

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

Date: 21 <sup>st</sup> October 2015		Venue & Time: The Annexe, 19.30hrs
<b>Present:</b> Cllr Gill Boyce Cllr Lucinda Goodhead Cllr Kathy Harrod Cllr Ann Kendall Cllr Keith Makepeace Cllr Paul Pedrick Cllr M Wesley Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	<b>In Attendance:</b> Debbie Ede Clerk & Minute Taker Alex Rehaag – Specialist SHDC (part meeting) Dist Cllr Simon Wright (part meeting) A parishioner – Mr Towne (part meeting)	<b>Apologies:</b> Cllr I Bramble PCSO Dave Gibson County Cllr Rufus Gilbert Dist Cllr Judy Pearce PC Jo Pengilly Daniel Taylor (SHDC)

### Ref 2015/16 Minutes Action

**087 INTERESTS** – Cllrs Boyce, Kendall & J Yeoman declared separate interests under finance and withdrew from those discussions

### 088 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 16<sup>th</sup> September were agreed and signed, proposed by Cllr Wesley & seconded by Cllr Kendall and voted through unanimously.

**089 MESSENGER** – Cllr Harrod agreed to summarise the next two meetings for the next edition of the Messenger.

### 090 MATTERS ARISING (from previous minutes only)

- A. Soar Airfield Plaque; The NT has erected the existing copy (although some remedial work is required to tidy up the site – Cllr J Yeoman will action) and the new one is being kept By Cllr Yeoman as the spare. The History Board has been proof read and this will also be erected in the car park.
- B. The new Acrylic Footpath Map is up outside of the Post Office and remedial painting of the surround should happen shortly. Cllr Boyce will remind Mr Jarvis.
- C. **The Heart Start course, CPR and defibrillator update** is confirmed as the 9<sup>th</sup> November, venue the Annexe. **PLEASE BOOK IN AT THE POST OFFICE.** To be published in Village Voice and with posters around the village
- D. Re. the refurbishment of Jubilee Shelter, Alison Lees is working out what paints etc she requires for the mural at an approximate cost of £90-£100. An updated design was tabled. The weather window for the year has probably been missed and the meeting set the next summer holiday season as a deadline. It was suggested that the draft design will be worked up and used as a Messenger cover.
- E. Following the feedback from residents in the Neighbourhood Plan questionnaire, the Council are investigating funding for an Adult Playground/Trim Trail/Geriatric Gym following discussions with MVH&PFA as to possible sites. The company that built our childrens' playground have volunteered to let us **trial some equipment** – free of charge and without any obligation – ON 31<sup>ST</sup> OCTOBER AT MALBOROUGH VILLAGE HALL. ALL WELCOME TO COME AND TRY out the equipment and take brochures, leaflets etc as to what is available. This will then help us draw up a shopping list that provides a range of equipment suitable for all ages and fitness levels.
- F. Cllr Pedrick reported that he still had to liaise with Mr Illingworth re. the repair of the sign in the playground.

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- G. Re. the implementation of the Local Gritting Scheme; following e-mail discussions and agreements to proceed between councillors since the last meeting we have now purchased a gritting machine to supplement the service provided on the primary routes by DCC. The most up to date information they have is on their website at [http://www.devon.gov.uk/winter\\_travel](http://www.devon.gov.uk/winter_travel) . Another website for information is: <https://new.devon.gov.uk/roadsandtransport/maintaining-roads/self-help-and-community-support/> Proposed by Cllr K Yeoman and seconded by Cllr Boyce, the meeting also approved the payment of the fuel costs to Cllr Yeoman (for collection of the machine from Preston) and agreed that Cllr K Yeoman should source and purchase an agitator, this piece missing from the 2<sup>nd</sup> hand machine purchased which was sold as seen. The approximate cost for this is £214. Another jockey wheel for £23 had to be purchased and Cllrs Pedrick and K Yeoman will fit. The routes to be serviced need to be agreed as does a place to store the salt and discussions with South Huish to take place since it was a joint bid. Cllr Pedrick will approach Mr Hocking re possible storage at his farm and will look at setting the (standard) route having liaised with South Huish as to their contribution and involvement. The Clerk will also take this through the South Huish Clerk. Cllr Pedrick asked for views as to routes, a single hopper covering c. 6 miles and, whilst there were circa 4-5 volunteers (who will be rota'd) probably spreading a single load was the maximum time commitment of any individual at a time. DCC will be approached as to how the bulk salt can be delivered and whether different containers can be sourced to service different parts of the village. Cllr Pedrick will report back to the next meeting.
- H. Remembrance Services:

