

# MALBOROUGH PARISH COUNCIL

## Minutes of the Monthly Meeting of the Parish Council.

Date: 18 <sup>th</sup> September 2023		Venue & Time: Village Hall Annex, 19.00hrs
<b>Present:</b> Cllr Sharon Anniss Cllr Vanessa Harris Cllr Ann Kendall (Chairman) Cllr Sarah Prowse Cllr Jamie Rundle Cllr John Sampson	<b>In Attendance:</b> Katharine Harrod - Parish Clerk  Dist. Cllr Mark Long County Cllr Rufus Gilbert  Parishioners/Guests Present: 4	<b>Apologies:</b> Dist. Cllr Samantha Dennis Cllr Madge Bailey Cllr Dave Perkins

REF 2023/24 MINUTES

### 226 OPEN FORUM:

- A traffic enforcement request was made for the school area at 3.30pm.
- The council were asked to speak to the school to encourage school children and parents to focus on the use of the Lower Town entrance.
- There continue to be parking issues outside the Post Office – this should be a time limited area but the signage has faded so it cannot be enforced.
- There are issues around the parish with overgrowing foliage, particularly along Luckhams Lane/Great Lane.
- Noted that Great Park redecoration works are due to commence at the end of September, this includes repainting the properties, repair/repainting of windows/door and the replacement of rusty numbers.

### 227 Devon County Council & South Hams District Council Reports:

#### DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: [rufus.Gilbert@devon.gov.uk](mailto:rufus.Gilbert@devon.gov.uk)

1. It was noted that a satisfactory outcome regarding Great Lane has not been reached.
2. A request has been made for the possible use of the planings/scalpings that will come from the resurfacing of Higher Town. The planings will have to be assessed for pollutants prior to use.
3. An application from South West Water has been received via Devon County Council Planning. This is for an expansion to the Malborough Water Treatment Plant. Details will be forwarded to Councillors and publicised accordingly.
4. Cllr Gilbert has been working with Tim Chandler re grants for the village hall.
5. DCC finances are in good order, they are in line to save £1m per week in the near future.
6. A question was raised regarding the damaged wall by Townsend Cottage. Devon County Council have advised it is not their responsibility, however we understand that they have previously dealt with repairs. MPC will investigate further and will provide details when obtained.

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### ROAD TRAFFIC REGULATION ACT 1984

#### SECTION 14

#### THE COUNTY OF DEVON (TEMPORARY RESTRICTION) (HIGHER TOWN & MALBOROUGH GREEN TO HIGHER TOWN, MALBOROUGH) NOTICE 2023

#### TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING

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

From **MONDAY 6 NOVEMBER 2023**  
for a maximum of 5 days

Until **FRIDAY 10 NOVEMBER 2023** (both dates inclusive)

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

Closure will be in place 24 hours other than section by the school with restricted hours 0930-1500 hours.

Roads affected -

**HIGHER TOWN & MALBOROUGH GREEN TO HIGHER TOWN, MALBOROUGH**

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

This temporary restriction is considered necessary to enable -  
**DEVON HIGHWAYS – PATCHING WORKS**

For additional information contact:

**MILESTONE INFRASTRUCTURE**

Telephone: **0203 307 7858**

Dated: MONDAY 6 NOVEMBER 2023

### 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 Samantha Dennis: [samantha.dennis@swdevon.gov.uk](mailto:samantha.dennis@swdevon.gov.uk)

Email Cllr Mark Long: [cllr.mark.long@southhams.gov.uk](mailto:cllr.mark.long@southhams.gov.uk)

1. A letter is being issued to all those who currently pay business rates asking for proof that they have commercial contracts in place.
2. The new Executive meets this Thursday and are bringing forward their new draft corporate strategy. A formal consultation will take place, ending on 24<sup>th</sup> October. The final strategy will be considered by the Executive on 30<sup>th</sup> November.  
The new draft strategy has some proposed significant changes with respect to housing stock and how it is managed.
3. With regard to Neighbourhood Planning, there will be a new approach whereby amendments are considered by the Assistant Director and the Chairman of the Development Management Committee. They will be responsible for determining which are technical and which are material or contentious amendments.

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**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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**The meeting convened.**

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### **228 WELCOME & APOLOGIES**

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### **229 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:**

It was resolved to accept the minutes of the Parish Council meetings of 19<sup>th</sup> July & 15<sup>th</sup> August 2023, these were then signed by the Chairman as a true record of the meetings.

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### **230 Declarations of Interests and amendments to Members' Registers of Interests:**

No declarations of interest or updates were received.

