

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 21 st March 2018		Venue & Time: All Saints Church, 19.30hrs
Present: Cllr Gill Boyce Cllr Lucinda Goodman Cllr Ann Kendall Cllr John Sampson Cllr Kevin Yeoman Cllr John Yeoman (in the chair) Cllr Paul Pedrick	In Attendance: Kathy Harrod – Clerk & Minute taker County Cllr Rufus Gilbert Dist. Cllr Judy Pearce Dist. Cllr Simon Wright 5 National Trust Representatives 1 member of the public Part meeting	Apologies: Cllr Keith Makepeace Cllr Hayley Rutherford PC J Pengilly PCSO P O'Dwyer

REF 2017/18 MINUTES

136 DECLARATIONS OF INTEREST: Cllr J Yeoman declared an interest in respect of planning and finance, Cllr Sampson declared an interest in respect of planning, both parties withdrew from these discussions.

137 MESSENGER: Clerk

138 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:
The minutes of the Parish Council meeting of 21st February were agreed and signed without alteration.
Proposed: Cllr K Yeoman Seconded: Cllr Kendall

139 MATTERS ARISING:

- A. The defibrillator has been received and will be sited at Malborough Village Hall shortly. MVH have taken responsibility for the electrical works required and will be donating £100 towards the equipment. An article and photo for the Gazette including the Co- Op and Councillors in recognition of their contributions from the TAP fund and the Co-Op, will be produced in due course. The photograph will be taken during week commencing 2nd April for all invited contributors. **ACTION: Clerk**
- B. The Allotment water supply continues to be investigated, we await a visit to ascertain if the meter is faulty as suspected. Once the situation has been resolved we will arrange for a monthly reading to be taken by the water board.
- C. Collaton Road Bus Stop – the bus stop is in poor condition; the metal work has rusted through and the Perspex requires replacement. **ACTION: Clerk to investigate options re replacing/repairing.**
- D. The final works for the bus stop at Townsend Cross will be undertaken once the weather reaches the optimum temperature.
- E. Horseypool Pond – A quote of £120 - £150 has been received to clear and trim the greenery round the pond and seat - also remove fallen branches etc from the pond. The trees will be pollarded if a parishioner does not want them, all the branches etc will be piled up at the back to rot down and provide a wild life refuge. The strimming and clearance will take a maximum of a day - and may include the tree work in this time too. Proposed Cllr Kendall, Seconded Cllr Pedrick, **ACTION: Cllr Kendall to liaise with the contractor.**
- F. Post Office – We await contact details to forward a complaint to head office.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

140 INVITED SPEAKERS: National Trust South West Outdoor Festival (SWOF)

Emma Reece, our local National Trust Ranger, introduced Lorna, Debbie, Pat Kinsella (Event Director) and Bram Arnold (Falmouth University).

The SWOF takes place between 5th – 7th October.

Pat Kinsella: This is the third year of south west outdoor festival, it moves around the south west, originally launched on Exmoor and last year held at Cheddar. This year it will take place at East Soar.

It's a celebration of everything you can do outdoors, and the focus is on pursuits which include:

- Big participation events will take place including a trail run/mountain bike/kayaking – up to several hundred participants are expected to take part in each event.
- Small group guided experiences are also included, rock climbing, sea kayaking etc
- On the festival site there will be a range of day/night activities including: archery, axe throwing, live music and local suppliers will be on hand to provide food/drink/products.
- Wildlife Trust, AONB and SW Coast Path association will incorporate wildlife walks and other experiences.
- Guest speakers – celebrity adventurers giving inspirational talks and taking outdoor skills groups as well as Ordnance Survey involvement to provide navigation sessions and similar.
- On Friday 5th October local schools will be invited to experience on site activities for free.

The aims of the event are:

- Build relationships between NT and local producers/operators/companies/locals
- Challenge perceptions of NT.
- Raise awareness of NT areas.
- To increase walking/biking/canoeing/kayaking etc in the immediate area.

