

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 17 th July 2019		Venue & Time: Annex, Malb. Village Hall, 19.30hrs
Present: Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall Cllr Hayley Rutherford Cllr John Sampson Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long Dist. Cllr Judy Pearce NT Ranger Emma Reece	Apologies: Cllr Lucinda Goodhead Cllr Paul Pedrick County Cllr Rufus Gilbert

REF 2019/20 MINUTES

273 WELCOME & APOLOGIES

274 MESSENGER: Cllr Kendall

275 DECLARATIONS OF INTEREST: Cllr Sampson in respect of planning, Cllr Sampson withdrew from all related discussion.

276 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 19th June 2019 were agreed without alteration.

Proposed: Cllr Sampson Seconded: Cllr Harrod and agreed unanimously

277 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING:

- A. Public toilets in the Square: The loft space hole has been filled in. The transfer agreement will now be finalised.
- B. Collaton Road Bus Stop – three quotes have been received. Following discussion, it was agreed to remove the existing shelter, if dangerous, as a matter of priority. A quote for a block bus stop will be obtained. Proposed Cllr Rutherford, seconded Cllr Kendall agreed by all. **ACTION: Clerk**
- C. Hastoe were contacted re maintenance, no response received at time of meeting.
- D. Parking Enforcement has been agreed.
- E. Bolt Head Road Closure will take place between 14th – 19th October between 18.00hrs and 00.30hrs, the road is due to be open at all other times.

278 PARISHIONERS OPEN FORUM: No parishioners present.

279 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

The police are no longer attending council meetings to provide a monthly report. The local crime figures can be obtained by viewing the below link. An officer will attend the Annual Meeting where possible to give an overview of the year.

We would like to remind residents that there are many ways to contact their local police and would like to signpost them towards the force website for more information. They also have a very popular Facebook page which provides useful information and advice.

Additionally you can Ask Ned (<https://www.devon-cornwall.police.uk/askned>) a site for members of the public to find out useful information to a whole host of questions. And of course, there's the usual non – emergency telephone 101 or 999 for emergencies.

SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>

RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk

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280 COUNTY COUNCILLORS REPORT:

- a. Email received re Ash Dieback, details will be added to the website.
- b. 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. **ACTION: Cllr Gilbert to speak with Adam Keay**
- c. The s106 contribution is for the upgrade of Great Lane (Footpath No. 2, Malborough) and the funds need to be spent by 14/10/23. Councillors will meet with Helen Clayton to discuss the proposals. **ACTION: Arrange meeting and report back in September.**
- d. The Plymouth Road update has been forwarded to all Councillors and should be shared with anyone who may be affected. Essentially when clearing the drains and ploughing back the edge in preparation for the work, it was found that the road edge had large cracks/structural damage and thereby classifies as a safety risk to traffic. This inconvenience has no termination date and will require considerable structural work to allow the road to open as normal.
- e. Four Ways W191218456 was reported. It has been viewed by Highways. We await further action.
- f. Scaffolding Silverhill, we have been advised that scaffolding will be erected at the front of one of the properties, this would block the road. As yet no applications have been made to Highways in respect of this. **ACTION: Clerk to follow up with owner**

