

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 18 th October 2017		Venue & Time: The Annexe, 19.30hrs
Present: Cllr Gill Boyce (in the Chair) Cllr Lucinda Goodman Cllr Paul Pedrick Cllr Hayley Rutherford Cllr John Sampson	In Attendance: Kathy Harrod – Clerk & Minute taker County Cllr Rufus Gilbert Dist. Cllr Judy Pearce Dist. Cllr Simon Wright Part meeting	Apologies: Cllr Ann Kendall Cllr Keith Makepeace Cllr John Yeoman Cllr K Yeoman

REF 2017/18 MINUTES

072 DECLARATIONS OF INTEREST: None Declared

073 MESSENGER: Cllr Rutherford to cover December/January issue.

074 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 20th September were agreed and signed without alteration.

Proposed: Cllr Pedrick Seconded: Cllr Sampson

075 MATTERS ARISING:

- A. Reports of speeding and details of damage in the village have been provided to the police.
- B. A request for a weekly collection of the bottle bank during peak season was made. Cllr Wright advised that he has a working group in Salcombe dealing with a variety of issues and this will incorporate the Malborough bottle bank.
- C. Guttering on the public toilets has been cleaned.
- D. Adam Keay, Highways, has visited the village and reported that flooding was noted but believed to be localised low areas with water slowly evaporating away. No response re Shute Hill. Clerk to speak to Adam Keay re meeting with Cllr Pedrick.
- E. Post Office parking has been placed on the 2018 HATOC Waiting Restriction Order. Post Office hours will reduce from the end of the month.
- F. VAS – Cllr Sampson has spoken with the provider at length, the sign is a prototype made for Malborough and is the only one in existence! A new control box cannot be forwarded because the original specifications were not retained. All present agreed that the unit should be returned and a full refund requested with immediate effect. The clerk will commence the tender process for a replacement.
Proposed. Cllr Sampson, Seconded Cllr Pedrick
- G. The locality budget bid has been approved and signage has been ordered, it will be delivered within the month.
- H. Pavement at 40 Collaton Road has been reported. W171048830
- I. Salt will be delivered in 25kg bags, prior to the order, an update of information is required along with details of any grit bins that are damaged, empty or have unusable contents. Grit bins will be checked and full details will be advised when the salt is ordered.
- J. The primary school were asked to deal with the hedge as a matter of urgency, this has not been attended to and will be followed up.
- K. Cllr Kendall arranged for the Malborough Park hawthorn to be dealt with.
- L. Defibrillator has been ordered, full details will be sent to Rotary via Cllr Makepeace

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M. New Councillor Packs are being created and will be provided in due course.

076 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

- A. Motorcyclists have been using the footpaths/field in the area, specifically Wallfield. They have driven across crops. Noted as one bike with white tank, rider with light coloured coat and white helmet, another rider with red coat no helmet. They entered the fields from the top of Pinheys Hill.
- B. There have been various issues of vandalism and theft in the village, the police will be contacted to establish what actions they are taking to deal with this, they will also be requested to increase their presence where possible.
- C. A letter will be forwarded to all housing associations in respect of neighbourhood watch.

POST MEETING REPORT RECEIVED FROM WPC Pengilly:

In the past month there have been the following crimes reported:

2 X Assault ABH and 1 X Theft (These crimes are linked as all part of the ongoing incident at the time)

- 1 x Criminal Damage
- 1 x theft from Motor Vehicle
- 1 x burglary other than dwelling

The series of crimes in the previous month seems to have stopped.

Police patrols in the evenings are continuing when possible but positive crime prevention advice would be the erection of CCTV in the area.

077 COUNTY COUNCILLORS REPORT:

DCC has sold £4m of property to date this year, there is a further £7.5m to be sold.

There is a £30m budget saving required for 2018/19 which equates to £100k per day to come out of the budget.

The government has finally acknowledged that Devon's education monies of £260 per child is underfunded and has now given a further £80 per pupil across Devon.

Devolution is back on between Somerset & Devon but this now excludes Mayors.

PLEASE report all highways issues ONLINE at

<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>

Elected County Councillors at a group meeting recently advised that the biggest complaint at present is blocked gullies. This can also be reported online at the above link.

Recent statistics have shown:

19.5% of people in Devon have a disability

11.6% of people in Devon are carers

61.5% of people in Devon are Christian

2.5% of people in Devon are from an ethnic minority

Between 6 – 10% of people in Devon have a non-heterosexual orientation

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Cllr Pedrick mentioned Burleigh Lane in South Huish, Cllr Gilbert advised that the lane had to be hand laid. On the Highways scoring system (on a score of ten) it is marked as a seven meaning that it is acceptable. It now has no potholes. Also noted that as it is a single-track road the cars all drive on the same areas and the road is now levelling out.

078 DISTRICT COUNCILLORS REPORT:

Cllr Pearce, advised that the Portlemore development has been called in, meaning that before it can proceed it must be agreed and approved by the Secretary of State, this is due to it being a major development in an AONB. No timescale is available re permission being granted.

The delay is advantageous in that the Neighbourhood Plan requirements will be considered if the plan has been finalised prior to detailed planning permission being granted. This would then ensure that the new development would have to adhere to a variety of requirements including:

- Percentage of affordable housing
- Minimum of two parking spaces per property (a garage does not count as a parking space)
- No holiday homes.

One Council Consultation:

The phone consultation amounted to 6,000 numbers being dialled which resulted in 300 responses. Postal votes came in at 8% for a merger and 92% against. A total of 3% of residents responded, this is an above average response. The overwhelming majority in the South Hams who responded were against the proposal.

A decision re the proposal must be made by 31st October to be submitted to the Government by 9th November. It was noted that this is problematic because the decision cannot be delayed and the forthcoming budget takes place after these dates. The budget may incorporate allowances to local government re council tax capping that would negate the need to merge.

All Parish Councillors present agreed that there is too much at stake to join with West Devon and that we should not be rushing into the proposal. Our local MP will be contacted with our concerns.

079 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.

3353/17/HHO Mr & Mrs Frank Edgar

Householder application for extensions and alterations to dwelling
Fairwinds, Malborough, TQ7 3DJ

2641/17/FUL Mr & Mrs Sean Hassell – MPC Approved

Revision of planning application 33/2492/15/F to replace approved 5 bedroom owners accommodation with 1 private dwelling and 2 holiday cottages
The Port Light Bolberry Malborough TQ7 3DY

2331/17/VAR Mr J Thomson – MPC Objection

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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

0549/17/OPA Maze Consulting

Called in by Secretary of State, we await developments.

B. Decisions:

2730/17/FUL Mr & Mrs Dennis Hobday – SHDC Refusal

Ancillary caretakers lodge for an approved hospitality business.
Ilton Farm Barn Malborough TQ7 3BZ

2538/17/PAU Mr P Shepherd – SHDC Prior Approval Given

Notification for prior approval for proposed change of use of agricultural building to flexible uses (shop)
The Old Pigs House Alston Farm Malborough Devon TQ7 3BJ

C. Enforcement issues: Continue to be dealt with.

D. 106 Monies:

Cllr Sampson attended a meeting in Totnes re 106 monies as there are queries regarding allocation of funds.

£30k from Alston Gate Phase One has been received by SHDC.

Hi-Ho will contribute £14,625 and these funds have been allocated to Malborough Park.

Alston Gate Phase Two (£30,000) may not come to fruition as planning permission expires in December 2018.

The Malborough Park development, if it proceeds, will generate approximately £60,000 and Cllr Sampson discussed that these monies should be allocated to Malborough Village Hall.

SHDC have capital funds that they could allocate to the play area at Malborough Park (possibly £20,000). It was argued that the £14,625 and £20,000 would be enough to create a play area for young children at Malborough Park.

The majority of the £60,000 from Malborough Park should be added to the £30,000 to the projects set out in the 2016 bid.

Rob Sekula would like to see a revised 106 bid by not later than 27th October.

080 NEIGHBOURHOOD PLANNING:

It transpires that whilst we thought we were waiting on the SEA the report writers of the SEA want to see a near finalised plan from us before they issue their final report - even though ours should reference and act on theirs! Debbie Ede is now gathering this together and will update in November.

081 HIGHWAYS:

- A. There has been a bank slip at Shute Hill, it has been arranged for a builder to view the slip to see what can be done, in the meantime, Devon Highways have visited and are aware of the issue but have advised that as it is passable they will not take further action.
- B. Localised Flooding – continues to cause issues at Horsey Pool and White Cross, noted to be particularly bad past Bolberry Cross (marked by a cone in the hedge). The situation with Shute drainage continues

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and will be followed up again. Cllr Pedrick will meet with Adam Keay. A Buddle Hole map will be provided.

- C. Devon Highways Parish & Town Conference takes place on 16th November at Rattery Village Hall, 9.30am – 4.00pm. Cllr J Yeoman will be asked if he would like to attend.

082 FOOTPATHS, TREES & ALLOTMENTS:

- A. Access for All, requires attention again due to nettles/brambles. MVH & PFA are having the sycamore trees alongside and in front of the Hall pollarded. There will be chippings because of this work. MVH & PFA will be asked to put these along the Village Access Path - as the National Trust do with their woodland paths.
The end of the path requires a step, quotes to be obtained for review in November.
- B. A complaint has been received re a slip outside the toilets due to grass /moss growing, this will be reported.
- C. The clerk is investigating a P3 grant for parish footpaths.

083 VILLAGE HALL:

- A. Cllr Kendall attended the MVH & PFA Meeting.
- B. Two figures have been received re the Car Parking and Rear Extension Planning, the preferred figure re the parking has been received from Dart Surfacing and comes in at £47,000 plus VAT, once Dart Surfacing have a plan to scale, they will provide an accurate quotation. MVH & PFA would like MPC approval to continue as the planning application is to be made in the name of MPC.
A proposal was made for MPC to approve the planning to be submitted after which an accurate quotation should be obtained from Dart Surfacing. Proposed Cllr Pedrick, Seconded Cllr Goodhead.
- C. There have been more issues with people not clearing up after dogs and a suggestion to move/add a dog bin to the wall by the outdoor gym has been made. It is felt that moving the one on Collaton Road to the lamppost nearest the junction and possibly adding a notice on the wall inside the Hall grounds to indicate that there is a bin there would answer their request. It will be ascertained if the bin can be moved as suggested.
- D. Cllr Boyce to attend the next MVH & PFA Meeting if Cllr J Yeoman is not available.

084 MISCELLANEOUS:

- A. Bench Maintenance. Some of the benches require some attention. It was felt that it was the wrong time of the year to attend to this. It will be reviewed again in spring.
- B. The Parish Lengthsman will visit Malborough for the period of 1.5 days on 1st & 2nd November.
- C. Town & Parish Council Event has been arranged to take place on **Monday, 27 November 2017** in the **Cary Room, Follaton House, Totnes TQ9 5NE at 6.30pm**. This will include DCC/SHDC updates as well as budget considerations and changes in rules for the TAP fund
Cllr J Yeoman will be asked to attend on behalf of MPC.

085 FINANCE & GOVERNANCE:

- A. The monthly accounts, cash book and bills to pay were received for month 7 of the new financial year, 2017/18, show as year to date Appendix A. The proposal to approve these was made by Cllr Goodhead and seconded by Cllr Sampson and unanimously agreed. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments.
- B. Cllr Kendall has reviewed the charges for scan printing. We currently charge 2p per side to include paper. With paper costs having risen Cllr Kendall has suggested we charge the cost of the paper (currently £3.59 per ream). Alternately, those requiring printing could supply their own paper. The new charges would be intended to commence effective 1st December 2017

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Having discussed the proposal it was suggested that the costs be increased to £0.04 pence per sheet minimum. To be discussed in the November meeting.

- C. New Data Protection laws will be operative from 25th May 2018, all councillors are to ensure that they have their own email account that is password protected. An assessment form will be provided to all councillors in November to complete to ensure that everyone is compliant. A GDPR Officer is required to cover GDPR requirements: Cllr Rutherford agreed to take on the role of GDPR Officer for both Malborough and South Huish Parish Councils if South Huish are in agreement.

086 CORRESPONDENCE:

- A. No additional correspondence received for distribution/discussion.

087 OPEN FORUM:

- Emma Reece from the National Trust provided a brief update:
The South West Coast Past Walk was held last month, this was well supported.
Winter scrub clearance work is now being undertaken this incorporates scrub cutting around East Soar Farm, plus Bolberry – mainly around the Hope Cove end.
The National Trust are hosting Schools Week at the end of November to teach about conservation work, this will be located around East Soar Farm.
Cllr Goodhead thanked Emma for the days on the beach in summer, it was well organised and very enjoyable.
Cllr Pedrick asked re parking meters, Emma advised that they are likely to be installed within a month.
Cllr Boyce asked if a P3 scheme would affect anything re the National trust – no.
- Remembrance Day Saturday 11th November at Soar for an 11am service. Sunday 12th November there will be a church parade from village hall at 10.30am, up to memorial at 10.45 then across to the church for a service. All welcome.

DATES FOR THE DIARY: [The next Parish Council meeting is on Wednesday 15th November 7.30pm, 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 Kathy 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 Kathy for distribution) together with their apologies.

Distribution List

Cllrs Boyce, Goodhead, Kendall, Makepeace, Pedrick, 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; MONTHS 7, RECEIPTS & PAYMENTS, INVOICES TO PAY, CASH BOOK TO BANK RECONCILIATION

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				15,360.10
Payments	K Harrod Salary October		- 474.81	14,885.29
Receipts	Mess advertising - landscapes	32.00		14,917.29
Receipts	west end	57.00		14,974.29
Receipts	salc embroid	32.00		15,006.29
Receipts	burfords	57.00		15,063.29
Receipts	Homes R Us	57.00		15,120.29
Receipts	Malb Garden Services	80.00		15,200.29
Receipts	SHDC PRECEPT 2ND TRANCHE	11,111.50		26,311.79
Receipts	Interest - gross	0.95		26,312.74
Payments	SWW - Allotment water bill - £25.73		- 25.73	26,287.01
Payments	Fear of Mice £120 - from website a/c		-	26,287.01
Payments	Geoff Allen Playground Expenses £10.95		- 10.95	26,276.06
Payments	Malb. Garden Svs Graveyard £216		- 216.00	26,060.06
Payments	Malb. Garden Svs, Village Hall £249.99 FPS		- 249.99	25,810.07
Payments	Grant Thornton (external audit)		- 240.00	25,570.07
Payments	Jack Stone		- 75.00	25,495.07
Receipts	Devon CC	420.00		25,915.07
Receipts	Receipts on pay in slip 500073 (KH to provide detail)	60.90		25,975.97
TOTALS YTD Financial year 2017/18		£ 33,968.77	-£ 25,288.80	£ 25,975.97
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d		FY 2017/18 month 7		£ 25,975.97
Balance at bank at end :				13-Oct-17
Revenue Accounts				27,086.78
Unpresented Items		receipts		-
		payments		- 1,110.81
				£ 25,975.97 - 0.00
ACCOUNTS FOR PAYMENT				Variance
	<i>K Harrod Salary October</i>	Gross is £499.01 incl. £20 facilities recharge, paid and incl. above		474.81
Plus	MGS - PLAYGROUND FPS			249.99
	Viking Invoice 79.99+ vat			95.99
	DHF Signage £453.60 inc £75.60 vat			453.60
	Defibrillator £1,800 + vat			2,160.00
	Ann Kendall Messenger Expenses £78.27			78.27
	Pauline Cole Messenger Expenses £5			5.00
	Matt Kendall Outside parish printing £33.60			33.60
	Clive Wrangles (via Ann Kendall) Hedge Cutting £30			30.00
	Remembrance wreath and donation tbc, estimate			50.00
	MGS - Burial Ground estimate, tbc			144.00
	Meeting Sub Total			3,775.26
RECEIPTS & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		18 October 2017		
Prepared By:	Debbie Ede for Malborough Parish Council			
Date:	13/10/2017			