVH Advert	18/02/2022	12	Y	100.00	
Receipt	Brightam House Advert	18/02/2022	12	Y	70.00	
Payments	Malborough Garden Svs Burial Ground	18/02/2022	12	Y		144.00
Payments	Malborough Garden Svs V. Hall	18/02/2022	12	Y		249.99
Payments	Nick Walker Printing	18/02/2022	12	Y		340.00
Payments	SWALEC Water Public Toilets	18/02/2022	12	Y		112.35
Payments	Squire Heavy Duty Padlock	18/02/2022	12	Y		26.99
Payments	Hire of Church January Meeting	18/02/2022	12	Y		25.00
Payments	Martin Pears Engineering	18/02/2022	12	Y		15.36
Payments	SWASFT Defibrillators	18/02/2022	12	Y		6,000.00
Receipt	Ashbys Advert	18/02/2022	12	Y	100.00	
Receipt	Kingsbridge Lawn Advert	18/02/2022	12	Y	35.00	
Receipt	Allotment Smale	21/02/2022	12	Y	27.50	
Receipt	Cottage Hotel Advert	22/02/2022	12	Y	100.00	
Receipt	Cove Advert	22/02/2022	12	Y	70.00	
Payments	February Salaries	28/02/2022	12	Y		765.27
Receipt	Longley Consulting Advert	02/03/2022	12	Y	100.00	
Receipt	500130 Allotments Deposit	07/03/2022	12	Y	57.50	
Payments	G Allen Playground Repairs	18/02/2022	12	Y		17.83