**MALBOROUGH**



**REMEMBRANCE SERVICES**  
**2015**

**Sunday 8<sup>th</sup> November**  
**PARADE AND SERVICE**

Parade starts at 10.30am from the Village Hall  
Laying of wreaths at War Memorial  
Service at All Saints Church at 10.55am

**Wednesday 11th November**

**CEREMONY AT THE PLAQUE**

Short service and laying of wreath at the Plaque in  
the car park at Soar, 11am



**ALL PARISHIONERS WELCOME AT**  
**THESE EVENTS**

- Cllr Boyce mentioned that, with the demise of the cubs, they will not be involved in the parade and suggested that some letter of appreciation and thanks to them for organising the cubs over the years should go to them from the Parish Council. The meeting agreed this and was glad to hear that all the cubs had been allocated to other packs.
- I. Daniel Taylor, our new SHDC Locality Officer, was aiming to attend our October meeting but, with 30 parishes within his catchment, has said he is now unable to attend of an evening. Councillors felt that an inaugural session would still be useful; given Councillors work during the day it is clearly impractical for them to meet with Daniel during one of his future outreach sessions. They also remarked that many of the community groups that Mr Taylor hoped to meet were also manned by

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working people so that some evening commitments were essential if the role was to be effective. Given that several parishes meet on a Wednesday it was suggested that Mr Taylor could accommodate up to 4 drop in, meet and greet sessions with the parishes.

- J. Cllr Bramble, Chairman SHDC, had given his apologies to the meeting – as he had hoped to attend and discuss any pertinent local issues within the Parish. A new date would be arranged, probably in the New Year.

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**091 POLICE BUSINESS & NEIGHBOURHOOD WATCH;** with apologies from PCSO Gibson, there were no reported crimes for the month. Cllr Makepeace reported some possible opportunist thieves in the area, CCTV picking up loiterers in the Soar area who have been reported to the police.

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**092 COUNTY COUNCILLORS REPORT:**

Cllr Gilbert had sent his apologies to the meeting – with 4 Parish Council meetings scheduled for the same night his diary was somewhat over-committed.

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**093 SHDC HOUSING NEEDS SURVEY (HNS) & NEIGHBOURHOOD PLAN**

Alex Rehaag, Affordable Housing Enabler/Specialist from SHDC took the meeting through the HNS scheduled for later this month as part of the evidence gathering for the Neighbourhood Plan. Cllr Yeoman reported that the format and form has been reviewed and updated by the NP Forum. Re returns, the Post Office could be a drop off for completed questionnaires and the SVRA /Cumber post box, and business pre-paid envelopes will be circulated with the hard copy. Survey Monkey for online completion will also be available. Aiming for the print run by month end and it was agreed to hand deliver, using the Messenger crew, where possible during the first week of November with a circa 3 week deadline for return. The meeting felt the form needed to stress that this survey was to capture ALL housing needs – not just affordable. Alex agreed to circulate the final draft this week for immediate feedback and it will then be sent to the printers. The meeting thanked her for attending.

Discussions then took place about the The Government planned extension of the right to buy scheme to Exception Sites. Given Great Park is an exception site, Hastoe's position statement is:

*...."There are specific problems about implementing Right to Buy on Rural Exception Sites – sites where planning permission has been granted with the understanding that the homes will be held in perpetuity for people from the local area. If Right to Buy is brought in for these sites, the homes could be bought by their tenants and then sold on the open market to anyone, breaking that local connection. This could impact on local development in two ways:*

*Landowners may stop making land available at an affordable price if they think someone else is going to make a big profit on the home in the future or if they think that the home will not be protected for people with a connection to the community*

