

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 20 th November 2019		Venue & Time: Annex, Malb. Village Hall, 19.30hrs
Present: Cllr Vanessa Harris Cllr Ann Kendall (in the chair) Cllr Paul Pedrick Cllr John Sampson Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long Part Meeting: Dist. Cllr Judy Pearce County Cllr Rufus Gilbert	Apologies: Cllr Lucinda Goodhead Cllr Richard Harrod Cllr Hayley Rutherford Cllr John Yeoman NT Ranger Emma Reece

REF 2019/20 MINUTES

288 WELCOME & APOLOGIES

289 MESSENGER: Cllr Kendall

290 DECLARATIONS OF INTEREST: No declarations of interest were received.

291 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 16th October 2019 were agreed without alteration.
Proposed: Cllr Pedrick Seconded: Cllr Harris and agreed unanimously

292 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING:

- Public toilets including Cleaning & Water Usage: We have received a bill for the electricity but this pre-dates the transfer. We have also received a contract offer from SSE SWALEC with preferable rates effective 1st December 2019.
- The contractors have not been cleaning according to the agreement, this is being followed up and we await a response from Emma Widdicombe. **ACTION: Clerk**
- Collaton Road Bus Stop – the removal of the old shelter and installation of the new needs to be agreed. Cllr Harris advised that an alternate suggestion has been forwarded, this has solid sides and would cost £3,354. Cllr Sampson proposed that we proceed with the original vandal proof shelter. Seconded Cllr K Yeoman.
- Great Lane, Footpath 2, no response received. Overhanging foliage is a problem, a letter has been sent to the owner and will be followed up with DCC if no action/response is received. **ACTION: Clerk**
- Silverhill Scaffolding: The scaffolding has now been removed. The road is badly affected by potholes, Cllr Gilbert is aware of this and has reported the issue ref W191275649.
- Hastoe were contacted re maintenance of Great Park, no response received at time of meeting.
- The National Trust have provided information re the car park at Bolberry and some details to be forwarded to local stables/riders re opening areas to horses.

293 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes):

No parishioners present.

294 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

We would like to remind residents that there are many ways to contact their local police

- EMERGENCY CALLS 999.
- NON-EMERGENCY TELEPHONE 101
- SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
- INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
- RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk

295 COUNTY COUNCILLORS REPORT:

Water meters sinking on road, these have been reported. Reference numbers will be provided to Adam Keay.

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- a. Cycle path tarmac issue plus Higher Town & Vicarage Corner. Works to Higher Town & Vicarage Corner were not undertaken. This has been chased up with a further request to deal with the Cycle Path tarmac issue at the same time. On the cycle path the underneath of vehicles is now scraping on the uneven road.
ACTION: Clerk to provide details to Cllr Gilbert
- b. Four Ways W191218456 still awaits further action. It has been viewed by Highways.
- c. Luckhams Lane Signage – details of the fixings and exact location are needed prior to the order being finalised. Signage will be the same as that erected at Bolberry. **ACTION: Clerk**
- d. Cycle Track Works & Barriers – Adam Key has been in touch with the people running the rehabilitation program, no response has been received. Barriers will be ordered in due course. **ACTION: Clerk**
- e. Approval was given to introduce a Permit for Works Scheme on 9th October by Devon County Council's Cabinet Committee.

A formal consultation on the proposed Legal Order to operate a Permit for Works Scheme has been extended and is currently due to be completed on the 6th December 2019. If you wish to leave feedback, please contact us at <https://www.devon.gov.uk/workspersmit-scheme/>

- f. Speeding Higher Town speed check: A speed survey was undertaken for an hour on Thursday (8th) August, opposite The Old Inn looking towards the school/shop. The results were an average speed of 18mph and an 85th% speed of 21mph eastbound and an average speed of 17mph and an 85th% speed of 20mph southbound. The total number of vehicles recorded was 54, the maximum speed was 23 mph and the minimum 9mph. It was quite busy and much of the time the vehicle speeds were constrained by congestion. No speeds were recorded during congested periods. The speeds recorded were nearly all free moving single vehicles unimpeded by other traffic.
A SCARF meeting has taken place which involved the local neighbourhood highway team, the Traffic Team from County Hall and PC Jamie Nicholson from the police. As part of the meeting they discussed the recent speed measurements taken on Higher Town near The Old Inn facing away from the A381, which showed mean speeds of 17mph towards the A381 & 18mph coming from the A381. Based on the results, and that there have been no recorded accidents in the village in the last five years, the SCARF Team came to the unanimous decision that there should be no further action. There is no support from Highways or the Police for any further action to be taken.
- g. Totnes Cross issues have been dealt with at no cost to the taxpayer.
- h. California Cross road works have been approved to remove the pinch points subject to monies being allocated to undertake the works.
- i. The road from Avonwick to Ermington is one of 150 most dangerous roads in England and will have approximately £2m spent upgrading it – the funding for these road improvements comes from Europe and there is no possibility of any of the funds being transferred to other road schemes.
- j. East Soar Car Park ownership – query re the claim of NT ownership, when and how did the NT come to own it? RG to find out ownership. **ACTION: RG**

