

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 27th February 2019		Venue & Time: All Saints Church, 19.30hrs
Present: Cllr Ann Kendall Cllr Keith Makepeace Cllr Paul Pedrick Cllr Hayley Rutherford Cllr John Sampson Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Dist. Cllr Judy Pearce County Cllr Rufus Gilbert PCSO Paul O’Dwyer Five Parishioners Part meeting	Apologies: PC J Pengilly Cllr Lucinda Goodhead Dist. Cllr Simon Wright Cllr Gill Boyce

REF 2018/19 MINUTES

236 WELCOME & APOLOGIES

237 DECLARATIONS OF INTEREST: Declarations of interest were received from:

Councillor Boyce – Finance RVS
Councillors J Yeoman & Pedrick – Finance Hope Cove Life Boat
The councillors withdrew from these discussions.

238 MESSENGER: Cllr Kendall, the Clerk to provide copy re the Parish Elections in May.

239 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 16th January 2019 were agreed without alteration.
Proposed: Cllr K Yeoman Seconded: Cllr Rutherford and agreed unanimously

240 MATTERS ARISING:

- A. Collaton Road Bus Stop – two quotes have been received, a third quote is being obtained.
- B. Public toilets in the Square: MPC have expressed an interest to SHDC in the transfer of freehold ownership to MPC. SHPC have confirmed the transfer will proceed and that MPC is to appoint solicitors.
The Post Office head office have now stated that the current occupancy of Malborough Post Office can continue, however, their response to our communications includes several inaccuracies and we question the validity of the response.
The interested parties have submitted a plan to head office and are awaiting interview.
Mrs Rossiter advised that if the entire toilet block were transferred to the Post Office, they have agreed to continue to provide a public convenience that would always be open . This was not accepted by Councillors as it provides no guarantee or security of the public toilets remaining open in perpetuity.
MPC have requested a letter of intent from SHDC to enable MPC to give the Post Office and potential purchaser room to make their decisions. MPC could then provide a letter of intent to lease half the toilet area to the Post Office. **ACTION: Cllr J Pearce**
- C. HGV Signage: The sign has been erected. An article with photograph will be sent to the Gazette.
- D. Heart Start Course: The course took place on 30th January and was fully booked, we have received feedback from many of the attendees who all thought the evening was superbly informative. Our thanks have been sent to the Heart Start team and we will arrange another event in due course.

241 PARISHIONERS OPEN FORUM

- A. The dog bin on Collaton Road by Cumber Close is overflowing. The Clerk advised that this has been reported already but no action has been taken.

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- B. Martyn Rest, The Lighthouse Project, seeking support from MPC. They are not yet a registered charity but are seeking registration. They would promote Christian values, but the main aim of the organisation is essentially seeking to reach out to young people and adults in the area who may be struggling behind closed doors. This is essential in the light of the recent drug related problems young people are facing. It would be run by those involved in Youth Work, parenting and pastoral care with a Youth Worker being recruited specifically to help build up the groups in the parish aimed at young people. In principle the Councillors agreed to support the project. No request for funding has been received at this time. We await further developments.
- C. Jilly Rosetti, chairman of West Alvington Parish Council was introduced.
- D. An issue with fly tipping was reported last August, this has still not been actioned. The clerk will follow up.

PLEASE report all District Council issues ONLINE at:

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

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

242 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

PCSO Paul O'Dwyer

Over the past month there have been 3 reported crimes (misuse of communications, supply of a controlled drug and a common assault).

Following recent events there has been a lot of involvement with local schools to provide support and advice to families affected.

The main focus is currently to try and reduce and remove burglaries. The second focus concerns working with young individuals & police partners to reduce the use and flow of drugs.

Devon and Cornwall Alert is a two-way community messaging system operated by Devon and Cornwall Police for both individuals and businesses. The system helps us to connect with our communities, it tells people what is happening in their area and allows them to respond directly with any information.

The system is designed to allow people who register to choose the type of information they would like to receive concerning crime and anti-social behaviour, witness appeals, crime prevention, community events and local good news.

