

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

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|--|---|--|
| <b>Date:</b> 21 <sup>st</sup> February 2018  |   | <b>Venue &amp; Time:</b> AMVH, The Annexe, 19.30hrs  |
| <b>Present:</b><br>Cllr Gill Boyce<br>Cllr Ann Kendall<br>Cllr John Yeoman (in the chair)<br>Cllr Paul Pedrick<br>Cllr Hayley Rutherford | <b>In Attendance:</b><br>Kathy Harrod – Clerk & Minute taker<br><br>County Cllr Rufus Gilbert<br>Dist. Cllr Judy Pearce<br>Dist. Cllr Simon Wright<br>Anne Rossiter<br>3 attendees from Baker Estates<br>2 Parishioners<br>Part meeting | <b>Apologies:</b><br>Cllr Lucinda Goodman<br>Cllr Keith Makepeace<br>Cllr John Sampson<br>Cllr Kevin Yeoman<br>PC J Pengilly<br>PCSO P O'Dwyer |

### REF 2017/18 MINUTES

119 DECLARATIONS OF INTEREST: Cllr J Yeoman and Cllr Kendall declared an interest in respect of finance and withdrew from these discussions.

120 MESSENGER: Clerk

121 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:  
The minutes of the Parish Council meeting of 17<sup>th</sup> January were agreed and signed without alteration.  
Proposed: Cllr Pedrick Seconded: Cllr Kendall

122 INVITED SPEAKER: Mrs Anne Rossiter, Malborough Post Office

Four years ago, the Post Office commenced a transformation program to incorporate Post Offices into larger stores i.e., WH Smith. The transformation team is supposed to be actively looking to incorporate the Malborough Post Office into alternative premises. As at 31<sup>st</sup> March the program comes to an end, no alternative premises have been found and the Post Office could be closed. If closure does occur, a van service will be provided for a maximum of 3 hours per week.

The transformation team is now looking to offer the PO to other people on a 'Local' basis. Our post office does offer a banking service, used by businesses from Salcombe to deposit large amounts of cash. If the Malborough Post Office becomes a 'Local', bank transactions would be severely restricted to £2,000 per day and the range of other services would be drastically reduced.

Parking at other POs is an issue in the area, which is why Malborough is used more.

Trying to explain to the transformation team the requirement to keep open a rural PO is falling on deaf ears, they have also advised that a community PO cannot be opened, and the existing PO cannot operate long term on restricted hours.

Stand-alone POs are available, but the salary of the sub postmaster is taken away and the commissions reduced meaning that the costs of running a sub post office would have to be significantly subsidised by the owner.

Loddiswell is closing, Churchstow is on the market, local PO outlets in the area are reducing rapidly.

It would be helpful for there to be a community response and action to clearly state how important our local PO is. MPC strongly support the PO and will commence communications with the relevant team.

Contact details will be provided to the community if parishioners wish to show their support too.

**ACTION: Anne to provide contact details**

SHDC Cllr Wright advised that they are aware of the issues with POs and rural Banks. At the full committee meeting tomorrow they will be discussing the matter and intend on requesting Government intervention.

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123 INVITED SPEAKER: BAKER ESTATES, Graham Hutton, Tom Biddle and Perry Miller

Baker Estates have purchased the site known as Portlemore Down below Malborough Park and are bringing forward a scheme of 50 units, 16 of which would be affordable.

Baker Estates are a small developer based in Newton Abbot and they are currently working on seven sites in Devon. At these sites they are working closely with local parish councils and residents to achieve the best possible outcome.

An open consultation session will be taking place on 13<sup>th</sup> March at The Annexe, Malborough Village Hall prior to submission of the full planning application. Full details will be publicised in due course when we receive them. The Parish Council and the Neighbourhood Planning Group plan to meet Baker Estates to discuss the plans, the details of which can be altered in line with local concerns. Parishioners are urged to take part in the process.

The plans viewed are fundamentally in line with the initial masterplan submitted with the Outline Planning application passed by South Hams.