PLEASE report all highways issues ONLINE at:

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

If you do not have internet access, please contact the Clerk on 07704 941150

296 DISTRICT COUNCILLORS REPORT:

- a. Local Lettings Plan: No further update. We have received several queries re the new housing at The View and when bids can be made, the managing housing authority is Teign Housing. Cllr Pearce to provide update. **ACTION: Cllr Pearce**
- b. Dog Bin – there remain some issues with emptying dog bins. The SVRA have forwarded a request that a new dog bin be sited on the wooden fence at the corner of the car park by Spitfire Green (old bowling

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green). Cllr Pearce to establish costings and this item will be carried forward to the December Agenda.

ACTION: Cllr Pearce

- c. Supplementary planning documents are being forwarded re the Joint Local Plan; these are to provide guidance on the plan.
- d. A Statement of community involvement which sets out minimum requirements for consultations is due to be forwarded to clerks for distribution shortly.
- e. Climate Change Action: DCC & SHDC have declared a Climate Emergency and will be providing a plan in January with targets to meet to reduce their impact on this issue. It was proposed that MPC wait for the report before considering what Actions can be taken. Proposed: Cllr Sampson Secoded: Cllr Pedrick
- f. Election: Polling cards are currently being received, postal votes will be issued on 29th November.

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...

297 PLANNING:

Planning Applications Paper Planning. A proposal was made for A3 plans to be purchased

- 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.

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

3528/19/FUL Soar Car Park National Trust – How would this be enforced? Is the land owned by the NT? There are issues people parking on the road with higher numbers already parking on the road and causing obstruction. There are aesthetic grounds for objection being in the AONB, development on the undeveloped coast in a very sensitive area. There are also concerns on the impact on local business
MPC OBJECTION

3375/19/HHO Southdown Farm replacement windows – MPC Approval

3505/19/NMM Baker Estates reposition for revised parking – MPC Approval

Remaining under SHDC Discussion in addition to Planning a: NO OUTSTANDING DECISIONS

- b. Decisions:

1. **2564/19/FUL (WPD (South West) plc & WPD Telecoms** – Conditional Approval
2. **2700/19/ARC Cowling, The Barn, Shute Hill** – Discharge of Condition Approved

- c. **Enforcement issues:** Continue to be dealt with.

Please will all parishioners provide the Clerk with 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

298 FOOTPATHS, TREES & ALLOTMENTS:

- a. Overhanging foliage at a variety of locations including Roseland, Whitehall Cottage and the trees at Chadders Shute. Letters/emails have been issued, we await action. Councillors have been provided with a copy of the letter and can distribute as required on the proviso that the clerk is notified of the addresses so that it can be followed up.
- b. Broken Gate Higher Soar: A new post with latch is required this will be ordered with other posts required across the parish. **ACTION: Clerk**

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- c. Allotment Representative: We are seeking a new allotment representative. If anyone is interested in being the representative, please contact the clerk. The Clerk will write to all allotment holders to state that if there is no interest, the position will be disregarded, and any queries will have to be dealt with during the Parishioners Open Forum at full council meetings.

299 VILLAGE HALL:

- a. Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- b. Bonfire Night – expenses were covered but the final costs/profit are still unknown. Well done to all who were involved in the organisation of the event.
- c. The scarecrow trail will take place at the Whitsun Weekend in May 2020. No fete will take place in 2020.
- d. A tree survey has been undertaken and ash dieback has been identified. Works will be taking place to remove the infected trees.
- e. Car Park/Potential other Projects: Full quotes for a multi-use games area are being obtained. We will be advised when these have been received and will work with the MVH committee to agree which one offers the best value according to standard procedures.
Re the car park Cllr Long will ascertain exactly what drainage information is required. **ACTION: Cllr Long**
- f. Play Area Works: The roundabout has now been fixed.
No prices have been obtained for the wood for the fort. There is also a line of wood in The Pound that requires replacement, this will be costed up at the same time. **ACTION: Cllr J Yeoman & Sampson**

