

# MALBOROUGH PARISH COUNCIL

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

Date: 20 <sup>th</sup> March 2024		Venue & Time: All Saints Church, 19.00hrs	
<b><u>Present:</u></b> Cllr Sharon Anniss Cllr Ann Kendall (Chairman) Cllr Sarah Prowse Cllr Jamie Rundle Cllr John Sampson		<b><u>In Attendance:</u></b> Katharine Harrod - Parish Clerk Dist. Cllr Samantha Dennis Dist. Cllr Mark Long County Cllr Rufus Gilbert <b>Parishioners/Guests Present: 2</b>	
		<b><u>Apologies:</u></b> Cllr Vanessa Harris Cllr Dave Perkins Cllr Madge Bailey Cllrs RESOLVED to accept the apologies received.	
REF 2023/24 MINUTES			

### 277 OPEN FORUM:

#### 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)

Cllr Gilbert provided an overview of the Devon National Highways Potholes Repairs:

It is appreciated that the roads are in a terrible state. Devon County Council are responsible for 8,500 miles of roads covering approximately 426 parish councils/towns. Across this network there are in the region of 100,000 gullies and drains. 25% of unclassified roads are now considered to be in very poor condition. Most roads, particularly in this area, were not designed for the number and weight of vehicles that are currently using them.

This has been the wettest winter in 130 years and the highway network cannot cope with the amount of water on this scale. A good proportion of the work will be caught up over the warmer months, however, it should be noted that to repair all the current issues would cost around a quarter of a billion pounds in Devon alone and there is simply not the funding for this amount of expenditure.

Devon County Council will be speaking with South Hams District Council regarding funding generated from the increased council tax on second homes. With a general election due in the coming months it is also suggested that parishioners raise the issue with candidates who are canvassing the area.

Cllr Gilbert was asked why pothole contractors can't have more discretion when filling holes to fix adjacent holes that clearly require attention, Cllr Gilbert advised that this policy is about to come under review. Other considerations for review include the mix of aggregate used to fix the roads. In the long term, if we continue to experience warmer and wetter winter conditions the gritting policy will require a full investigation into the annual cost of the service and what value this represents.

Cllr Gilbert left the meeting.

#### 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)

- The Enforcement plan (with greater detail) will be provided to Councillors in due course.
- South Hams District Council have now put together their response to the Devolution plan and will submit it shortly.

**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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### 278 WELCOME & APOLOGIES

Cllr Kendall confirmed that Ed Hill has recently handed in his notice, Ed was thanked for everything he has done for the council since he joined in May 2023.

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### 279 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was **RESOLVED** to accept the minutes of the Parish Council meeting of 21<sup>st</sup> February 2024, these were then signed by the Chairman as a true record of the meetings.

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### 280 Declarations of Interests and amendments to Members' Registers of Interests:

No declarations of interest or amendments to registers of interest were received.

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### 281 CLERKS REPORT

1. Road Warden Update: Four people have now completed the first training session, details of providers for the two day course have been issued and we are looking at potential dates/venues but ideally require more of the interested parties
2. Higher Town Road Markings & Kiely Lock Surfacing: Highways have confirmed it will almost certainly be done in the summer. It has to be done when the road surface temperatures are high enough for the binder to take. It will require a closure of about 4-5 hours, then a couple of days for the traffic to wear it in, and then a final seal. With reference to road markings in other areas of the village we have been advised that the SLOW markings are unlikely to be renewed.
3. Shute drainage issues have been reported, reference W241719789.
4. National Landscapes Partner Meeting details were shared with the Councillors.
5. Commercial Economic Plan: The proposed launch date for the Salcombe Community Economic Plan Consultation will be the 15th of April. The next meeting date is 21<sup>st</sup> March.
6. CiLCA – Further to approval from the Parish Council, the Clerk has commenced CiLCA training which will take approximately one year. The official commencement date is June 2024, training sessions and mentoring started on 6<sup>th</sup> March.
7. Post Box Update: Anthony Mangnall MP has followed up on the missing post box, the Post Office have confirmed that installation is due to take place by the end of the month.
8. VAT Session: The Clerk attended a Parish Council training session regarding VAT and how/when to claim it. Due to the complexity of the subject it was obviously not all encompassing but it was very useful.
9. Year End: The Internal and External Auditors have been in touch with all the information required to be provided for the 2023/24 year end.
10. There has recently been some graffiti vandalism at the skate park, the police and South Hams District Council have been advised.