*Local people will lose confidence in housing associations and no longer want us to develop in the area if we cannot guarantee that the homes will be held for people with a local connection to the village  
This could see the amount of development in small rural communities shrink, making the already chronic shortage of affordable homes even worse.*

*Extending Right to Buy to Housing Associations and to those operating in rural communities in particular is going to devastate England's already dwindling social housing stock and is going to see more and more families with nowhere to live for generations to come. At a time when we more home building, more affordable homes and more affordable rents, extending the Right to Buy looks to be in direct opposition for to all those aims. Hastoe have been and will continue to campaign for the government to rethink their position....."*

Cllr Wright said that the Housing Minister had been invited down to discuss problems pertinent to the South Hams and that SHDC were facing challenges to s106 agreements which had already been agreed. Cllr J Yeoman queried whether Community Land Trusts would be exempt from the extension of the Right to Buy

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but policy/guidance is not fully clarified as yet. Further clarification is expected on the 25<sup>th</sup> November (the Autumn Budget Statement). Alex reported that the housing bill is published but local impacts are not yet clear. *Alex left the meeting at 20.30*

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### 094 DISTRICT COUNCILLOR REPORT

Cllr Wright reported that;

- A. The Executive at SHDC is looking at Our Plan, tasking Officers to bring it to the Executive quarterly for review to try and expedite progress. An Officer will be visiting/briefing us to ensure we understand how our Neighbourhood Plan fits into the District 'Our Plan.'
- B. Given we are eligible for s106 play space funding we now have to have another plan (!) and have been invited to a familiarisation session on the 4<sup>th</sup> November. See later.
- C. Re. Capital Monitoring; there are 2 areas in Salcombe that will be progressed – 8 employment units at Batson are planned and a 3 phase development of Whitestrand. Re the latter the first module will be decking the original slipway to generate a more 'European type atmosphere' and meet Health & Safety requirements. Modules 2 & 3 will involve changes to the car park and the introduction of a layby for lorries. Cllr Pedrick challenged these ideas, asking whether they were what locals wanted. He stressed that local residents should be involved in these discussions and that progress should not be geared solely to tourism.
- D. Quarterly Community Safety Partnership meetings now take place involving a wide stakeholder group of partner agencies tasked to look at live issues within their catchment and deliver 'bite sized' training. Currently on the agenda was awareness training re dementia, veterans and legal highs, the latter being a real problem in the District as they cannot be banned or outlets closed yet their effect on individuals remained unpredictable.
- E. Of note was an, apparent, large increase in the police reporting of dog bites; however this is down to a new system of reporting and does not indicate any real increase. 14% of police time in our area is said to be spent looking for missing persons.
- F. As discussed by the Parish Council last month and highlighted in the Messenger, the Fire service are committed to public safety and wish to engage with local Parish Councils in our area to help us in identifying vulnerable people in our communities who would benefit from our FREE services. Their Home Safety Visit takes around 30-45 minutes and as part of the visit they work with the occupier/owner to look at Fire related safety issues and where required fit free 10yr battery life smoke alarms.
- G. Slave trade is a growing concern, even in the South Hams. Young people, aged 16 and below, are imported and put to work but their wages are then withheld to offset alleged travel and accommodation costs
- H. Torbay Hospital has now amalgamated with Community Care Trust (merging health and social care provision) to become Torbay & South Devon NHS Foundation Trust. There are 2 new Consultant appointments, each of these two consultants spending 50% of their time in the community
- I. Cllr Kendall queried the progress of an outstanding enforcement issue and the rumour that it was time expired. Cllr Wright said he would investigate. Cllr Yeoman raised the outstanding issue of the airfield again and Cllr Wright also agreed to follow this up.
- J. Cllr Pedrick asked whether the Lidstones planning had been finalised. It has and the 6 week response deadline has now passed.

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### 095 PLANNING

- A. No **applications** have been received by the Parish Council this month.
- B. **Decisions**

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**33/1945/15/F:** Householder application for alterations to dwelling including extending first floor, demolition of porch and garage and erection of screen fence. New Cottage, Luckhams Lane, Malborough, Kingsbridge. TQ7 3RY. *Conditional approval*

- C. Cllr Boyce queried whether we knew the development timetable for Yarde Gate, as parishioners have been asking. It was suggested that we contact them to see if there is anything we can do to help/expedite the project.
- D. Cllr Kendall complained to Cllr Wright that the planning department's website was out of date.
- E. **Enforcement Issues;** Updates on the list of outstanding enforcement cases were still awaited from SHDC – the list remains incomplete with some cases falling off without investigation or resolution.
- F. Further to concerns raised by parishes about the **Prior Approval process**, SHDC write: ....*"In response to comments raised by several parish and town councils with either myself or with Development Management directly, I write to reassure you regarding our consultation arrangements for the weekly list of planning applications and the publication of the associated plans and documents on the Councils website.*

*We will continue to inform parish and town councils of all applications through the weekly lists as usual. With regards to prior notifications and prior approvals, although there is no statutory requirement to consult with parish councils on these, we will still be notifying you through the weekly list. Whilst our future intention is to cease sending paper copies of these and instead rely on the online copy of the documents, we do experience occasional problems with the planning search function on the website so we will continue to send paper copies to parish and town councils for the time being.*

*We are in the process of developing a new improved website with better planning search functions which will be launched later this year. Once this is fully functional, and as other new IT systems come online, it is our intention in the longer term to move to paper-free consultation with parish and town councils. We will of course keep you fully informed of these changes and give you plenty of time to prepare. We will be offering support and training to make this transition to a more efficient and environmentally friendly method of consultation as easy as possible for you and your Councillors..."*

The meeting abhorred any move to solely paper free – the technology out in the parishes and homes is not sufficient to allow detailed viewing, scaled measurement and understanding of complex plans and hard copies are thought to be essential. A watching brief will be held and representations made as appropriate with an immediate objection to go into SHDC. The meeting felt that this move would be discriminatory and reduce public access to the planning process and documentation.

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### 096 HIGHWAYS

Issues reported include:

- A. Following a further robust argument from the Parish to DCC about speeding through the village, a mobile 30mph Vehicle Activated Sign (VAS) was now in place. This is a temporary sign that is moved around Devon. Mr Towne (in attendance for part of this meeting) thanked the Council for their work in pursuing this. A further speed survey has also been carried out near Alston Gate (results awaited). As before we are still querying whether barriers on the verges on the main road at either end of the village that give the impression of a narrowing road/an obstruction are an idea? These could then also carry warnings about the zebra crossing? The meeting discussed the possibility of drafting a TAP fund bid to pay for and implement these road improvements since, despite numerous requests to DCC, they do not consider it a safety issue. It was agreed to work up a proposal for November review (the deadline bid for TAP fund bids this year is 18<sup>th</sup> December 2015) liaising with DCC/Highways as to what we are legally allowed to have/do. Cllr Makepeace reported the favourable effect of a 'cardboard' Policeman seen recently at Taunton station and also suggested a mock up speed camera.
- B. The Parish Lengthsman is next due in the Parish on 29<sup>th</sup> October, for 1.5 days. The meeting suggested the following works list
  - I. Luckhams Lane Drain

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- II. Buddleholes at : Collaton Lane – top of, between Higher Collaton House and Fairwinds, Collaton, Collaton Road 200yards from the Plympton turning, 3 in Combe, Windsor Hill (up to Bolberry Hill), Flowers’ Hill (Bolberry Copse Corner), Horseypool, Top of Rew Lane, Outside Broaddowns, Whitey Cross
- C. The disabled bay in Lower Town has now been removed
- D. The Collaton Road sign opposite the bus shelter has been removed and needs replacing.
- E. A query had been received from SVRA about the lack of road sweeping on the Cumber estate. We have referred them to SHDC and some work has, reportedly, been done.
- F. Gail Allen had informed the Council that she had found a volunteer to cut the Collaton road bank; the meeting thanked her and thought it was an excellent idea – thanks too to the volunteer! Cllr Boyce suggested the small saplings should be encouraged since, by felling the trees, the bottle banks have been exposed and both a visual and audible barrier should be encouraged. The meeting felt that some planting should take place on the Village Hall side so that the bank remains easy to cut and does not impact on DCC responsibilities. To discuss with the Village Hall.
- G. Following a query from a new resident on local and historic place names Cllr Wesley volunteered to help compile the list and collate contributions. John Cole, Cllrs Pedrick and J Yeoman and Derek Jarvis were suggested as first points of contact. The history/derivation of names would also be interesting.
- H. Following a progress query on the double yellow lines on Collaton Road that are o/s, it is confirmed that we are ‘on the list’ and waiting to piggy back on a Traffic Order. A reminder that these are from the village hall entrance to Portlemore Lane on the northern side of the road.
- I. c/f Cllrs Kendall , K Yeoman and Boyce had agreed to investigate further the parking below Moorside. This was originally designated for Moorview council house residents and has lost its sign. But with the houses changing hands it is not known what the status of the parking is.

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#### 097 FOOTPATHS, TREES, GRAVEYARD & ALLOTMENTS

- A. Re Collaton Footpath; o/s - the uncovered path is now in a state of poor repair and DCC have been asked if they will undertake some remedial work. Cllr Gilbert had been made aware of this (ref 076C). The meeting also queried the outcome of Cllr Gilbert’s check of the criteria against which the bank/verge was cut as Councillors remained aggrieved that their funding of the cut was due to the DCC contractors not adhering to their contract in the first place.
- B. **Allotments are available. These are advertised in the Messenger and on the Notice Boards. Please contact the Clerk or Tony Lyle ([anthoneylyle@tiscali.co.uk](mailto:anthoneylyle@tiscali.co.uk)) .** Cllr K Yeoman, who has a spraying licence, has agreed a maintenance plan with Tony Lyle.
- C. Cllr Boyce had queried the growth in weeds around the church wall together with the pavement outside of the post office. Cllr K Yeoman agreed to knapsack spray around the Pound and the Post Office.
- D. o/s and logged, again, today with DCC, the missing marker post at the bottom of Plympton Hill and the Bolberry hamlet sign. However DCC have – today – said they are not responsible for replacing hamlet signs – this is a cost that falls to Parish’s. They also deny it was their contractors that damaged the sign as it is not where they would have been cutting (likely to be a private contractor maintaining the hedges for the landowner). Cllr Kendall reports that it was rumoured to have been done by a DCC contractor as they trimmed around the sign itself and it was then DCC that took the sign away. A final follow up approach will be made to DCC. Failing that a supplier had been found to make the sign at a net cost of £82. The meeting agreed to the proposal by Cllr Pedrick, seconded by Cllr Goodhead, to commission the sign.
- E. o/s Dog mess has been reported at the East Soar Car Park; the NT is undertaking a review about how they deal with this issue on their sites.
- F. o/s Burial ground; removal of earth spoil: Cllrs Yeoman are pursuing. Cllr J Yeoman reported visiting graveyard and it looks much better, the grounds being better maintained.
- G. Cllr Goodhead raised concerns about the number of cows falling over the cliffs at Soar, or stranded at low water, and not surviving, 4 are known of in recent months. She suggested that the NT be

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approached and asked to liaise with the stockholder and the meeting agreed to write to the National Trust. Aside from the welfare issues, the cost of public services ie: the Coastguard, Fire Service etc must be exorbitant. There were also concerns that the cattle are putting people off accessing the area.

- H. Cllr Kendall also reported plans by the National Trust to fence off parts of Bolberry to encourage the sheep to graze the bracken down on the slopes. However this is felt to distract from the open vistas beloved by everyone.
- I. Cllr Makepeace reported that weeds are growing up through the cycle track now – DCC would be approached as the tarmac is being pushed up and displaced.
- J. Cllr Boyce reported that Combe Lane is overgrown but the landowner is aware of this and waiting on the contractor.

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#### 098 VILLAGE HALL

- A. Cllr Boyce attended the last Village Hall meeting: the full Minutes of MVH&PFA are on: <http://www.malboroughvillage.org.uk/group/villagehall>. Of note are:
  - a. The proposal to implement a circular dog walk from Cumber and through a fenced area on MVH&PFA land, the idea generated by discussions between the Parish Council and the Village Hall in response to wishes from parishioners through the NP questionnaire. Cllr Harrod reported that the SVRA committee were in favour as long as it was fenced on the estate as well. It was suggested that liaison takes place with Ms Freeman as her land adjoins the proposed area.
  - b. Plans for Bonfire night are ongoing but the overflow carpark field has fallen through. There is a dedicated sub-committee taking this forward and ensuring all H&S requirements are met.
  - c. A motor biker was seen driving across the field at speed and adjacent to the playground. Cllr Pedrick agreed to follow up with PCSO Gibson.
  - d. The bin at the skate park is not being used and Geoff Allen has complained about the time he has to spend clearing the site. In discussions with Cllr J Yeoman, Geoff has suggested that we move the bin to a site which might be more conducive to people actually using it so that mud and rubble don't get trodden onto the skate park. The bin has a broken flap and the model is obsolete according to SHDC. They have told us the cost of a new bin is £330. However, following an incredulous query from the Parish as to how a bin can be obsolete, SHDC have confirmed that we are able to continue using the old one and have quoted £100 to move this for us. The meeting confirmed that we do not see a new bin as a priority as long as the existing one is fit for purpose and not genuinely damaged or perished. Proposed by Cllr Pedrick and seconded by Cllr Harrod the meeting agreed to spend £100 on moving the bin.
  - e. Mr Allen also reported the appearance of some home - fabricated ramps and slides at the skate park. Whilst some of these were skilfully made they are NOT safety tested, up to the requisite standards or insured and as such have had to be removed. Cllr Harrod confirmed she checks the park regularly for the safety audits and will continue to report any incidences of new obstacles immediately so that they can be removed. This also needs highlighting in Village Voice and the Messenger. Cllr Harrod has talked to a keen advocate of the park and one who was involved in fabricating the extra equipment. He is keen to form a skate park community, start up a Facebook page and provide training opportunities. All the unofficial equipment has been removed.
- B. Cllr Pedrick remarked how much the play area continues to be used which is very gratifying.
- C. Cllr Harrod reported, as above, the Adult Trim Trail/playground is generating a lot of interest.
- D. The PC (John Yeoman and Debbie Ede), remain in discussion with the VH, Gail and John Jevans, drawing up a draft capital plan for developments for funding projects in the light of s106 from Alston Gate and other funds. This can then be put forward to both the VH and the PC for discussion, prioritisation and agreement.

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- E. Alongside this Cllr Wesley is researching and working up ideas on communication improvements within the hall and for the village.

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### 99 MISCELLANEOUS

Cllr Yeoman reported that:

- A. The British Heart Foundation have announced:

## Funding for defibrillators in England

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The Department of Health has awarded us £1 million to make public access defibrillators and CPR training more widely available in communities across England.

Applications open on Thursday 1 October 2015 and close in March 2016.

### The packages

There are three packages available:

1. A free public access defibrillator, CPR training kit and a cabinet
2. A free public access defibrillator and CPR training kit
3. A cabinet to improve accessibility to a current defibrillator

The meeting agreed to pursue this as it was thought a 2<sup>nd</sup> defibrillator, at the other end of the village (query – the hall?) would be very beneficial. Another application could be made for a machine at Cumber to service the 160+ houses. Cllr Harrod undertook to liaise with the SVRA re siting.

- B. Devon Wheels to Work (to email around the Council)

Devon Wheels 2 Work can help people that live or work in Devon to travel to employment, training and education.

We provide a motorcycle and scooter rental scheme to help anyone aged 16 and over to meet their transport needs. Our fleet of insured, taxed and maintained 50cc and 125cc vehicles which are available across the whole of Devon.

In order to take advantage of the scheme you need to be aged between 16 and 65, live and / or work within Devon, and have a provisional driving licence and Compulsory Basic Training Certificate.

The rental cost of the bikes includes tax, insurance, maintenance, servicing and a six-weekly safety check on the machine. Our mobile workshops mean that we are able to provide this service wherever you are in Devon.

For more information please contact us on 01409 253942 or [admin@devonwheels2work.co.uk](mailto:admin@devonwheels2work.co.uk), or visit our website <http://www.devonwheels2work.co.uk>

We can provide a supply of leaflets or posters for information points in your town or parish if required.

- C. Cllr Wesley, alongside his work on improved communications for the hall, gave a summary update re broadband rollout and the progress of fibre to the cabinets in the parish (although there are some postcodes that are not covered.) The plans are also not future proofed and unlikely to deliver future



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needs. What can we do as a community to push for something better? There are various options available to us and Cllr Wesley undertook to research and write an options paper for the NP forum and the Council to consider. This was welcomed, thank you. Cllr Makepeace reinforced this saying it was a significant issue for local businesses. Cllr Makepeace also had a contact who could provide more information on the official rollout plans and agreed to copy Cllr Wesley with any new data.

- D. As highlighted by Cllr Wright, SHDC have written to invite us to a short familiarisation training session on 4<sup>th</sup> November at 10am in the Cary Room at Follaton House in Totnes re: Section 106 funding – Parish/Town Open Space, Sport and Recreation Plan. They say “...*The District Council requests contributions through Section 106 (S106) legal agreements from new housing development towards new and improved Open Space, Sport and Recreation (OSSR) facilities where it is considered that a development will have significant impacts on the local area.*

*Some S106 agreements are quite specific about the named project beneficiaries of the funds and their spend will be restricted accordingly, however other agreements are not specific about project beneficiaries. In these cases, the District Council is proposing that producing a Parish/Town Open Space, Sport and Recreation Plan would be a useful method of consulting and gathering evidence to identify and prioritise projects for support within the locality.*

*A number of you will already be involved in the process of writing a Neighbourhood Plan. In these cases it may be most appropriate for this exercise to be included within the Neighbourhood Plan process. In other cases, the template has been written to try to assist Parish and Towns with producing an effective OSSR Plan...”.*

- E. Peter Sandover had volunteered to attend a PC meeting to discuss the Community Woodfuel initiative as below. It was agreed to invite him to the December meeting.

### Community Woodfuel Groups - Free Help

#### Could your community benefit from free help with setting up community woodfuel group?

If your community is interesting in harvesting free firewood and learning how to lay hedges in the traditional way Devon Hedge Group is offering free advice to people who want to set up community groups to do this. Devon's hedges are world renowned for their biodiversity and heritage value. Devon Hedge Group has been helping people in rural communities learn how to harvest wood from hedges for their hearths, stoves and log burners. This saves them money, while helping restore overgrown hedges and reducing farmers' costs. Funding from 'Awards for All', part of the Big Lottery, has been secured to help communities with setting up woodfuel groups so if you and/or your community want to know more please contact Andrew Shadrake, at [andrew@boveyclimateaction.org.uk](mailto:andrew@boveyclimateaction.org.uk), or phone him on 07976 743461

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## 100 FINANCE & GOVERNANCE

- A. The monthly accounts, cash book and bills to pay were received for month 7 of the financial year, 2015/16, shown as year to date Appendix A. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments, with Cllrs Boyce, Kendall and J Yeoman withdrawing from the relevant discussions and voting, the payments individually proposed by Cllr K Yeoman and seconded by Cllr Harrod.
- B. Following postponement of discussion from the September meeting, Councillors discussed the annual review of the Clerk's remuneration (due on 1<sup>st</sup> September as the post is covered by a National Pay Award and Agreement). An inflationary, non-discretionary, National Pay Award was also due w.e.f. 1<sup>st</sup> January 2015. The meeting unanimously sanctioned the latter. It was also agreed that a 2 point incremental spine award was deserved and it was accepted that additional specialist project work would be invoiced on an ad hoc basis where the work exceeded the 10 hour /week funded contract. Proposed by Cllr Makepeace and seconded by Cllr Pedrick the 2.2% pay rise w.e.f. 01/01/2015 and a spine point uplift to 32 w.e.f. 01/09/2015 were agreed.
- C. The website sub-committee, at their annual meeting in September, recommended that e-banking be set-up for the [Malboroughvillage.org.uk](http://Malboroughvillage.org.uk) account and the relevant forms were tabled for the Clerk and Cllr Kendall to sign. Given the Parish Council oversees and takes responsibility for the website, the meeting

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formally voted to approve e-banking on the account, proposed by Cllr Makepeace and seconded by Cllr Harrod.

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### 101 CORRESPONDENCE

In addition to that taken under the agenda, the meeting received:

- DALC Annual Report
  - Local Boundary Commission; consultation re electoral reform in North Devon.
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### 102 OPEN FORUM

There being no further business the meeting closed at 22.15 hrs

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**DATES FOR THE DIARY:** The next Parish Council meeting is on Wednesday 18<sup>th</sup> November, 7.30pm, Venue Village Hall Annexe.

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Signed as a true record: \_\_\_\_\_

Print Name & Date: \_\_\_\_\_

Actions default – unless otherwise specified the Clerk takes forward any agreed actions

Agenda Items and Updates; where possible please could these be submitted to Debbie 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 Debbie for distribution) together with their apologies.

#### Distribution List

Cllrs Boyce, Harrod, Kendall, Makepeace, L Goodhead, P Pedrick, M Wesley, J Yeoman, K Yeoman

**For Information: e-circulation to:** County Cllr R Gilbert, Dist Cllr Judy Pearce, Dist Cllr S Wright, Mr Tony Lyle (allotment rep), Mr E Putt, Salcombe Police Station, Mr Allan Benstead (Tree Warden), Mrs E. Bond (Asst. Tree Warden), Reverend T Skillman, Malborough Parish Council Notice Boards (2), Malborough Primary School, Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, Mr A Purchase, National Trust, SVRA

**MALBOROUGH PARISH COUNCIL**  
**Minutes of Parish Council Meeting;**

**APPENDIX A**

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				<i>14,082.06</i>
payments	Malborough Garden Services for August		- 120.00	13,962.06
payments	Ann Kendall (reimbursement Collaton Road cut)		- 25.00	13,937.06
payments	K Makepeace (notice boards)		- 329.99	13,607.07
payments	D Ede - Salary		- 582.72	13,024.35
payments	Gritter - winter resilience/self help		- 2,700.00	10,324.35
Receipt	Messenger	66.70		10,391.05
Receipt	Interest - gross	0.71		10,391.76
Receipt	Interest - gross	0.58		10,392.34
Receipt	Precept - 2nd tranche	8,402.00		18,794.34
<b>TOTALS YTD Financial year 2014/15</b>		<b>£ 58,260.59</b>	<b>-£ 53,661.66</b>	<b>£ 18,794.34</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d	<b>FY 2015/16 YTD month</b>		<b>7</b>	<b>£ 18,794.34</b>
<b>Balance at bank at end :</b>				<b>24-Sep-15</b>
	<b>Revenue Accounts</b>		<b>22,033.54</b>	
	<b>Unpresented Items</b>	receipts	<b>478.51</b>	
		payments	<b>- 3,717.71</b>	
			<b>£ 18,794.34</b>	<b>-</b>
<b>ACCOUNTS FOR PAYMENT</b>				
D Ede (Salary)	<a href="#">for october</a>	paid on 15th of the month by standing order & included in the above balances		<b>582.72</b>
	<a href="#">Gritter</a>	email audit trail giving agreement to pay & included in the above balances		<b>2,700.00</b>
<b>Plus</b>	G E Boyce (bulbs for Pound)			24.47
	M Gautier Fear of Mice (From Malborough Website a/c)			105.00
	Messenger expenses			
	A Kendall			49.70
	P Cole			5.00
	M Kendall			33.60
	D Ede - petty cash stamps/folders			8.56
	Viking			235.80
	Derek Jarvis			235.00
	Jack Stone (cycle track 18/9/2015)			75.00
	T J Yeoman (fuel re gritter collection)			90.00
	Malborough Garden Services (Sept Burial Ground)			225.00
	G Hocking (allotments 2nd tranche)			250.00
				<b>1,337.13</b>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				
<b>MEETING DATE</b>		<b>21st October 2015</b>		
Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>			
Date:	<i>20/10/2015</i>			