300 MISCELLANEOUS:

- a. Land Ownership – The documentation to commence the land ownership transfer has been signed and forwarded to the legal team with a request to include the grassed area to the front.
- b. Malborough Play Park Area: Cllr Kendall and the Clerk met with Baker Estates and Rob Sekula SHDC, to view the new fencing around the play area, this was considered very acceptable. Baker Estates confirmed they would also fix a second area of fencing. We await sight of the transfer documentation to the ownership of MPC.
- c. Bridleways – NT Ranger Emma Reece has provided some details re the potential opening of areas of NT land to riders. This is being forwarded to our equine contacts and we await their feedback. This will also be uploaded to the website.
- d. VAS figures have been provided for the month of October. The sign on the Kingsbridge side has been turned around with a view to encouraging drivers to stay within the speed limit until the end of the restrictions. Please note that both cameras capture speeds from both directions, they capture time/date/speed and direction.
- e. Post Office & Co-Op: The Post Office have not been advised of any potential transfer to the Co-Op. The Co-Op have been trying to encourage people to complete the online survey requesting the Post Office be incorporated at the Malborough branch so that we don't lose our vital Post Office services. A letter has been forwarded to the local manager with our concerns. There have been potential developments at the Post Office, we await further news.
- f. Defibrillators: Cllr Sampson confirmed that a unit is required to be sited at Oceans Reach, Bolberry, the Rotary Club will provide a donation in respect of this. We require an electrician to install the units Nick Tee/David French will be approached for assistance.

MONTHLY CHECKS:

- Defibrillators: Cllr Rutherford has undertaken weekly checks & completed the monthly online report.
- Skatepark: Cllr Harrod has undertaken weekly checks.
- Outside Gym/Play Area: Checked by Geoff Allan – Thank you Geoff!
- Water Meter & Allotments: The meter has now been turned off. A final reading is required.

301 FINANCE & GOVERNANCE:

- a. The accounts for 2019/20 month 8 were received, shown as year to date **Appendix A**. A mandate sheet and transaction record were introduced and duly signed to authorise the e-payments.:
The payments were proposed by Cllr Sampson and seconded by Cllr K Yeoman and carried unanimously.

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- b. Precept Dispensation: A vote for a four-year dispensation to end in November 2023 is sought to enable Councillors to discuss and agree the annual precept figures and how those sums will subsequently be allocated.

The dispensation is required because every Councillor has a declared financial interest in the precept and without the dispensation, the business of Malborough Parish Council would be impeded.

Proposed: Cllr Kendall, seconded Cllr Pedrick

302 CORRESPONDENCE:

1. Invitation South Devon AONB: The next meeting of the South Devon AONB Partnership Committee is taking place on **Friday 6th December 10am – 12pm** at Holbeton Village Hall.

*To increase engagement with local communities, we are trialling a new format with effect from the December meeting. The AONB Partnership Committee meeting will be preceded by a **presentation and public forum**. This is designed to provide an opportunity for the wider AONB community to share views and concerns about the South Devon AONB with the Partnership Committee Chairman and the AONB Manager. This format is a new feature for December and will continue as a trial throughout 2020.*

*The December presentation will be made by Gary Jolliffe from 'Till the Coast is Clear'. The presentation commences at **9am on Friday 6th December** (doors open from 8:45am). The open forum will follow at **9:35am** with up to fifteen minutes available for the statements, each individual statement being a maximum of three minutes duration. If any councillor would like to attend the meeting please email vanessa.gray@southdevonaonb.org.uk*

2. **What 3 Words: DOWNLOAD THE APP TODAY!**

what3words is a really simple way to talk about location.

Each 3m square in the world has been assigned a unique 3-word address that will never change.

3-word addresses are easy to say and share, and are as accurate as GPS coordinates

People use what3words to find their tents at festivals, navigate to B&Bs, and to **direct emergency services to the right place**.

How do I use what3words in an emergency?

(a) Find the 3 word address for your current location on the **FREE what3words app for iOS & Android**. It works offline – ideal for areas with unreliable data connection.

(b) Share your 3-word address over the phone to the call handler.

(c) The emergency services can then coordinate a response directly to the **EXACT** location where help is needed.

3. **LATE NOTICE ROAD CLOSURE:**

From WEDNESDAY 20 NOVEMBER 2019 for a maximum of 5 days Until FRIDAY 22 NOVEMBER 2019 (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 - A379 EDMESTON FARM TO FANCY CROSS, MODBURY

The alternative, signed, route for vehicles will be via - A379, A3121, B3213, A38, A385, A381, A379 AND VICE VERSA

This temporary restriction is considered necessary to enable - DEVON HIGHWAYS - DRAINAGE

For additional information contact: SKANSKA Telephone: 03301052660

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MEETING ENDS **21.08** Hrs

DATES FOR THE DIARY: The 2019 Parish Council Meeting date is: 18th Dec. All meetings commence at 7.30pm and are held at The Annexe, Malborough Village Hall.

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

Cllrs Goodhead, Harris, Harrod, Kendall, Pedrick, Rutherford, Sampson, J Yeoman, K Yeoman

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, Salcombe Police Station, Mr Allan Benstead (Tree Warden), Mrs E. Bond (Asst. Tree Warden), Malborough Parish Council Notice Boards (2), Malborough Primary School, Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, National Trust, SVRA

APPENDIX A

Malborough Parish Council Finance: Month 8

DRAFT

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Category	Descriptor	Date	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year					17,726.48
Receipt	Nick Brodie Messenger	01/11/2019	35.00		39,612.61
Receipt	Baker Estates Messenger	04/11/2019	100.00		39,712.61
Receipt	Salcombe Meat Co Messenger	04/11/2019	100.00		39,812.61
Receipt	Mundy Funeral Messenger	05/11/2019	35.00		39,847.61
Payment	Handy Man Bus Shelter Clean	08/11/2019		25.00	39,822.61
Payment	G&J Hocking 2nd Tranche Allotment Payment	08/11/2019		250.00	39,572.61
Payment	Bulbs for The Pound	08/11/2019		19.96	39,552.65
Payment	Malborough Garden Services October	08/11/2019		801.00	38,751.65
Payment	M&A Kendall Messenger Expenses	08/11/2019		59.80	38,691.85
Payment	Nick Walker Printing Messenger	08/11/2019		300.00	38,391.85
Receipt	Messenger Adverts	11/11/2019	165.00		38,556.85
Receipt	Malb Gdn Svs Messenger	12/11/2019	100.00		38,656.85
Receipt	The Cove Messenger	12/11/2019	70.00		38,726.85
Payment	Clerk November Salary	15/11/2019		628.16	38,098.69
Payment	Messenger Adverts	18/11/2019	105.00		38,203.69
Payment	Messenger Adverts	18/11/2019	35.00		38,238.69
Payment	Boiler Smart Messenger	19/11/2019	70.00		38,308.69
Payment	Ashbys Messenger	19/11/2019	100.00		38,408.69
Payment	Chi Rei Kai Dojos Messenger	19/11/2019	35.00		38,443.69
Payment	SVRA Printing Fees	16/10/2019	30.80		38,474.49
Payment	Oyster Shack Messenger	21/10/2019	70.00		38,544.49
Payment	Burfords Messenger	21/10/2019	70.00		38,614.49
Payment	West End Garage Messenger	21/10/2019	70.00		38,684.49
Payment	Harris MCMillan Messenger	22/10/2019	70.00		38,754.49
Payment	Brightam House Messenger	22/10/2019	70.00		38,824.49
Payment	CL Landscapes Messenger	24/10/2019	35.00		38,859.49
Payment	Simply Soulful Messenger	24/10/2019	35.00		38,894.49
Payment	South Hams DC payment for Toilet Transfer Fees	25/10/2019	1,223.00		40,117.49
Payment	Thurlestone Golf Messenger	28/10/2019	35.00		40,152.49
Payment	The Old Inn Messenger	28/10/2019	100.00		40,252.49
Payment	Nicholas Rowell Messenger	31/10/2019	70.00		40,322.49
Payment	November Gross Interest	11/11/2019	1.80		40,324.29
					40,324.29
TOTALS YTD Financial year 2019/20			£ 37,928.91	-£ 15,331.10	£ 40,324.29
RECONCILIATION CASH BOOK TO BANK					£
Cash book balance b/d			FY 2019/20 month	8	£ 40,324.29
Balance at bank at end :				20-Nov-19	
	Revenue Accounts			40,324.29	
	Unpresented Items		receipts	-	
			payments	-	
				£ 40,324.29	-
ACCOUNTS FOR PAYMENT					Variance
	<u>K Harrod Salary</u>		DD 15th Month		628.16
	<u>HMRC NIC</u>				0.00
Plus					
	DG Allen Play Area Repairs/Maintenance				3.77
	Royal British Legion				50.00
	Beers Fees for public toilet transfer				1,223.00
	Malborough Garden Services				393.99
	PKF Littlejohn External Audit				240.00
Meeting Sub Total					1,910.76
Receipts & PAYMENTS REPORT TO COUNCIL					
MEETING DATE			20/11/2019		
Prepared By:			K Harrod for Malborough Parish Council		
Date:			20/11/2019		