

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 18 th April 2018		Venue & Time: Village Hall Annexe, 19.30hrs
Present: Cllr Gill Boyce Cllr Lucinda Goodman Cllr Hayley Rutherford 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 Part meeting	Apologies: Cllr Ann Kendall Cllr Keith Makepeace PC J Pengilly PCSO P O'Dwyer

REF 2018/19 MINUTES

136 DECLARATIONS OF INTEREST: None.

137 MESSENGER: Cllr J Yeoman

138 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 21st March were agreed and signed without alteration.

Proposed: Cllr K Yeoman Seconded: Cllr Pedrick

139 MATTERS ARISING:

- A. The defibrillator has been received and is now sited at the entrance to Malborough Village Hall. MVH will be donating £100 towards the equipment. An article and photo have been provided to the Gazette including the Co- Op and Councillors in recognition of their contributions from the TAP fund and the Co-Op. **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. Horseypool Pond – The majority of the works have been completed with greenery trimmed and cleared around the pond and seat. There have been some issues removing the main trunk of the tree from the pond.
- E. Post Office – We have now received contact details to forward a complaint to head office. **ACTION: Clerk**
- F. South West Outdoor Festival (SWOF) – volunteers are being requested for the festival. Contact Patrick Kinsella at pat@adventuretypes.com / 07415 512631

140 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

The police report was received at the previous meeting.

141 COUNTY COUNCILLORS REPORT:

- Question to Cllr Gilbert: Why was the road sweeper clearing up the area around the waste transfer site at Crossparks recently? Answer: It was advised that the road sweepers have the powers of discretion and may have acted in the best interests of the public by clearing the waste.

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- The closure of the Salcombe road overnight will take place from 30th April to 2nd May.
- £6.5m has been made available for road drainage, Cllr Gilbert and Adam Keay will be in touch to discuss further what works would be most beneficial for the parish.

- A. Gritter Salt – 8 Tonnes of salt were delivered in October by Devon County; the additional 2 tonnes which is part of our allocation had not been received. Skanska were due to deliver 2 tonnes of salt but instead only delivered ½ a tonne. Adam Keay is aware of this, we are still short of 1 ½ tonnes. A further 3 tons of salt was ordered by the Parish to deal with expected cold weather at Easter and this has not been delivered either.

Thurlestone Parish Council are purchasing the existing gritter and have been provided with an invoice.

MPC have further investigated the costs of a new gritter, the preferred model has reduced to £7,900 and will be longer lasting than the slightly cheaper model.

Cllr Gilbert offered £1,000 from the Invest in Devon Fund towards the cost of the new machine. Monies received/forthcoming in respect of this amount to £6,600 with a contribution from South Huish Parish Council to be determined.

Proposal to purchase a new gritter with a diesel engine at £8,085 was made, Proposed Cllr Goodman, Seconded Cllr K Yeoman. **ACTION: Cllr Sampson to organise the purchase & Clerk to obtain funding.**

- B. SCARF (Speed Data Analysis) – a speed data analysis was requested for Collaton Rd, Cllr Gilbert advised Councillors to speak with Adam Keay. **ACTION: Clerk to speak with Adam Keay**
- C. Townsend Cross, the patching of the hole at Townsend Cross was poor and new patching must be undertaken before peak season. Adam Keay is going to inspect the area.
- D. Vicarage Corner and Higher Town also in need of repairs. **ACTION: Clerk to report**
- E. Traffic Regulation Orders – details as per the Annual Parish Meeting. **ACTION: Clerk to report**
- F. Cllr Gilbert was reminded of our concerns raised re the splay on Collaton Rd in respect of new 50 property estate with outline permission at Portlemore.
- G. S106 monies, Cllr Gilbert confirmed that the allocation of monies is dealt with by a set formula. Councillors queried the catchment as the other schools in the area all have children from outside of their catchment area including Kingsbridge Community College which significantly benefits from s106 funding.

142 DISTRICT COUNCILLORS REPORT:

Cllr Goodman asked about people from Great Park who are considering a house swap. Cllr Pearce will investigate. **ACTION: Clerk to be provided with information and contact the relevant authorities.**

143 PLANNING:

A. Neighbourhood Development Planning:

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.

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- 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.

1211/18/AGR Mr & Mrs Alex Brazier – For information only no decision from MPC required.