Dr Bram Arnold will be assessing the impact of the event on the local community, he is briefed to assess the ecological impact of festival sites by use of digital technology. Dr Arnold will also be working towards developing a performance installation – an event that is sculptural but enacted by performers during the event and able to be contributed to by festival goers.

Attendance anticipations & considerations:

- 500 people camping for the weekend
- Up to 1000 people per day. The epicentre of the event will be East Soar.
- People expected to be drawn both locally and nationally although weighted to the South West.
- Parking will be dealt with via the NT fields by the festival site.
- Traffic management plan will be in place.
- Attendance will be limited by ticket sales, tickets are available from <https://www.nationaltrust.org.uk/days-out/regionsouthwest/south-west-outdoor-festival> and range in price between £20 – £120, including weekend camping tickets.

Additional Information:

- Non-profit making venture
- Pitch fee for members/exhibitors £200 – all food containers/cutlery/cups etc to be compostable. Seven or eight vendors expected on site
- All activities/areas of the event risk assessed.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

- Wristband system on site to prevent footpath users taking part with no payment.
- Cllr Pedrick requested that the coastguard be fully informed about the event and activities before, during, after the festival.
- Councillors requested bikes be kept off the roads as much as possible – preferably no road use.
- MPC expect to obtain a copy of the Traffic Management plan by July so that the event can go forward with the least disturbance to the community.
- An update will be provided in the September meeting
- Volunteers requested from the local community, four hour shifts available, before, during and after the festival. Two four-hour shifts will allow free access to the festival.

For more information view the NT website or contact:

Patrick Kinsella – pat@adventuretypes.com Tel 07414 512631

Dr Bram Thomas Arnold b.arnold@falmouth.ac.uk Tel: 07790 409721

ACTION: Clerk to remain in touch with the organiser and provide monthly updates.

125 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

In the absence of WPC Pengilly and PCSO O'Dwyer the clerk read the following report:

Since the 18th February 2018 there has been one crime reported of a dog not under proper control.

The bad weather had a massive impact on everyone locally and police worked hard to respond to several incidents within the parish. Naturally we were hampered by the snow and conditions but made good use of our 4x4 police vehicle to aid our response. It's fair to say that the public were amazing in supporting us during this difficult time and we even had a local resident who is special constable volunteer his own 4x4 vehicle to aid us in responding to emergency calls. It's at times like this when communities really come together, and this parish really stepped up to the mark. On behalf of Devon and Cornwall Police, please could you kindly thank the community for its understanding and support during the recent bad weather. Report Ends.

Noted that the parking issues that occur during school drop off/pick up times have worsened. WPC Jo Pengilly will be asked to visit the area during peak times. Clerk will write to the school requesting parents park responsibly and use the village hall parking where possible. **ACTION: Clerk**

126 COUNTY COUNCILLORS REPORT:

- A. Salcombe Road Closure Dates Extent of Works – the works will take place; a new date is not yet available. Cllr J Yeoman suggested that the works be extended to include The Narrows.
- B. Gritter Salt – 8 Tonnes of salt were delivered in October; the additional 2 tonnes which is part of our allocation had not been received. Skanska were due to deliver 2 tonnes of salt last week but instead only delivered ½ a tonne. Adam Keay is aware of this. Clerk to speak to Martin Johnson re purchase of additional salt stocks. **ACTION: Clerk**

The councillors thanked the gritting team (who are all working on a voluntary basis) Cllrs P Pedrick and K Yeoman and D Illingworth from Hope, for all their hard work over the past weeks.

Parishioners and local businesses have been very appreciative.

The councillors further thanked the local farmers who have helped dig out lanes/properties and have made themselves available to help the parishioners. Letters of thanks will be sent.

ACTION: Clerk

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

MPC are investigating the costs of a new gritter, the preferred model will cost £8,200 and will be longer lasting than the slightly cheaper model. Cllr Gilbert confirmed that he will provide a donation in respect of this purchase.