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### 282 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. 0607/24/HHO, 1 Parrots Close, Malborough, removal of existing wc & flat roof over to allow for proposed single storey rear extension, new decking and access gate, internal and external alterations including new external cladding. 11/4. **Support.**

**One parishioner left the meeting.**

#### b. **South Hams District Council Decisions**

1. DCC/4366/2023, South West Water expansion of existing plant, Malborough Waste Water Treatment Works, TQ7 3DD. **No decision yet.**
2. 4239/23/FUL Field West Of White Cross At Sx702396, Malborough, 9/2 **No decision yet.**

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3. 4253/23/CLE, Alston Gate, Certificate of lawfulness (resubmission of 2883/23/CLE) 8/2 **Refused.**
4. 3868/23/HHO, Sunnyside, Lower Town, 15/2 **Approved.**
5. 0041/24/FUL, Crossparks, Salcombe Road, 15/2 **Refused.**
6. 0106/24/VAR, 4 Alma Terrace, Higher Town 22/2 **Approved.**
7. Non statutory consult: 0389/24/AGR, Higher Broadmoor Farm. **Prior Approval Not Required.**
8. Non Statutory Consult: 0687/24/CLP, 3 Well Hill Close. **Refused.**

### 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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### 283 BUSINESS TO BE NOTED/DISCUSSED:

- a) To discuss options regarding the long term future of the Post Office. Updated financial statements have not been received, this agenda item had to be deferred until April.

#### **One parishioner left the meeting.**

- b) Vehicle Activated Signage damage update. The damaged signage has been returned to Elan City who have provided a repair quote of £496.58. Councillors **RESOLVED** to accept the repair quote.
- c) To consider an event for the 80th anniversary of D Day (6th June). Cllr Dennis gave an overview of the Salcombe plans which commence at 1pm on 6<sup>th</sup> June, this includes a flotilla on the estuary, display at Cliff House, parade, international tribute, beacon lighting, children's activities and much more. Councillors **RESOLVED** to support the Salcombe plans, suggesting a banner on the corner in Malborough as this is a highly visible location (subject to approval from the Village Hall Committee).
- d) To consider a request for funding support of a village history board to be sited on Village Hall land. The total cost amounts to £2,141.50 with £1,000 of funding already pledged. A second board has been offered at no additional cost. Councillors **RESOLVED** not to allocate any funding at this time due to a lack of information regarding other funding requests. While they are not adverse to the consideration of a small donation they would not be prepared to contribute the full outstanding funds of £1,141.50.
- e) To consider adding an allotments package to the accounting system at a cost of £54 per annum plus set up fee. It was **RESOLVED** to accept the package.
- f) To agree a new contractor in respect of Malborough Park fencing. A quote of £3,780 has been received, it was **RESOLVED** to accept the quote subject to strim guards being included.
- g) The Youth Group has support from the local primary school. A call for volunteers has commenced, all interested parties are urged to contact Cllr Sharon Anniss or the Parish Clerk. A safeguarding officer has been approved for the venture and the key volunteers will undergo DBS checks soonest. A Facebook page will be created this month and details will be included in the Messenger. Communications will commence with Kingsbridge Community College with the possibility of some of their Student Ambassadors helping to share details of the group with the other students.

There has been some feedback regarding the sessions being held on a Friday - it should be noted that this has the full support of the council and other days will not be considered.

In time there is the possibility of a local street artist holding some sessions to create works of art for the walls, consideration will be given to other local areas that would be suitable for this type of artwork.
- h) Salcombe Community Economic Plan: Covered in the Clerks report.
- i) Project updates. Cllr Bailey has had a meeting with Salcombe Town Councillor Eoghan Grace who was very supportive of the proposals and how they will benefit the area. Cllr Perkins is due to give feedback and answer questions from the Village Hall Committee, a small group of representatives will be walking the site next week. At this time we have received no feedback from Fields in Trust.

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- j) Village Hall Update. CCTV is due to be installed by the end of March. The fete should be taking place this year but this will not happen unless a volunteer steps forward to organise the event. The Village Hall AGM will be held on 10<sup>th</sup> April.

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### 284 FINANCE & GOVERNANCE:

- a) The accounts for 2023/24 month 12 were received.

**Accounts to pay:** Society of Local Council Clerks £450 & £120.96, South West Ambulance Service FT £4,560, Elan City £496.58, Dave Bawden £445, Seaside Parish £30, SSE Public Toilet Electricity £191.50

**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** – The Internal Audit is due to commence at the start of April, the policy review and end of year requirements will be dealt with at the same time, the Annual Governance Review documentation will be brought to the April meeting for signing.

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**285** It was **RESOLVED** that in view of the nature of the business about to be transacted, at agenda item 333 below, that the public and press be excluded.

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**286** The meeting then closed to the public to allow the Councillors to receive confidential Enforcement updates.

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### 287 MEETING ENDS 20:38 Hrs

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**DATES FOR THE DIARY:** 17<sup>th</sup> Apr, 15<sup>th</sup> May, 19<sup>th</sup> Jun, 17<sup>th</sup> Jul, 18<sup>th</sup> Sept, 16<sup>th</sup> Oct, 20<sup>th</sup> Nov, venue Village Hall Annex, 19.00 hrs.

Meetings typically take place on the third Wednesday of each month excluding August and December (dependent on the number of planning applications received), prior to each meeting an agenda will be issued, agendas are added to the noticeboard and uploaded to the website. Please note that while we make every effort to adhere to the meeting schedule, it can be subject to change.

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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