Application for prior notification of agricultural or forestry development - proposed building.
Field at SX724399 Salcombe Road Malborough Devon TQ7 3BB

1118/18/HHO Mr J Thomson – MPC Objection

Retrospective application for retention of relocated vehicle access, gates and new single garage.
Hi Ho White Cross To Malborough Green Malborough Devon TQ7 3RR

The Western entrance must be dealt with as previously agreed by the applicant before MPC will consider the application.

0804/18/HHO Mr G Allen – MPC Approval

Householder application for single storey extension to rear
Highland Salcombe Road Malborough TQ7 3BX

0489/18/FUL Soole – MPC Approval

Demolition of existing boat storage building and replace with new, purpose built storage building
Winters Marine Lincombe Boat Yard Salcombe TQ8 8NQ

A licensing application was received in respect of Pretty Local for off premises sales of alcohol between the hours of 9am to 5pm Monday to Sunday.

Remaining under SHDC 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

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.

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

1391/16/OPA Mr T Thompson – MPC Objection

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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

C. Decisions:

4303/17/HHO Mr D Muzzlewhite – SHDC Conditional Approval

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.

2331/17/VAR Mr J Thomson – Withdrawn

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

D. Enforcement issues: Continue to be dealt with.

144 HIGHWAYS:

- A. VAS – A refund has been received from Coeval. We are now looking into alternate VAS units, specifically ElanCity. This is a company new to UK but the equipment is used extensively in France by the authorities and in N America .

Can we obtain a discount for purchase of two or more? Where is the nearest Elancity sign to our parish? Can it be arranged for us to view the equipment prior to purchase?

A proposal was made to purchase two radars of Cllr Sampsons choosing subject to adequate information being provided by ElanCity. Proposed Cllr Rutherford, Seconded Cllr Boyce

ACTION: Clerk & Cllr Sampson

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

145 FOOTPATHS, TREES & ALLOTMENTS: No update.

146 VILLAGE HALL:

- A. Cllr Kendall attended the meeting.
- B. Monthly update: A third parking proposal has been received, this was discussed and agreed by both MVH & PFA and Malborough Parish Council to be unsuitable. The outcome of the planning application is awaited.
- C. There was a discussion about the banners put on the hedge at Townsend Cross. Publicity about Ocean Reach has been up since before Easter and MVH & PFA have asked that Malborough Parish Council write to the owner asking him to remove it. The placing of banners is limited to Charity Events and events in the Village Hall. **ACTION: Clerk**
- D. The presence of hawthorn on the cycle track after a recent cut had caused several punctures.
- E. There was a problem with boxes of bottles being left round the Bottle Bank this last weekend – even though there was room in the bank, Geoff Allen kindly cleared the mess. Can notices be placed on the banks about which bottles can go where and clearly stating that not putting bottles in the bank is fly tipping and carries a fine? Unfortunately, at present the CCTV cameras cannot extend this far!
- F. Play Area strimmer guards are now in place.
- G. Shower Room/Store – Quotes for the organisation of the shower room are still coming in.

147 MISCELLANEOUS:

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- A. Campaign for the Protection of Rural England – Documentation has been received and incorporates a request for MPC to join the CPRE at an annual cost of £36. Malborough Parish Council will not be accepting this offer. **ACTION: Clerk to contact CPRE with our decision.**

148 FINANCE & GOVERNANCE:

- A. The final accounts for 2017/18 were discussed, the headline and summary figures explained and examined, and the month 13 position was consequently signed off, shown in Appendix A. These totals would now be analysed over the relevant headings (a subjective analysis) and then sent to the Internal Auditors for their work to start. Internal Audit needs to be finished in time for our records to go to External Audit. Proposed by Cllr Boyce and seconded by Cllr K Yeoman, the meeting gave their unanimous approval to the figures.

A further report, Appendix B, was received for month 1 of 2018/19. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments. The payments were proposed by Cllr Boyce and seconded by Cllr Goodhead and carried unanimously.

- B. Martin Pears Account Credit – there is currently a credit of £49.15 on this account due to parts being returned. **ACTION: Clerk to obtain credit.**
- C. New Data Protection laws will be operative from 25th May 2018, a training session specific to councils is taking place on 19th April and will be attended by Cllr Rutherford on behalf of MPC and the Clerk on behalf of South Huish Parish Council.

149 CORRESPONDENCE:

- A. SHDC Lottery: South Hams District Council and West Devon Borough Council are calling out to all community groups, charities, and good causes in the area who might be interested in being part of a new council run Lottery initiative.

The Sea Moor Lotto is a new venture which is being led by the councils to provide a way for local good causes to raise funds. 60% of all money raised will go towards local good causes, 20% of ticket sales will be put towards prizes and 20% will go towards the running costs.

Now the councils want to hear from any interested parties, so that they can be invited to a launch event in May and find out how to sign up to become part of the SeaMoor Lotto.

Lottery tickets will only be sold via the internet and tickets will cost £1 each per draw. When a player buys a ticket they will opt to support a specific good cause or contribute to the community fund – the latter will be administered by the Council. The draw will take place every Saturday evening at 8:00p.m and as with other lotteries the more numbers matched the bigger the prize.

South Hams District Council and West Devon Borough Council expect to launch the SeaMoor lotto to the public in this summer.

So, if you are a charity, community organisation, or a good cause based in the South Hams or West Devon and you would be interested to find out how to get involved please email lotto@swdevon.gov.uk stating your cause and your contact details.

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- 150 OPEN FORUM: No further items were raise.

MEETING ENDS 21.48 Hrs

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Minutes of Parish Council Meeting;

DATES FOR THE DIARY: The 2018 Parish Council meeting dates are: 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 Mrs Katharine Harrod 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 Mrs Katharine Harrod 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 13

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				18,623.76
Payments	MGS - Burial		- 72.00	18,551.76
Payments	MGS - Playground		- 249.99	18,301.77
Payments	T J Yeoman (playground strimmer guards)		- 176.34	18,125.43
Receipts	SVRA Printing	45.60		18,171.03
Receipts	Messenger - Wakeham	16.00		18,187.03
Receipts	Messenger - Lardge	16.00		18,203.03
Receipts	Messenger - Cheesemen	16.00		18,219.03
Receipts	SHPC Printing	77.00		18,296.03
Receipts	Messenger - Stanley	10.00		18,306.03
Receipts	Messenger - R Tucker	16.00		18,322.03
Receipts	Messenger - Palmer	16.00		18,338.03
Receipts	Messenger - White	20.00		18,358.03
TOTALS YTD Financial year 2017/18		£ 40,706.11	-£ 39,644.08	£ 18,358.03
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d		FY 2017/18 month	13	£ 18,358.03
Balance at bank at end :			21-Mar-18	
	Revenue Accounts		19,997.16	
	Unpresented Items	receipts	-	
		payments	- 1,639.13	
			£ 18,358.03	- 0.00
Receipts & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		18/04/2018		
	Prepared By:	K Harrod for Malborough Parish Council		
	Date:	18/04/2018		

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APPENDIX B

Malborough Parish Council Finance: Month 1

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year				18,358.03
Receipts	Interest (Gross)	0.84		18,358.87
Receipts	Coeval VAS Refund	4,298.58		22,657.45
Receipts	SHPC Printing Fees	71.40		22,728.85
Receipts	SHDC PRECEPT first tranche	12,901.50		35,630.35
Receipts	DCC - HCEF Cycle Track/Access for all 2017/18	750.00		36,380.35
Payments	Salary & - K Harrod April	-	487.21	35,893.14
Payments	HMRC NIC		11.80	35,881.34
TOTALS YTD Financial year 2018/19		£ 18,022.32	-£ 499.01	£ 35,881.34
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d		FY 2018/19 month	1	£ 35,881.34
Balance at bank at end :			18-Apr-18	
	Revenue Accounts		36,361.34	
	Unpresented Items	receipts		
		payments	- 480.00	
			£ 35,881.34	-
ACCOUNTS FOR PAYMENT				Variance
		Gross is £499.01 incl. £20 facilities recharge, paid and incl. above		487.21
	<u>K Harrod Salary</u>	paid and incl. above		11.80
	<u>HMRC NIC</u>			
Plus				
	Malborough Garden Services Grass			249.00
	Malborough Garden Services Graveyard			144.00
	Viking Stationery Order			60.65
	Messenger Expenses - Cllr Ann Kendall			74.63
	Messenger Expenses - Cole			5.00
	Messenger Expenses - Kendall			33.60
	Messenger Expenses - Viking			29.30
	Meeting Sub Total			596.18
Receipts & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		18/04/2018		
	Prepared By:	<i>K Harrod for Malborough Parish Council</i>		
	Date:	18/04/2018		