The old gritter will be advertised and sold which will reduce maintenance costs

- C. SCARF (Speed Data Analysis) – a speed data analysis was requested for Collaton Rd, Cllr Gilbert advised Councillors to speak with Adam Keay. Noted Churchstow parish have also have issues with their Vehicle Activated Sign. Malborough have recently received confirmation that following issues with the Vehicle Activated Sign a full refund will be forthcoming from the supplier. Cllr Gilbert confirmed that he will provide a donation in respect of a new purchase if any additional funding were required. **ACTION: Clerk to speak with Adam Keay and Churchstow Clerk**
- D. Concerns were raised re the splay on Collaton Rd in respect of new 50 property estate with outline permission at Portlemore. Concerns re soakaway also raised (see 127:F) Richard Jackson at DCC will be contacted with a request for a splay of at least 50m. **ACTION: Clerk to email Cllr Gilbert**

127 DISTRICT COUNCILLORS REPORT:

- A. 106 Monies - It has been agreed that monies from Hi Ho can be allocated to the tennis courts and £30k from Alston Gate has been verbally approved in respect of the MVH car parking, official confirmation is awaited. The 106 policy is being updated. **ACTION: Clerk**
- B. The Community Reinvestment Fund have confirmed a grant of £9,000 towards the MVH car parking/extension planning application (3863/17/FUL).
- C. Bottle Bank – the bank is full again, a request has been made for a replacement ASAP with a reminder re Easter emptying, this has been acknowledged.
- D. The snow storms caused Follaton House to close/partially open, many people worked from home including the call centre – this was very successful.
- E. Cllr Pearce – there is an initiative to get all fisherman supplied with flotation devices – these incorporate a GPS tracker and lights. Fishermen need to provide their details to Salcombe Harbour Office to obtain one. **ACTION: All Councillors to make their contacts aware.**
- F. Baker Estates – following the drop-in session it was clear that the parking spaces are not adequate for the affordable houses on the estate. Two areas were identified in the affordable section to incorporate additional parking. Baker Estates have been requested to add a clause in the housing contract to clearly state that parking spaces and garages allocated to individual properties may not be sold off and must remain as ancillary to the property. They were also asked to use Hastoe as the affordable property housing association. There were concerns regarding the soakaway system which would also catch run off surface water from Collaton/Cumber. Cllr Pearce advised that this will require further investigation. Also resurfacing path and fencing off play area. Questions were raised re the primary school not receiving any funding while KCC and the pre-school are both being allocated monies. The Parish Council will pass on the concerns of parishioners about the visibility on the junction of Collaton Road and Portlemore Lane. **ACTION: Clerk to follow up with Baker Estates and CC Cllrs Pearce & Wright**

128 PLANNING:

A. Neighbourhood Development Planning:

Copies of the plan were distributed to all Parish, District and County Councillors in attendance. Public Notices have been put up on noticeboards and at the Post Office to confirm that MPC have submitted our plan proposal to SHDC for our Designated Neighbourhood Plan Development Area. SHDC is now consulting with residents and other interested stakeholders. Consultation will last for six weeks from 20th February to 3rd April.

To view the full plan proposal please visit

<https://www.southhams.gov.uk/article/3882/Neighbourhood-Development-Plans-andOrders> or if you wish to view a hard copy of the plan contact the Parish Council.

You can comment by emailing SHDC at neighbourhood.planning@swdevon.gov.uk, or send your response in writing to: Neighbourhood Planning, South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE. Please make any representations to the Council by 3rd April 2018.

The Reg 16 consultation gives a chance for people to comment on the version of the plan that is going to be examined. Neither the NP group nor the Local Planning Authority (SHDC) can change the plan in response to Reg 16 comments; instead all comments are forwarded to the examiner for his/her consideration alongside the submission version of the plan. He or she will then recommend modifications taking all Reg 16 comments into account if it is thought necessary. The consultation gives interested parties a final chance to say if any concerns they had earlier in the process have been addressed, and whether they think the plan meets the basic conditions.

Debbie Ede has received documentation re an examiner. We await to hear which examiners have been recommended. Cllr Pearce advised to try to get an examiner with AONB experience, also to prioritise on someone who will visit the parish and that we act quickly to book the examiner once recommendations have been made.

- B. 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.

0608/18/FUL Mr J Sampson – MPC Approval

Change of use, agricultural building to residential affordable dwelling

0747/18/LBC Mr & Mrs C Harvey – MPC Approval

Listed building consent for replacement rear/side extension

Remaining under SHDC Discussion:

0280/18/FUL Mrs J Tucker – MPC Approval

Change of use from games room to bed and breakfast accommodation
35 Collaton Rd, Malborough, TQ7 3SN

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

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

MPC consider that there is insufficient parking in addition to concerns re traffic and pedestrian safety.

4303/17/HHO Mr D Muzzlewhite – MPC under consideration no decision available currently.

Readvertisement Householder application for refurbishment and extension to existing farmhouse, annexe, including replacing flat roof with pitched roof and replacement of existing garage with new garage and store above. Newhouse Farm. Luckhams Lane.

Condition to be added that the works to the garage be ancillary to the main building.

3863/17/FUL Mrs Katharine Harrod – MPC Approval

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

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

1391/16/OPA Mr T Thompson – MPC Objection

READVERTISEMENT (Revised Location Plan) Outline application with all matters reserved for three new detached dwellings

Hi Ho White Cross To Malborough Green Malborough TQ7 3RR

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

Licensing Applications: None received prior to issue of the Agenda

- C. Decisions:
No determinations made in the period.
- D. Enforcement issues: Continue to be dealt with.

129 HIGHWAYS:

- A. VAS – Coeval have agreed a full refund upon collection of the machine. Options for alternate options including average speed cameras will be investigated. i.e. As per St Mellion village **ACTION: CLERK**
- B. Traffic Regulation Orders (TRO) – the details have now been received from the Salcombe View Residents Association, the Councillors were not willing to support the full extent of the works. A Google Earth photo with the areas MPC would be willing to support will be provided to the SVRA for further consideration prior to the works being added to the TRO. Moving the 30mph sign further out and writing '30' at both ends of the village at Luckhams Lane and Salcombe as an extra reminder for drivers will be added to the Order.
- C. Gritter – cost of a new one £8200, the cheaper option comes in at £5,500. The existing gritter will be sold, proposed sales price £2,300 ono. **ACTION: Cllr Sampson to approach suppliers for new prices, Cllr Pedrick to provide photos and write up.**

PLEASE report all highways issues ONLINE at:

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

If you do not have internet access, please contact the Clerk on 07704 941150

130 FOOTPATHS, TREES & ALLOTMENTS:

- A. South Sands Bridleway – Awaiting a response from Salcombe Town Council
- B. Collaton Verges – Were due to be cut, but the warm weather brought on the primroses and daffodils early so the council will arrange a cut after flowering and again in the autumn.
- C. Hay lane requires attention. **ACTION: Clerk to request Parish Lengthsman deal with this.**

131 VILLAGE HALL:

- A. Cllr J Yeoman attended the meeting.
- B. Monthly update – MVH & PFA have applied for amended licensing to provide increased hours of alcohol sales and prevent Temporary Event Notices being applied for. They have received one quote of £4,300 to alter the shower room for a cleaners cupboard, toilet and store room for the Parish Council and Messenger.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

The car parking application was discussed. A second proposal had been suggested, this was unanimously rejected by all in attendance. Cllr J Yeoman explained that the monies already allocated were based on the existing application and are not transferrable to any other proposals or projects. Street lights on the main drive will be reported again. **ACTION: Clerk**

- C. Play Area Expenditure – the strimmer guards and gate posts have now been received.
-

132 MISCELLANEOUS:

- A. The Salcombe Neighbourhood Development plan has been viewed by councillors.
B. Campaign for the Protection of Rural England – Documentation has been received and incorporates a request for MPC to join the CPRE. A decision will be made at the April meeting. **ACTION: Clerk to add to April Agenda**
-

133 FINANCE & GOVERNANCE:

- A. The monthly accounts, cash book and bills to pay were received for month 12 of the new financial year, 2017/18, show as year to date Appendix A. The proposal to approve these was made by Cllr Sampson and seconded by Cllr Kendall and unanimously agreed. A mandate sheet and transaction record were introduced and duly signed to authorise the payments.
D. Conditions for Grant Aid and Donations – a proposed Grant aid and Donations policy had been provided to all Councillors for consideration. Proposed Cllr Boyce, seconded Cllr Kendall
E. Requests received for donations: A request has been from a parishioner to provide a contribution towards a renewable energy seminar. Request denied as the Grant aid and Donations policy does not accept requests from individuals acting on their own behalf. **ACTION: Clerk to advise**
F. New Data Protection laws will be operative from 25th May 2018, a training session specific to councils is taking place on 19th April, this can be attended by Cllr Rutherford on behalf of MPC and the Clerk on behalf of South Huish Parish Council. Proposed Cllr Boyce, seconded Cllr Kendall. **ACTION: Clerk/Cllr Rutherford**
-

134 CORRESPONDENCE:

Thank-you letters have been received from the Royal Voluntary Service, Hope Cove Life Boat and Malborough with South Huish Horticultural Society following receipt of our donations to them.

135 OPEN FORUM:

Salcombe Town Council are investigating a community land trust. Malborough Parish Council have expressed interest in the proposal and Cllr J Yeoman will investigate further. **ACTION: Cllr J Yeoman**

Salt –Grit bins need filling **ACTION: Clerk to arrange**

Manage Your Council Tax Online

South Hams District Council

Drop In sessions

Wednesday
18th April

Malborough
Village Hall Car Park
11:00am-12:30pm

Bring your mobile phone, tablet or laptop, and your Council Tax account number

Here to help you get registered and show you how to view your bill, manage your details and much more

MEETING ENDS 22.10 Hrs

DATES FOR THE DIARY: The 2018 Parish Council meeting dates are: 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.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

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

APPENDIX A

Malborough Parish Council Finance: Month 12

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				<u>20,353.06</u>
Payments	MGS - Burial Ground	-	72.00	20,281.06
Payments	MGS - Grass Cut	-	249.00	20,032.06
Payments	MGS - ACCESS FOR ALL	-	432.00	19,600.06
Payments	J Yeoman - Strimmer Guards & Gate Posts	-	123.90	19,476.16
Payments	Viking - Paper & Stationery Malb. Messenger	-	170.93	19,305.23
Payments	K Harrod - Salary March	-	676.28	18,628.95
Payments	HRMC NIC	-	5.99	18,622.96
Receipt	dc interest - march	0.80		18,623.76

TOTALS YTD Financial year 2017/18

£ 40,473.51 -£ 39,145.75 £ 18,623.76

RECONCILIATION CASH BOOK TO BANK

£

Cash book balance b/d

FY 2017/18 month

12

£ 18,623.76

Balance at bank at end :

	21-Mar-18
Revenue Accounts	20,064.56
Unpresented Items	
receipts	-
payments	- 1,440.80
	<u>£ 18,623.76 - 0.00</u>

ACCOUNTS FOR PAYMENT

	Variance
Plus	
MGS - Burial	
MGS - Playground	
T J Yeoman (playground strimmer guards)	
Meeting Sub Total	498.33
	72.00
	249.99
	176.34
	498.33

Gross is £499.01 incl. £20 facilities recharge, paid and incl. above paid and incl. above

K Harrod Salary (plus Overtime March)

HMRC NIC

RECEIPTS & PAYMENTS REPORT TO COUNCIL

MEETING DATE

21/03/2018

Prepared By:

K Harrod for Malborough Parish Council

Date:

21/03/2018