The access road is required prior to the development proceeding. The preparations will begin very soon in respect of the access road to remove portion of the hedge before the bird nesting season. All residents will receive a letter in respect of this shortly to explain that it is a pre-requisite to the building commencing as set out in the Outline permission. The representatives stressed that they will keep the parish council and residents informed about developments throughout the work to allay fears. MPC voiced grave concerns re the splay of the road and asked for it to be extended towards Cumber to ensure good visibility. Graham Hutton is working with DCC to ensure the access road is suitable.

Points of note:

- A footpath link will be through the existing play space (which will be refurbished) through to Sparrow Park.
- Another footpath will join up to the bridleway and Shute.
- Parking, a raised footpath will be incorporated to protect pedestrians and prevent poor parking on the access road.
- Bottom southern boundary will incorporate bungalows, new Devon bank and heavy landscaping.
- A surveyor recently undertook a survey of the eaves of the existing properties sited near the plot to enable exact drawings to be created to show the new eaves height in comparison. The new properties will be split level and dug into the landscape.
- Parking – Garage spaces are discounted, garages on site are 3.5m x 7m minimum. In terms of counting spaces, a double garage will be classed as a single garage. There will also be car ports with lockable sheds at the rear, on plot parking will be provided as well as on street parking. Plans currently incorporate 103 spaces, approximately 50% of which are garages.

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- The PC requested three spaces per property, to consider the number of local trades people in the area who will be looking for housing with adequate parking. It was also suggested that the local emergency services be contacted to obtain any concerns they may have in respect of parking and access.

Feedback from villagers at recent one on one meetings raised concerns re parking & highways, protection of amenity, types of construction and that no contractors should add to the existing parking pressures by taking up existing parking spaces. Perry Miller will be looking after construction issues all the way through. A compound for the parking of contractor vehicles which will be sited close to the site in the field opposite.

A show home at their Totnes Estate is opening 24<sup>th</sup> March – MPC were invited to visit and view the property, build quality etc

A name for the estate is yet to be agreed, The Parish Council suggested Portlemore Down, the name of the field, in keeping with naming of the other new estates in the parish.

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### 124 MATTERS ARISING:

- A. The defibrillator has been received and will be sited at Malborough Village Hall shortly. MVH have taken responsibility for the electrical works required and will be donating £100 towards the equipment. An article and photo for the Gazette including the Co- Op and Councillors in recognition of their contributions from the TAP fund and the Co-Op, will be produced in due course.  
**ACTION: Clerk**
- B. The Allotment water supply continues to be investigated, we await a visit to ascertain if the meter is faulty as suspected. Once the situation has been resolved we will arrange for a monthly reading to be taken by the water board.
- C. Noticeboard options continue to be investigated.
- D. Collaton Road Bus Stop – the bus stop is in poor condition; the metal work has rusted through and the Perspex requires replacement. **ACTION: Clerk to investigate all options re replacing/repairing.**
- E. The final works for the bus stop at Townsend Cross will be undertaken once the weather reaches the optimum temperature.
- F. Horseypool Pond –Trees need to be removed from the water, other trees to be pollarded, the bank to be trimmed and the area to be tidied up. **ACTION: Cllr Pedrick & Cllr Kendall to obtain prices and discuss with contacts.**

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### 125 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

No report received

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### 126 COUNTY COUNCILLORS REPORT:

Speeding - Adam Key will look at the SCARF (speed data analysis) to prove that there is an issue. Cllr Gilbert to advise when the next Traffic Regulation Order (TRO) is going to be submitted. This would incorporate the double yellow lines in Cumber Close, the moving of the 30MPH sign further out of the

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village and an additional SLOW painted on the road. All items required by MPC to be reported to Cllr Gilbert. **ACTION: Clerk**

Councillor Gilbert provided the following statistics:

- Bus passes on public services costs £9m per year to the taxpayer
  - Public transport subsidy costs £3.3m per year
  - Maintenance of rights of way (a total of 5,000miles) costs £600k per year
  - Devonport Energy From Waste plant receives 5,400 tonnes per year
  - CAB Grant from DCC £400k
  - Over 65s in Devon increasing by 10% per year
  - 7,700 potholes were fixed in January
  - £6.5m extra has been provided in 2018/19 for highways drainage, patching and potholes
  - Government spends more on overseas aid than it does on local government.
  - Council tax increase for 2018/19 will be 5% (£63 per annum for band D properties), this is a 2.99% increase plus 2% social care precept
- A. Hole at Townsend Cross – has been patched a second time, the works are still substandard, it needs to be patched properly by peak season. **ACTION: Clerk to email Cllr Gilbert & Adam Keay**
- B. Barton Lane – a letter was sent re the lane and the damage caused. Adam Keay has confirmed that the existing signage is acceptable there is no funding available for any relevant signage even if the specifications could be agreed. Cllr Gilbert will support MPC if we want to pay to add additional signage. Cllr Kendall knows of two residents who would be happy to contribute to costs. **ACTION: Clerk**
- C. In addition to the locality allowance, the local County Councillors will receive a further £10k from unused 106 monies to distribute during then 2018/19 year.
- D. Cllr J Yeoman asked that the local school be included when spending 106 monies.
- E. Highways 106 monies: MPC were requested to consider how Highways 106 monies could be used towards safety features in the parish. This would include the financing of the moving of the 30mph sign. **ACTION: Suggestions requested from all interested parties**
- F. Cllr Pedrick asked if the diversion routes during the Salcombe road closure will prevent the gritter being used as it is believed that the gritter is unable to access those routes. **ACTION: Clerk to email Cllr Gilbert/Adam Keay**

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### 127 DISTRICT COUNCILLORS REPORT:

- A. SHDC want to engage with parishioners in respect of protecting YOUR local services, this includes issues like toilets which in the case of Malborough may mean that responsibility for the toilets is devolved to Malborough Parish Council. SHDC contribution on private beaches in respect of lifeguards is being withdrawn i.e., Bantham, Thurlestone Sands.  
**ACTION: Clerk to leave leaflets in Post Office, Cllr Wright to email over links to the interactive information which can be distributed by email.**
- B. 106 Monies - It has been agreed that monies from Hi Ho can be allocated to the tennis courts and £3p0k from Alston Gate has been requested in respect of the MVH car parking. The 106 policy is being updated. **ACTION: Clerk**
- C. The Community Reinvestment Fund response has not yet been received. **ACTION: Cllr Pearce & Wright to follow up**

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- D. Bottle Bank –A list of peak periods was provided to show when the bank will require changing weekly. We have received a response to advise that operationally, SHDC will try if possible to empty the banks as requested on or near to the dates supplied and a request has been made for the locality officer to check the bins when passing.
- E. Fly Tipping – is on the increase in the parish with more reports being received only today. The Clerk will put signage up in the noticeboards about this. **ACTION: Clerk to contact the Localities officer to discuss.**

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### 128 PLANNING:

#### A. Neighbourhood Development Planning:

Public Notices (see Appendix B) have been put up on noticeboards and at the Post Office to confirm that MPC have submitted our plan proposal to SHDC for our Designated Neighbourhood Plan Development Area.

SHDC is now consulting with residents and other interested stakeholders. Consultation will last for six weeks from 20<sup>th</sup> February to 3<sup>rd</sup> April.

To view the full plan proposal please visit

<https://www.southhams.gov.uk/article/3882/Neighbourhood-Development-Plans-andOrders> or if you wish to view a hard copy of the plan contact the Parish Council.

You can comment by emailing SHDC at [neighbourhood.planning@swdevon.gov.uk](mailto:neighbourhood.planning@swdevon.gov.uk), or send your response in writing to: Neighbourhood Planning, South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE. Please make any representations to the Council by 3rd April 2018.

The Reg 16 consultation gives a chance for people to comment on the version of the plan that is going to be examined. Neither the NP group nor the Local Planning Authority (SHDC) can change the plan in response to Reg 16 comments; instead all comments are forwarded to the examiner for his/her consideration alongside the submission version of the plan. He or she will then recommend modifications taking all Reg 16 comments into account if it is thought necessary. The consultation gives interested parties a final chance to say if any concerns they had earlier in the process have been addressed, and whether they think the plan meets the basic conditions.

**ACTION: Clerk to email Mandy Goddard to request she apply for an examiner for the plan.**

- B. The following **applications** have been received by the Parish Council and are/have been under discussion and consideration. Any recommendation by the Parish Council to the Planning Department is noted after the application details. Those without comment remain under discussion.

#### **0280/18/FUL Mrs J Tucker – MPC Approval**

Change of use from games room to bed and breakfast accommodation  
35 Collaton Rd, Malborough, TQ7 3SN

#### **3577/17/ARM Mr S Rossiter – MPC Conditional Approval**

Readvertisement application for approval of reserved matters for erection of 16no. dwellings, appearance and landscaping following outline approval 33\_46/0918/14/O

MPC consider that there is insufficient parking in addition to concerns re traffic and pedestrian safety.

**4303/17/HHO Mr D Muzzlewhite – MPC under consideration no decision available currently.**

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Readvertisement Householder application for refurbishment and extension to existing farmhouse, annexe, including replacing flat roof with pitched roof and replacement of existing garage with new garage and store above. Newhouse Farm. Luckhams Lane.  
Condition to be added that the works to the garage be ancillary to the main building.

### **3863/17/FUL Mrs Katharine Harrod – MPC Approval**

To create 52 additional new parking spaces at the Hall including 4 disabled spaces on a permeable hardcore and block surface with one-way exit system to be in operation, and an extension on the north side of the Hall.

Malborough Village Hall Collaton Road Kingsbridge

### **1391/16/OPA Mr T Thompson – MPC Objection**

READVERTISEMENT (Revised Location Plan) Outline application with all matters reserved for three new detached dwellings

Hi Ho White Cross To Malborough Green Malborough TQ7 3RR

### **2331/17/VAR Mr J Thomson – MPC Objection**

Removal of condition 3 (Vehicular Access) of granted planning consent 33/0799/15/F (relocation and improvement of vehicle access and new double garage)

Hi Ho Malborough Kingsbridge Devon TQ7 3RR

### **Licensing Applications:**

**Ashbys of Salcombe** - Sale of alcohol for consumption on and off the premises Monday to Saturday from 08:00 to 19:30 and Sunday from 10:30 to 16:00.

Proposed Cllr Kendall, Seconded Cllr J Yeoman - **MPC majority APPROVAL**

**Brightam House**, Higher Town, Malborough (previously The Lodge)

Sale of alcohol for consumption on the premises, Monday to Sunday from 10am to midnight; supply of alcohol to residents and bona fide guests 24hrs.

Proposed Cllr Kendall, Seconded Cllr J Yeoman **MPC unanimous APPROVAL**

Noted that if there is an issue as a consequence of having the license, SHDC can call in the license.

**ACTION: Clerk to respond to SHDC and distribute the information pertaining to reasons for refusal to Councillors**

### **C. Decisions:**

#### **4099/17/ADV Mr M Ashby – SHDC Advertising Consent**

Advertisement consent for 3 building mounted signs, 2 signs mounted on posts and 2 free standing signs.

Ashbys Of Salcombe, Salcombe Road, Malborough TQ7 3BX

### **D. Enforcement issues: Continue to be dealt with. A new enforcement plan is going through scrutiny to prioritise enforcement issues with high priority cases being dealt with in one month.**

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### **129 HIGHWAYS:**

#### **A. VAS – A full refund was requested, however following communications with Coeval we agreed to a further final visit from the engineer to establish that the system is faulty. Data from December is still**



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unable to be downloaded and the system clearly has faults. A full refund will be sought with no further opportunity for discussion. **ACTION: CLERK**

- B. We have received a request for the 30 mph speed restriction signs to be moved towards Kingsbridge from Eastacoombes Way. The Alston Gate residents committee also have concerns re this. We will add this to the next Highway and Traffic Orders Committee (HATOC) order along with the double yellow line request from the Salcombe View Residents Association (Cumber Close).

- C. Gritter:

Extended runs have been taken over the last month as a snow precaution. Our thanks to the gritter team for all their hard work.

Noted that a new Jockey wheel is needed. Proposed Cllr Rutherford, Seconded Cllr Boyce, MPC unanimous approval.

We are still awaiting 2t of salt from SKANSKA, we will be using most of our allocation this year and the additional salt is required. **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**

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### 130 FOOTPATHS, TREES & ALLOTMENTS:

- A. Cycle Track Fence – MVH & PFA have provided confirmation that posts can be driven into the ground to secure the fence.
- B. Collaton Verges – Were due to be cut, but the warm weather brought on the primroses and daffodils early so the council will get them cut after flowering and again in the autumn.
- C. Access for All – The works to add steps from the end of the path to the cycle track have now been completed.
- D. South Sands Bridleway – the works have been undertaken but advice has been received that no additional works will take place. The reinstated bridleway is already started to wash out.

**ACTION: Clerk to write to Salcombe Town Council**

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### 131 VILLAGE HALL:

- A. Cllr J Yeoman & Cllr Kendall attended the meeting.
- B. AGM: The AGM was held on 14<sup>th</sup> February, minutes are now available on the village website.
- C. Monthly update – Car parking, a drop-in session was held on Tuesday 13<sup>th</sup> February, full details of which are contained in the MVH & PFA minutes on the village website. We await further developments, in the meantime MVH & PFA retain the total support of MPC in respect of this development.
- D. Play Area Expenditure – the insurance company have concerns regarding the grass strimmer damaging the play area poles. Guards had been obtained to test for effectiveness and have proven to be acceptable. A further 90 guards are required at £1.60 (+ VAT and delivery). Proposed Cllr Boyce, Seconded Cllr Rutherford, MPC unanimous approval.
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### 132 MISCELLANEOUS: Nothing to report

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### 133 FINANCE & GOVERNANCE:

- A. The monthly accounts, cash book and bills to pay were received for month 11 of the new financial year, 2017/18, show as year to date Appendix A. The proposal to approve these was made by Cllr Rutherford and seconded by Cllr Boyce and unanimously agreed. A mandate sheet and transaction record was introduced and duly signed to authorise the payments.
- B. New Data Protection laws will be operative from 25<sup>th</sup> May 2018, more information will be provided in due course as specifics are disseminated by the ICO.

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117 CORRESPONDENCE: None received

118 OPEN FORUM:

- The school hedge was cut but the debris left on the road was not acceptable. The works were undertaken with a flail trimmer, covering cars and the road. If the school are to instruct contractors, they need to take responsibility to clear up any resultant mess. **ACTION: Clerk to write to the school.**
- Lidstones – noted a problem with mud on the roads. **ACTION: Cllr Pedrick to talk to those concerned.**
- A list of all seats in the parish has been compiled and will be reviewed in full when the weather improves.
- The National Trust will be talking at the next MPC meeting in respect of the October outdoor festival. Details will be distributed to councillors prior to the march meeting.

MEETING ENDS 22.15hrs

**DATES FOR THE DIARY:** The 2018 Parish Council meeting dates are: 21<sup>st</sup> Mar (Church), 18<sup>th</sup> Apr, 16<sup>th</sup> May, 20<sup>th</sup> June, 18<sup>th</sup> July, 19<sup>th</sup> Sept (Church), 17<sup>th</sup> Oct, 21<sup>st</sup> Nov and 19<sup>th</sup> Dec. Unless otherwise stated 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 Kathy 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 Kathy 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

## APPENDIX A

### Malborough Parish Council Finance: Month 11

| ACCOUNTS FOR PAYMENT                  |  |                                 |   |                 |
|---------------------------------------|--|---------------------------------|---|-----------------|
|                                       |  |                                 | Gross is £499.01 incl. £20 facilities recharge, paid 15th each month by bacs. | 499.01          |
| Plus                                  | MGS - Burial Ground                                | <i>K Harrod Salary February</i> |   | 72.00           |
|                                       | MGS - Playground                                   |                                 |   | 249.99          |
|                                       | MGS - Access for All Steps                         |                                 |   | 432.00          |
|                                       | J Yeoman - Gateposts & Strimmer Guards             |                                 |   | 123.90          |
|                                       | Viking - Printer Paper & Stationery Malb Messenger |                                 |   | 170.93          |
|                                       |  |                                 |   |                 |
|                                       | <b>Meeting Sub Total</b>                           |                                 |   | <b>1,547.83</b> |
| RECEIPTS & PAYMENTS REPORT TO COUNCIL |  |                                 |   |                 |
| <b>MEETING DATE</b>                   |  |                                 | <b>21st February 2018</b>   |                 |
|                                       | Prepared By:                                       |                                 | <i>Katharine Harrod for Malborough Parish Council</i>                         |                 |
|                                       | Date:  |                                 | <i>21/02/2018</i>   |                 |



## APPENDIX B

# Public Notice



**Malborough Parish Council** has submitted their plan proposal to South Hams District Council for their designated Neighbourhood Development Plan Area, in accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended).

South Hams District Council is consulting residents and other interested stakeholders on the plan proposal for the Malborough Parish Neighbourhood Development Plan Area.

Consultation will run for 6 weeks between Tuesday 20<sup>th</sup> 2018 and 3<sup>rd</sup> April 2018.

To view the full plan proposal please visit

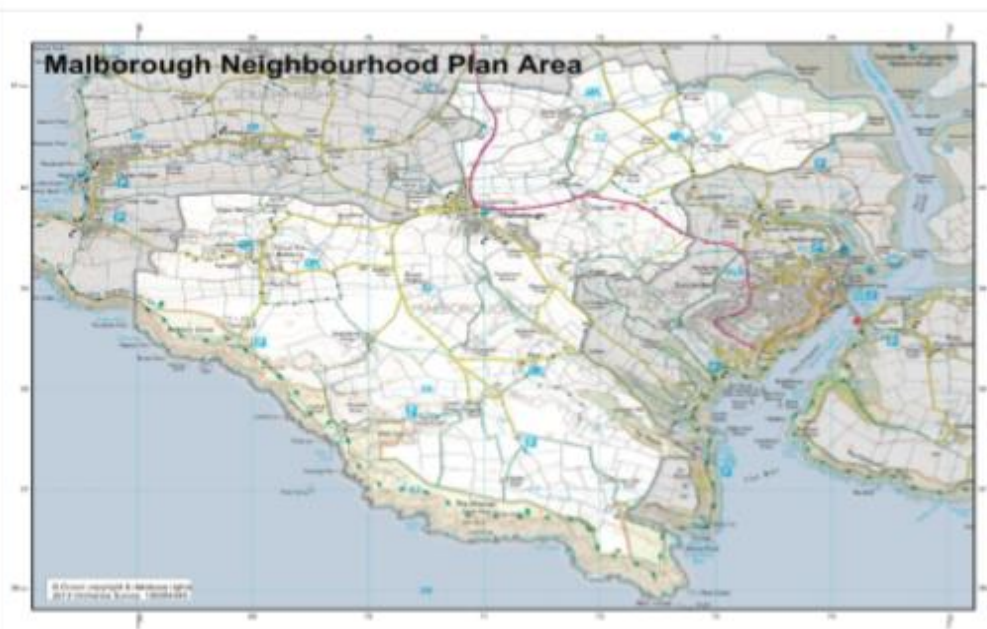
<https://www.southhams.gov.uk/article/3882/Neighbourhood-Development-Plans-and-Orders>

or if you wish to view a hard copy of the plan contact the Parish Council.

You can comment by emailing us at [neighbourhood\\_planning@swdevon.gov.uk](mailto:neighbourhood_planning@swdevon.gov.uk), or send us your response in writing to: Neighbourhood Planning, South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE.

Please make any representations to the Council by 3<sup>rd</sup> April 2018.

If you wish to be notified of the local planning authority's decision under Regulation 19 (the outcome of the independent examination of the plan), please clearly request this when you make comment.



**Please note:** Any comments made about the proposed plan area cannot be treated as confidential and may be made publicly available at the Council's offices and on the website. Your personal information will be held securely by South Hams District Council for the above purpose, in accordance with the Data Protection Act 1998.