

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 15 th January 2014		Venue & Time: The Annexe, commencing at 7.30pm
Present: Cllr Gill Boyce Cllr Ann Kendall Cllr Lucinda Pedrick Cllr Paul Pedrick Cllr R Rendle Cllr B Sweetman Cllr Kevin Yeoman Cllr John Yeoman (in the Chair)	In Attendance: Debbie Ede Clerk & Minute Taker Dist Cllr Paul Coulson Part Meeting: PCSO D Gibson County Cllr Rufus Gilbert Emma Reece (National Trust)	Apologies: Dist Cllr John Carter Cllr K Harrod
Ref 2013/14 Minutes		Action

108 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 18th December, together with the notes of the closed meeting, were agreed and signed proposed by Cllr Kendall & seconded by Cllr K Yeoman.

109 INTERESTS – Cllrs J & K Yeoman and P Pedrick withdrew from discussions on the funding of Hope Cove Lifeboat with declared interests and Cllrs L & P Pedrick declared an interest in the payment to Mr Illingworth and, again, withdrew.

110 MESSENGER - Cllr Kendall volunteered to write the Messenger report

111 MATTERS ARISING (from previous minutes only)

- A. There is an offer of an update session re defibrillator training from West Country Ambulance. 29th and 30th of January then February 10th, 11th, 12th, 13th, 17th and 18th have been identified as possible dates – **feedback from Councillors please.**
- B. Cllr Kendall updated the meeting re the cats in Bolberry – Enforcement Officers have visited to assess the feral cat situation
- C. Cllr J Yeoman had enquired about calligraphy for a plaque in the Church about the bomber crew killed in WW2 just outside the village. Use of computer fonts was recommended.
- D. A quote is awaited for the repair of the war memorial where some of the letters are loose
- E. Feedback and costings are awaited from the AONB for a village sign, the AONB will also invite DCC to contribute
- F. Footpath map – Cllr Yeoman has still to get the new one laminated and the notice board will then be repaired and sealed
- G. Luscombe Maye ; Cllr Boyce will progress the planting of the specimen oak
- H. Councillors agreed to follow up the grounds maintenance issues at Great Park having previously been told that nothing can be done until the New Year

112 COUNTY COUNCILLORS REPORT

- A. Cllr Gilbert took the meeting through the roads maintenance work of DCC and the targeting of their funds and priorities. A map was tabled of all the highways and routes in Malborough – the road categories, the footpaths, the gullies and the grips. This is not available electronically pro tem as the DCC server cannot take the capacity although Cllr Gilbert undertook to see if an electronic file (by disc or email) could be made available. The current budget is £42 per band D household but the cuts will reduce this to maybe £25 per

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

household so road maintenance will NOT improve. There are 12 grades of road, the first three are dealt with by Government whilst 11 and 12 are byways/ unsealed old roads. The intervening numbered roads are the responsibility of DCC; the lower the number the higher the category. Levels of service attributed to road categories are known as well as services to gullies etc. Cllr Gilbert wanted parishes to be aware of these classifications so that the levels of contracted service could be understood. Road categorisation could also be challenged on appeal to DCC Highways. Given the current categorisations are somewhat dated **there is an action on Parish Councillors to review** them to ensure they are right for the village. In future categorisations can also be changed to ensure they keep up with, for example, new developments. Cllrs queried the appeals process; some clarification was required and, if we are one of the forerunners in getting this information, perhaps we could help establish an appeals process? Gully servicing, and the timetable for this, was currently under review. Cllr Yeoman stressed that without mud being cleared off the roads the gullies, grips and easements would foul more quickly. Cllr Gilbert said roads going to single farmsteads/only a few dwellings etc were likely to be 'abandoned'. Parish Cllrs then queried whether rates would be due to DCC and what would happen in the event of accidents, access by emergency vehicles etc. Cllr Yeoman queried liability in the event of an accident due to a pothole. Roads that have already been 'let go' will only be patched and mended and not brought back up to standard but efforts would be put into good roads to keep them sealed and in a state of good repair. Large farm machinery meant that roads were deteriorating as they were never constructed to that specification. Cllr Gilbert said there would be a consultation about roads being abandoned. He pointed out that road edge erosion is not classified as a pothole and sometimes would not be repaired if the dressed surface of the road was wide enough and fit for purpose. Cllr Gilbert reminded us that 1ft by 1" deep and steep sided potholes must be repaired within 48 hours

Cllr Gilbert was quite blunt in saying that the situation re the roads IS going to get worse as the budgetary pressures grow. However, whilst all might appear doom and gloom on first glance he believed that, with some judicious planning and knowledge of our road categorisation, scarce resources could be more effectively managed.

