

**MALBOROUGH PARISH COUNCIL**  
**NOTICE OF THE NEXT MEETING**

**VENUE:** Malborough Village Hall Annex  
**DATE:** Wednesday, 15<sup>th</sup> January 2025  
**TIME:** 7pm

Councillors, I hereby give you notice that the monthly meeting of the Parish Council will be held at the venue, date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below. Dated this 10<sup>th</sup> January 2025

To: All Members of the Council cc: District Cllrs Samantha Dennis & Mark Long, County Cllr Rufus Gilbert

---

**BUSINESS TO BE TRANSACTED**

**1. Welcome & Apologies**

**2. PARISHIONERS OPEN FORUM** (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders)

**During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date.

**After the Public Open Forum:** Members of the public are asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.

- **TO RECEIVE REPORTS FROM: Devon County Council & South Hams District Council**

**3. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING.**

**4. TO RECEIVE DECLARATIONS OF INTEREST and ALTERATIONS TO THE REGISTER.**

**5. TO RECEIVED AND TAKE AS READ THE CLERKS REPORT:** See Appendix A

**6. PLANNING & ENFORCEMENT:**

- a) Ratification: 2619/24/HHO & 2852/24/LBC, 1 Horsecombe Court, Higher Batson, extension & alterations to existing entrance lobby 19/12. SUPPORT.
- b) Ratification: 3510/24/FUL, Land at SX 6996 3972 Malborough, Change of use from temporary to permanent agricultural workers dwelling, 24/12. SUPPORT.
- c) Ratification: 3490/24/HHO, Broad Downs Barn, single storey stone/timber clad extension, 26/12. SUPPORT
- d) Non Statutory Consultation: 4110/24/COM, Opposite Fourways, Malborough, Notice of intent to install electronic communication apparatus comprising of subtended headend cabinet extension.
- e) 3968/24/VAR, Bolberry Farm Cottages, removal of Condition 3 (occupation) of planning consent 33/0574/03/F 22/1
- f) 4090/24/HHO, 48 Cumber Close, single storey extension to front of property, 13/2
- g) 0046/25/HHO & 0047/25/LBC, Cove Barn, Malborough, replacement glazing on rear lean-to extension, replacement fenestration throughout property & new lean-to front porch 13/2
- h) To note the situation regarding South West Water Permitted Development Works at their Malborough plant.

**7. BUSINESS TO BE NOTED/DISCUSSED:**

- a) To approve the installation of CCTV at a cost of £625 to monitor the exterior of the public toilets and adjacent area following issues with theft and vandalism.
- b) To consider if to send in a response to the government consultation on standards (closes 26<sup>th</sup> February).
- c) Land Transfer Update.
- d) To approve tender documents to be issued regarding contracts for renewal on 1<sup>st</sup> April 2025 - Burial Ground/Pound, Malborough Park Playground, Village Hall adult gym & playground.
- e) To provide feedback to South Hams District Council regarding local letting plans.
- f) Village Hall Committee Update

**8. FINANCE & GOVERNANCE Receipts & Payments – Month 10**

- a) **Accounts to pay:** ICCM Training £174, £6.99 shackle for play park, Martin Pears £27.76, Stationary £9.99, Post Office £13.60, Nick Walker Printing £425, Fifty Threes £120, Amazon £16.14,  
**Standing orders:** Clerk Salary & HMRC, Dave Bawden MVH £275, SHEPS Burial Ground £190, Do It All Services Malb Park £173.73, Clive Wrangles Public Toilets £459.33 & lengthsman work £200, Hugo Fox £11.99,

**b) Governance:**

- 1. Adoption of the following documents: Training & Development Policy, Grievance Policy, GDPR Data Protection Policy, GDPR Data Breach Response Policy, GDPR Data Breach Reporting Form, GPDR Data Retention Policy, GDPR Subject Access Request Policy, GDPR CCTV Policy, Habitual and/or Vexatious Complaints
- 2. 2025/26 Budget Agreement and Precept Setting

**Proposed dates of next meetings:** 19<sup>th</sup> Feb, 19<sup>th</sup> March, Village Hall Annex 7pm

Signed: *Katharine Harrod*  
Clerk to Malborough Parish Council

Clerk: (Mrs) Katharine Harrod, tel: 07704 941150, [malboroughparishclerk@gmail.com](mailto:malboroughparishclerk@gmail.com)