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### **231 CLERKS REPORT –**

1. Monthly Checks: In hand.
2. Planters & Safety Gate, the Malborough Park planters have been cleared and await planting, the two new planters on Collaton Road are due to be filled with earth and planted shortly after. We have also received the safety gate for the new fencing at Malborough Park, we await details of the date that works are due to commence.
3. Allotment Update. All allotment fees have been issued for the 2023/24 period.
4. AGAR Update: The annual accounts have now been signed off and the required documentation has been added to the website and noticeboard. The only issue raised by the External Auditor was that the notice of conclusion of audit for 2022/23 was not published on the website by the specified dates.
5. Defibrillator Training 19th September: Due to take place tomorrow evening, some places are still available.
6. HGV damage to wall opposite Townsend Cottage: We have been given irrefutable evidence of an HGV damaging the wall opposite Townsend Cottage. Neither Devon County Council or the owners of the adjacent land accept that the wall belongs to them and neither want to deal with repairs to the wall.
7. All Councillors have received training folders which will be added to over time. There is a planning training session due to take place on 31<sup>st</sup> October at Malborough Village Hall, further details to be provided when available.
8. The Old Vicarage. We have communicated with MP Anthony Mangnall regarding this property. Barclays have advised him that due to GDPR they are unable to provide a full response, however, they have stated the property is currently being managed by their mortgage litigation team and they are taking the relevant internal actions.
9. Rockbox Update. Highways have viewed the proposed site and advise that they have no issues with access. As such the feedback from Malborough Parish Councillors was to support the licensing application.
10. South Devon & Dartmoor CSP. Councillors have been invited to an online session (26<sup>th</sup> October) to highlight the importance of this organisation. For more information see <https://saferdevon.co.uk/south-devon-dartmoor-csp/> or <http://www.facebook.com/SouthDevonDartmoorCSP>
11. Pennon Water Communication re Malborough Park: Pennon water have been sending invoices to "The Occupier, Malborough Park" for a water supply at the land south of Malborough Park. They have been advised there is no supply at this site. They now intend to visit the site to try and locate the meter.
12. Southern Cluster Group Meeting with Cllr Julian Brazil: Due to take place on 9<sup>th</sup> October, all Councillors have been advised. This will be the first opportunity to discuss the new corporate strategy .
13. Replacement Bus Services Thurstlestone/South Milton. Kingsbridge Town Council previously advised they would not be pursuing providing a replacement service on Saturdays to the villages served by Tally Ho

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service 162 unless they were convinced that there is a genuine need for one. They have received no communications or evidence to suggest that there is a desire for one so can only conclude that there isn't. They have now suspended further meetings of the Steering Group, so it will not meet again unless circumstances change.

14. Gritter Insurance: Our insurers have confirmed that the policy will not provide cover to the Snow Warden team while the gritter is being towed by a private vehicle on a public highway. The policy will cover the gritter but only while it is static and stored in a secure location. The Snow Wardens would need to make sure they are covered on their policy for this activity. Any increased costs incurred by the Snow Wardens would be covered by Malborough Parish Council.
15. Councillors have been invited to a briefing on the Cost of Living crisis and how it's affecting people in the South Hams. Monday 2<sup>nd</sup> October.
16. Antisocial Behaviour can be reported via the South Hams District Council website, details of how they deal with the information received can be obtained via this link: <https://southhams.gov.uk/article/9274/Anti-Social-Behaviour-Policy>
17. Post Box Replacement. We have again followed this up and are yet to receive a response. The next step is to ask MP Anthony Mangnall to become involved as he has had some success with similar situations. Noted that Malborough is no longer receiving a full postal service. For at least three days in the last two weeks have not had a delivery.
18. Furzedown Double Yellow Lines: The procedure re the potential installation of double yellow lines on the estate has been provided to the Residents Association. We await their response.
19. Devon County Council Highways have confirmed that Malborough Parish Council cannot pay for the installation of rumble strips out of Malborough by Great Park.
20. Bridleway number 10, Collaton/Salcombe: The public right of way team have advised they have concerns regarding this route, due to its nature it will not be possible to find a 'forever' solution for this path. Water runs in from the sides and the top and over time will wash the surface away. A contractor has been to assess what is needed and they hope he will be able to start work on the route in the near future.
21. The CCTV equipment is due to be installed, the 6m post for the skate park area has been delivered to the clerk and awaits collection.

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### 232 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.
  1. 2768/23/ARC, 4 Silverhill, Malborough, Application for approval of details reserved by condition 4 (Wall Specification) of planning consent 3579/22/LBC 21/9 **Support.**
  2. Appeal Notification: 3953/22/FUL, Horscombe Farm, Higher Batson, Change of use of an existing unused building to ancillary accommodation (Resubmission of 1664/22/FUL) Appeal reference: APP/K1128/W/23/3318338 **No Comment.**
  3. Appeal Notification for information only: 1111/23/HHO, Townsend Cottage, TQ7 3RL, APP/K1128/D/23/3328624.
  4. 2470/23/PAT, Land at Weymouth Farm, Collaton Road, Malborough. Application for prior notification of proposed development for installation of a 15m monopole, supporting 6no antennas & 1no dish, 2no equipment cabinets & ancillary development thereto by telecommunications code systems operators. Determination date 12th September.  
**Prior to the meeting Malborough Parish Council had asked for additional information including the area of signal coverage and mock-ups of what the impact would be on the surrounding area. Following receipt of details MPC resolved to Support the application.**
- b. **South Hams District Council Decisions**

