

MALBOROUGH PARISH COUNCIL

Minutes of the Monthly Meeting of the Parish Council.

Date: 18 th October 2023		Venue & Time: Village Hall Annex, 19.00hrs
Present: Cllr Sharon Anniss Cllr Ed Hill Cllr Ann Kendall (Chairman) Cllr Sarah Prowse Cllr Jamie Rundle Cllr John Sampson	In Attendance: Katharine Harrod - Parish Clerk Dist. Cllr Samantha Dennis County Cllr Rufus Gilbert Parishioners/Guests Present: 0	Apologies: Dist. Cllr Mark Long Cllr Vanessa Harris Cllr Madge Bailey Cllr Dave Perkins

REF 2023/24 MINUTES

236 OPEN FORUM: No parishioners present.

237 Devon County Council & South Hams District Council Reports:

DEVON COUNTY COUNCIL REPORT:

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

1. Effective June 2023 the footpath contribution of £5,000 due from phase 2 of the Alston Gate development has not yet been paid, it is due prior to the occupation of the second dwelling as is an OSSR contribution of £30,000. Once the monies have been received the Parish Council will review the issues with footpath 2 at Great Lane. This still does not address the first payment of £5,000 from phase 1 which would also be used to upgrade paths 2 and 66. Details will be forwarded to Cllr Gilbert.
2. Mobile Libraries are under review, it is due to be considered in the November meeting. There are approximately 3,000 people using this service at a cost of nearly £750,000 per annum. There is also a home library service whereby you can get books delivered to your door.
3. Traffic Enforcement: The next request from Malborough Parish Council will be sent to Cllr Gilbert with specifics re timing/areas of issue etc.
4. With regard to the Higher Town resurfacing and white lines, the white lines will have to be replaced within two weeks of the works taking place. The patches and resurfacing have to weather and age for the subsequent dressing to take. It is standard practice to allow patches to bed in for at least 6 months before dressing to prevent problems with adhesion. Lines will be replaced again once the dressing has been completed.
5. Higher Town & Malborough Green to Higher Town will be closed between 6th November and 10th November. Closure will be in place 24 hours other than by the school with restricted hours 09.30 – 15.00.
6. The road at East Charleton is due to be closed between 09.00 – 15.30hrs from 13th November to 4th December for drainage work and patching. Outside these hours, Traffic Management can be used and the road will be reopened with those restrictions in place.
7. Devon County Farms Estate: Devon County Council currently own 65 fully equipped farms totalling 9,588 acres, this being 33 dairy farms and 32 arable. They are the 6th largest local farming estate authority in England

REPORT IT:

Members of the public are requested to report all Highways issues through the Highways Website.

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

DISTRICT COUNCILLOR REPORTS:

Email Cllr Samantha Dennis: samantha.dennis@swdevon.gov.uk

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

1. A Public Space Protection Order consultation has commenced re control of dogs across the area. This consultation takes place every three years and is relevant due to the rules regarding dogs on beaches. This consultation is open until 14th November.
2. 1,500 properties registered for business rates have been written to. Their waste/recycling is classed as commercial and these properties are required to have a commercial waste contractor or to sign up to

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South Hams District Council's own commercial waste collection. If no response is received after 28 days they will be subject to a monthly fixed penalty until it has been proven that a commercial waste collection is in place. There has been poor reporting in respect of this by national newspapers. To clarify, if you are a second homeowner you qualify for a domestic waste collection as you are paying council tax, if you are a holiday let owner and have registered for business rates you do not qualify for a domestic collection and must arrange a commercial waste collection.

3. SHDC have issued their Draft Corporate Strategy, this is currently out for consultation, hard copies are available by contacting the Parish Clerk, alternately read the strategy and comment at <https://ourcorporatestrategy.commonplace.is/> the consultation is open until the end of November.
4. The Joint Local Plan is being reviewed over the next 18 months and will be issued for consultation in due course.
5. Cllr Dennis is on the Overview and Scrutiny Committee, they have set up a group regarding Enforcement, Cllr Long is part of the task & finish group regarding Enforcement. If anyone has any frustrations/issues or problems with the Enforcement service please forward the details to Cllr Long.

It takes two minutes to report a problem, please help keep our community beautiful.

<https://apps.southhams.gov.uk/webreportit>

The meeting convened.

238 WELCOME & APOLOGIES

239 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was **RESOLVED** to accept the minutes of the Parish Council meeting of 18th September 2023, these were then signed by the Chairman as a true record of the meetings.

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

No declarations of interest or updates were received.

241 CLERKS REPORT –

1. Monthly Checks: In hand.
2. Enforcement Request: An officer patrolled on 20th September and issued one parking ticket. Further requests for enforcement will be made.
3. S106 Deed of Variation received, this allows the Sports and Recreation Maintenance Contribution (amounting to £74,490) to be used for maintaining the Sports and Recreation Facilities Improvements (identified as improvements to Malborough Village Hall; improvements to Malborough Playing Fields; and Improvements to the adjacent Malborough Park play area on the land adjacent to the Land).
4. Overgrowth Issues, all those properties that we have been notified of have been written to with a request to deal with the overgrowth.
5. A Planning Training Session is due to take place on 31st October in Malborough, all Councillors are advised to attend if possible.
6. A Southern Cluster Group with Cllr Julian Brazil took place on 9th October, Councillors and Clerks from across the South Hams, including the Clerk and Cllr Kendall, were given the first opportunity to discuss the new corporate strategy and ask questions of the South Hams District Council Leader.
7. Burial Ground Fencing & Complaint Received. We have received confirmation from Hastoe that they have no objection to the fencing providing it is on the boundary line behind the bank (i.e. not their land). A complaint has been received regarding the standard of care of the closed section at the top end of the burial ground, this has been sent to South Hams District Council along with a request for the headstones to

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be checked as some are leaning at precarious angles. They have confirmed that their teams have been spoken to regarding paying greater care and attention to the work undertaken at the burial ground.

8. An inventory of all items owned by Malborough Parish Council is to be undertaken. As much as possible will be kept in the Parish Room. Additional storage i.e. racking, will be purchased if required.
9. Malborough Park Fencing we have asked for a date for the fencing to be renewed.
10. Malborough Park Planting: The planters now have rosemary and lavender in them. Once the planters on Collaton Road have been filled they will also be planted.
11. Public Rights of Way: The hedges at Higher Soar are due to be cut after Christmas. The bridleway is now open and the National Trust have received very positive feedback. Regarding the Collaton bridleway Devon County Council have concerns regarding this route, due to its nature it will never 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. In the last week they have had a contractor assess what is needed and they hope he will be able to start work on the route in the near future.
We have a new PROW officer who is working with us to ensure paths remain accessible and open, she is due to take a further look at paths in the Soar region in the near future.
12. Allotments: The signed lease dated 29th August 2023 has been received. The renewal is 31st March 2027.
13. A defibrillator/heart-start training course was provided by the South West Ambulance Trust on 19th September 7pm at Malborough Village Hall. People attended from South Milton, Salcombe, West Alvington, Malborough and South Huish. We have received very positive feedback and we have thanked Kevin Bowyer for his ongoing support to the local parishes.
14. The wall at Townsend Cross may actually belong to the Parish Council. We will obtain the evidence for this and will seek to submit an insurance claim against the vehicle that caused the recent damage.
15. We await confirmation from our insurer regarding liability cover as a result of land being gritted.
16. Post Box Replacement & Post Office Signage: Devon County Council have advised they have no record of restricted parking at the Post Office. With the possibility of the Post Office being relocated we will revisit this once more information is known. There is no update re the post box replacement.
17. I attended a briefing on the Cost of Living crisis and how it's affecting people in the South Hams. Details of how to become a Citizens Advice Trustee have been forwarded to Councillors.
18. Furzedown Double Yellow Lines: Details of the process for double yellow lines have been forwarded to the current contact. The response has been that the estate is currently still managed by Baker Estates, they should be handing management over soon and homeowners can then apply to become directors. Once this process has started, details will be passed on to the homeowners for them to take action if required.
19. CCTV equipment: Chairman of the Village Hall Committee, Andy Morgan has all the CCTV equipment and is currently installing it in the required areas. This will help protect our assets.
20. Neighbourhood Plan Amendment: We await feedback from South Hams District Council regarding the exact process. Cllr Long is assisting.
21. The Access Path has been severely cut back, it is hope that this cut will last until the growing season in 2024. The cycle path is also due to be cut back.
22. 162 Bus Replacement update: 24/7 Taxis have agreed to provide a Saturday service to Thurlestone, Hope Cove and Loddiswell, fundamentally running the same route as the existing 162. It will operate on a pre-booking basis, with passengers phoning on the Friday to book their journey. Bearing in mind that the service will run with an 8-seater minibus, it will be advisable to book early. A proposed timetable has almost been finalised to enable 4 return journeys will operate throughout the day. Fares, picking up points and the timetable have to be agreed with Devon County Council.

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- 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. South West Water. Proposed installation of additional and replacement infrastructure on the existing works and change of use from undeveloped land to an operational site to extend the operational site area on land at (and adjacent to) Malborough Waste Water Treatment Works at Land adjacent to Malborough Waste Water Treatment Works, Malborough, Kingsbridge, TQ7 3DD
Object: Insufficient information supplied regarding the impact of this application.
If permission is granted, Footpaths 9, 10 and 13 will be temporarily closed due to site access requirements.
 2. 2822/23/FUL, Hope Barton Barns, Erection of small ground mounted solar array 26/10 **Support.**
 3. 2883/23/CLE, Alston Gate, Malborough, Certificate of lawfulness for existing use as commercial horticultural nursery and garden centre (Use Class E) - formerly known as 'Alston Nursery'. **Councillors confirmed that prior to closure, the site was in use as a nursery for in excess of 15 years.**