Subscribers will not be notified about every crime or incident that happens in their community. Our aim is to send relevant information where we believe to do so will reduce the opportunity for crime and anti-social behaviour or will help Devon and Cornwall Police solve a crime. Sign up here:

<https://alerts.dc.police.uk/Join>

243 COUNTY COUNCILLORS REPORT:

- a. Cllr Gilbert thanked Cllr Kendall for all her efforts in producing the Malborough Messenger.
- b. The DCC Council Tax increase will amount to 4%.
- c. 30mph Roundels – Adam Keay confirmed on 15th February that he was chasing the lining contractor, we await a date. **ACTION: Clerk to monitor.**
- d. Lower Town Street Light was repaired but stopped working again after two days. **ACTION: Clerk**
- e. School Water Leak: The school leak appears to have been fixed.
- f. Cycle path tarmac issue. We have been advised of a problem where part of the entrance to private land on the opposite side of the cycle path has worn away, Highways have advised that the entrance was never surfaced and should have been. The issue will be included in a future

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maintenance scheme – but this may take time due to ever decreasing funding. Works are taking place on the road 12th March a request will be made that the cycle path issue is dealt with at the same time. A further request will be submitted to Highways for full information as to exactly what/how the works will take place and if they could be done over two separate days instead

ACTION: Clerk

- g. SVRA & date of next TRO. Since the last meeting MPC have received a plan from the SVRA re their proposals for the estate. The SVRA have also undertaken a census of the parking situation on several occasions in the evenings.

There are 159 residences, many of whom own more than one vehicle.

118 garages (there are no accurate records to prove ownership of all garages).

28 private parking spaces and 21 SVRA parking spaces open for anyone to use.

The census showed 105 Cars parked on the estate road.

Total capacity 146 overnight & in the open.

A proposal for two turning point boxes and six sets of double yellow lines at the estate “pinch points” was provided from the SVRA. MPC actively support the turning point boxes and approve in principle of the double yellows but consider it unlikely that Highways will approve. Both proposals will be forwarded to Highways.

Cllr Gilbert reiterated: If MPC approve of the suggestions they can be considered and discussed by Highways with a view to adding to the next TRO.

PCSO Paul O’Dwyer advised that the police will no longer ticket vehicles unless they are causing a wilful obstruction. Wilful obstruction to the highway definition: a vehicle trying to enter/exit an area and not being able to due to another vehicle obstruction. Unless this is happening, the police will not issue any tickets. The SVRA requested a police letter to put on vehicles. PCSO O’Dwyer will forward a copy via email to the Clerk for distribution.

Enforcement from the correct authority will be requested via Cllr Gilbert once markings are in place. **ACTION: Clerk**

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

244 DISTRICT COUNCILLORS REPORT:

- a. Dog Walking in Community Wood – SHDC have now amended their online map of the grounds to indicate that the wood is now part of the area in which the public may walk their dogs; this is not correct, representations will again be made to SHDC by the Malborough Village Hall Committee to correct all of the errors on their site in this regard. The Malborough Village Hall Committee agreed that they should take back control of the grounds and relinquish the call upon SHDC to provide dog patrols. Cllr Pearce to speak with Honey Foskett with a view to arranging a meeting with MVH & PFA and the Parish Council. **ACTION: Cllr Pearce**
- b. Baker Estates Update: Cllr Pearce advised there is an omission on the S106 that is being dealt with by the legal team.
- There are an increasing number of queries regarding the actions of the Baker Estates Team including the following:
- Query re the specification of the affordable buildings being of a lower standard than those on the open market but valued at the same rate before discount applied.

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- The affordable housing for sale at discount is being restricted to first time buyers but there's nothing on the S106 that states first time buyers only.
- The S106 states that the Housing Provider should be responsible for the affordable properties, but this is not currently the case. Why not?
- How were the discounted properties valued? We understood three valuations had to be obtained, discussion would take place with the SHDC/housing authority and prices would be agreed. Has this happened?
- If the properties do not sell as affordable what happens?
- The whole ethos of this being promoted to and agreed by MPC was that the properties would be affordable for local people. This is clearly not the case, why not?
- The marketing price could be more than the sale price – how does this affect the affordable houses for sale?

More information is required from SHDC and then consideration will be given to inviting Baker Estates to the next meeting. **ACTION: Cllr J Yeoman/Clerk**

- c. Sophie Hoskin has been appointed as Chief Executive.
- d. The budget has been completed and council tax will increase by £5 per household (being the maximum increase allowed).
- e. No changes to car park charges for 2019, except Bigbury and Torcross.
- f. A Council tax reduction scheme is in place, four bands available to provide discounts of between 25 – 85% discounts.
- g. £190k additional funding for play equipment in parks due to be spent by end of 2020 budget year.
- h. A Salcombe Retreat planning query was raised, also noted that signage re the offering of a takeaway has appeared – change of use to be reported to the relevant authority. Clerk to forward planning response re Salcombe Retreat and Soar Farm to Cllrs Pearce & Wright. **ACTION: Clerk**

245 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.
[0184/14/FUL Harwood Farm, Temporary mobile home](#) – MPC Support
[0411/19/CLE Westentown, Lawful development certificate](#) – noted neither a statutory declaration nor sworn affidavit has been received. MPC No Objections

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

Remaining under SHDC Discussion:

[4108/18/FUL Baker Estates Retrospective permission for temporary access road](#). MPC approved
[4015/18/FUL Salcombe Retreat, Proposal 23 caravan/lodge bases, parking & internal access road](#). MPC Objection.

- b. **Decisions:**
[0489/18/FUL Soole, Winters Marine](#) – MPC Approval MARCH 2018 SHDC Conditional Approval
[4013/18/LBC 1&2 Portlemore Barton](#) – MPC No Objection, SHDC Conditional Approval
[4145/18/VAR Bolberry House Farm](#) – MPC conditional approval, SHDC Conditional Approval (statics not to be occupied by any persons/family for more than four weeks at any one time & no permanent residency).
- c. **Enforcement issues:** Continue to be dealt with.

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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.

d. Neighbourhood Development Planning:

Today (27th February) is polling day. The outcome of the votes will be declared tomorrow.

246 Highways:

- a. Bus Stop Cumber Close: No further update.
- b. VAS – the VAS equipment will be erected in due course.
- c. Post Office Parking: Vehicles parked at the Post Office will be checked for valid TAX & MOT.
- d. Baker Estates need to be contacted due to the new road layout not being wide enough to allow HGVs to navigate it without issue at turning points. Further noted it's possible the incorrect tarmac has been used (motorway grade?) this creates less traction and results in skids and livestock/horses not being able to be moved/exercised along it.

247 FOOTPATHS, TREES & ALLOTMENTS:

- a. Allotments Meeting Update & Pond – our insurers have now provided the following response: “If the allotment holders are to be responsible for the pond, they should possess public liability insurance. If they have formed an association, they should look to arrange a group Public Liability Insurance policy which can be obtained at a low cost by joining a body such as The National Allotment Society. Please refer to their website - <http://www.nsalg.org.uk/join-us/membership/>.”

An email will be sent to the allotment representative to confirm the above and to ensure that if the installation of a pond is actioned, the Parish Council will require a copy of their public liability cover on an annual basis. **ACTION: Clerk**

- b. Collaton Road Bank – Malborough Garden Services will undertake the works once the spring flowers have died off.
- c. Horseypool Bench – the bench requires replacement. Proposed that the Clerk obtains quotes. Proposed Cllr Rutherford, Seconded, Cllr Kendall.

248 VILLAGE HALL:

- a. Cllr J Yeoman attended the recent meeting and AGM.
- b. Monthly update: Full minutes are available on the MVH & PFA page of the Malborough Website.

249 MISCELLANEOUS:

- a. Horse Awareness in the Parish: Ongoing, the National Trust are currently drafting some simple consultation over access, we await their further advices.
- b. Village Handy-Man – New adverts have been put out. Applicants need to supply proof of insurance and must have their own transport/tools. Items currently requiring attention include benches and noticeboards.

250 FINANCE & GOVERNANCE:

- a. The accounts for 2018/19 month 11 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 £603.33
 - Malborough Garden Services £393 (graveyard & ground maintenance)
 - Outdoor Play People £144
 - Nick Walker Printing £162
 - Parish Magazine Printing £189.90
 - Viking Stationery £182.23
 - Horticultural Society £100 subject to receipt of a copy of the annual accounts.
 - Citizens Advice Bureau £100
 - Hope Cove Life Boat £500

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- RVS £100
- Digger hire (Horseypool) £120

The payments were proposed by Cllr Sampson and seconded by Cllr Makepeace and carried unanimously.

- a. Precept: Confirmation of receipt of our precept has been received from SHDC.
- b. Clerk training courses: The clerk has recently undertaken an Elections training course and will be taking the first CiCA training session next week.
- c. Town & Parish Fund Bid – we have received confirmation that the joint application with Kingsbridge, Salcombe, West Alvington and Malborough was successful. Kingsbridge are managing the funds and their expenditure.

251 CORRESPONDENCE:

- a. None received
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MEETING ENDS 22.00 Hrs

DATES FOR THE DIARY: The 2019 Parish Council Meeting dates are: 20th March, 17th April, 15th May, 19th June, 17th July, 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: _____

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 Boyce, Goodhead, Kendall, Makepeace, Pedrick, Rutherford, Sampson, J Yeoman, K Yeoman

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Judy Pearce, Cllr Simon Wright, 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 Duncan Pope, National Trust, SVRA

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APPENDIX A

Malborough Parish Council Finance: Month 11

Category	Descriptor	Date	Paid In	Paid Out	Cash Book Balance
Receipts	Interest (Gross)	09/01/2019	1.14		28,130.20
Receipts	South Huish Printing Fees	14/01/2019	71.40		28,201.60
Receipts	Banking Reference 50095	16/01/2019	95.00		28,296.60
Payments	Jan Clerks Salary & Facilities Recharge	15/01/2019		603.33	27,693.27
Payments	Malb Gdn Svs, Sept & Nov & Access Path	10/01/2019		865.20	26,828.07
Payments	Viking Stationery	10/01/2019		162.40	26,665.67
Payments	South West Water ALLOTMENTS	10/01/2019		24.25	26,641.42
Payments	Inglesport - Playground Repairs (G Allen)	10/01/2019		22.00	26,619.42
Payments	Malb Garden Services December Invoices	23/01/2019		393.00	26,226.42
Payments	Village Hall Hire Fees	23/01/2019		243.00	25,983.42
Payments	Outdoor Play People	13/02/2019		144.00	25,839.42
Receipts	Interest (Gross)	11/02/2019	1.17		25,840.59
Receipts	Allotment Fees number 19	25/01/2019	27.50		25,868.09
Payments	Feb Clerks Salary & Facilities Recharge	15/02/2019		603.33	25,264.76
Receipts	Banking Reference 50096	18/02/2019	35.00		25,299.76
Receipts	Messenger Advertising	22/02/2019	35.00		25,334.76
TOTALS YTD Financial year 2018/19			£ 36,294.45	-£ 24,376.00	£ 25,334.76
RECONCILIATION CASH BOOK TO BANK					£
Cash book balance b/d			FY 2018/19 month	11	£ 25,334.76
Balance at bank at end :				27-Feb-19	
	Revenue Accounts				25,814.76
	Unpresented Items		receipts		
			payments		- 480.00
					£ 25,334.76
ACCOUNTS FOR PAYMENT					Variance
	K Harrod Salary & HMRC NIC & Expenses		incl. facilities recharge, paid and incl. above		603.33
Plus	Malborough Garden Svs 249 & 144				£ 393.00
	Outdoor Play People				£ 144.00
	Nick Walker Printing				£ 162.00
	Parish Magazine Printing				£ 189.90
	Viking Stationery				£ 182.23
	Horticultural Society - Subject to receipt of annual accounts				£ 100.00
	Citizens Advice Bureau				£ 100.00
	Hope Cove Life Boat				£ 500.00
	RVS				£ 100.00
	Cost for hire of digger				£ 120.00
Meeting Sub Total					2,594.46
Receipts & PAYMENTS REPORT TO COUNCIL					
MEETING DATE				27/02/2019	
	Prepared By:		K Harrod for Malborough Parish Council		
	Date:		27/02/2019		