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

281 DISTRICT COUNCILLORS REPORT:

- a. Local Lettings Plan: The parish are in communication with Cassandra Harrison re the introduction of a local lettings plan for the parish. **ACTION: Clerk**
- b. Baker Estates Update: Cllr J Yeoman & Cllr Kendall attended a recent meeting with Graham Hutton of Baker Estates. Cllr Pearce met with Baker Estates earlier in the day. Views from the June meeting were expressed again. Re the Malborough Park Play Area, a new path is to be laid from the new estate to the Sparrow Park entrance. This path will have a tarmac finish to be good for buggies etc and be fenced from the play area with access gates. Bakers hope to start work in August/September during which time part of the area will be barricaded off for security reasons.
- c. Salcombe Retreat Update: Liquor license at the site is being queried. **ACTION: Cllr Pearce to establish.**
The Officer Report has been published but fails to recognise the Malborough Neighbourhood Plan. We continue to await advices as to why this case has not been refused. Lodges can be seen from Bolberry Down and Soar Mill. The NT also stated that the visibility is an issue. Further issues with garbage were noted. The sewage situation was also raised again. The applicants are giving details of the lodges to the planners which has caused further delay. **ACTION: Clerk & Cllr Pearce to follow up**
- d. Recommendations from the SHDC mid-term meeting to the Executive include the council tax support grant being withdrawn. This will be put out to consultation in due course.
- e. A restructure of the senior management team is due to take place following the resignation of two of the team. Four new directors will be put in place (with a hope to appoint internally), it is also anticipated that rationalisation of middle management will take place.
- f. Revised commercial business cases for the Kingsbridge hotel, Ivybridge supermarket and the Dartmouth Health & Wellbeing Centre will be discussed at the next SHDC Meeting. SHDC will be borrowing approximately £10m to finance the hotel. Full details will be available on the website and in the local papers.

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- g. At SHDC council next week they will officially declare a Climate Emergency in the district.
- h. Pat Whymer will provide a planning session for Councillors on any Monday in October. **ACTION: Cllr Long to commence the process**
- i. Cost of paper plans requested again. **ACTION: Cllr Pearce**

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.

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

- 1. **2193/19/NMM** Banksia, Silverhill – No Objection
- 2. **2165/19/AGR** Build Agricultural Building for Storage of Machinery/Fodder – WITHDRAWN, however, it should be noted that Councillors would have objected to the application. Cllrs asked if the concession on agricultural buildings was open to anyone or just bona-fide farmers.
- 3. **1978/19/FUL** Conversion of redundant agricultural building to residential – No Objection

Remaining under SHDC Discussion:

4108/18/FUL Baker Estates Retrospective permission for temporary access road. MPC approved SHDC Determination date 11th February 2019!

4015/18/FUL Salcombe Retreat, Proposal 23 caravan/lodge bases, parking & internal access road. MPC Objection. SHDC Determination date 07th March 2019

0184/19/FUL Harwood Farm, Temporary mobile home – MPC Support SHDC Determination Date 22nd March 2019

0411/19/CLE Westentown, Lawful development certificate – noted neither a statutory declaration nor affidavit has been received. MPC No Objections SHDC Target Determination Date 5th April 2019

1711/19/VAR Ashbys External Lighting – MPC Support

Noted there have been no complaints to a local camp site owner from any campers re light pollution.

1656/19/HHO Clementine Cottage – MPC Support

1871/19/VAR Bolberry House Farm – MPC Support

1744/19/NMM Baker Estates - MPC Objection

- b. **Decisions:**

NONE!

- 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 will be reported to Enforcement.

283 FOOTPATHS, TREES & ALLOTMENTS:

- a. Collaton Road bank cut – the bank has now been cut.
- b. Roseland & Whitehall cottage need to cut their overhanging foliage. **ACTION: Clerk to send letter**

284 VILLAGE HALL:

- a. Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- b. Car Park: The planning application has still not been finalised. Would Fields in Trust approve of a land exchange i.e. the Malborough Park Play Area in exchange for the proposed car parking area? This

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allows us to complete the original proposals which would be the best solution for all concerned.

ACTION: Cllr Long & Clerk

- c. Play Area Works: New parts have been ordered and received. There are issues with the fort that require attention. Wickstead have been informed and asked to replace the rotten planks. **ACTION: Clerk to follow up**
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285 MISCELLANEOUS:

- Land Ownership – The Pound & Substation. Initial documents received from legal.
 - Bolberry Down Car Park: Councillors met with NT representatives last week. The NT have taken the feedback on board, the lower car park will be kept in use. The top car park will still close in winter due to the state of the ground. New access will be incorporated, traffic will effectively use a one-way system in/out of the site. A small hut (that can be removed off season) will also be incorporated. East Soar Car Park works were on hold due to nesting birds. The nesting is over now, we await confirmation as to a start date.
Bridleways – a delay due to staffing has taken place, it is hoped that consultation will commence late summer.
 - Bottle bank emptying dates were sent to Cllr Pearce.
 - VAS figures have been provided for the month of June and continue to show a reduction in traffic speed.
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286 FINANCE & GOVERNANCE:

- a. The accounts for 2019/20 month 4 were received, see **Appendix A**. A mandate sheet and transaction record were introduced and duly signed to authorise the following e-payments:
 - Clerks Salary, HMRC & Expenses £627.97
 - Malborough Garden Svs £393
 - DW Jarvis Maintenance £30
 - South West Water £16.79The payments were proposed by Cllr Kendall and seconded by Cllr Rutherford and carried unanimously.
 - a. More signatories will be added to the account following a change in councillors. **ACTION: Clerk**
 - b. Annual Governance & Accountability. The External Auditor has confirmed receipt of the documentation and will respond in due course.
 - c. Councillor Courses – No councillors opted to attend the courses. The Clerk will provide an overview of the details to all. **ACTION: Clerk**
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287 CORRESPONDENCE & AOB:

- a. Feasibility Study – Cycle Route Kingsbridge to Salcombe: The report has been received and while the idea of a link was supported. The Council was disappointed that the option of a cycle track from Malborough to Kingsbridge had not been looked at all as the Council had expected. The report concentrated on the Estuary route which was considered unfeasible by councillors. The Council was also concerned that lines were put on maps before any of the landowners concerned had been approached. This will be fed back to KTC.
 - b. Fire Brigade Consultation: Closure of stations/reduction of engines & equipment. Parishioners can respond to the consultation until 22nd September at <https://tinyurl.com/y2tccrrc>.
 - c. Lighthouse Project update due at the October meeting.
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MEETING ENDS 21.38 Hrs

DATES FOR THE DIARY: The 2019 Parish Council Meeting dates are: 18th Sept, 16th Oct, 20th Nov and 18th Dec. All meetings commence at 7.30pm and are held at The Annexe, Malborough Village Hall.

Signed as a true record: _____

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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, Mr Tony Lyle (allotment rep), Mr E Putt, 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, Mr Tim Chandler, National Trust, SVRA

APPENDIX A

Malborough Parish Council Finance: Month 4

Category	Descriptor	Date	Month No. of Report to Council	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year						17,726.48
Payment	Varley Turntable - park	02/07/2019	4	-	787.22	31,369.76
Payment	G Allen Playground Maintenance	27/06/2019	4	-	65.10	31,304.66
Payment	Malborough Garden Services	27/06/2019	4	-	472.20	30,832.46
Payment	Barriers Direct	10/06/2019	4	-	129.50	30,702.96
Payment	A R Lyle	27/06/2019	4	-	234.00	30,468.96
Payment	Viking Stationery	27/06/2019	4	-	184.94	30,284.02
Payment	M Kendall INK	27/06/2019	4	-	103.71	30,180.31
Payment	Alison Marshall Internal Audit	27/06/2019	4	-	180.00	30,000.31
Payment	TG Stone Cycle Track	27/06/2019	4	-	90.00	29,910.31
Payment	G Boyce Bedding Plants Pound	27/06/2019	4	-	35.00	29,875.31
Payment	Came & Co Insurance (underpayment)	27/06/2019	4	-	79.09	29,796.22
Receipt	July Gross Interest	09/07/2019	4	1.20		29,797.42
TOTALS YTD Financial year 2019/20				£ 21,262.86	-£ 9,191.92	£ 29,797.42
RECONCILIATION CASH BOOK TO BANK						£
Cash book balance b/d			FY 2019/20 month		4	£ 29,797.42
Balance at bank at end :						11-Jul-19
						29,797.42
				receipts		-
				payments		-
						£ 29,797.42
ACCOUNTS FOR PAYMENT						Variance
				DD 15th Month		
						627.97
						0.00
Plus						
Malborough Garden Services						393.00
DW Jarvis Maintenance						30.00
South West Water						16.79
Meeting Sub Total						439.79
Receipts & PAYMENTS REPORT TO COUNCIL						
MEETING DATE				17/07/2019		
Prepared By:				K Harrod for Malborough Parish Council		
Date:				11/07/2019		