

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 16 th January 2019		Venue & Time: Village Hall Annexe, 19.30hrs
Present: Cllr Gill Boyce Cllr Lucinda Goodhead Cllr Ann Kendall Cllr Keith Makepeace Cllr Paul Pedrick Cllr Hayley Rutherford Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Dist. Cllr Judy Pearce Dist. Cllr Simon Wright County Cllr Rufus Gilbert Part meeting	Apologies: PC J Pengilly Cllr John Sampson

REF 2018/19 MINUTES

221 WELCOME & APOLOGIES

222 **DECLARATIONS OF INTEREST:** No declarations of interest were received.

223 **MESSENGER:** Cllr J Yeoman

224 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 19th December 2018 were agreed and signed with one alteration to those present.

Proposed: Cllr Boyce Seconded: Cllr K Yeoman and agreed unanimously

225 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. We await further information from SHDC, in the meantime an approach has been made to retain one toilet as a unisex facility and transfer the other toilet to the Post Office in a bid to retain this facility. Time is against us as we have been advised that the decision to remain open will be taken within two months. In principle, the council agree to the proposal, however, councillors need to speak to those involved with the Post Office transfer. Proposed Cllr Makepeace, Seconded Cllr Kendall **ACTION: Cllr J Yeoman**
- C. Gritter Promotion: An article with photograph has been sent to the Gazette to give thanks to those who supported us with the purchase of the gritter and our ongoing thanks to the Snow Warden team who grit the roads on the cold winter days and nights.
- D. HGV Signage: The sign has been erected. An article with photograph will be sent to the Gazette.
- E. Caravan: The caravan was reported and has now been removed.
- F. Graveyard trees: The overhanging tree was dealt with this week by the SHDC Tree Surgeon.
- G. Heart Start Course: The course taking place on 30th January is fully booked, a reserve list is being compiled.

226 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

No report received

227 COUNTY COUNCILLORS REPORT:

- a. 30mph Roundels – Adam Keay has confirmed that the Traffic Team have agreed to this, we await a date. **ACTION: Clerk to monitor.**
- b. Lower Town Street Light still out due to a cabling fault. Southern Electric have been contacted directly. Noted current street light contract has gone out to tender. **ACTION: Clerk to follow up with Les Pimm.**

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- c. School Water Leak: The school have been approached re their water leak but no action appears to have been taken. This will be escalated to Cllr Gilbert and a copy will be sent to the Federation Administrator with a request for immediate action. **ACTION: Clerk**
- d. Collaton Road SCARF testing proved that there were no speeding issues on the Collaton Road. SCARF testing can only be undertaken once in three years.
- e. SVRA & date of next TRO, Double yellow lines on Jubilee/Cumber Junctions: The Jubilee Junctions request will be forwarded to Adam Key to add to the TRO.
In respect of the Cumber Close estate, consideration was requested for chevrons at the turning areas by Lancaster and Hurricane Green.
SVRA to provide drawings detailing their proposals to the clerk for forwarding to councillors at the earliest convenience. **ACTION: SVRA/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

228 DISTRICT COUNCILLORS REPORT:

- a. As previously stated, a complaint has been made re the sewage works. We reiterate: **The cause of action that would trigger an official breach of service needs to come from a member of the public. A concern from the Parish Council does not carry the weight of an individual member of the Public - apparently a specific public incident must be addressed .**
 - b. Dog Walking in Community Wood – The SHDC officer advises that the dog walking map has been altered online. **ACTION: Clerk to view response received and update MVH & PFA accordingly**
 - c. Second Home Letting Consultation recently commenced by the government. If let for more than 140 days a property can be transferred to business rates, however if the rateable value is less than £12k the property is eligible for 100% rate relief – meaning that there is zero contribution to the economy from either business rates or council tax. The official SHDC response has been received by the Clerk.
 - d. A wooden cross in the churchyard requires attention. **ACTION: Cllr Pearce/Wright to follow up with Honey Foskett**
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228 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.
4145/18/VAR Bolberry House Farm – MPC conditional approval, 11 months opening and an exclusion on permanent residents.
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.

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

Paperless planning 1st April 2019 – request to add all dimensions to architects' drawings also request to ensure that support/objections and feedback from MPC remain on the website once the decision has been made. **ACTION: Cllr Pearce to advise**

Remaining under SHDC Discussion:

4013/18/LBC 1&2 Portlemore Barton – MPC No Objection

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[0489/18/FUL Soole, Winters Marine](#) – MPC Approval MARCH 2018

b. Decisions:

[3882/18/TPO Chadders Shute](#) – Tree Works Allowed

[3554/18/FUL – 5 Malborough Park, demolition & rebuild](#). Conditional Approval

[3417/18/FUL – Highwater, provision of 1xdwelling](#). MPC Objection SHDC Refusal

c. Enforcement issues: Continue to be dealt with.