1. 3332/21/HHO, Townsend Cottage, Secretary of State Appeal. **No decision yet.**
2. 3953/22/FUL, Horsecombe Farm, Secretary of State Appeal. **No decision yet.**
3. 2091/23/ARC, 4 Silverhill, Malborough. **Discharge of condition refused.**
4. 1905/23/HHO, Alma House, Luckhams Lane. **Conditional Approval.**
5. 1976/23/CLE, Ilton Valley Barn. **Certificate of lawfulness (existing) certified.**
6. NEIGHBOURING PARISH CONSULT: 2107/23/HHO, Collaton Farm. **Conditional Approval.**
7. 1615/23/VAR, 1 Shute Park, Application for Variation of Condition 2. **Conditional Approval.**
8. 2218/23/FUL, Field West of White Cross At Sx702396 Malborough. **Withdrawn.**
9. 2360/23/HHO, Daisy Cottage, Malborough. **Refused.**
10. Non Statutory Consultation: 2125/23/CLP, Malborough Playing Fields. **Certificate of Lawfulness (proposed) Refused.**
11. 1870/23/HHO, 5 Malborough Green. **Conditional Approval.**
12. 2615/23/TCA, 3 Alma Terrace. **No decision yet.**
13. 2655/23/COM, Furzedown Farm, Malborough, TQ7 3DT. **Objection, Recommend Refusal.**

**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](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

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### 233 BUSINESS TO BE NOTED/DISCUSSED:

- a) Neighbourhood Plan minor amendment. We are working with South Hams District Council and confirmation of the actions we must undertake.
- b) Burial Ground Fencing & Access. Hastoe have been asked to add more fencing to help prevent further damage to the car park and surrounding area. Cllr Rundle will visit the area and assess for suitable planting. Cllr Kendall will speak with the Church Warden.  
Noted that the top end of the burial ground has had a number of pots broken by the contractors and piles of grass being left on graves. Cllr Long will view the area and liaise with South Hams District Council as required.
- c) Devon County Council have confirmed that they would not support a residents parking permit, these permits do not guarantee a parking space and often move the parking issues to another area. They have confirmed more traffic enforcement will be available once the road markings have been renewed following the resurfacing of Higher Town in November.  
With regard to electric vehicle charging points, Devon County Council may, on occasion, put a charge point(s) on its own land. South Hams District Council has already installed points in some of their car parks. Devon County Council advised this issue is for land owners to deal with and have suggested the Village Hall may want to look at charge points in village hall car park.  
We will ask for parking signage at the Post Office to be renewed.
- d) Project updates:  
A suggested plan of the improvements was shared with the Councillors.  
A query was raised regarding toilet facilities.  
The survey received 76 responses showing there was overwhelming support. There were some expressions of concern regarding vandalism and antisocial behaviour, however, the new/improved CCTV will help prevent this.  
The plans are not yet sufficiently developed to require discussion within the village hall committee, their Chairman, has emphasised the top priority for the Parish Council is to bring to a satisfactory conclusion the discussions with Fields in Trust regarding the car park extension.
- e) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website

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### 234 FINANCE & GOVERNANCE:

a) The accounts for 2023/24 month 6 were received.

**Accounts to Pay:** Nick Walker Printing £164, Clive Wrangles Handyman Work £370, Post Office Stamps £8.80, R S Plant £450.60, South Hams District Council £529, King Print £45.74, Fear of Mice £130, Hocking Allotments £250, Luscombe Maye £195, PKF Littlejohn £504, Jewson £88.12, SWALEC £155.45, Source for Business £131.80, Salcombe Dairy £162, Defibrillator Session and Cluster Meeting/training Refreshments £16.32

**Standing orders:** Clerk Salary & HMRC, Dave Bawden MVH £275, SHEPS Burial Ground £190, Do It All Services Malb Park £173.73, Clive Wrangles Public Toilets £459.33. **The Council resolved to accept all payments.**

### b) Governance

1. The Councillors resolved to open a new instant savings bank account with Unity Bank.
2. It was noted that the Conclusion of Audit Notice was posted on 30<sup>th</sup> August.
3. It was resolved to pay £120 plus VAT per annum to retain the existing Parish Council Website (excluding planning tracker).

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### 235 MEETING ENDS 20:44 Hrs

#### Items for next agenda:

- Vehicle Activated Signage.
- Gritter use & Snow Wardens

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**DATES FOR THE DIARY:** Oct 18<sup>th</sup>, Nov 15<sup>th</sup>, Venue Village Hall Annex, 19.00 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 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:** All current Parish Councillors

**For Information: e-circulation to:** County Cllr R Gilbert, South Hams District Council Ward Councillors, Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA