

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 16 th October 2019		Venue & Time: Annex, Malb. Village Hall, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall 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 NT Ranger Emma Reece Dist. Cllr Mark Long Part Meeting: Dist. Cllr Judy Pearce County Cllr Rufus Gilbert	Apologies:

REF 2019/20 MINUTES

273 WELCOME & APOLOGIES

274 MESSENGER: Clerk

275 **DECLARATIONS OF INTEREST:** Cllr Kendall and Cllr Harrod declared an interest in respect of finance and withdrew from these discussions.

276 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 18th September 2019 were agreed without alteration.
Proposed: Cllr K Yeoman Seconded: Cllr Harris and agreed unanimously

277 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING:

- A. Public toilets including Cleaning & Water Usage: The toilets now belong to Malborough Parish Council. The meters have been read by SHDC. The contractors have not been cleaning according to the agreement, this will be followed up. The toilets currently also supply the Post Office with water at no charge. If another business takes over it will be a requirement that a separate meter is installed.
- B. Collaton Road Bus Stop – the removal of the old shelter and installation of the new needs to be agreed. A timeline for delivery of the new shelter will be ascertained. Some local businesses will be contacted for quotes to remove/replace. **ACTION: Cllr Harris**
- C. Great Lane, Footpath 2, no response received. Overhanging foliage is a problem, a letter will be sent to the owner and followed up with DCC if no action/response is received. **ACTION: Clerk**
- D. Silverhill Scaffolding: The scaffolding has now been removed. The road is badly affected by potholes, Highways will be notified as part of a joint venture with South Huish Parish Council.
- E. Hastoe were contacted re maintenance of Great Park, no response received at time of meeting.

278 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes):

National Trust Report:

- Three money boxes have been broken into recently, this has been reported to the police.
- The East Soar temporary overflow parking is nearly complete.
- The NT is going to apply for planning for a pay & display machine at East Soar car park.
- Bolberry car park work and resurface of the disabled track should commence in November. A copy of the plan will be provided.
- Bridleways – a bridleway project will be started in November. Emma will send over a plan to share with local riders.

ACTION: Emma Reece to provide copy of Bolberry Car Park Plan and Bridleway Map.

279 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

There are still untaxed vehicles parked on the public highway on Luckhams Lane.

We would like to remind residents that there are many ways to contact their local police

- EMERGENCY CALLS 999.
- NON-EMERGENCY TELEPHONE 101
- SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
- INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
- RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk

280 COUNTY COUNCILLORS REPORT:

- Updates have been received re the Plymouth Road and the Tractor Fire. These have been distributed to Councillors.
- The Cabinet have passed Road Permits – all repairs undertaken by anyone working on the public highway must have purchased a permit. Permits are given start/end dates and if dates are exceeded there will be heavy fines.
- Cycle path tarmac issue plus Higher Town & Vicarage Corner. Works to Higher Town & Vicarage Corner were not undertaken. This has been chased up with a further request to deal with the Cycle Path tarmac issue at the same time. **ACTION: Clerk to send original email to Cllr Gilbert**
- Four Ways W191218456 still awaits further action. It has been viewed by Highways.
- Luckhams Lane Signage – caravans have been using the lane, new signage is required. An email will be forwarded requesting sign replacement with specific detail of what the replacement sign must say.
ACTION: Clerk to write to Adam Keay
- Cycle track weed removal – the weeds need to be removed from the path. **ACTION: Clerk to write to Adam Keay**
- Soar Road Closure:

DEVON COUNTY COUNCIL hereby give **NOTICE** that:

From **MONDAY 13 JANUARY 2020**
for a maximum of 5 days

Until **FRIDAY 17 JANUARY 2020** (both dates inclusive)

No person shall cause or permit any vehicle to proceed on the sections of Affected Roads.

