

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

<b>Date:</b> 18 <sup>th</sup> June 2014		<b>Venue &amp; Time:</b> The Annexe, commencing at 7.30pm
<b>Present:</b> Cllr Kathy Harrod Cllr Ann Kendall Cllr Lucinda Pedrick Cllr Paul Pedrick Cllr John Yeoman (in the Chair)	<b>In Attendance:</b> Debbie Ede Clerk & Minute Taker Dist Cllr Paul Coulson County Cllr Rufus Gilbert part meeting Yarde Gate owners part meeting	<b>Apologies:</b> Cllr G Boyce Cllr K Makepiece Cllr R Rendle Cllr K Yeoman Dist Cllr Judy Pearce

### Ref 2014/15 Minutes Action

#### 028 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 21<sup>st</sup> May were agreed and signed, proposed by Cllr Kendall & seconded by Cllr L Pedrick and voted through unanimously.

**029 INTERESTS** – Cllr T J Yeoman declared an interest re finance and withdrew from that topic.

**030 MESSENGER** - Cllr K Harrod volunteered to write the Messenger report

#### 031 MATTERS ARISING (from previous minutes only)

- A. A water bill had been received from SWW for the plot at Charnwood, for the first time since 2011 has been queried and a negotiated rebate applied for charges year to date. A new account has been opened for allotment water and, although nothing has yet been received in writing, we believe we have reached a settlement for the year where no charges are due since we argued we had not budgeted for them in the allotment fees. For 2015/16 allotment holders will have to pay a surcharge to cover their water bills.
- B. Re the status of the disabled bay in Lower Town Cllr Boyce is investigating.
- C. Re the toilets, having decided we wish to keep them open all year round, Cllr Yeoman and the Clerk attended a meeting to discuss options, SHDC having decided we are on the list for 4/12<sup>th</sup> closure. We are awaiting figures to inform our decision as to how to keep the service running.
- D. Re Great Park Maintenance Hastoe advise ... *“ I have visited the site and I feel it needs re-planting. I have consulted with the residents and am waiting to get all the responses from this consultation. I will then meet with the gardener and discuss removal of shrubs and relaying of membrane and replanting.....”* Nicola Clayton | Area Housing Manager | Hastoe Group
- E. Re. the MVH capital programme and the replacement of the roof at a cost of £25k, Cllr Coulson advises that similar schemes have been funded from the New Homes Bonus but no guarantees can be given until the bid is received.
- F. The cables across the main road reported last month were not part of a speed survey but might have been electrical in nature.
- G. Re the 30mph sign near Alston Gate: the positioning of this is on the agenda of South Hams planners and part of the s106 agreement. Cllr P Pedrick remarked that, following recent speed checks carried out by the police, when 11 people cautioned but there was a question from one of the perpetrators that it was not enforceable as there were no street lights. However both Cllrs Coulson and Gilbert stated that if there were street lights then it is automatically a 30mph zone but a limit can exist on its own and be enforceable.

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- H. South West Ambulance Service Trust are running their update course re the defibrillator on Thursday 19<sup>th</sup> – all welcome at the Annexe at 19.00hrs. The meeting agreed that it should be made obvious that our Defib box at the Post Office does NOT need a code to open it.
- I. Re the plaque for the Church about the bomber crew killed in WW2 just outside the village – this has now been printed and framed and we are liaising with All Saints Church as to a date for a dedication service. On the 29<sup>th</sup> of June the Parish Council have been invited to a dedication service following the re-ordering of the Church at 10am. It was agreed to commemorate the 70<sup>th</sup> anniversary of the WW2 event on the 29<sup>th</sup>.
- J. Re the overhanging trees near Lime Croft enquiries, the landowner has been in touch and advises *"that we have already made arrangements to have the garden maintenance done by a local company. They should be starting any day..."* Thank you. However Cllr Kendall reported that the lower part of the hedge has been cut but not the upper branches etc which obscure the street lights.
- K. o/s The new footpath map is now up and we need to ask Dave Rundle to paint the notice board as agreed last year.
- L. o/s Feedback and costings are awaited from the AONB for a village sign, the AONB will also invite DCC to contribute
- M. o/s Responding to complaints about the positioning and quality of adverts for the bunker open days, the organisers have invited Councillors to meet them and discuss concerns.

