

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting

Date: 15th September 2010

Venue & Time: Cumber Club House, commencing at 19.45 hrs

Present:

Cllr. Gill Boyce
Cllr. Ann Kendall
Cllr. Paul Pedrick
Cllr. Edmund Putt
Cllr. Roger Rendle
Cllr. Ann Smallman
Cllr. John Yeoman (in the Chair)

In Attendance:

Ms Nicola Bass (Clerk - retiring)
Mrs Eva Bond (Tree Warden)
Mrs Debbie Ede (Clerk - designate, Minute taker)

Apologies:

District Cllr. John Carter

Minute Ref	Minutes	Action
633	INTERESTS No interests were declared	
634	MESSANGER Cllr Kendall will write the Messenger report but asked for volunteers for the October meeting.	AK
635	MINUTES OF PREVIOUS MEETING Minute 624c was amended to read 'a vehicle'. The minutes of the July meeting were then agreed and signed as a true record.	
636	MATTERS ARISING (from previous Minutes only) Affordable Housing: Cllr Yeoman advised that work was expected to start during September.	
637	POLICE BUSINESS a Cllr Putt reported an incidence of a skateboarder with a dog on a lead on the main road. Mrs Bond reported skateboarders at night just outside the village on the Soar road. These sightings would be reported to PCSO Gibson for action. b Cllr Smallman raised the fact that cars were not stopping for pedestrians on the zebra crossing outside Co-Op. The Council wondered if the Police would do a control survey but, in the interim, if anyone sees a vehicle failing to stop it was suggested that the registration number be reported to the Police preferably with details of 2 witnesses (as recommended by Cllr Pedrick). Members of the public crossing the road right on the corner, ignoring the zebra, were also a cause for concern. c Lower Town Parking; Cllr Rendle raised on-going concerns about access for emergency vehicles, but given there were no actual parking restrictions in force, it was felt that the situation had eased sufficiently, possibly helped by PCSO Gibson's patrols. d Road Works; Lower Town; nothing had been heard recently about the planned works. However a Road Closure Notice had been received (S.W.W.) for Higher Town 4th - 8th October.	AK JY/DE
638	HIGHWAYS a Representations had been made to Highways about the excessive speeds of cyclists and the poor visibility available to them at the Churchill Farm entrance. Their response to date was deemed unsatisfactory, advising residents to simply prune back their trees, so Cllr Yeoman has raised this with Sir Simon. Cllr Coulson has also taken it forward as our representative on the Highways Cmtt. The Council will raise it again with Mr R Bevis, exploring the possibility of improved signage and chicanes/barriers on the cycle track. b Cllr Putt raised concerns over the standard of verge maintenance at the Malborough end of the cycle track compared to the Salcombe end. c It was noted that the dog bin in Collaton Lane needs to be resurrected. d Cllr Yeoman reminded Cllrs about the Stokenham pilot - a pilot service where	JY/DE DE

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<p>e</p>	<p>Town & Parish Councils could take control of some services (from SHDC) such as street cleansing, litter and dog bin emptying and toilet cleaning. He reported that whilst the pilot had not been totally successful, for Malborough it would mean a more explicit Service Level Agreement would come into force. This 'Partnership Agreement' would provide the parish with a regular time slot when cleaning will take place. It is hoped that this service will be more responsive to our needs. South Hams plan to implement the changes during October and will be liaising with the Clerk and Council as to detail. Cllr Boyce cited several examples of litter and dead weeds which had not been cleared.</p> <p>The waste regime at the Old Vicarage, Malborough is being looked at by SHDC and their findings awaited.</p>	<p>DE</p>
<p>639</p> <p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p> <p>g</p> <p>h</p> <p>i</p>	<p>FOOTPATHS, TREES & ALLOTMENTS</p> <p>Cllr Boyce expressed concern over the state of repair of the Shute Hill Well steps. It was agreed to investigate repairs; Clerk to liaise with Derek Jarvis.</p> <p>Cllr Rendle queried the cost of water testing believing it to have increased recently; Cllr Yeoman explained the test was free of charge if the water passed, a charge would be raised for any re-test. <i>Post meeting note: sample quality satisfactory at time of testing, 8th July 2010.</i></p> <p>Mrs Bond reported that the school hedges had received prompt attention with the brambles being cut back within the hour following the Clerk's email.</p> <p>Cllr Kendall reported that the public seat at Horsey Pool was in need of attention: it was agreed that she should ask Matt Kendall and/or Tim Lucocq to inspect and advise.</p> <p>Mrs Bond reported that a variety of trees had been planted at Whitecross to better screen the smallholding. She reported that these, including sycamore, ash and pine, had taken well. It was agreed that a few more would be beneficial.</p> <p>The Clerk (NB) reported that payment for 5 allotments remained outstanding. It was noted that Cllr Lyle had agreed to pursue this and the Clerk would chase progress. The Clerk (DE) recommended all monies be received by month end (as half way through the financial year).</p> <p>Mrs Bond and Cllr Yeoman mentioned the upsurge in weeds (including Nightshade and Lambs Tongue) on the common areas of the allotment site. Mrs Bond also reported that the school children were having difficulty in walking around the allotment as there had been some encroachment by another plot holder onto the verge. Cllr Yeoman undertook to walk the site and report back.</p> <p>Cllr Putt cited a large branch in the ditch in Luckhams Lane which needed removing.</p> <p>Cllr Kendall reported an overgrown hedge, over the Cycle Track, at Cross Park. It was unclear whether this was a private or Council hedge. Mr Bevis would be contacted.</p>	<p>DE</p> <p>AK</p> <p>EB</p> <p>DE/TL</p> <p>JY</p> <p>DE</p>
<p>640</p>	<p>VILLAGE HALL</p> <p>The minutes of the Malborough Village Hall & Playing Field Association of 1st July & 2nd Sept 2010 were received. The potential new build extension was noted and Cllr Kendall reported that a meeting was to take place on Monday 27th to discuss the Community's needs. Cllrs Kendall and Yeoman would attend. It was reiterated that the Council urgently needs some dedicated storage space for the scan printer and Council archives especially given the potential loss of storage at Cumber Clubhouse. Various possibilities were discussed for both short and long term solutions including space at the Village Hall (were the showers still in commission given the new pavilion?) and the Church. There were some concerns re general access to the latter plus a need</p>	<p>AK/JY</p>

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	<p>identified for a de-humidifier. Cllr Boyce advised that a meeting was to take place with the Church architects on Monday so she needed an urgent steer as to whether the Parish Council wanted a room. It was accepted that the Church would expect a ground rent for any occupied space. No definitive position statement could be made so Cllr Boyce agreed to keep the Council appraised of progress. Short term, Cllr Kendall undertook to determine whether the copier needed to move to the Vestry soon.</p>	<p>GB AK</p>
641	<p>FACILITIES FOR YOUNG PEOPLE Malborough Wheels Park; a briefing note was circulated by the Clerk updating the Council on progress together with details of the Invitation to Tender for the build. It was explained that all bar £4.5k of the funding was in place (on provisional costings), with thanks to Sir Simon for an additional tranche of £5k from Devon County. Six companies had been invited to tender. It was hoped that the Council could award the contract after its meeting in October and that work would commence on site during November. It was pointed out that there was a danger that some grants/monies could 'time-expire' and hence the need to progress quickly. With reference to the briefing note, Cllr Yeoman explained the need to borrow some funds in the short term to ease the cash flow (ie: one grant would not be received until after we had paid the contractor and the VAT had to be paid and then reclaimed.) Cllr Yeoman also volunteered to lend the Council the balance of funds outstanding. Cllrs Pedrick and Putt thanked Cllr Yeoman for his offer but suggested the Council look to the public purse for the money. For the Council to borrow it has to have agreed/voted to do so at a Council meeting. After some discussion Cllr Kendall proposed and Cllr Boyce seconded that:</p> <ul style="list-style-type: none"> • The Council seek borrowing approval from the Secretary of State for £13.5k short term loans and £4.5k longer term. This was agreed. • The Council look to SHDC for their short term borrowing needs. This was agreed. • The Council thank John Yeoman for his offer of a loan and accept same (subject to satisfactory repayment details being worked up) as a fallback position but that every effort continues to be made to source the balance of funding elsewhere through grants/donations etc. This was agreed. <p>Cllr Yeoman and the Clerk would progress the loan application(s).</p>	<p>JY/DE</p>
	<p>Ms Bond left the meeting at 20.50 hrs.</p>	
642	<p>PLANNING a The following applications have been received by the Parish Council for consideration: 1764 Mr & Mrs Millar - Resubmission of 1123 for alterations and extension to rear of cottage - Whitehall Cottage, Well Hill 1670 Mr S Cameron - Construction of swimming pool - Brackenwood, De Courcy Road, Salcombe 1984 Mr M Burner - proposed replacement access to serve small holding - Cross Park, Mary Knowle Farm, Salcombe 2038 Mr & Mrs T Paul - proposed extension to existing store to provide machinery storage and private workshop - Scrumpy Lodge, Malborough b The following decisions have been received by the Parish Council: 1123 Mr & Mrs Millar - Alterations and extension to rear of cottage - Whitehall Cottage - withdrawn 1291 Miss V Brooks - Erection of stable block - Ilton Farm, Malborough - granted 1349 Mr & Mrs Towne - Loft conversion to include dormer windows -</p>	

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	<p>Clover Patch, Salcombe Road - granted 1151 Ms N Bussell - Construction of barrier fence and gate - 10 Portlemore Close - granted 1196 Mr P Drewitt - Amendment to 0388 for alterations and extension to dwelling - Starboard Light, Salcombe Road - granted 1180 Mr L Lyle - Extensions to south and east elevations - 1 Cumber Close - granted 1445 Malborough Primary School - Retrospective application for change of use from dwelling to educational use - Malborough Primary School - granted 1492 Mr T Austin - Erection of adjoining building - 28 Malborough Park - granted</p> <p>c Cllr Yeoman reported that several other applications were in pre-discussion with the Planning department. These included:</p> <ul style="list-style-type: none"> • Soar Farm, Malborough: Agricultural determination for grain store & • Alston Gate, Malborough: new housing <p>d Application 1984 was discussed and the Councils' deliberations will be set out in a response to the Planning Department at SHDC.</p> <p>e The over height trees at Chadders Shute remain; all stakeholders wish them to be cut back but Planning and the District Council Tree Warden are resisting. This has now been referred to Mr Ross Kennerley for action.</p> <p>f The erection of sheds at field on road to Bolberry, Junction with Broadmore lane at Whitecross is being looked at by SHDC Development Management.</p> <p>g The School have applied to fell trees and are allowed to do so if no preservation order is issued by 22 September 2010.</p> <p>h The potentially over-sized signs outside the Old Vicarage, Malborough are being investigated by SHDC Development Management.</p> <p>i Cllr Yeoman stated that a garden had been removed at Great Lane without planning permission and SHDC had been informed.</p> <p>j Cllr Mrs Boyce noted that there were an increasing number of caravans being parked in fields and queried the legal position and appropriateness given AONB status. Concerns were aired about the enforcement of the 28 day rule.</p>	<p>JY/DE</p>																										
<p>643</p>	<p>FINANCE</p> <p>a Receipts & Payments: Please note these figures only show money which has passed through the bank account in July and August.</p> <p>Income</p> <table border="0"> <tr> <td>Bank interest</td> <td style="text-align: right;">1.98</td> </tr> <tr> <td>Sir Simon Day (Wheels Park)</td> <td style="text-align: right;">5,000.00</td> </tr> <tr> <td>VAT Rebate</td> <td style="text-align: right;">386.01</td> </tr> </table> <p>Messenger Income</p> <table border="0"> <tr> <td>Scan printing</td> <td style="text-align: right;">227.85</td> </tr> <tr> <td>Donations</td> <td style="text-align: right;">5.00</td> </tr> <tr> <td>Adds</td> <td style="text-align: right;">24.00</td> </tr> <tr> <td>TOTAL INCOME</td> <td style="text-align: right;">£5,644.84</td> </tr> </table> <p>Expenditure</p> <table border="0"> <tr> <td>N. Bass (salary)</td> <td style="text-align: right;">358.98</td> </tr> <tr> <td>N. Bass (expenses)</td> <td style="text-align: right;">7.68</td> </tr> <tr> <td>SVRA (Copier storage)</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>Ken Abraham</td> <td style="text-align: right;">94.00</td> </tr> <tr> <td>South Hams Newspapers</td> <td style="text-align: right;">224.00</td> </tr> <tr> <td>TOTAL EXPENDITURE</td> <td style="text-align: right;">£1,223.64</td> </tr> </table> <p>Balance at Bank at 31.08.10 £7,380.23</p>	Bank interest	1.98	Sir Simon Day (Wheels Park)	5,000.00	VAT Rebate	386.01	Scan printing	227.85	Donations	5.00	Adds	24.00	TOTAL INCOME	£5,644.84	N. Bass (salary)	358.98	N. Bass (expenses)	7.68	SVRA (Copier storage)	180.00	Ken Abraham	94.00	South Hams Newspapers	224.00	TOTAL EXPENDITURE	£1,223.64	
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	<p>Wheels Park Fund £20,795.00</p> <p>Accounts for payment</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">N. Bass (salary)</td> <td style="text-align: right;">358.98</td> </tr> <tr> <td>N. Bass (expenses)</td> <td style="text-align: right;">7.68</td> </tr> <tr> <td>N. Bass (salary increase)</td> <td style="text-align: right;">165.06</td> </tr> <tr> <td>D. Ede (salary)</td> <td style="text-align: right;">386.49</td> </tr> <tr> <td>Saltaire (4 cuts of Burial Ground)</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>DCC Stationary</td> <td style="text-align: right;">298.72</td> </tr> </table> <p>Accounts for payment were proposed by Cllr Rendle and seconded by Cllr Smallman.</p> <p>b 3 Forms were presented for authorisation, effecting the change of Clerk, address and signatory details with the bank. These were duly signed.</p> <p>c It was noted that the Clerk's salary was now correctly aligned to national pay scales.</p> <p>d The Clerk (NB) informed the Council that the SVRA were looking for deposits at the time of booking of £18 for future use of the Clubhouse. This was thought inappropriate by the Council given the rental payments of £180 per annum made to them by the Parish Council. Cllr Kendall agreed to liaise with the SVRA.</p>	N. Bass (salary)	358.98	N. Bass (expenses)	7.68	N. Bass (salary increase)	165.06	D. Ede (salary)	386.49	Saltaire (4 cuts of Burial Ground)	180.00	DCC Stationary	298.72	AK
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644	<p>BUSINESS UNDER THE DIRECTION OF THE CHAIRMAN</p> <p>a www.malboroughvillage.org.uk: Cllr Kendall and the Clerk (DE) reported their attendance at the first annual review meeting of the village website. The minutes and the first years' accounts were received. A report will be in the next Messenger but the Council were informed that it had been a good year, 'hits' (visitors to the site) were increasing and several areas for development and increased revenue were identified. The Council noted that Debbie Ede had replaced Nicola Bass as an authorised signatory for the website accounts.</p> <p>b Cllr Yeoman informed the Council of the need to have an Emergency Plan. The Clerk and Cllr Yeoman would attend a planning session on 23rd Sept to understand the 'must-do's'.</p> <p>c Cllr Yeoman asked for expressions of interest for the DALC AGM.</p> <p>d Cllr Yeoman brought Councillors attention to the Local Development Framework</p>	JY/DE												
645	<p>CORRESPONDENCE</p> <p>Received and on circulation were:</p> <ul style="list-style-type: none"> • South Hams Local Development Framework July 2010 • DALC annual report 2009/10 and AGM calling notice (there were no takers from the Council) • Malborough Village Hall & Playing Field Association Minutes 01/07/2010 & 02/09/2010 • SHDC magazine • National Housing Federation booklet • South Western Ambulance Service NHS Trust newsletter summer 2010 edition • 'Need for Nuclear' briefing • DCC Tough Choice public meeting dates • SHDC agenda and minutes Sept. 2010 • SHVSF agenda 23/09/2010 • Malboroughvillage.org.uk : Notes and Accounts Annual Review meeting 													
646	<p>OPEN FORUM</p> <p>a Cllr Smallman queried the state of the verge on Collaton Road; it was noted that Cllr Lyle had previously volunteered to take this forward</p> <p>b The meeting closed with a thank you from Cllr Yeoman and all the Cllrs to Nicola Bass, retiring Clerk, for her work and endeavours over the past few</p>	TL												

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	years, wishing her well for the future.	
	The meeting closed at 21.30	
	Dates for the Diary	
	Next Parish Council Meeting date Wednesday 20 th October 2010 at 19.45hrs	

Signed as a true record: _____

Print Name & Date: _____

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. Ann Kendall
Cllr. Tony Lyle
Cllr. Paul Pedrick
Cllr. Edmund Putt
Cllr. Roger Rendle
Cllr. Ann Smallman
Cllr. Mike Taylor
Cllr. John Yeoman (Chairman)

For Information

District Cllr. John Carter
District Cllr. Paul Coulson
County Cllr. Sir Simon Day
Mrs E. Bond
Reverend K. Haye
Malborough Parish Council Notice Boards (3)
Malborough Primary School
Malborough Village Hall Committee
Malboroughvillage.org.uk
Salcombe Police Station