Roads affected -
BOLBERRY CROSS TO REW CORNER, MALBOROUGH

The alternative, signed, route for vehicles will be via - BOLBERRY CROSS TO REW CORNER, WHITE CROSS TO BOLBERRY CROSS, WHITE CROSS TO MALBOROUGH GREEN, MALBOROUGH GREEN TO HIGHER TOWN, HIGHER TOWN, COLLATON ROAD, ROAD FROM COLLATION CROSS TO PLYMPTON CROSS, PLYMPTON CROSS TO COMBE, ROAD PAST REW

This temporary restriction is considered necessary to enable -
INSTALLING FIBRE CABLE

For additional information contact:
BARDEN NETWORK ENGINEERING
Telephone: **0800 526015**

PLEASE report all highways issues ONLINE at:
<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>

MALBOROUGH PARISH COUNCIL

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

281 DISTRICT COUNCILLORS REPORT:

- a. The first Councillor Training Session re Planning has taken place and was well received, the second session takes place on 29th October.
- b. SHDC are undergoing a procurement of new IT systems.
- c. Budget negotiations have commenced for the 2020-21 period.
- d. The review of the Council Tax Support grant has been agreed to spread out over the next two years, reducing by 50% in 2020.
- e. Local Lettings Plan: The Guinness Trust have agreed to 50% of available housing stock in the village going to tenants with a local connection in bands A-E as per the agreements with Hastoe and Baker Estates. This will be reviewed in 12 months.
- f. Dog Bins & Bottle Bank: Unfortunately, since our last meeting there have been issues with the dog bins, bottle bank and clothing bank being emptied.
- g. Paper Plans are not currently available. The cost of providing plans will be obtained by Cllr Pearce.
ACTION: Cllr Pearce
- h. Reports have been received re sewage smells at Portlemore. South West Water will not accept complaints from the Parish, they must come directly from the parishioners.

It takes two minutes to report a problem, please help keep our community beautiful

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

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

282 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.

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

NO PLANNING APPLICATINS RECEIVED DURING THE PERIOD

Remaining under SHDC Discussion in addition to Planning a:

1. **2564/19FUL (WPD (South West) plc & WPD Telecoms – No Objections**
2. **2700/19/ARC Cowling, The Barn, Shute Hill – No Objections**

- b. Decisions:

1. **2182/19/CLP Khoury, Malborough Post Office Lawful Development Certificate – Refused**
2. **2434/19/HHO Friend, Roseland – Conditional Approval**
3. **2272/19/FUL Greatorex, Land at end Shute Park – Refused**
4. **4015/18/FUL Salcombe Retreat Readvertisement - Refused**
5. **4017/18/HHO Imandieva – 152 Cumber Close – Conditional Approval**

- 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 can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach
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283 FOOTPATHS, TREES & ALLOTMENTS:

- a. Overhanging foliage at a variety of locations including Roseland, Whitehall Cottage and the trees at Chadders Shute. These will be followed up. **ACTION: Clerk**
- b. Broken Gate Higher Soar: NT and DCC are both denying responsibility for this. It is thought that DCC originally erected it. A new post with latch is required. **ACTION: Clerk**
- c. Allotment Representative: After many years our allotment representative is standing down, we thank Mr Lyle for all the time he has given to the allotments and will work with him to find a new representative.

284 VILLAGE HALL:

- a. Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- b. Car Park/Potential other Projects: Two quotes have been received re the Tennis courts, one of £30,000 and a second of £15,000, these quotes do not include the fencing around the outside. Re the car park Cllr Long will ascertain exactly what drainage information is required. **ACTION: Cllr Long**
- c. Play Area Works: New parts for the roundabout have been ordered and received. No prices have been obtained for the wood for the fort. There is also a line of wood in The Pound that requires replacement, this will be costed up at the same time. **ACTION: Cllr J Yeoman & Sampson**

285 MISCELLANEOUS:

- a. Land Ownership – The documentation to commence the land ownership transfer has been signed and forwarded to the legal team.
- b. Malborough Play Park Area: No update
- c. VAS figures have been provided for the month of September and continue to show traffic speed reduction. **ACTION: Cllr Sampson to write article for Messenger.**
- d. Post Office & Co-Op: The Post Office have not been advised of any potential transfer to the Co-Op. **ACTION: Clerk to write letter for Malborough manager re our concerns.**
- e. Remembrance Day Services: November 10th at All Saints Church & 11th November at Soar Car Park.
- f. Defibrillators: A new defibrillator is required at the Post Office, we have been offered a four year contract for new defibrillator/heated box plus replacement pads/batteries and a replacement unit if lost/damaged/stolen. The cost over a four year basis amounts to £1,000 plus VAT. Proposed Cllr Pedrick, seconded Cllr Sampson.
Details will be forwarded to Cllr Sampson as a second unit may be considered for Bolberry.
Note: Future meetings will incorporate details of monthly checks made, these being Defibrillators, Skate Park, Outside Gym/Play Area and Water Meter from the Allotments (when on).
- g. Messenger Future Fees:
A proposal was made to use Nick Walker Printing for future Messenger issues and to increase the cost of an annual advert to cover costs to £35 per eighth page, £70 per quarter page and £100 per half page.
Proposed: Cllr Kendall, seconded Cllr Harrod

286 FINANCE & GOVERNANCE:

The accounts for 2019/20 month 7 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 £628.16, Malborough Garden Services £801, Nick Walker Messenger Printing £300, Bulbs for The Pound £19.96, Allotment Rent £250, Bus Shelter Clean £25

The payments were proposed by Cllr Rutherford and seconded by Cllr Pedrick and carried unanimously.

- a. More signatories will be added to the account following a change in councillors. **ACTION: Clerk**
- b. Village Website Management – the annual meeting re the village website took place, there are no major changes to report.
- c. Election Fees: Malborough have been advised that their share of costs following the recent elections will amount to £80.12, we await an invoice.

287 CORRESPONDENCE: None Received

MEETING ENDS 21.30 Hrs

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

DATES FOR THE DIARY: The 2019 Parish Council Meeting dates are: 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 Goodhead, Harris, Harrod, Kendall, Pedrick, Rutherford, Sampson, J Yeoman, K Yeoman

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, 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, National Trust, SVRA

APPENDIX A

Malborough Parish Council Finance: Month 7

Category	Descriptor	Date	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year					17,726.48
Receipt	October Gross Interest	09/10/2019	1.62		41,195.91
Payment	Viking Stationery	16/10/2019		200.82	40,995.09
Payment	SHDC Playground Inspection	16/10/2019		240.00	40,755.09
Payment	Jack Stone Cycle Path	16/10/2019		90.00	40,665.09
Payment	Malborough Garden Services	16/10/2019		393.00	40,272.09
Payment	Malborough Garden Services	16/10/2019		79.20	40,192.89
Payment	Clerk October Salary	15/10/2019		628.16	39,564.73
Receipt	Ink Refund & Messenger Sales	16/10/2019	112.88		39,677.61
					39,677.61
					39,677.61
TOTALS YTD Financial year 2019/20			£ 35,098.31	-£ 13,147.18	£ 39,677.61
RECONCILIATION CASH BOOK TO BANK					£
Cash book balance b/d			FY 2019/20 month	7	£ 39,677.61
Balance at bank at end :					16-Oct-19
	Revenue Accounts			39,677.61	
	Unpresented Items		receipts	-	
			payments	-	
				£ 39,677.61	-
ACCOUNTS FOR PAYMENT					Variance
	<u>K Harrod Salary</u>	DD 15th Month			628.16
	<u>HMRC NIC</u>				0.00
Plus	Nick Walker Messenger Printing				300.00
	Messenger Expenses Cllr Kendall				59.80
	Malborough Garden Services				801.00
	Bulbs for The Pound				19.96
	Allotment Rent 2nd Half				250.00
	Handyman Bus Shelter Clean				
	Meeting Sub Total				1,430.76
Receipts & PAYMENTS REPORT TO COUNCIL					
MEETING DATE			16/10/2019		
Prepared By:			<i>K Harrod for Malborough Parish Council</i>		
Date:			16/10/2019		