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### 032 COUNTY COUNCILLORS REPORT

Cllr Gilbert reported he has been in discussion with MVH&PFA about funding the re-roofing of the village hall from the DCC capital fund (recently topped up from the sale of the airport monies.) He mentioned that he enjoyed judging the scarecrow competition. Re the cycle track and the Churchill Farm entrance – some progress has been made. Re DCC and their day services and residential care reviews Cllr Gilbert reported that Tumbly Hill was set to remain as an integrated service. Totnes Cross near Halwell is due for major repairs, commencing next week. Re the footpath east from South Milton Sands; this is about to open on the new deviation. A comprehensive list of DCC officers and contact numbers is available.

Cllr Gilbert reported that some of the cycle track has been cut – the grass on the road side but not on the inner edge and the cuttings were left. Cllr L Pedrick complained about the overgrown state of the cycle path (having ridden it last week), the signage being obscured and cuttings/flailings left on the track causing punctures. There is severe grass ingress into the path too and the width of the track is severely compromised.

Re our intention to sort out the hot spot near Churchill Farm, having received finance from a successful TAP bid, DCC representatives have met on site with Cllr Gilbert, Yeoman and the landowner. Subsequent discussions ensued with Highways and DCC safety officers. As a first step it was agreed that DCC would: move the signs, introduce SLOW marking signage and cut back the vegetation, especially coming from the Salcombe direction. DCC continue to argue against the introduction of a physical barrier and say *"The lesson we have learned with chicanes, of whatever sort or of whatever materials, is that they are only successful in achieving their aim if they are placed within a 'canyon', i.e. where there is no opportunity of bypassing them by the cyclist, or pedestrians. Many existing chicanes have been constructed on a cycle path with verges either side and cyclist have just driven round them as the bare soil in grass at these sites bears witness. There is no natural 'canyon' to this site and so a chicane whether timber, metal or boulders would be ineffective for this reason. As a Safety Auditor, I would normally only recommend them where a*

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*path terminates usually at a roadway" .....cycle track design is apparently evolving and DCC say "if we were designing the route now, we may well not have included as part of the design...."*

Consequently we have no option as a Council but to monitor the situation closely as we cannot introduce physical barriers, of whatever design, against the advice of DCC safety officers.

This means that the monies we received from the TAP fund, when DCC were supportive of our bid, may well have to be returned although we would like to vire them to the improved maintenance of the track. DCC would be asked for a timescale for the (interim) changes to be made, the meeting requested that this be actioned asap. The Parish Council will continue to press for a barrier solution and will write expressing their disquiet/appeal the decision to the Head of Highways with County Cllr support, officer support and having had a reported accident with a cost neutral proposal having secured the funds. Cllr Gilbert will write a covering letter in support (email to Cllr Gilbert at his DCC email address). DCC are saying that there is no maintenance budget for the cycle track and it is not recognised as a PROW so is not maintained by the Rights of Way department. Cllr Gilbert said he would be happy to vire £1k per annum from the Locality budget (or more for a joint bid with Salcombe) to help maintain the quality of the track and there might be potential to invest monies from the DCC capital fund if the maintenance can be capitalised (?). The meeting agreed to investigate costs and draw up a spec for the standard of upkeep/maintenance/cut etc.

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#### 033 POLICE BUSINESS & NEIGHBOURHOOD WATCH

- A. No report had been received from PC Jo Pengilly but, as above, Cllr P Pedrick reported that speed monitoring had taken place.
- B. Advice has been received about fraudsters obtaining pin, bank card or cash by hoax telephone calls. Please be aware and remember your bank or the police will NEVER ask for your bank card , your PIN or your cash!

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#### 034 HIGHWAYS

In addition to the Cycle Track issues above, the meeting noted that:

- The owners of Yarde Gate advise: *..." We are currently preparing proposals for the above which would involve the construction of a safer access onto Salcombe Road and the subsequent re-siting of an existing bus stop opposite the new entrance. We propose to relocate this bus stop for Malborough bound passengers approximately 100m in a westerly direction towards Malborough. The Salcombe bound bus stop, located at the top of the hill to the east of the site, remains unaffected. Once our proposals have been further developed we hope to present our scheme to your Council. In the meantime we would be grateful if you would confirm relocation of the bus stop is considered acceptable..."* And *..." Further to my previous email I can confirm Devon County Council have advised the bus operator has no objections and believes the new position to be much safer. Please do not hesitate to contact me if you have any comments..."* The Yarde Gate owners were in attendance and talked the meeting through the proposal and all agreed it made a lot more sense and approved it in principal. The Council agreed to write to the architect confirming this. At 20.30 the Ashby's left the meeting
- DCC have submitted a timetable (subject to change) for verge cutting and a description of the cuts we can expect...."  
Roads within Rural Areas  
*Cutting on visibility areas (junctions, lay-bys and the inside of bends) is undertaken on an as needs basis, at a frequency of two or three times per annum on the priority network and once on other roads down to and including Maintenance category 10 roads.*

