

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 15 th May 2013		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 Kevin Yeoman Cllr John Yeoman (in the Chair)	In Attendance: Debbie Ede Clerk & Minute Taker PCSO Dave Gibson (part meeting) Dist Cllr Gilbert (part meeting) Dist Cllr Coulson	Apologies: Dist Cllr John Carter Cllr K Harrod Absent: Cllr B Sweetman

Ref 2013/14 Minutes Action

014 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 17th April together with the minutes from the Annual Parish Meeting of the same date were agreed and signed as a true record, proposed by Cllr Boyce and seconded by Cllr P Pedrick

015 This being the AGM of the Parish Council THE ELECTION OF OFFICERS took place with Dist Cllr Paul Coulson taking the Chair whilst the 2013/14 Chair of the Parish Council was elected. Cllr John Yeoman was proposed as Chairman by Cllr Kendall, seconded by Cllr P Pedrick and voted through unanimously. Cllr J Yeoman took back the Chair and called for nominations for Vice Chairman. Cllr Rendle proposed Gill Boyce, this was seconded by Cllr Kendall and again approved by all. The mandate of the Clerk as Responsible Financial Officer for the Council was then renewed after a proposal by Cllr Boyce, seconded by Cllr Kendall. The following roles/liaisons/leads on outside bodies were then determined, proposed by Cllr Kendall and seconded Cllr Rendle:

- Estuary Forum - Cllr J Yeoman
- Police Liaison - Cllr P Pedrick
- Feoffees - Cllr Boyce
- Tree Warden - Mr Alan Benstead (Assistant: Mrs Eva Bond)
- Footpaths - Cllr Boyce & Cllr L Pedrick
- Allotments - Mrs Louise Tucker & Mr Tony Lyle, with Cllr Harrod as Council lead
- Skate Park/Sundries - Cllr Sweetman
- Messenger - Cllr Kendall
- Village Hall - Cllr Harrod
- Recycling - Cllr Kendall
- CVS lead - Cllr Kendall

014 INTERESTS - Cllr Boyce stood aside, with declared interests, when discussing the Pound Path, dogs in the Churchyard and the planning application previously received.

016 MESSENGER

Cllr J Yeoman volunteered to write the Messenger report

018 POLICE BUSINESS & NEIGHBOURHOOD WATCH

- A. PCSO Gibson reported no recorded crime since the last meeting.
- B. PCSO Gibson said he had visited Shute several times to inspect the parking in the turning circles of Shute Park. The meeting suggested that there needs to be a police inspection after the working day, at weekends, peak holiday times and in the evenings when the problem is at its worst.

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- C. PCSO Gisbon advised that, as yet, there was no confirmed model of policing following Steve's retirement, although a beat manager would still exist perhaps linking with Salcombe and Modbury

PCSO Dave Gibson left the meeting at 7.45pm

019 MATTERS ARISING (from previous minutes only)

- A. Re. the Co-Op's application to extend their License to sell alcohol, the licensing committee has been asked for the detailed legal argument that resulted in Members' support for the Co-Op's application.
- B. The Parish continues to advance the process of registering ownership of the Pound and the Green; either the Clerk or the Chair have to attend the Land Registry Office in Plymouth with evidence of their identity to support the requisite Statement of Truth necessary to progress the registration.
- C. The Chair informed the meeting that the Council had written to SHDC again, strongly protesting about the proposed seasonal toilet closure protest. The Parish will continue to play an active part in the debate.
- D. Re the defibrillator; the lock on the cabinet is now disabled to facilitate easy/fast access to the machine in emergencies.
- E. Re Shute Well - the feedback from villagers was that nobody knows the exact source of springs etc. that feed the well. It is known that the water does collect into a stone tank above the well. This will be reported back to SHDC environmental health to help inform their testing/preventative measures.
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BUSINESS TO BE DISCUSSED

020 HIGHWAYS

- A. Cllr Yeoman reported that our highways contact (Adam Keay) from DCC has managed to progress some of the o/s issues. However Adam writes *"Anything that is considered a safety defect according to our policy will be dealt with within a reasonable time period. For instance potholes above a certain size, blocked (piped) drainage systems and about 15 other categories on the highway, and similar numbers for footways and cycle ways. Anything beyond that - including storm damage, improved drainage, road re-surfacing, sign improvement works etc. etc. is going to be difficult for the foreseeable future. I am able to assess it and put forward requests for money to do improvement works but once I have done so it is out of local control. All the possible schemes are assessed by our Asset Management Team who decide what should progress across the whole of Devon. As you can guess there are many thousands of outstanding jobs and nowhere near enough money to do them all. I don't have access to timelines for works and I don't even get told when my jobs are or are not progressing...."*

Dist Cllr Gilbert said he had talked to Adam and would forward our collated list for action, all councillors were asked to advise the Clerk of any known problems - new or previously reported.

Action Councillors

The Parish will continue to push for the o/s issues to be expedited and Adam has offered to meet with one or more Councillors on site to tour the Parish and look at each case. Furthermore the fencing around the playground, bordering the cycle track, has been completed and looks very good. The speed restriction sign on Collaton Road has also been reinstated.

- B. Cllr Yeoman also took the opportunity to congratulate Rufus on his election as to DCC as a County Councillor.

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- C. The lengthsman should have been in the Parish today (14/15th May for 1 ½ days) so, hopefully, drainage and buddle hole problems will have been addressed. However no-one had seen him. Cllr Yeoman suggested that the system of the lengthsman contacting parishes before their visit to agree the works list used to work well and Dist Cllr Gilbert said he would ask Adam that this be re-instigated.
- D. Streetscene had been asked to visit again by Dist Cllr Gilbert; they had done so and it was thought that the parking problems around Vicarage corner were slightly alleviated.
- E. Cllr L Pedrick reported a new and very large pothole in Penny's Hill layby.
- F. Cllr P Pedrick queried the trimming of the highways, suggesting the results were more akin to rotivating than trimming and of an appalling standard! He said he expected that, if we were paying someone, we expected a professional standard from contractors. The meeting noted that this was one of four contracted cuts for the year by DCC. Dist Cllr Gilbert reported that Kingsbridge had received a sensible budget to take on the cutting themselves and that might be an avenue we wish to explore, albeit making sure there is no recurrent commitment to do so by the Parish. He suggested we write to comment on the quality of the cut and to c.c. him into the email with the details, to give them an opportunity to improve on their second attempt.
- G. Cllr Kendall reported that Great Park gardens/grounds were looking in need of attention - this would be followed up with Hastoe.

021 FOOTPATHS TREES & ALLOTMENTS

- A. One allotment is still vacant (*post meeting note; a tenant has been found for 50% of the plot*)
- B. The Chairman reported an offer from Luscombe Maye offering to supply an anniversary specimen oak tree to celebrate their 140th year in business - all Councillors agreed to accept the offer and to liaise with Alan as to where it might be planted.
- C. Re. the Pound Path; Cllr Yeoman reported that Rowells had agreed to match the other quote by taking away the spoil and the meeting therefore re-confirmed the order for the remedial work to the Pound Path for a total of £950 plus VAT.
- D. Cllr Boyce reported six bags of grass cuttings, presumably from the Green, had been left in the Pound.
- E. Cllr Boyce requested some funds be donated for bedding plants etc for the Green/Pound - £15 was proposed by Cllr Rendle, seconded by Cllr Pedrick and agreed by all.
- F. Cllr P Pedrick reported the intention to take a digger down the bridle path to North Sands to try and reinstate it.
- G. It was noted that Dave Illingworth has repaired the broken bench at Collaton Down bench where 2 front rungs were destroyed/vandalised, but Cllr P Pedrick reported that the end upright was on 'borrowed time' and needed regular inspection.
- H. Re the establishment of the Furzedown Track as a bridleway the Clerk is initiating an appeal re the timeliness of the DCC review to the Secretary of State but cautioned that this was not likely to advance our case with DCC despite rider safety concerns.

022 VILLAGE HALL

- A. Cllr Boyce reported nine children now attended the badminton sessions
- B. Cllr Kendall said zumba sessions were provisionally booked to restart in September

023 FACILITIES FOR YOUNG PEOPLE

- A. DCC have supplied and fitted a new post and rail fence around the playground, bordering the cycle track.
- A. Cllr Yeoman informed the meeting that the contractors are now on site installing phase 3 of the playground. The opening would be celebrated on 6th July at the Village Fete; it was suggested that PC Mullen (by then retired!) be asked to open it. The Clerk reported that

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Dist Cllr Coulsons' South Hams Community fund paid the last £225 (thank you) and that ALL the funding is now in place. Well done Malborough!

024 MISCELLANEOUS

- A. Emma from the National Trust introduced herself (Simon Hill having left and moved to the South of France). She can be contacted on email Emma.reece@nationaltrust.org.uk or by phone on 01548 562344. Their current work/initiatives include:
- An Outdoor Experience event at East Soar over the bank holiday weekend which was well attended
 - This year was the 40th anniversary of SW Coast Path Association who are raising money for improvements to the Coast Path; Emma reported some planned improvements around Bolt Head, Soar Mill Cove and Bolberry Down together with other remedial signage, drainage, and erosion issues etc. It was hoped that all this would be completed/ready in time for the summer school holidays.
 - Events are planned throughout the summer including more work with local schools and further visits to South Milton sands. Cllr Rendle feedback that many kids had thoroughly enjoyed these events.
 - Cllr P Pedrick queried the progress on the Hope Cove foot path as the diversion was very dangerous - although this was actually out of Emma's 'patch' she reported the footpath officer was in liaison with the landowners.
 - Emma said that progress on the Bolberry Down improvements have stalled somewhat but the NT will come to us with plans as soon as progressed. Cllr Kendall reported that the recent gorse clearance/cutback etc was very well done and the contractors were well received.
 - Cllr Rendle queried the path to the Starehole Bay - Emma reported it is still closed having had a large landslide.

At 8.30pm Dist Cllr Gilbert & Emma left the meeting

- B. Cllr K Yeoman reported that the dog bin at Collaton road, opposite Portlemore Lane, was broken and that a new lid was required.
- C. Cllr J Yeoman took the meeting through the new Dog Control Orders drawn up by SHDC; some concerns were fed back to Dist Cllr Coulson about the wording as the default enabling position seemed to suggest that dogs on leads was mandatory anywhere/everywhere across the whole district. Dist Cllr Coulson confirmed that this was not the intention - it was umbrella legislation under which Malborough needed to specify the detail of where control orders should apply.
- a. MVH&PFA had said they would like to **ban all dogs from all areas under MVH control where they have maintained grass**, this was agreed
 - b. **A debate took place about whether dogs should be on a lead and/or under close control on the roads and pavements in the 30 mph limit and in the Churchyard and Burial Ground. The meeting agreed on a lead AND under close control.**
 - c. Dist Cllr Coulson said that enforcement would be down to local control with local volunteers required to come forward and be trained.
 - d. Re dog control on the allotments the meeting agreed to liaise with the allotment committee.
 - e. **Re dog fouling - Councillors agreed that ALL 'deposits' should be picked up and disposed of in the bins/sensibly. Plastic bags should not be left on site or thrown nearby. This would apply only within the 30mph in the first instance.**
 - f. All policies would be kept under review and added to/amended as necessary

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- D. Cllr K Yeoman reported fly tipping near the seat at the bottom of Well Hill, possibly from maintenance on the property higher up the hill and he agreed to report this via the SHDC website.

Action: K Yeoman

- E. Affordable loans were reported as being available from South Hams District Council, providing finance to repair, adapt or improve homes within Malborough. More information is available from SHDC on 01803 861234 or visit <http://www.wrcic.org.uk>
- F. The next blood doning session is 23rd May 2013 13.15-15.15 and 16.45-19.15 in the Village Hall
- G. The Chairman reported that the next Cluster Meeting clashes with the Parish Council Meeting and, unfortunately, SHDC will not reschedule.

025 FINANCE & GOVERNANCE

- A. The final accounts (receipts & payments, cash book, governance statement and annual return) for the 2012/13 financial year were presented for review and approval. In summary, the Council started the 2012/13 financial year with £21,081 in the bank (principally made up of reserves for the Jubilee Playground). Receipts in year totalled £57,670 and expenditure amounted to £67,977. The closing balance at the bank was £10,775 (again including Playground Reserves for Module 3). Cllr P Pedrick proposed and Cllr Boyce seconded the approval of the accounts, the detail having been made available to the Council electronically. The Council affirmed their adherence to the Governance regime and voted through the annual statement, proposed by Cllr Kendall and seconded by Cllr K Yeoman. The accounts were now subject to Internal Audit, due 20th May 2013 and would then proceed to External Audit.
- B. The monthly accounts, cash book and bills to pay were received, shown as year to date Appendix A and reflecting the now finalised 2012/13 outturn and carry forward balances. A proposal to accept the monthly accounts and authorise the payments was made by Cllr Kendall, seconded by Cllr L Pedrick and passed unanimously. The cheques were drawn.
- C. Cllr Boyce offered to put the surplus mugs on sale at the Church during open gardens weekend. There were about 60 Jubilee Mugs left unsold - now available at the reduced, cost price of £3.50.
- D. Cllr Kendall handed in the cash collected for Steve Mullen, £40. As per previous discussions £50 from Parish funds was agreed to top up the community collection and South Huish would be reminded re the collection.
- E. Discussions took place about recognising the contribution Sir Simon had made to the village over his years as County Councillor; it was agreed to give 6 mugs and 6 malt miniatures as a token but sincere thank you.

026 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.

33/0874/13/F: Full application for the erection of timber shed for storage of agricultural equipment/machine. Application Address: Croft, Bolberry, Malborough, Kingsbridge, Devon, TQ7 3DY. Mr T R Lucocq *MPC approval*

33/1003/13/F : Householder application for alterations and extension and erection of new garage. Application address: 5 Great Lanes, Malborough, Kingsbridge, Devon, TQ7 3SA. Mr & Mrs M McCheyne. *MPC Approval*

33/1112/13/F: Householder application for single storey conservatory on side elevation.

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Well House, Malborough, Kingsbridge, Devon, TQ7 3SG. Mr R Hyde

B. SHDC Decisions

Conditional approval 33-0631-13-F Stable at SX 7165 3977, Salcombe Road, Malborough, Kingsbridge, TQ7 3BX Provision of stables in barn and use of land for horses with new access track

Conditional approval 33-0636-13-F Pipers Moon, Bolberry, Malborough, Kingsbridge TQ7 3DY Householder application for new entrance and gates to property

C. **Neighbourhood Planning;** Cllr Yeoman asked for a decision on the area covered by the Plan. After discussion it was decided to 'go it alone' proposed by Cllr Boyce and seconded by Cllr Rendle, although there might be some generic issues to share across boundaries in due course. The meeting recognised that some dedicated time was required to progress early thoughts and ideas before opening up the discussions to a much wider audience/stakeholder group. Dist Cllr Coulson offered to attend and also suggested that it might be helpful to have the SHDC team in attendance at the first meeting. July 3rd was agreed as a first session at 7.30pm, with some prelim work-ups to be done first by Cllrs Kendall, J Yeoman and the Clerk.

027 DISTRICT COUNCILLORS REPORT

Dist Cllrs Coulson reported that:

- A. A new solicitor was in post at SHDC with the Cross Park issues identified as a priority for him to progress. It was stressed that all the Cross Park site needed to be inspected to pick up any issues unable to be seen from the road.
- B. The noise nuisance by a resident on one of the village estates was being pursued with Tor Homes
- C. SHDC planning had queried Malborough's non-attendance at the enforcement workshop on 17th May from 10am to 1pm. However Councillors again stressed that it was totally impractical for such workshops to be held during the working day as only retired or unemployed members could then attend. The meeting also clashed with the County Show.
- D. SHDC Planning Committee would be meeting shortly with wind turbines high on the agenda. The size of this Sub-Committee had been reduced to 12; a list of members was requested and are available on the SHDC website together with the Minutes of their meeting of 9th May. <http://www.southhams.gov.uk/CHttpHandler.ashx?id=1402&p=0>
- E. The SHDC response to the Electoral Commission would be 30 members, with the aim to (1) cut down number of multiple wards and (2) to provide single councillor for a single ward with c. 2000 people targeted per ward. The SHDC responses was at odds with that of Parish Councils who requested the status quo of 40 councillors be maintained. A decision was likely to be made by year end. As to the ward boundaries SHDC's aim was for the wards to be largely coherent geographically rather than straggled.
- F. The site meeting re the proposed fuel station in Kingsbridge had taken place.

Dist Cllr Coulson left the meeting at 9.45pm

There being no further business the meeting closed at 21.50hrs

DATES FOR THE DIARY: The next Parish Council is on Wednesday, 19th June 2013, The Annexe, at 7.30pm/19.30 hrs

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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

Cllr. Gill Boyce
Cllr. Kathy Harrod
Cllr. Ann Kendall
Cllr. Lucinda Pedrick

Cllr. Paul Pedrick
Cllr Kevin Yeoman
Cllr Barry Sweetman

Cllr. Roger Rendle
Cllr. John Yeoman (Chairman)

For Information

District Cllr. John Carter

District Cllr. Paul Coulson

Dist Cllr R Gilbert
Mr Tony Lyle, Ms Louise Tucker, Mr E Putt

Salcombe Police Station

Mrs E. Bond

Reverend T Skillman

All Saints Church

Malborough Parish Council Notice Boards (2)

Malborough Primary School,

Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, Mr A Purchase

National Trust

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Category	Descriptor	Paid In	Paid Out	Cash Book Balance
Payment	underpayment by S.O. of facilities recharge to Clerk		20.00	
Final A/C's journal	incorrect debit on chq 615 by Lloyds TSB		0.09	
Cash Book Balance b/f from last financial year				10,774.62
Receipt	Western Power	3.00		10,777.62
Payment	MVH&PFA (zumba room hire)		52.00	10,725.62
Receipt	Interest (gross)	0.40		10,726.02
Payment	D Ede Salary (April)		520.46	10,205.56
Receipt	Jubilee Mugs	79.00		10,284.56
Receipt	burial ground	220.00		10,504.56
Receipt	Messenger Income	109.70		10,614.26
Receipt	Zumba	66.00		10,680.26
Receipt	Allotment charges	151.25		10,831.51
Receipt	Allotment charges	110.00		10,941.51
Receipt	SHDC Jubilee Playground	225.00		11,166.51
Receipt	SHDC Precept net of DALC	6,826.12		17,992.63
Payment	contra SHDC precept re DALC	199.38		18,192.01
Payment	DALC		199.38	17,992.63
Receipt	MVH&PFA Jubilee Playground reserves	1,727.25		19,719.88
Payment	Malborough /South Huish Primary School		36.00	19,683.88
Payment	D Ede - petty cash		25.04	19,658.84
Payment	Hire of Hall - zumba		26.00	19,632.84
Payment	Messenger expenses - Ann Kendall		42.69	19,590.15
Payment	Messenger expenses - Matt Kendall		94.80	19,495.35
Payment	Messenger expenses - Pauline Cole		5.00	19,490.35
Payment	Messenger expenses - Jane Putt		30.30	19,460.05
Payment	Gill Whitmore - Zumba		120.00	19,340.05
Payment	D Ede Salary (May)		520.46	18,819.59
TOTALS YTD Financial year 2012/13		£ 9,717.10	-£ 1,672.13	
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d	FY 2013/14, months		ytd month 2	£ 18,819.59
Balance at bank at end :				9th May 2013
	Revenue Accounts		19,422.21	
	Unpresented Items	receipts	151.34	
		payments	- 753.96	
			£ 18,819.59	-
				Variance
ACCOUNTS FOR PAYMENT				
D Ede (Salary)	<u>for May</u>	<i>paid on 15th of the month by standing order & included in the above balances</i>	<i>incl the arrears on 2012/13 facilities recharge of £20</i>	540.46
Plus	G&J Hocking (allotment rental)			250.00
				250.00
RECEIPTS & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		15th May 2013		
Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>			
Date:	Malborough Parish Council Minutes, 15 th May 2013, Page 8 of 8			

APPENDIX A