- B. Cllr Rendle queried the programming of Utilities digging up the roads – Cllr Gilbert said that these companies had to replace the road to a standard, to 'make good', if thought to be deficient then report this to DCC.

Cllr Gilbert also reported that:

- C. From 1st April DCC are taking back on street parking offences whilst South Hams retain off street (car parks) parking issues so there will be 2 sets of enforcement officers operating in the District, allegedly for DCC to save money!
- D. The Collaton Road parking restrictions are progressing on a TRO now (see later). Cllr Gilbert advised he would be ensuring that new TROs would be circulated in future so that any new schemes could be quickly accommodated.

113 POLICE BUSINESS & NEIGHBOURHOOD WATCH

PCSO D Gibson reported:

- A. Zero crimes had taken place/been reported this month.
- B. There is now a Kingsbridge Police Facebook page which will be updated daily with news and contact information.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

- C. The drink drive campaign ran over the Christmas period with a couple of prosecutions, speed monitoring has also taken place but with good compliance.
- D. 2 complaints had been received re Cumber Close parking; the turning circle and general issues. Tickets have been issued with one ambulance not being able to access due to 'chicane parking' and the casualty having to be transported a considerable distance, by stretcher, in bad weather. Residents will be leafleted too to heighten awareness. Cllr Boyce suggested that SVRA be contacted and this incident and general access be included in the minutes. Cllr P Pedrick queried the progress re plans for additional parking spaces and Cllr Boyce said this was progressing slowly. Cllr P Pedrick queried if the police could do anything more but PCSO Gibson advised they can only keep a watching brief and ticket in dangerous access/obstruction situations.
- E. Cllr Boyce queried parking across the cycle path at Cross Park and PCSO Gibson advised that this was being monitored and the landowner knew that it was an offence. *PCSO Gibson left the meeting at 7.50pm*

114 Emma Reece from the N.T. advised that:

- A. Their East Soar car park has been granted planning permission and Landmark Contractors are expected to start work at the end of the month. The car park will be closed for a month, dates t.b.c The N.T. were keen to progress the history panel and update it to full colour and add in more information. Emma asked whether there is any living history available, quotes from participants etc? John & David Squire were suggested and old photos would be made available for her to mock up new designs. Whilst some Councillors wanted to retain the existing panel (designed as a memorial) and its exact siting others were happy for it to be upgraded. Another NT interpretation panel would also be introduced, set back in a curved bank possibly with a bench. A site visit was suggested and Emma agreed to draft some new design panels for consideration.
- B. Emma also advised that, at Bolberry, a new entrance sign and interpretation panel is going to be introduced as part of a National project – an 'experiment' with active feedback invited. Cllr Kendall reported 34 cars parked up there the other last fine day.
- C. The new Head Ranger has started, Richard Snow, and he would attend a meeting in due course.
- D. Cllr L Pedrick reported that complaints had been received about the standards of care of ponies kept at East Soar farm who were shut in without food and water. The Trust will discuss this with their tenants. Cllr P Pedrick remarked that this incident was preceded by one of a trapped cow, earlier in the year, which was left abandoned for 48 hours after its plight had been reported to the farmers and which was eventually rescued from the water by a tourist.

115 FINANCE & GOVERNANCE

- A. The monthly accounts, cash book and bills to pay were received, shown as year to date Appendix A plus a late payment of £20 to Dave Illingworth for the defib cabinet (Cllrs L & P Pedrick declaring an interest). Excluding the payment to the lifeboat and Mr Illingworth, a proposal to accept the monthly accounts and authorise the payments was made by Cllr Kendall, seconded by Cllr Boyce and passed unanimously. With Cllrs J & K Yeoman and P Pedrick withdrawing from discussion, Cllr Boyce proposed the payment of the lifeboat, this was seconded by Cllr Kendall and

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

passed unanimously. Lastly, with Cllrs Pedrick withdrawing, Cllr Sweetman proposed the payment to D Illingworth and Cllr Rendle seconded and this was approved.

B. 2013/14 OUTTURN & 2014/15 PRECEPT & BUDGET

- Building on discussions last month, the meeting again noted that the blanket dispensation granted for all nine Parish Councillors at the December 2012 meeting remained in force (for a maximum of four years, or until repealed by Council). This enabled Members to speak and vote at meetings of the Council (as defined in the Code of Conduct) relating to Setting the Council Tax or a Precept.
- SHDC had confirmed changes to the Council tax support grant for 2014/15 with Malborough losing £161 off the grant of £1,191, a 13.54% reduction. The Parish's Council tax base figure is 435.62 as compared with 427.44 last year. This is the '*Band D equivalent*' figure; the precept is divided by this to give the Parish council tax paid by a band D household.
- The likely outturn for the current financial year was examined and a draft Month 0 budget considered for 2014/15. Given these spending plans and the effect of the two changes above the meeting considered different options ranging from Do nothing, to increasing the precept in steps up to 20%. The latter would be necessitated by any decision to keep the toilets open all year round (as Malborough had now been confirmed as at risk of closure during the winter months).
- The support grant that currently helps us this year is probably going to be reduced further next year or removed all together. Council felt it had to go some way in safeguarding the future as capping might prevent them from maintaining spending power in years to come.
- Lengthy discussions took place about the probable seasonal (winter) closure of the Malborough toilets as a result of SHDC targeting savings across the district. Whilst negotiations were still to be had with SHDC, Councillors felt that it was imperative that the toilets be kept open throughout the year. Early estimates from SHDC suggested that c. £1,400 would be needed to do this and the only way of obtaining this money was to increase the Parish precept.
- Proposed by Cllr P Pedrick and seconded by Cllr B Sweetman, all Councillors agreed to add £2,173 to the annual Parish precept. This meant that a band D household would, in future, pay £32.14 per year, an increase of £4.84 per year per household. This equated to a 20% increase in precept but actually meant a rise of less than 10p /week for an average household.

BUSINESS TO BE DISCUSSED

116 HIGHWAYS

- A. DCC hope to alleviate the ongoing problems re surface water draining from Great Lane/Luckhams onto the A381 and the ineffective DCC drain in February.
- B. DCC are processing the traffic order for new yellow lines from the **village hall to the bus stop only**. The draft order, order being amended & statement of reasons are at www.devon.gov.uk/traffic-orders from 17th January until 7th February & free internet access is available at DCC (excluding mobile) libraries. Objections & other comments specifying the proposal & the grounds on which they are made must be in writing to the address below or via www.devon.gov.uk/traffic-orders to arrive by **7th February 2014**.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

- C. The hole and hollow in the road at Broadmoor Cross has been re-reported to DCC as the previous repair has washed out.
- D. It was noted that the finger post on the Green had been reported as damaged
- E. The Townsend Cross road sign is o/s on DCC's work log.
- F. New defects/reports were highlighted as follows:
 - a. The 30mph sign Collaton Road /Collaton Cross blown round
 - b. The top of Pinhays Hill was flooding badly after heavy rain, just over the brow past the layby
 - c. Water was ponding between the Ilton and Snapes turnings
 - d. There was a sunken drain cover on the A381, just past Luckhams Lane on the approach to the village.

Items o/s and c/f to next meeting: Re the unsatisfactory primary gritting routes - Collaton Road was still not included – the school bus route. Dist Cllr Coulson is awaiting a response to his query.

117 FOOTPATHS TREES & ALLOTMENTS

- A. Cllr K Yeoman had previously reported that Portlemore Lane is very muddy and makes walking difficult. He said it remained impassable with 9" deep patches of mud and this will be referred back to DCC PROW. It was also agreed that the Council would write to the landowner, copied to DCC Public Rights of Way, to see what could be done.
- B. The meeting received a letter from a young parishioner who reported a flapping bit of galvanised iron on the shed/barn roof in a field along the Portlemore track. The Council agreed to contact the landowner and ask him to take action as it would be dangerous if it was to come down across the path
- C. There is a new allotment holder w.e.f. 1st April which means that all plots are tennanted
- D. Cllr Boyce reported an overgrown hedge/brambles in Collaton Rd which Cllr Sweetman volunteered to cut back.
- E. The VH and the Parish Council had met with the new Dog Control Warden to visit to discuss how the Dog Control orders can be enforced. The specifics for Malborough appeared to have been omitted from the overall SHDC Order and these have been resubmitted to SHDC for consolidation into the Order.
- F. Cllr Kendall had received reports of another escapee dog attacking a neighbours' dog – parishioners are advised they need to report incidences to the Dog Warden, and/or the Police, for action to be taken.
- G. Cllr P Pedrick alerted Cllr Coulson re slippage on the Martins Way footpath (Salcombe Parish) resulting in a dangerous camber before the next stile.
- H. Cllr J Yeoman queried whether Cumber wanted a new dog bin given the move to restrict dogs to on lead on the grassy areas; Cllr Boyce will research.

Items o/s and c/f to next meeting:

- *A further 2 water bills had been received, again for £0, for the Charnwood (allotment site) for 'building' water. Cllr Yeoman will check the meter number on the allotments to see if it was the same as that on the bill.*
 - *the process of registering ownership of the Pound and the Green pends on the Chair attending the Land Registry Office in Plymouth*
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118 VILLAGE HALL

Cllr J Yeoman attended the last meeting of the MVH&PFA and reported that:

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

- A. MAD kids are not keen to change their time to accommodate the Zumba sessions, but would discuss the matter with the Zumba teacher.
- B. As above, the VH and the Parish Council met with the new Dog Control Warden
- C. The VH agreed to match fund the PC contribution to the TAP fund bid for a new rotary mower as long as the Football Club fund raised their £1k contribution.
- D. Cllr Yeoman reported that Wicksteed have now visited the playground and a programme of work has been agreed with Geoff Allen. The meeting wished to express their gratitude to Geoff for all the work and day to day maintenance he undertakes on the playground.
- E. Cllr Boyce agreed to attend the next meeting, on Wednesday 12th February, the AGM

119 MISCELLANEOUS

- A. The Scarecrow Trail is back 24-26th May, a press release will be included in the Messenger.
- B. TAP fund bids; three bids have been submitted. The first looks for funding to implement chicanes/a barrier on the cycle track at the Churchhill Farm entrance. The second bid is for a Rotary Mower for the football club. A third scheme for a sensory garden/play area for the pre-school has also been submitted, pledging £100 from the Parish Council if the scheme is successful, proposed by Cllr L Pedrick and seconded by Cllr K Yeoman and agreed unanimously. South Huish supports all three bids, Salcombe Town Council supports the cycle track bid and Kingsbridge TC approves the pitch improvements in principle as long as the scheme does not prejudice their own priorities or impact on any fair shares allocation.
- C. Guidance & Info on the New Community Investment Projects (New Homes Bonus) Fund - £154k – available to all parishes to bid for as long as have more than 6 homes being built in the Parish had been received. Minimum bids were for £5k for capital projects with ‘lasting impact’. MVH&PFA had been asked for their capital programme to see if there were any areas there that could potentially be funded. The cycle track improvement bid to the TAP fund aspired to £750 from the CIP/NHB fund.
- D. Cllr Boyce advised that the Church will be shut from 3rd February for 12 weeks due to early works to accommodate new toilets

120 PLANNING

- A. 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 within the Parish
33/3058/13/F: Mr T Sankey, Householder application for proposed extension and alterations 152 Cumber Close, Malborough, Kingsbridge, TQ7 3DE. MPC approved
- B. SHDC decisions
Decision notices had been received granting permission for:
 - a. 33/2428/13 F – barn to bunk accommodation, Ilton Farm
 - b. 33/2577/13 F – replacement garage with studio over. High Water
 - c. 33/2500/13 F – car park layout and increased bays, East Soar
- C. Enforcement Issues – SHDC report “The owners of Higher Soar Farm have been advised that Alleged unauthorised breach of planning application 33/1955/11/F - build contrary to plans constitutes a breach of planning regulations. Local Planning Authorities have discretion

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

whether or not to pursue a breach of planning regulations when it is expedient to do so. SHDC planning officers have sought delegated authority from the Local Ward Members and Chairman of Development Control Committee not to pursue this matter further. They have given their delegated authority not to pursue the matter and as such the case is now closed.”

- D. No dates have been received as yet from SHDC and the Alston Gate developers re Parish consultation. However correspondence from SHDC planning to the developers, copied by the developers to the Parish Council, was queried as to process and predetermination.
- E. Neighbourhood Planning; Cllr Yeoman advised that the January meeting had been cancelled as the Christmas period meant little progress had been made. The next meeting is scheduled for the 3rd February. Information can be found at <http://www.southhams.gov.uk/shneighbourhoodplans> and <http://www.malboroughvillage.org.uk/group/parish>. However, to progress this, more volunteers are required.