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:**

The referendum will take place commencing 27th February 2019, a GET OUT TO VOTE campaign will take place in the run up to the vote. 2 x 10ft banners will cost £119 net. A small fee will also be incurred in printing the plan (20 full copies) and other associated promotional materials. A proposal was made to proceed with the printing & banners, proposed Cllr Boyce seconded Cllr Kendall

To view the full plan proposal please visit

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

229 Highways:

- a. Bus Stop Cumber Close: Update to be provided in February. **ACTION: Clerk**
- b. VAS – the VAS has been ordered as agreed, we now need to purchase two poles for to carry the Vas and the solar panels. Proposal to purchase two poles was made. Proposed Cllr Rutherford, Seconded Cllr Goodhead. Passed unanimously. **ACTION: Cllr Sampson**
- c. Post Office Parking: There has been an issue with a local family renting a property near the Post Office and they are parking all their vehicles (five in number) in the Post Office spaces.
- d. Drains A379, Milton Lane End to be reported. The leaf situation in the square still requires attention. No update received re Higher Town works. No action yet re Vicarage Corner potholes. **ACTION: Clerk**

230 FOOTPATHS, TREES & ALLOTMENTS:

- a. Allotments Meeting Update & Pond – our insurers have not responded to our question re addition of a pond. **ACTION: Clerk.**
- b. Collaton Road Bank – Malborough Garden Services will undertake the works during January.

231 VILLAGE HALL:

- a. Cllr J Yeoman attended the recent meeting.
- b. Monthly update: Full minutes are available on the MVH & PFA page of the Malborough Website.
- c. Two of the rockers on the playground require parts, these have been costed at £112 A proposal to pay for the parts was made. Proposed Cllr Makepeace Seconded Cllr Boyce
- d. Wickstead to be contacted as within the ten-year guarantee. **ACTION: Clerk**
- e. Benches: SHDC do not have any benches available to replace our worn ones. Item to be added to February Agenda. **ACTION: Clerk**
- f. Issues with KM continue, representatives will be asked to attend a PC meeting to discuss further. **ACTION: Clerk**

232 MISCELLANEOUS:

- a. Horse Awareness in the Parish: The National Trust are currently drafting some simple consultation over access, when this is finalised it will be sent to the Parish Council and to the horse-riding contacts as well as other user groups. This is to look at potential routes and gather suggestions from the community which will then feed into the management plan for implementation on the ground.
- b. Village Handy-Man – The meeting prior to New Year did not take place due to existing commitments, we still await proof of insurance/own transport/tools.

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233 FINANCE & GOVERNANCE:

- a. The accounts for 2018/19 month 10 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)
 - Malborough Village Hall Hire 2018 £243

The payments were proposed by Cllr Boyce and seconded by Cllr Goodhead and carried unanimously.

- a. Proposal for annual donations to Section 137 in January Annually with a request for annual accounts. Donations to be agreed for month 11 are as follows Horticultural Society £100, CAB £100, Hope Cove Life Boat £500 & RVS £100. Proposed Cllr Yeoman, Seconded Cllr Makepeace.
- b. Precept: Following discussion it was agreed that the precept would increase by £4.69 per band D property. Proposed Cllr Kendall, Seconded Cllr K Yeoman
- c. February Meeting Date amended to 27th February.
- d. Councillor Contact Details – Councillor phone numbers & contact details to be added to parish noticeboards. A copy to be sent to councillors for approval prior to printing.

234 CORRESPONDENCE:

- a. Royal garden Party Nomination. Cllr J Yeoman to be nominated. **ACTION: Clerk**
- b. Campaign for the Protection of Rural England Update received.
- c. Clerks & Councils Direct Brochure available for Councillors to read.
- d. Salcombe Kingsbridge Estuary Conservation Forum Meeting 26th March, KCC Library 6.00pm

235 OPEN FORUM:

- a. Baker Estates new road, not wide enough for HGV's. Clerk to investigate.
- b. Great Lane, in wet weather, run off is deep and draining. Water is coming down the footpath at an unacceptable level. The drain at the bottom of Chapel lane does not take the water and there's no soakaway/drainage below that and water runs down the footpath and onto the main road. This can be over 2" deep.
- c. Bush opposite Baptist church requires pruning.

MEETING ENDS 21.40 Hrs

DATES FOR THE DIARY: The 2019 Parish Council Meeting dates are: 27th Feb (All Saints Church, 7.30pm), 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 10

Category	Descriptor	Date	Paid In	Paid Out	Cash Book Balance
	Cash Book Balance b/f from last financial year				18,358.03
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
TOTALS YTD Financial year 2018/19			£ 36,294.45	-£ 24,376.00	£ 26,619.42
RECONCILIATION CASH BOOK TO BANK					£
Cash book balance b/d			FY 2018/19 month	10	£ 26,619.42
Balance at bank at end :				16-Jan-19	
	Revenue Accounts			27,099.42	
	Unpresented Items		receipts		
			payments	- 480.00	
				£ 26,619.42	-
ACCOUNTS FOR PAYMENT					Variance
	K Harrod Salary & HMRC NIC & Expenses		incl. facilities recharge, paid and incl. above		603.33
Plus					
	Malb Garden Services December Invoices				£ 393.00
	Village Hall Hire Fees				£ 243.00
	Meeting Sub Total				636.00
Receipts & PAYMENTS REPORT TO COUNCIL					
MEETING DATE			16/01/2019		
	Prepared By:		K Harrod for Malborough Parish Council		
	Date:		16/01/2019		