b. **South Hams District Council Decisions**

1. 3332/21/HHO, Townsend Cottage, Secretary of State Appeal. **No decision yet.**
2. 1111/23/HHO, Townsend Cottage, Secretary of State Appeal. **No decision yet.**
3. 3953/22/FUL, Horsecombe Farm, Secretary of State Appeal. **No decision yet.**
4. 2615/23/TCA, 3 Alma Terrace. **No decision yet.**
5. 2768/23/ARC, 4 Silverhill, Malborough 21/9. **Discharge of Condition Approved.**
6. 2470/23/PAT, Land at Weymouth Farm, Collaton Road. **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

243 BUSINESS TO BE NOTED/DISCUSSED:

- a) Cllr Anniss Primary School update:
- Teachers have been reminded by Headteacher, Mrs Stallard, not to park at the Post Office.
 - The school were asked about opening school gates earlier to try to avoid congestion at peak times, there are limits to this due to the liability cover held by the school. However, there is now a breakfast club that could alleviate matters, unfortunately it is currently only used by a handful of children.
 - Teachers were noted as using Higher Town to walk to the sports field, this has now been stopped and in future only Lower Town will be used for this.
 - The school want to join in with the Remembrance Parade in Salcombe, and in time, have more joint ventures with Salcombe School.
 - The PTFA will consider a Christmas Window Dressing competition for December.
 - They would like to start a community project befriending some of the more elderly members of the parish. Councillors suggested the Baptist Church meetings on a Tuesday and Thursday between 10.30 and noon might be a good place to start.
 - Cllr Gilbert was asked about short-term daily road closures on Lower Town in line with similar projects in other communities. MPC will forward the question to Highways for a response.
 - A discussion was held regarding youth club facilities in the parish, Cllrs Anniss, Prowse, Rundle and the Parish Clerk will visit Salcombe Youth Centre to view their offering and discuss potential opportunities.
- b) It was **RESOLVED** to purchase 6 more dog signs (dogs on lead/clear up after your dog).
- c) It was **RESOLVED** to send a letter to ASDA in support of the Post Office remaining in the parish.

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Royal mail deliveries have been disrupted again. This will be reported via Royalmail.com.

- d) Councillors **RESOLVED** to purchase two further vehicle activated signs at a total cost of £3,999 plus VAT & delivery. Two battery packs will be purchased if required at a cost of £65 plus VAT each. Noted the order must be placed by 31st October.
- e) It was **RESOLVED** to purchase 2 Remembrance Day Wreaths £75 (including donation) .
Cllr Kendall will organise the Soar event, posters will be issued. Cllr Kendall will attend the Church service on behalf of the Parish Council.
- f) Consideration of funding potential Christmas festivities. We await details of a potential event by the PTFA. Noted the school will be holding a carol service on Wednesday 13th December.
- g) Project updates:
Following confirmed approval from Malborough Village Hall Committee It was **RESOLVED** to approve a potential land swap of the Malborough Park playing field with the forward section of the Village Hall land. The costs for this were approved at £2,000 plus VAT.
Quotes will also be obtained for the addition of a drop kerb as per the planning approval.
- h) SMASH: There is a composting roadshow taking place on Saturday 28th October from 1pm – 4pm. Tickets are free and available from Eventbrite. The next SMASH meeting is due to take place on 1st November, 6.30pm at the Village Hall Annex. Councillors **RESOLVED** to pay for the hire of the hall and the reasonable expenses of the two speakers.
- i) Village Hall Minutes are available one month in arrears on the parish website.
Cllr Dennis will speak with the Village Hall Committee regarding potential use of the Parish Room as a Police Hub – this being a project that MP Anthony Mangnall has initiated.
It was **RESOLVED** that Cllr Hill would oversee the Village Hall website and any relevant updates.

244 FINANCE & GOVERNANCE:

- a) The accounts for 2023/24 month 7 were received.
Accounts to Pay: Padlock £31.03, Nick Walker Printing £443, Otter Nurseries (G. Boyce) £31.99, Post Office £12, Do It All Services £200, Malborough Village.Org £300, Endsleigh £37.99, Broadbandbuyer £127.97,
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, Hugo Fox £11.99
The Council RESOLVED to accept all payments.
- b) **Governance**
 - 1. Unity Bank update, signatures were obtained for the new bank account.
 - 2. Councillors were asked to start to consider what the parish needs to incorporate for the 2024/25 budget. Spreadsheets will be forwarded with previous budget details in time for the November meeting.

245 MEETING ENDS 20:44 Hrs

Items for next agenda:

- 2024/25 Budget
- Burial Ground Fencing

DATES FOR THE DIARY: Nov 15th, Venue Village Hall Annex, 19.00 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, South Hams District Council Ward Councillors, Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA