

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

Date: 22<sup>nd</sup> October 2014

Venue & Time: The Annexe, commencing at 7.30pm

**Present:**

Cllr Ann Kendall  
 Cllr Kathy Harrod  
 Cllr Lucinda Pedrick  
 Cllr Paul Pedrick  
 Cllr R Rendle  
 Cllr K Yeoman  
 Cllr John Yeoman (in the Chair)

**In Attendance:**

Debbie Ede Clerk & Minute  
 Taker  
 Part meeting  
 PCSO Dave Gibson  
 County Cllr Rufus Gilbert  
 Dist Cllr Judy Pearce  
 PC Jo Pengilly  
 Emma Reece for the NT  
 Paul Hoffman}  
 Leon Harris (D&C Housing) } re  
 Alston Gate

**Apologies:**

Cllr Gill Boyce  
 Dist Cllr Paul Coulson  
 Cllr Keith Makepiece

**Ref 2014/15 Minutes**

**Action**

**069 MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the Parish Council meeting of 17<sup>th</sup> September were agreed and signed, proposed by Cllr Kendall & seconded by Cllr L Pedrick and voted through unanimously.

**070 INTERESTS** – Cllr Kendall declared an interest under finance as did Cllrs Pedrick for a separate payment and they withdrew from those discussions.

**071 MESSENGER** – Cllr Kendall volunteered to précis the meetings for the next two months for the Messenger

**072 MATTERS ARISING (from previous minutes only)**

- A. The memorial plaque for the Czech airman is being dedicated on the 9<sup>th</sup> November.
- B. Cllr K Yeoman is asking Dave Rundle to paint the notice board as agreed last year. The varnish on the other notice board by the Post Office also needs a touch up and a new cork backboard is required for the one on the bus shelter.
- C. o/s Feedback and costings are awaited from the AONB for a village sign, the AONB will also invite DCC to contribute
- D. 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.

**073 POLICE BUSINESS & NEIGHBOURHOOD WATCH**

PC Jo Pengilly gave their report: for the last month there was one reported crime of criminal damage. Apart from that there is nothing in the area. Locally there are some domestic burglaries on the other side of the estuary with second homes being targeted when empty. PCSO Gibson reported that they had been visiting schools to give safety talks for Halloween and fireworks etc. He also said the local Speedwatch campaign was gathering pace and being led by Jonathon Towne (contact no. 07798 702448). Posters would be put up advertising the event and requesting volunteers to help.

*The PCs left the meeting at 19.45*

**074 COUNTY COUNCILLORS REPORT**

Cllr Gilbert reported that:

- £400k savings are targeted on the Devon libraries as they will be registered as charities in future to avoid business tax.

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- DIY waste charging will commence at Tor Quarry for each individual bit of waste (this could give rise to more fly tipping but that is heavily policed by SHDC). People are encouraged to ask for receipts.
- He was just back from walking Salcombe to Malborough cycle track, which seems in good order. Alas, the new 70 yard cyclist signs, approaching Churchill Farm have been put into the hedge side and not the East verge side as discussed. Therefore not very visible and will like their predecessors get over grown. He asks if they could be re positioned please? However there is some confusion as to whether these are new signs or not but everyone agreed there is nothing to catch your attention and warn of the hot spot. Cllr P Pedrick again mentioned the blackthorn cuts are dreadful with bikes being punctured regularly and remarked that the track is still getting narrower – the original width has not been restored. Cllr Gilbert replied that the Churchill Farm work/signage is still programmed but there is no DCC money for pulling back the growth and restoring the width.
- Cllr Gilbert said “Many of you will know, we have appointed a new waste contractor and you will equally know, that we will need to improve our contamination rates in the recycling bags. Contamination has a direct effect on the price of the materials. On my travels, I regularly see all types and sorts of plastic in the clear bags. The only plastic to go in the clear bag, is plastic bottles of any colour or shape, including bleach and other such bottles. That is all, no yogurt, soup pots, etc. We have also recently changed the way we collect cardboard, to meet legislation and again improve income. All card, should now go into the blue sacks, as opposed to the brown bin. Full information is available on this link <http://www.southhams.gov.uk/article/2071/Brown-Bin-Collections> . I’d be grateful if you could help get the message across at your Parish Council meetings or indeed any other forum.”
- £3k has been promised to the Village Hall roof out of the Invest in Devon monies although the monies are likely to be claimed in the 2015/16 financial year. The balance of funds, we hope, will be funded from a bid to the New Homes Bonus.
- Cllr Gilbert also raised with DCC:
  - There is a second Alston Gate £5k S106 fund, for footpath upgrade as per planning approval to the village, which is not needed (over and above the phase 1 provisions). Could it be used to move the 30mph sign opposite Alston Gate back North as we have discussed? DCC are investigating this with their Traffic Team.
  - Could the level crossing within the village be upgraded to a pelican? This is a very dangerous crossing. DCC say that the zebra cannot be changed to any other type of controlled crossing. The proximity to the junction means that no other crossing is acceptable. A zebra must be a minimum of 5m from a junction – the others have to be at least 20m.
  - After Cllr Gilbert’s request to DCC to check the speed signage in and approaching Malborough (as the village is considering a speedwatch campaign) DCC reply that there is a traffic order covering the A381 which appears to be in the correct place. The entrance gateways are correct. They say ‘the whole place is swamped in lighting columns so that takes care of the ‘repeater signs’’. They believe it is fit for purpose. However, they say that if it needs to be ‘signed off’ as correct then it will have to go to the Traffic Team for a full survey. The meeting discussed this and highlighted the fact that repeater signs exist in Churchstow (permanently) mounted on the Street Lights.
- The meeting also asked if the signs warning of a zebra crossing could be more prominent – larger/bolder.
- Cllr Gilbert highlighted a link to budgetary proposals for highways 2015/16 and asked if The Council could you take a moment to read it and if possible complete the consultation questions. <https://new.devon.gov.uk/highwaysbudget/>. **Some things have a direct effect on us such as reductions in re-filling the grit bins and cutting back on the gritting routes, reducing verge cuts etc. As many people as possible are encouraged to reply.**
- Cllr P Pedrick queried reports of a ward in North Devon being set up with their own gritter in light of cutbacks. Is there any local initiative planned? Cllr Gilbert said there had been money c. 3 years ago

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to assist after the 'great' freeze, funding snow wardens etc but he did not think these budgets were still available.

- A parishioner has complained about the speed of traffic, and damage to property at Silverhill and this complaint was passed onto DCC. However Cllr Gilbert said he only follows such complaints up if the Parish Council also believe there is a genuine issue rather than responding to each and every individual complaint. Whilst the Council sympathised and understood there was a significant volume of traffic they felt that the agricultural vehicles had to go about their business. The Parish Council would encourage the complainant to get involved in the coming Speedwatch campaign.

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### 075 HIGHWAYS

The meeting noted that:

- The problem (W14733292 - Streetlight - Higher Town, Malborough) was completed on 13/10/2014.
- The work in Higher Town Malborough has been completed. It was prevent ponding on the secondary gritting route and the ingress of water at Dor-Ka-Joy Cottages. The work involved introducing a couple of new gulleys and a short length of new pipework.
- DCC have asked Kingsbridge Police to have a look around Cumber Close with a view to putting a 'Pavements are for pedestrians' leaflets on the windscreen of vehicles that are parking unreasonably on the footways. There is a lot of pavement parking but one or two completely obstruct the footways for wheelchair users etc. It's these drivers that could do with a warning. As part of the discussions DCC are now applying for funding to mark out Access Protection Markings on the dropped kerbs put in for wheelchair users. DCC also agreed with the Residents Committee that they would permit APMs in front of the garages to be re-marked, although they would have to fund that themselves. DCC ask that if the local police are able to encourage better parking it would really help.
- Devon Highways has introduced a new system for the public to use to report issues to us. The address is:- <https://new.devon.gov.uk/roadsandtransport/report-a-problem/>. This way of reporting problems is the most efficient way to do so and will generate action to solve the problem in the fastest way possible. It would be useful if you could use this to report issues to us and it would also be great if you could encourage anyone that gets in touch with you directly to do the same. There are 16 categories of problems to choose from and this should cover most of the safety-related issues that arise on the highway. By default you will only see 8 categories and you might need to click 'Show More' to see all 16. There is an option to track an issue that has already been raised and should a problem you wish to raise already have been reported, there is an option to add your name to the list of people reporting the same thing.
- Another consultation for all of us as stakeholders of the Highways, Capital Development & Waste service is that on the impacts of the proposed cuts for 15/16 on the highways service available on the Tough Choices website; [www.toughchoices.co.uk](http://www.toughchoices.co.uk)
- Re the cycle track, MVH&PFA are still waiting for DCC to repair the perimeter fencing near the playground. One pedestrian has already tripped over loose wires.
- Re. proposed double yellow lines in the turning bay at Cumber and on the entrance corners as emergency vehicles and utility vehicles cannot get through. Adam Keay was asked to give early informal advice as to scheme viability. Adam subsequently advises that he met the Cumber Close group recently and explained that DCC wouldn't be putting yellow lines in the close. As above he did agree to try to get some funding for white bar markings in front of the four dropped kerbs used by disabled buggies and also agreed that they could fund the refreshing of the white bar markings in front of the access to the garages. As above he also agreed to ask the police to have a look at the worst offending pavement parking and to drop some leaflets in with the culprits. This pending a private members bill going through Parliament which will restrict all parking on pavements including delivery vans. Cllr Harrod asked Cllr Gilbert whether the SVRA could have some leaflets to distribute too?

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- The Shute Hill sign has been installed but a parishioner has reported that it is further out in the road than the previous one and may be vulnerable to damage from turning traffic.
- Re the extension of Double Yellow Lines in Collaton Road where it had been thought that extending the lines on the left (towards North Sands) might be feasible. As agreed at the last meeting these are now logged with DCC for inclusion on their next TRO which Dllr Gilbert is championing for all his 13 parishes.
- Notice had been received re Drainage Works: A379 outside Chillington Garage, Chillington: Circumstances and weather permitting, SWH hope to undertake essential highway maintenance works from Monday 17 November to Friday 28 November. Please be aware however that these dates may need to change at short notice. It will be a complete closure.

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#### 076 FOOTPATHS TREES & ALLOTMENTS

A. Overgrown areas reported include:

- The bench at Horseypool
- The bridlepath, Collaton to North Sands – FP 15, Salcombe is very overgrown from the stile up to Collaton; Cllr Gilbert reported that he has met with footpaths at County Hall and was informed by Ros Mills that DCC were responsible for maintaining the bridleway. We have been asked to let Ros know who are the relevant land owners so they can be written to. He states that, normally, the PC writes initially to the land owners and, if no result, then DCC will take the matter up with the land owner from there on. Ros has kindly said her department will in this case take the matter up with the owner(s) directly.
- The green lane, Combe Lane, from Combe to Collaton Road is still very overgrown; Cllr J Yeoman will liaise with the landowner(s).

B. We continue to liaise with SWW re the charges for allotment water and the validity, or otherwise, of the recent meter readings. Allotment holders would be reluctant to pay more although the Parish Council have said they will underwrite for the 2014/15 financial year.

C. Great Park Maintenance; still nothing has been done. Some remedial work would be undertaken soon but longer term plans could not be enacted until 5 years had passed. The meeting confirmed the estate needed a regular maintenance programme.

D. The village hall were trimming back the trees around their site and planting yew trees.

*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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#### 077 Planning & Alston Gate

Received from Paul Hoffman: and with Mr Hoffman from Fry's construction and Leon Harris (D&C housing) in attendance. Mr Hoffman talked us through this:

In essence the Parish Council alerted SHDC in May 2014 about breaches in planning re phase I Alston Gate, both plot movements and elevation detail; no actions were taken. The build continued and there are now a number of issues that need a new planning application not least a material plot move closer to the road by 2 metres. SHDC are now being more pro-active and their landscape architect is liaising with the contractors. The road frontage compromised by the gabion wall is promised to grow up and match the existing within 5 years and this will be maintained by the constructors for 5 years before handing over to the management company. Design and elevations are also changing plus the advent of extractor vents etc. A comprehensive pack was tabled highlighting all these changes which are said to be minor. The meeting accepted all the changes stemmed from an error but the most valuable houses on the sight have been devalued and no action was taken when the plot positions were clearly wrong. This compromises D&C Housing so the argument that building could not be stopped to correct this as it would disadvantage D&C Housing is flawed. Why could the AH not continue to be built whilst a stop was put on the market houses whilst the problems were sorted? The contractors argued that it was a linked site. The next steps are that a new planning

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application has been submitted – if no objections are received then it could be a delegated decision. However Cllr Pearce said that since it was such a high profile issue it should not be a delegated decision. The meeting was adamant that the build continued through ‘sheer arrogance’ and deemed it unacceptable that it had taken more than 5 months to come to the table with the Parish and explain. Cllr Pearce said that Devon County Building Control (a partnership) no longer have the remit to check buildings for SHDC as the District Council don’t pay them to do so anymore! Therefore a hole exists in the system and is being pursued by Cllr Pearce. Cllr Pearce has said she has already made representations to the Executive Member (SHDC) responsible with a suggestion for a remedy. (The errors made by the developers not being picked up or acted on by SHDC). A similar flawed process exists with Fry’s itself and they admitted some changes to their internal workings to ensure these errors did not reoccur.

Despite the fact that the houses are in the wrong place even if the new planning application is refused it is likely to be passed on appeal – the meeting felt that this made a nonsense of the whole system. D&C Housing had had concerns that funding would be lost if the houses were delayed so there had been no call from them to Fry’s to put a stop on the build despite the fact that the market houses were devalued by these errors. In future D&C Housing would also be looking to check construction on site to plan. However they have candidates waiting to move in in time for Christmas and do not want delays because of potential loss of funding streams.

Cllr Pearce said with the original planning permission there were conditions about adherence to the plans. Paul Hoffman said that SHDC alerted them to potential problems on site – they did not know in advance that they were breaching the original planning conditions. The meeting was reminded that it had to consider the above in planning terms ie: Would it have got planning permission if the amended plans had been submitted originally?

No decision could be made by the Parish Council tonight; they would have to wait for the official consultation period with the new planning application.

Cllr P Pedrick also queried the allocation process highlighting, through personal experience, differences in advice between D&CH Shared Ownership Teams and Help to Buy. DCH took contact details of the applicant as an example to try to clarify the process.

Paul Hoffmans’ email had read:

*Firstly, I would like to introduce myself, my name is Paul Hoffmann, I work in the planning department at C G Fry and Son Ltd. We are the developers who are constructing the development adjacent to Alston Nursery for 17 dwellings (10 open market and 7 affordable) on behalf of Devon and Cornwall Housing / WestCo.*

*As you will be aware the development has been underway for some time and as you may also be aware from driving past the site, a section of the hedge has been temporarily removed and a gabion wall constructed on the road frontage. I would like to take this opportunity to explain to you what has been happening on site, the discussions that have taken place with SHDC and the amendments that have been proposed. I have recently submitted a draft version of a Minor Material Amendment (an application which provides an opportunity to retrospectively make amendments to an approved development) and once SHDC are satisfied with the content, a final version will be validated and publically advertised. I would also like to take this opportunity to discuss any points raised in this email / the application, answer any queries you, the Parish Council or the wider community may have and would be more than happy to meet with yourselves to have a discussion about the development in person.*

*I have attached the application cover letter, which sets out in detail all the changes that have taken place on site and which we are now seeking to gain approval from yourselves and from SHDC. I have also attached a*



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*few other documents which I feel are most important to the development and will offer an explanation for in this email. Please note, I would be more than happy to send you a CD with the full suite of application documents on request (due to file size, I could email all the documents but it would have to be in several emails).*

*Please note the attached cover letter explains in full detail all proposed amendments. However I have noted some key points which I will elaborate on and offer an explanation for, as I feel they are most apparent and cause for concern:*

- Plot movements*
- Gabion wall*
- Hedge removal*

#### *Plot movements*

*I have attached a plan (2<sup>nd</sup> attachment ) which highlights the approved location (in red) and the as built locations (in green). As you will see, Plots 1 – 5 have moved towards the boundary // Plots 6 and 7 have move west // Plots 8 – 13 have moved eastwards // Plots 14 – 17 have move very slightly north.*

*The reason for these plot movements is due to an error on the part of one of our CAD technicians who was working for us at the time. Regrettably, when producing the detailed construction plans (which are sent to our site manager and which the site teams build to) our CAD technician made these movements in order to try and improve garden / vehicle movement and parking space. He did not anticipate the knock-on effect of these movements and we did not become aware of these amendments (a 2m plot movement is not obvious on plan or on site unless you are looking for it) until late on in the construction phase when foundations had been laid and the outer shell of the plots had been erected. I apologise that I cannot offer a more satisfactory explanation for this amendments and have to simply put it down to human error.*

*If we had caught this unauthorised amendment early on, we would have amended this and proceeded with the approved locations. However the cost implications of demolishing 17 dwellings and relaying foundations would have had severe consequences for the development and DCH who are a charitable organisation with HCA funding, which is dictated by set build programmes. It was decided that the Plots which were most predominant were Plots 1 – 5 as they are located on the road frontage. After extensive discussions with SHDC (who were not initially receptive to this amendment) it was agreed that the plot locations could remain a part of the MMA application as long as a comprehensive planting scheme along the road frontage accompanied the application.*

#### *Gabion Wall*

*Another concern SHDC had was the introduction of the gabion wall. They suggested the wall would not have been necessary if the plots had not moved and they did not like the appearance. We explained that whereas the original planning application did not include a retaining structure, this was an error and due to a 2.2m difference in levels between the road and the path adjacent to plots 1 – 5, some form of retaining structure would have been an absolute necessity even if the plots were in the approved location. The location of the gabion wall is fixed due to several high voltage power cables, which serve the village, located directly behind it and the actual structure of the gabion wall (caged stone) is the most appropriate as it allows for shallow foundations and therefore will not prevent future hedge growth by way of deep, imposing foundations.*

*SHDC were still very concerned that the appearance of the wall was not acceptable in its current form and asked we reconsider. We contacted several structural engineers for expert advised and whilst they advised other retaining structures were available, they did not consider these to be appropriate considering the necessary retention of the vegetation and adjacent power cables. We suggested to SHDC that we will remove*

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*the concrete capping and replace with stone in order to give the impression of a solid stone wall, we also contacted Red Bay Landscape Architects to provide a comprehensive planting scheme which would include climbing plants at the base of the wall to screen it in the short term and hedging which would grow up and completely block the wall from view once matured.*

#### Hedge Removal.

*During the construction phase it was necessary to remove 2 sections of the hedge in order to allow access to build the plots and the gabion wall. SHDC advised this was not acceptable and had concerns that replanting of the hedgerow would be a problem. We discussed this point in depth with Red Bay Landscape Architects who visited the site again. They advised that in their professional experience, there was still adequate room on the bank to replant and in time, the hedgerow would mature and re-establish itself. I have attached 3 documents (attachments 3, 4 and 5) which show the proposed landscaping plans / hedge remediation scheme / road frontage elevations at planting and once matured. We submitted these plans to SHDC and their Landscape Architect agreed that planting scheme and chosen species would, in time grow to a matured level and act as an acceptable visual barrier to the gabion wall.*

*I understand it must be frustrating from the PC's point of view to see these amendments which conflict with approved plans and whilst, as outlined above and in the cover letter, some are necessary, I can only apologise that others (specifically the plots movements) are down the human error. We have spent a lot of time and discussions with SHDC to ensure the final scheme will still be of a very high quality and will not create a more negative footprint than the approved scheme. Whilst I have only mentioned a few key areas in this email, the cover letter explains all changes sought. I would be happy to send through all application documents on request and would welcome any feedback from yourselves and request the opportunity to speak with you on the phone or meet you in person. We always appreciate an open dialogue and engagement with the Parish Council and as we have now reached a point whereby SHDC are content the changes can be considered acceptable from a planning point of view, we would very much welcome your comments.*

*If you have any questions at all, or would simply like to discuss anything above / in the MMA please do contact me at your earliest convenience .Kind regards*

***Paul Hoffmann, Planner** C G Fry & Son Limited Tel: 01308-482000 Mob: 07807298139 (Please try the landline first as I get no mobile signal in the office)Email: [phoffmann@cgfry.co.uk](mailto:phoffmann@cgfry.co.uk) Web: [www.cgfry.co.uk](http://www.cgfry.co.uk)*

*Mr Hoffman and Mr Harris left the meeting at 21.00hrs.*

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#### **078 NATIONAL TRUST**

Emma Reece updated the meeting re planned works at East Soar and Bolberry. Funding is now in place for the information panels at East Soar and the National Trust would like to work with us and the History Society to put together these panels on history, wild life and farming. These would include an artistic impression of an aerial view during WWII. The plinths would be angled and A1 in size. The meeting confirmed it would be happy to help. A replacement would also be made of the existing panel.

At Bolberry there will just be a site map. The cattle grid is going to be reset (although the sheep can cross it!) Some extra gravel would be added to the car park, the pot holes will be mended and the site generally tidied up. They also planned to scrape back the tarmac on the disabled access and extend and return the path back to the coast path in a loop although this would be a gravelled not tarmacked surface. Initially this might look industrial but had to be like that to meet DDA requirements. The collection box has been vandalised again and has been removed. There will just be one in future with the back blocked off by a large stone to prevent crow barring. Councillors would be very welcome to make a site visit. *Emma left the meeting at 21.10hrs.*

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#### **079 NEIGHBOURHOOD PLANNING**

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A. **Call for Sites.** In response to SHDC call for sites exercise and Local Land Availability Assessment last month the Parish Council, after discussion at its' meeting, commented on the 5 sites put forward for Malborough. We were then asked whether we were running our own LAA (as part of the Neighbourhood Planning Process) and whether we could provisionally and without prejudice identify any other potential areas where development might be viable. The Chairman, following discussion at the Neighbourhood Planning Forum, made the following return "*SHDC are also asked to note that Malborough is currently engaged in its own Neighbourhood Planning Exercise and does intend to run its own, local call for sites as part of this. Overwhelmingly the response from the Parish so far has been for **small developments** so any further sites would need to be put forward in sections as we do not want, or need, another large housing estate. From early work on the Neighbourhood Plan three possible areas have been mentioned/identified - please note that these have not been worked up or considered in detail in any way. Neither have any of the owners been approached. However they do appear to be sensible initial proposals given the existing environs of the village. They are:*

1. *The field/land below Malborough Park*
2. *Opposite Cumber to the east of Portlemore Lane*
3. *The field below the church for a small development."*

B. The Evidence Base for the Neighbourhood Plan has been circulated to Councillors. This includes numerous actions for the Parish and Councillors to take forward. It becomes effectively a Parish Plan on which the Neighbourhood Plan can be based and evidenced. The meeting agreed, endorsed and adopted this Parish Plan and Evidence Base and ratified the invoices from D Ede (one paid for by the Locality Grant and one by Parish Council for the excess hours over contract). All proposed by Cllr Harrod and seconded by Cllr Kendall and carried unanimously.

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**080 DISTRICT COUNCILLOR REPORT:** Dist Judy Pearce reported that there was a planned slow down on the 'Our Plan' timetable to establish the objectively assessed housing number. The consultation period for the Land Availability Assessment has again been extended. Therefore please note that the published timelines for the plan on the SHDC website are incorrect.

Cllr Pearce asked that the Parish Council let her know the Parish's decision on the new planning application for phase 1 Alston Gate in due course.

*Dist Cllr Pearce left the meeting at c. 21.30 hrs*

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### **081 VILLAGE HALL**

- A. Cllr Yeoman attended the last meeting of MVH&PFA. In addition to planned work on the trees on site, they are buying a rooted Christmas tree which will be planted in the usual corner with the hedge trimmed back to improve visibility. The village bonfire and firework event is 5<sup>th</sup> November and a Hale and Hearty event 7<sup>th</sup> November. The school have been using the community wood for their forest school. The next meeting will be attended by Cllr Kendall. The full Minutes of MVH&PFA are on: <http://www.malboroughvillage.org.uk/group/villagehall>
- B. Re the village hall roof, MVH&PFA and Debbie Ede are liaising re their bid against the SHDC new homes bonus. Debbie has recommended the tender process can be run in tandem with bids to secure funding. The possibility of a more strategic focus is being considered – perhaps a modular bid to include roof repairs, a community energy project and eventual extension? County Cllr Gilbert has already promised £3,000 from the County funds but would like to defer this to the 2015/16 financial year.
- C. There will be a junior coaching session at the tennis courts during half term week commence at 10am on Monday 27th October. Sessions will cost £1 per child and we have a registered LTA coach giving the lessons. If you require any further information please call me on 01548 56184.

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### **082 PUBLIC TOILETS**



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Malborough Toilets: Following our acceptance of Option 4, a Reduced Service Contribution for the 2014/15 winter season, the winter's cleaning rounds will operate this year between Monday 10<sup>th</sup> November and Monday 2<sup>nd</sup> March. SHDC's regular monitoring officer will be made aware of any toilets that are in receipt of reduced cleaning and the particular need to inspect. The cleaner will also be able to flag problems. SHDC will note any complaints received, and be guided by what they are hearing. They would welcome feedback from the local community as they aim for the general state of the toilets to remain acceptable during the winter season.

### 083 BURIAL GROUND MAINTENANCE

Draft tender documentation for the maintenance of the Burial Ground was reviewed and discussed and ratified, proposed by Cllr K Yeoman and seconded by Cllr Kendall. Notice would now be served on the existing contractor and the tender exercise would run early in the New Year. Two tenders would be advertised; firstly a one off cut back of the hedge and secondly one for the routine maintenance of the Parish Burial ground.

### 084 MISCELLANEOUS

Cllr J Yeoman took the meeting through the following:

- A. Guidance had been received from the dog warden about an article in a National Farmer's Union magazine concerning the fact that faeces are often left on public footpaths which cross agricultural land, and the detrimental effects that this has on livestock. She says that there is no excuse for any dog fouling anywhere in SHDC Towns, Villages or the surrounding fields. If you use a footpath which crosses farmland, please ensure that you bag your dog's faeces, and take it home with you.
- B. The new mobile library timetable has been received for 2015. The library will visit Malborough as per the timetable below:

### Wednesday

Jan 7	May 27	Sep 16
Feb 4	Jun 24	Oct 14
Mar 4	Jul 22	Nov 11
Apr 1, 29	Aug 19	Dec 9

  

Village	Stop	Arrive	Depart
Aveton Gifford	Village Hall	09:30	10:30
Malborough	Square	10:55	11:40
Hope Cove	Weymouth Park	12:10	12:55
Galmpton	Galmpton	13:30	14:00
South Milton	Backshay Close	14:15	15:00
Thurlestone	Village Hall	15:10	16:10

- C. Two representatives from each town and parish council are invited to a meeting at Follaton House at 7.00 pm on Thursday 27 November 2014 to discuss potential pooling resources for a shared youth provision to replace, in part, the youth services that have been cut. Date: Thursday 27 November Venue Follaton House, Repton Room Times: 7pm - 9pm
- D. **The village's Remembrance Day Services are on Sunday 9<sup>th</sup> at All Saints and Tuesday 11<sup>th</sup> at Bolt Head Airfield, Soar.**
- E. The clerk announced a successful funding bid to the Sustainable Communities Locality Fund (SHDC via our District Councillors) and the website has received two awards of £375 each to help with its development.

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- F. o/s A parishioner has reported having trouble getting repairs to her housing association property in Sparrow Park. Dist Cllr Coulson and the Parish Council agreed to write to the Guinness Trust to try to expedite the work.
  - G. The CPRE Devon are advertising a fundraising evening on Friday 14<sup>th</sup> November 6-8pm at The Watermark, Ivybridge an evening with Michael Hesletine. "The view from Whitehall"
  - H. Local Homes for Local People Housing leaflets were circulated.
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### 085 PLANNING

**A.** No **applications** have been received by the Parish Council this month.

However the Council have been asked, by the applicants, to comment on and hopefully support planning application no.46/2401/14/F. This is for the development and extension of hotel to provide 56 bedrooms, 3 staff and 1 owners accommodation, new parking facilities plus new restaurant, bar, lounge and function room. The Cottage Hotel, Hope Cove, Kingsbridge TQ7 3HJ

The meeting discussed this and welcomed the effort to keep a family run hotel in business. The plans were thought acceptable and in keeping. It was felt to be a quality development, would provide local employment, it was a successful function venue and provided a valued tourism facility. Proposed by Cllr Harrod and seconded by Cllr P Pedrick the meeting supported this unanimously.

### B. Decisions

**Conditional approval: 33-2076-14-F** Hi House, Silver Hill, Malborough, Kingsbridge, TQ7 3RR  
Householder application for replacement conservatory

**Conditional approval: 33-2068-14-F** 110 Cumber Close, Malborough, Kingsbridge TQ7 3DG  
Householder application for erection of garage

**C. Enforcement Issues** - an updated list has again been shared with the Parish.

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### 086 FINANCE & GOVERNANCE

- A. The monthly accounts, cash book and bills to pay were received, shown as year to date Appendix A. Councillors queried the annual maintenance charge for the scan printer especially as only 2 visits had been made in 10 years. It was agreed to put a stop on this payment and query this with the company. The meeting agreed to make good the 95% funding to the pre-school re their TAP fund bid in addition to the originally agreed £100 grant from the Council. With Cllrs Kendall and Pedricks withdrawing from discussion, the remainder of the accounts to pay were proposed by Cllr Harrod, seconded by Cllr K Yeoman and voted through unanimously. A mandate sheet and transaction record was introduced and duly signed to authorise both the cheque and e-payments.
- B. As above, the meeting noted that monies were owed to the Clerk w.r.t. additional project time for the Neighbourhood Plan initiative from November 2013 to May 2014. Additionally, the bid to Locality for the Neighbourhood Planning Grant had included a fixed quote from DJE Consulting (D. Ede); this work had now been completed and the Neighbourhood Planning Forum had approved the payment and passed it to the Parish Council for ratification.
- C. The meeting noted that the annual review of the Clerk's remuneration was overdue as the post is covered by a National Pay Award and Agreement. After discussion, an incremental spine move to from point 28 to point 30, effective from 1st September 2014, was proposed by Cllr Harrod, seconded by Cllr K Yeoman and agreed unanimously.
- D. The meeting noted that the Council Tax Support Grant from SHDC was due to decrease from £1,030 to £927 in 2015/16
- E. The deadline for the 2014/15 TAP fund bids is 31<sup>st</sup> December. It was also noted that, because of the on-going discussions with DCC, the funding for the cycle track chicane secured from the TAP

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

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fund should be offered back pro-tem. However we could look to vire this into maintenance of the track and it was agreed to discuss this with Salcombe. Other ideas were to look at the purchase of a towable gritter with Cllrs P Pedrick, K Yeoman and Rendle volunteering to run the service. The practicalities of grit storage would be looked into and insurance implications. This was welcomed enthusiastically and Cllr P Pedrick agreed to investigate costs etc. Improvements to the outside area for the school were also mentioned and Cllr Harrod would take this forward.

- F. The amended Code of Conduct adopted by Malborough Parish Council has been circulated to all Councillors with a reminder that they are bound by the code when acting in their capacity as a Councillor.
- G. Following the introduction of the Openness of Local Government Bodies Regulations 2014, which came into force on 6th August 2014, we are awaiting guidance from NALC as to the Standing Order changes. Our adopted policy about the recording of meetings is now displayed at all Parish Council sessions.
- H. Cllr Kendall reported a good uptake re the new Messenger and website advertising packages, having written to all advertisers.

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### 087 CORRESPONDENCE

Received and not taken under the agenda:

- Healthwatch bulletin

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There being no further business the meeting closed at 22.15 hrs

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**DATES FOR THE DIARY:** The date of the next Parish Council meeting is Wednesday 19<sup>th</sup> November 2014 7.30pm, Venue The Annexe, Malborough VH.

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**  
**Minutes of Parish Council Meeting;**

**APPENDIX A**

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Cash book balance b/d</i>				13,015.74
Payment	Saltaire July		- 90.00	12,925.74
Payment	Saltaire August		- 45.00	12,880.74
Payment	Hocking - 2nd tranche allotments		- 250.00	12,630.74
Payment	D Ede - stationery/printer inks		- 91.66	12,539.08
Payment	G Boyce - plants for pound		- 19.43	12,519.65
Payment	D Ede - salary october		- 545.20	11,974.45
Receipt	interest	0.50		11,974.95
Receipt	Precept 2nd tranche	7,001.50		18,976.45
Receipt	Allotment fees	27.50		19,003.95
Receipt	Messenger	12.00		19,015.95
Receipt	Messenger	46.40		19,062.35
<b>TOTALS YTD Financial year 2014/15</b>		<b>£ 21,438.40</b>	<b>-£ 8,655.31</b>	<b>£ 19,062.35</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d	<b>FY 2014/15, YTD month</b>		<b>7</b>	<b>£ 19,062.35</b>
Balance at bank at end :			<b>24-Sep-14</b>	
	Revenue Accounts		<b>19,671.91</b>	
	Unpresented Items	receipts	<b>188.64</b>	
		payments	<b>- 798.20</b>	
			<b>£ 19,062.35</b>	<b>- 0.00</b>
				<b>Variance</b>
<b>ACCOUNTS FOR PAYMENT</b>				
D Ede (Salary)	<u>for current month</u>	<i>paid on 15th of the month by standing order &amp; included in the above balances</i>		<b>545.20</b>
Plus	D Ede - gift tokens Neighbourhood Plan			<b>35.00</b>
	DJE Consulting - Neighbourhood Plan			<b>1,250.00</b>
	D Ede - Nov 2013-May 2014 NP			<b>995.60</b>
	<del>Danwood</del>	<i>stop</i>		<b><del>801.47</del></b>
	Viking			<b>239.83</b>
	Malborough with South Huish Primary School - Council Grant			<b>124.59</b>
	Malborough with South Huish Primary School - Sensory Garden Tap Fund 95.6%			<b>525.41</b>
	D Illingworth			<b>91.93</b>
	Messenger expenses			
		Ann Kendall		<b>60.90</b>
		Pauline Cole		<b>5.00</b>
		Matt Kendall		<b>33.60</b>
	MVH&PFA playground parts			<b>50.00</b>
				<b>4,213.33</b>
				<i>adjusted re Danwood</i>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				<b>3,411.86</b>
<b>MEETING DATE</b>		<b>22nd October 2014</b>		
Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>			
Date:	<i>amended 23/10/2014</i>			