121 DISTRICT COUNCILLORS REPORT: Dist Cllr Paul Coulson reported that:

- A. Richard Sheard (C.E.O.) is retiring and that Alan Robinson has been appointed Head of Service
- B. Members allowances; a 1% increase was voted through aligning allowances to the pay settlement, the majority of Councillors were reluctant to do this but, given some members give up paid time to attend, felt an increase was necessary.
- C. SHDC's main focus is on the budget deficit and the necessary changes. The efficiency support grant for rural councils (the 'sweetener' for not increasing Council tax) which was previously a one off in year award is now going to be built into the PES. Given this, SHDC might be able to forego increasing its Council tax this year but there was still a 580k deficit to fund. This was a 13.54% reduction, next year there will be a further 15.3% shortfall. The planned T18 initiative was due to deliver £2m savings to SHDC by 2016/17 (through the introduction of a new IT system and SMART working).
- D. SHDC were seeking expressions of interest for waste contracts. It was hoped that the new contractor would handle a wider spread of plastics
- E. Salcombe flooding has taken up most of his time, the flood waters being within 2" of the electrics at sewage pumping station at North Sands. The culvert was blocked with encroaching sand and high pressure jets were used for 36 hours to clear the blockage. Tons of water stacked up in the car park and the Winking Prawn was flooded. Long term solutions were now being investigated which may mean re-routing the stream. Cllr Coulson asked whether there had been any knock on impact on the Malborough station? Given Malborough's on-going concerns about capacity issues for the sewage plant it was agreed to write to the Environment Agency. Cllr Coulson said that the SWW infrastructure was now impacting on development across South Hams.

122 NOTICE OF VACANCY IN THE OFFICE OF PARISH COUNCILLOR

Cllr Yeoman closed the meeting by wishing Cllr Sweetman well as this was Barry's last meeting before moving to Kingsbridge. He was sincerely thanked for all his work with the Council and given a round of applause. Councillors were delighted to hear that he will remain available for ad hoc jobs!

MALBOROUGH PARISH COUNCIL
Minutes of Parish Council Meeting;

This means that Malborough Parish Council now have a vacancy for a Parish Councillor. Notices will be posted on the Notice Boards and in the Messenger.

Parish of MALBOROUGH
NOTICE OF VACANCY IN THE OFFICE OF PARISH COUNCILLOR

NOTICE IS HEREBY GIVEN that a vacancy has occurred in the office of Councillor for the Parish of MALBOROUGH.

The vacancy will be filled by election if, within 14 days after the date of this notice, 10 electors for the Parish give notice in writing to the Returning Officer, Follaton House, Plymouth Road, Totnes, TQ9 5NE asking for an election to be held to fill the vacancy.

If an election is not requested, the vacancy will be filled by the Parish Council by co-option.

Dated Signed 15th January 2014

Clerk of the Council Deborah J Ede

There being no further business the meeting closed at 22.00hrs

DATES FOR THE DIARY: Please note that the Date of the next Parish Council meeting is **Wednesday, 19th February 2014, Annexe, at 7.30pm/19.30 hrs.**

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 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 Debbie for distribution) together with their apologies.

Distribution List

Cllrs Boyce, Harrod, Kendall, L Pedrick, P Pedrick, Rendle, Sweetman, J Yeoman, K Yeoman

For Information: e-circulation to: District Cllr. John Carter, District Cllr. Paul Coulson, County Cllr R Gilbert, Mr Tony Lyle (allotment rep), Mr E Putt, Salcombe Police Station, Mr Alan 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

MALBOROUGH PARISH COUNCIL
Minutes of Parish Council Meeting;

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
APPENDIX A	Cash Book Balance b/d			8566.44
	MVH&PFA zumba room hire		- 39.00	8,527.44
	saltaire		- 45.00	8,482.44
	D Ede - petty cash		- 15.90	8,466.54
	Tanya Walker (zumba)		- 90.00	8,376.54
	MVH&PFA zumba room hire		- 26.00	8,350.54
	MVH&PFA room hire		- 285.00	8,065.54
	D Ede - salary		- 545.20	7,520.34
	Jubilee Mugs	31.00		7,551.34
	Interest (gross)	0.31		7,551.65
	zumba 6/1/14	115.00		7,666.65
	zumba 16/12/13	36.00		7,702.65
	Messenger	146.40		7,849.05
TOTALS YTD Financial year 2013/14		£ 29,477.72	-£ 32,403.29	
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d	FY 2013/14, YTD month		10	£ 7,849.05
Balance at bank at end :			09-Jan-14	
	Revenue Accounts		8,130.76	
	Unpresented Items	receipts	706.49	
		payments	- 988.20	
			£ 7,849.05	-
				Variance
ACCOUNTS FOR PAYMENT				
D Ede (Salary)	<u>for January</u>	<i>paid on 15th of the month by standing order & included in the above balances</i>		545.20
Plus	Tanya Walker (zumba)			60.00
	Malborough/South Huish Horticultural Society			100.00
	WRVS			100.00
	CAB			100.00
	Hope Cove Lifeboat			250.00
				610.00
RECEIPTS & PAYMENTS REPORT TO COUNCIL				
MEETING DATE			15th January 2014	
	Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>		
	Date:	<i>14/01/2014</i>		