

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 20 th December 2017		Venue & Time: The Annexe, 19.30hrs
Present: Cllr Gill Boyce Cllr Ann Kendall Cllr John Sampson Cllr John Yeoman (in the chair)	In Attendance: Kathy Harrod – Clerk & Minute taker County Cllr Rufus Gilbert Dist. Cllr Judy Pearce Dist. Cllr Simon Wright Part meeting Three Parishioners	Apologies: Cllr Lucinda Goodman Cllr Keith Makepeace Cllr Paul Pedrick Cllr Hayley Rutherford Cllr Kevin Yeoman

REF 2017/18 MINUTES

088 DECLARATIONS OF INTEREST: Cllr John Yeoman in respect of Finance,

089 MESSENGER: Cllr Rutherford

090 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 15th November were agreed and signed without alteration.

Proposed: Cllr Kendall Seconded: Cllr Boyce

091 MATTERS ARISING:

- A. Ann Rossiter was invited to attend a meeting, she will be provided with dates for 2018.
 - B. The dog bin on the Collaton Road by the Village Hall will be moved slightly further along the road.
 - C. A letter was sent to the Bonfire organiser, who thanked MPC.
 - D. The overgrowth on the Collaton Road has been dealt with following a letter from the Chairman.
 - E. A pothole on Shute was reported (W171061624)
 - F. Hay Lane required cutting back and was reported (W171061775)
 - G. The defibrillator is on order, we await action.
 - H. The Allotment water supply continues to be investigated following receipt of a significantly inflated invoice.
 - I. The MPC donations policy will be included in the next edition of the Messenger.
 - J. A thank you letter has been sent to The Old Inn for their sponsorship of the planter and bulbs in The Pound.
 - K. Noticeboard options continue to be investigated.
 - L. Cllr Boyce has spoken to Lynn Rowe re the Bus Stop anti-graffiti paint.
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092 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

During the period there have been the following incidents reported:

- 1 domestic assault
 - 1 dog worrying livestock
 - 1 sending of a letter/communication of abusive or threatening malicious nature.
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093 COUNTY COUNCILLORS REPORT:

- A. The hole in the road opposite the Co-Op will be reported.

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- B. Broadmoor Lane incident is in hand, Adam Keay will be visiting the site shortly. An attempt will be made to recover monies from the company who caused the damage.
- C. Ashby Stores – the road crossing should have been dealt with at the time of the planning application, unless there is an incident there are no monies to deal with any traffic calming measures. The planners understood that this would be opened as a garden centre/nursery and as such it was expected that visitors would drive to the outlet.
- D. The Government has given £45m to Highways as a pothole fund. Devon will receive £1.7m
- E. The highways conferences held in November were successful.
- F. 20,000 tons of salt are ready and are being distributed across the county for use in harsh weather.
- G. Waste – 95% of waste from South Hams goes to Energy for waste plant in Plymouth
- H. The GWR franchise has extended to allow a new intercity fleet.
- I. Mental Health, nationally 25% of doctors & 30% of nurses within the NHS will be retiring in the next 4 years. 52% of students are leaving within 2 years of qualifying.
- J. Buddle Holes – a letter was sent to Cllr Gilbert regards the difficulties that are being caused, the issue with contractors is that they can only attend to the roadside of the buddlehole. **ACTION: Clerk to resend email.**
- K. VAS Sign – Cllr Sampson and the Clerk met with the supplier and the sign is now working at the correct speed in the 30mph zone. However, 82% of all vehicles passing through the village are speeding, one being recorded at more than 80mph! MPC will be in talks with Highways in the New Year re additional traffic calming measures. The police will also be advised and provided with optimum times to check for speeding. **ACTION: Clerk**
- L. The SVRA request for double yellow lines at Cumber Close turning circles was brought to the attention of Cllr Gilbert. The Clerk will add this to the Malborough list of requests, Adam Keay at Highways will be notified, it will be added to the next available Traffic Regulation Order (TRO) providing it is accepted. **ACTION: Clerk to obtain full details from SVRA re police presence and requirement.**
- M. A reminder to Cllr Gilbert was made re Alston Gate £5k available for footpath improvements for the path from Chapel Lane to the village. **ACTION: Clerk to email Cllr Gilbert a reminder.**
- N. Devon Funding News – has been received and distributed to all councillors, Malborough in Touch, social media outlets and the KSCC membership. The details may be of use to local charities/groups/businesses who are seeking funding for various projects. Contact the clerk for more information.

PLEASE report all highways issues ONLINE at

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

094 DISTRICT COUNCILLORS REPORT:

- A. SHDC are part of the business rate pilot, this is a one year pilot and SHDC could find themselves to be up to £500k a year better off.
- B. SHDC are still only able to increase council tax by £5 or 3% rise, Parish/Town Councils will not be caught up in these restrictions for three years on the proviso that the allowance is not abused.
- C. If houses are empty for two years council tax up to 200% can be charged. The district has approximately 60 properties that come into this category.

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- D. Police authorities are going to be allowed to put up their precept by £12.
- E. 106 Monies, Rob Sekula has agreed monies from Hi Ho can be allocated to the tennis courts and £30k from Alston Gate will be allocated to the MVH car parking. The 106 policy is to be updated and a bid for the £30k will be submitted. **ACTION: Clerk**
- F. Two independent persons have been appointed to the standards board.
- G. Outline Planning – MPC are writing a policy to state that no outline planning applications will be accepted in the Parish of Malborough, this will be submitted to South Hams Planning with a request to accept the proposal with immediate effect. **ACTION: Clerk**
- H. Bottle Bank – has not been problematic recently, however, there are strong concerns that it will fill up quickly over Christmas and again at New Year. **ACTION: Clerk to report it full.**
- I. Public Toilets - where possible SHDC want toilets to be cost neutral, otherwise a charge will be made for use. Noted that this is not incorporated in this years budget saving. Further noted Cornwall Council have either devolved toilets to local Parish Councils or they have been closed.
- J. Community Lottery, SHDC and West Devon have an approved Lottery to support local charities. Details of how local charities can apply to be considered will be provided to the Clerk in due course.

095 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.

4099/17/ADV Mr M Ashby – MPC Approval

Advertisement consent for 3 building mounted signs, 2 signs mounted on posts and 2 free standing signs.

Ashbys Of Salcombe Salcombe Road Malborough TQ7 3BX

3577/17/ARM Mr S. Rossiter – MPC Conditional Approval

Application for approval of reserved matters for erection of 16no. dwellings, appearance and landscaping, following outline approval 33_46/0918/14/O

Land at Alston Gate Malborough

There are 38 general plans and 4 additional plans uploaded to the website with nothing to differentiate between them. As a minimum we request that they are numbered 1-38 and 1-4.

3863/17/FUL Mrs Katharine Harrod – MPC Approval

To create 52 additional new parking spaces at the Hall including 4 disabled spaces on a permeable hardcore and block surface with one-way exit system to be in operation, and an extension on the north side of the Hall.

Malborough Village Hall Collaton Road Kingsbridge

The tender process is currently open and five companies have expressed interest in undertaking the works. Two have provided responses. 86k & 60k

2331/17/VAR Mr J Thomson – MPC Objection

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 – MPC Conditional Approval

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READVERTISEMENT (alternative layout and drainage options proposed) Outline application with some matters reserved for erection of circa 50no. dwellings and means of access (all other matters reserved)
Development site at SX 710 394 Adjacent To Malborough Park

B. Decisions:

3353/17/HHO Mr & Mrs Frank Edgar - SHDC Conditional Approval

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

3860/17/COM Mr Dave Lievers – SHDC Permitted Development

Notification of installation of 2no. 9m high (7.3m above ground) wooden poles
Ilton Valley Barn Blanksmill Cross To Horsecombe Cross Malborough Devon TQ7 3BZ

C. Enforcement issues: Continue to be dealt with.

096 NEIGHBOURHOOD PLANNING:

Cllr J Yeoman, Cllr Sampson, Mrs Ede, Mrs Allan and the Clerk met with Mandy Goddard, South Hams neighbourhood planning.

Second home statistics have been obtained for Alston Gate and requested re Cumber Close.

The proposed deadline re submission to SHDC (Regulation 15) is 1st January 2018.

Mrs Ede has put together a timetable to bring the plan to fruition, this will be provided to Mandy Goddard. Mrs Ede will also apply for another grant to pay for remaining costs which will include (but are not limited to):

- Two print runs of documentation
- Hall hire
- Consultancy fees

In due course, full documentation will be on the MPC website page, plus links on social media and via Malborough in Touch.

A proposal was made to put the Neighbourhood plan to SHDC by 31st December 2017,
Proposed Cllr Sampson, Seconded Cllr Boyce.

097 HIGHWAYS:

- A. Signposts: Received and now awaiting clamps prior to erection.
- B. Cycle Track Fencing: The current posts are rotting; can monies be obtained to repair the fencing by driving additional posts into the ground to secure the fencing properly. The gate is not useable but is upright and not flat on the ground creating a health and safety issue. A galvanised steel post will be costed. **ACTION: Cllr J Yeoman**
- C. Horseypool Pond is in a bad state, trees have come down and the bench is overgrown. A question re ownership was raised, a land registry search will be undertaken to determine ownership. **ACTION: Clerk**
- D. A new Standing Order will be created to ensure that the gritter can be repaired if emergency repairs are required, the order will state: *The Clerk is authorised to deal with urgent works or emergency business, should it not be deemed practicable to convene a special meeting, and to spend up to £1,000 in dealing with any urgent works in consultation with the Chairman. Actions and results should be reported promptly to the Council and documented in the next minutes.*
Proposed Cllr Boyce, Seconded Cllr Kendall. **ACTION: Clerk**

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- E. Location of grit bins as follows: Luckhams lane, Bolberry, Cumber Close x 2, Shute Hill, Village Hall.
- F. Review Route of the gritter: The gritter route was considered acceptable but Weymouth Park, Hope Cove will be included to cover the First Responder

098 FOOTPATHS, TREES & ALLOTMENTS:

- A. Access for All - Quotes are in the process of being obtained re the access for all step at the cycle track end. One quote has been received, a second is awaited
- B. Collaton Verges – still outstanding,
- C. P3 – The proposal is to review each footpath over the course of the year, walking each one four times during the period to obtain information regarding growth etc. Information obtained will be collated and reviewed in 12 months with a view to putting in a P3 bid.
- D. Alston Gate Orchard – a hole has been cut in the fence to enable dogs to enter the field and exercise. The owners are not clearing up after the animals. The padlock remains on the gate restricting access to people. The padlock needs to be removed as the land is amenity land. **ACTION: Clerk to request removal of padlock.**

099 VILLAGE HALL:

- A. Cllr Kendall attended the meeting.
- B. Monthly update:

The annual Insurance inspection was carried out in November, a report was provided, and Geoff Allen has now addressed all the main concerns.

Cllr J Yeoman and Geoff Allen re-concreted the Bench in the Adult Fitness area as this had been pulled out by vandals. A letter of thanks will be forwarded to Mr Allan. **ACTION: Clerk**

Shower Room - the plumber and builder who visited recently have not yet provided a budget figure.

Hall Licensing:
A meeting was held including Peter Cosby (Kingsbridge Police) and Naomi Stacy (SHDC Licensing) to review the Hall Premises Licence. The alcohol licence for a Saturday runs from noon - 2.30 and then 6pm - 11.30pm and Sunday from noon - 2.30pm and 6pm - 10.30pm. With the various wedding, lunch and entertainment bookings it makes sense to have the afternoons covered rather than having to have a Temporary Event Notice for each occasion. Both the Police and Licensing representatives are in total agreement for the change. The relevant forms will be completed and submitted in the New Year for approval – details will be approved by the PC and MVH Management Committee prior to submission. At the end of the MVH & PFA meeting Gail Allen announced that she would retire from the MVH & PFA as secretary with effect from the 2018 AGM.

100 MISCELLANEOUS:

The Bus stop on Collaton Road requires new Perspex, a quotation will be obtained for the February Meeting. **ACTION: Clerk**

101 FINANCE & GOVERNANCE:

- A. The monthly accounts, cash book and bills to pay were received for month 9 of the new financial year, 2017/18, show as year to date Appendix A. The proposal to approve these was made by Cllr Boyce and seconded by Cllr Sampson and unanimously agreed. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments. The payment of £97.50 to Cllr Yeoman was put off until the January meeting.
- B. New Data Protection laws will be operative from 25th May 2018, more information will be provided in the New Year.

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102 CORRESPONDENCE:

- A. Cyber Crime: SHDC have released The Little Book of Cyber Scams, this has been forwarded via Malborough In Touch, added to the Parish News page of the village website and mentioned in social media posts. If anyone would like a copy, please contact the clerk.

103 OPEN FORUM:

- Information from the Vehicle Activated Sign will be forwarded to the Clerk who will keep both Highways and the Police apprised of vehicle speed through the village.

MEETING ENDS 21.30hrs

DATES FOR THE DIARY: The 2018 Parish Council meeting dates are: 17th Jan (Church), 21st Feb, 21st Mar (Church), 18th Apr, 16th May, 20th June, 18th July, 19th Sept (Church), 17th Oct, 21st Nov and 19th Dec. Unless otherwise stated meetings commence at 7.30pm and are held at The Annexe, Malborough Village Hall.

Signed as a true record: _____

Print Name & Date: _____

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, Rutherford 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; MONTH 9, RECEIPTS & PAYMENTS, INVOICES TO PAY, CASH BOOK TO BANK RECONCILIATION

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				23,283.09
Payments	MGS - PLAYGROUND FPS		- 249.99	23,033.10
Payments	MGS - Burial Ground estimate, tbc		- 144.00	22,889.10
Payments	G Hocking - allotments 2nd tranche		- 250.00	22,639.10
Payments	Derry Owen Architects		- 1,080.00	21,559.10
Receipts	Messenger			21,559.10
Receipts	FOM	32.00		21,591.10
Receipts	oyster shack	57.00		21,648.10
Receipts	beers	57.00		21,705.10
Receipts	south face	57.00		21,762.10
Receipts	rowell	25.00		21,787.10
Receipts	rowell	32.00		21,819.10
Receipts	salc diy	57.00		21,876.10
Payments	K Harrod - Salary December		- 499.01	21,377.09
TOTALS YTD Financial year 2017/18		£ 35,376.35	-£ 31,295.26	£ 21,377.09
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d		FY 2017/18 month 9		£ 21,377.09
Balance at bank at end :			11-Dec-17	
Revenue Accounts			22,356.10	
Unpresented Items				
receipts			-	
payments			- 979.01	
			£ 21,377.09	- 0.00
ACCOUNTS FOR PAYMENT				Variance
			Gross is £499.01 incl. £20 facilities recharge, paid and incl. above	499.01
			<i>K Harrod Salary December</i>	
Plus	5/12 by email request, approved June 2017 D Owen Architects	paid & incl. above		1,080.00
	TJ Yeoman - SHDC purchase			97.50
	SHDC planning			300.00
	DJE Consulting - MNP (grant funded)			600.00
	Locality - repayment of MNP grant (unspent)			850.00
	DJE Consulting - Finance			200.00
	MVH&PFA hall hire ytd			250.00
	Martin Pears Engineering (gritter maintenance)			846.56
	MGS - Burial Ground			144.00
	MGS - Playground			249.99
	G Allen			46.20
	Local World (payable to K Harrod)			141.60
	DALC (training)			41.73
	Meeting Sub Total			5,346.59
Receipts & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		20 December 2017		
Prepared By:		<i>Debbie Ede for Malborough Parish Council</i>		
Date:		<i>14/12/2017</i>		