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*Verges on roads on the priority network are cut to a width of one metre from the road side channel twice per year with an intermediate cut only if shown to be absolutely necessary. (the 1m cut is not undertaken off of the priority network)*

*A full width cut is undertaken every third year down to maintenance category 8 to control the excessive growth of brushwood, scrub and harmful weeds. Cutting is undertaken to a residual height of 100mm.*

*Please be advised that the Grass Cutting Programme is subject to weather conditions..."*

- Cllr J Yeoman has taken Adam Keay (DCC) through the corrections to the road classifications on the map itself for clarity.
- Cllr J Yeoman is investigating the hole in Broadmoor Lane where the initial repair had caved in and the road was hollow. This has been reported to DCC online but, probably due to the low categorisation of the road, the repair was taking some time.
- A letter has been received from a worried parishioner about the lack of care given by motorists to cyclists and pedestrians. Whilst the meeting sympathised with him, the police do run regular speed and compliance checks in Malborough and try and enforce the speed limits in the village. His comments will be picked up in the Neighbourhood Planning exercise.
- DCC are advising temporary road restrictions with upto 20 days closure for drainage works on the following roads, at some time between 30<sup>th</sup> June and 31<sup>st</sup> October  
Inner Hope to Outer Hope, Hope Barton Barns to Bolberry, Bolberry to Bolberry Cross, White Cross to Bolberry Cross, Galmpton to Malborough, Galmpton Cross to Galmpton
- The meeting noted: **THE COUNTY OF DEVON (TEMPORARY RESTRICTION) (GALMPTON TO OUTER HOPE, GALMPTON) NOTICE 2014**  
**TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING**  
**DEVON COUNTY COUNCIL** hereby give **NOTICE** that: From **MONDAY 23 JUNE 2014** for a maximum of 5 days Until **FRIDAY 27 JUNE 2014** (both dates inclusive)  
No person shall cause or permit any vehicle to proceed or wait on the sections of Affected Roads except for access to land or premises on or adjacent to those length of roads. Roads affected - **GALMPTON TO OUTER HOPE, GALMPTON**  
The alternative, signed, route for vehicles will be via - GALMPTON, ROAD SOUTH FROM GALMPTON CROSS, MALBOROUGH, WHITE CROSS, BOLBERRY CROSS, BOLBERRY, HOPE BARTON BARNES, BOLBERRY ROAD, INNER HOPE, OUTER HOPE.  
This temporary restriction is considered necessary to enable - **DEVON HIGHWAYS - PATCHING WORK** For additional information contact: **SOUTH WEST HIGHWAYS (ROCKBEARE)** Telephone: **01752 698726**
- *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.*

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#### 035 FOOTPATHS TREES & ALLOTMENTS

- A. On the bridleway from Alston to Yarde the gate has dropped and the tree that came down in the storms is still there. The green lane, Combe Lane, from Combe to Collaton Road is very

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overgrown. On a similar topic Bridleway 10 down to North Sands is not maintained as a bridlepath – Salcombe Town Council are following this up.

B. Complaints had been received re the state of the graveyard and the poor standard of cuts. Cllr J Yeoman agreed to inspect the grounds and advise. It was agreed that the contract should be re-tendered for the 2015/16 financial year and 6/12th notice would be given to the current contractors to that effect (ie: 1st October 2014) and they should be invited to submit their tender in due course. Tender documentation would be drawn up. Cllr Kendall said she had received reports of dog mess in the graveyard too.

*o/s 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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### 036 VILLAGE HALL

A. Cllr Boyce attended the last meeting of MVH&PFA and Cllr Kendall will attend the next. The full Minutes of MVH&PFA are on: <http://www.malboroughvillage.org.uk/group/villagehall>

B. The meeting thanked everyone that contributed to making the scarecrow weekend such a success as c. £1,600 was made for All Saints and the Village Hall. Many people donated food and gave up their time to help with the food, washing up etc.

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### 037 MISCELLANEOUS

Cllr J Yeoman took the meeting through the following:

A. The date of the **October meeting will now be 22<sup>nd</sup> October** and not the 15<sup>th</sup> due to member commitments.

B. A reminder that there is **NO** meeting in August

C. The venue for the September meeting is unconfirmed and Cllr Boyce would be asked if the Church was available (the school being unable to accommodate us that month)

## Let's talk renewables!

You are invited to a Town & Parish Council training workshop on Friday 11<sup>th</sup> July to find out more about:

The **role of renewable energy in the South Hams**  
Where new **energy projects** could go  
How we work sensitively with our **local environment**  
How we make **good decisions**

These are just some of the **big issues** we need to tackle as we develop a new plan.

**Location:** Follaton House | **Time:** 10am – 1pm

Places are limited to two per Parish so book early by emailing [dm@southhams.gov.uk](mailto:dm@southhams.gov.uk) or phoning 01803 861122



D.



E.

F. CAB have approached us re: ...."South Hams CAB recently received funding to assist people affected by the floods this past winter. While we believe those affected have all received the advice and support they need, we still have a small amount left. **We are therefore**

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*considering a time-limited pilot project to see if there is a need for an extended outreach Service in the South Hams. We will be able to offer advice to clients around the South Hams one day per week from June until the end of November 2014 – at which point we hope to have enough evidence to make a funding bid for “reaching communities” and extend our outreach service on a more permanent basis. If you think your parishioners would benefit from receiving advice in your parish, (as opposed to having to go to Follaton House where the CAB is located) then what we would need is: A room where clients can be seen in confidentiality with broadband access, telephone, free parking and no charge for use of the room....”* The meeting discussed this offer but the problem was that the hall does not have broadband access or a telephone. The new Church Meeting room is also not equipped for IM&T. This needs to be considered for the future with funding perhaps from the T18 programme.

- G. The AGM of the Kingsbridge Food Bank is on 27<sup>th</sup> June at 7pm in Kingsbridge Methodist Church.
- H. Cllr Yeoman shared the contents of the Western Power emergency pack recently received – given free to all Parish Councils as a suggestion of what householders should have handy in emergencies.

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#### 038 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

**33/1475/14/F** Householder application for proposed extension and refurbishments Cranches, Malborough, Kingsbridge, TQ7 3DZ. Mrs J Risby Applicant Address: Cranches Malborough Kingsbridge TQ7 3DZ

**Re application 33/0980/14/F** Change of use of land to create 63no.off-street parking spaces and associated landscaping Application address: Cumber Close, Malborough, TQ7 3DF. Salcombe View Residents Association. After discussing this in full last month and making their conditional approval decision Cllrs had received several approaches from Cumber residents against the scheme. However the decision of the Council remains unchanged as there is a real need to alleviate the parking congestion and SVRA ran a consultation process with the residents. Cllr Harrod reported that some feedback has been received by residents, possibly from SHDC, about the plans and decisions but the meeting was not aware of any ruling by the District on this. Dist Cllr Coulson will investigate with SHDC planners.

**Re. application 33\_46/0918/14/O received last month:** again further comments against the scheme had been copied into the Council.

Following a query to SHDC planners about the positioning and height of the current build at Alston Gate, the discrepancies are now the subject of minor planning amendments and will be submitted to SHDC for consideration. However building has continued after a temporary stop.

- B. Decisions – none received in month

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- C. Enforcement Issues - an updated list has again been shared with the Parish with one case having been apparently resolved. Many were outstanding from 2013 and concerns were again raised about the aircraft movements at Soar and Cross Park issues.
- D. Neighbourhood Planning; Cllr Yeoman advised that the group had met again in June and the questionnaires had now been delivered to all households, young adults and primary school children in the Parish. **QUESTIONNAIRES ARE DUE BACK BY 30<sup>TH</sup> JUNE.** There is a drop in session for parishioners to share their views and ideas and learn more on **WEDNESDAY 25<sup>TH</sup> JUNE FROM 6 – 8pm AT THE ANNEXE.** MVH&PFA have asked us whether it is possible to include their capital program into the plan as this would give weight to any future funding bids they might initiate. An interim bid of £2,800 for funding the questionnaires, advertising and analysis had been submitted to [Locality.or.uk](http://Locality.or.uk) for their consideration. There were some common themes emerging from the questionnaires returned to date.

**A PLAN FOR  
MALBOROUGH...**

**A DROP IN SESSION - LEARN MORE**  
(for Malborough parishioners)

**WEDNESDAY JUNE 25<sup>TH</sup> 2014**  
**6pm – 8pm VILLAGE HALL ANNEXE**

(Don't forget - 30 days left! Your questionnaires are due back please by 30<sup>th</sup> June, by hand or online)

- YOUR FUTURE
- YOUR VOICE
- YOUR PLAN

Malborough Neighbourhood Plan Steering Group & Malborough Parish Council

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### 039 FINANCE & GOVERNANCE

- A. The Final Accounts and the Annual Governance Statement have been sent to the External Auditors to meet their deadline of 2<sup>nd</sup> June.
- B. The monthly accounts, cash book and bills to pay were received, shown as year to date Appendix A. With Cllr Yeoman withdrawing from discussion, the accounts to pay were proposed by Cllr P Pedrick, seconded by Cllr Harrod and voted through unanimously. The meeting noted that, in accordance with the new e-banking financial procedures voted through last month, 4 payments would be made by e-transfers. An updated mandate sheet and transaction record was introduced and duly signed.
- C. The policy documentation has been received for the new 3 year insurance scheme with Hiscox via Came and Company as the brokers.
- D. A request had been received from the School for capital monies to help improve the outside of the school with the introduction of playhouses, Ridges, a Sea Monster and play surfaces all aimed at improving skills and imaginative play. The total investment required is £10k plus VAT. Again this highlights the need for the s106 monies for Education from DCC to come to the primary school and Dist Cllr Coulson was asked if SHDC could plead our case with County. Another funding source might be DCC capital funds. The lack of outside amenities impacted on the Ofsted rating. It was agreed to copy the bid from the school to Dist Cllrs Coulson and Gilbert for their action.

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**040 DISTRICT COUNCILLOR REPORT :** Dist Cllr Paul Coulson reported that: Two design panels are meeting this month on June 2<sup>nd</sup> re the Cottage Hotel and re the Tides Reach Hotel on the 17<sup>th</sup> June

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and outlined the proposals. Re land availability, following a meeting with planners some local sites offered up had been discussed. Cllr P Pedrick asked Cllr Coulson to mention the hedge on the corner of Bennet Road, Salcombe needs a sever cut back.

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There being no further business the meeting closed at 21.40hrs

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**DATES FOR THE DIARY:** Please note that the Date of the next Parish Council meeting is **Wednesday 16<sup>th</sup> July 2014, 7.30pm, Venue Village Hall Annexe.**

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 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 Debbie for distribution) together with their apologies.

#### **Distribution List**

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

**For Information: e-circulation to:** District Cllr. Paul Coulson, County Cllr R Gilbert, Dist Cllr Judy Pearce, Mr Tony Lyle (allotment rep), Mr E Putt, Salcombe Police Station, Mr Allan 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, SVRA



**MALBOROUGH PARISH COUNCIL**  
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**APPENDIX A**

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Cash book balance b/d</i>				<i>15,856.23</i>
Receipt	Messenger	68.40		15,924.63
Receipt	interest	0.62		15,925.25
Payment	D Ede - Salary		- 545.20	15,380.05
Payment	G&J Hocking		- 250.00	15,130.05
Payment	D Illingworth		- 60.00	15,070.05
Payment	Saltaire		- 90.00	14,980.05
Payment	D Ede petty Cash		- 8.28	14,971.77
Payment	S Hams Newspapers (Alston Gate meeting)		- 90.00	14,881.77
Payment	Internal Audit - Ken Abraham		- 225.00	14,656.77
Payment	Viking		- 133.86	14,522.91
Payment	D Ede Travel (2 years, arrears from May 2012 to date)		- 150.70	14,372.21
Payment	Insurance		- 530.40	13,841.81
<b>TOTALS YTD Financial year 2014/15</b>		<b>£ 11,598.69</b>	<b>-£ 4,036.14</b>	<b>£ 13,841.81</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d	<b>FY 2014/15, YTD month</b>		<b>3</b>	<b>£ 13,841.81</b>
<b>Balance at bank at end :</b>				<b>17-Jun-14</b>
<b>Revenue Accounts</b>			<b>13,883.46</b>	
<b>Unpresented Items</b>		receipts	<b>128.49</b>	
		payments	<b>- 170.14</b>	
			<b>£ 13,841.81</b>	<b>-</b>
				<b>Variance</b>
<b>ACCOUNTS FOR PAYMENT</b>				
D Ede (Salary)	<a href="#">for current month</a>	<i>paid on 15th of the month by standing order &amp; included in the above balances</i>		545.20
Plus	D Ede - petty cash - postage			7.15
	Eva Bond - plants			30.00
	Viking			17.24
	Viking			83.66
	Philip Tucker - NP printing questionnaires			227.44
	Philip Tucker - NP printing envelopes			60.00
	TJ Yeoman - WW2 memorial framing			23.60
	TJ Yeoman - WW2 memorial printing etc			10.00
				<b>459.09</b>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				
<b>MEETING DATE</b>			<b>18th June 2014</b>	
Prepared By:		<i>Debbie Ede, Clerk to the Parish Council</i>		
Date:		<i>17/06/2014</i>		