

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 19 th July 2017		Venue & Time: The Annexe, 19.30hrs
Present: Cllr Gill Boyce Cllr Hayley Rutherford Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	In Attendance: Kathy Harrod – Clerk & Minute taker County Cllr Rufus Gilbert part meeting Dist. Cllr Judy Pearce Part meeting	Apologies: Cllr Lucinda Goodman Cllr Keith Makepeace Dist. Cllr Simon Wright

REF 2017/18 MINUTES

056 DECLARATIONS OF INTEREST: None Declared

057 MESSENGER: Cllr Kendall

058 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

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

Proposed: Cllr Boyce Seconded: Cllr Pedrick

059 MATTERS ARISING:

- A. VAS sign, now working on the Salcombe Road. Cllr Pedrick questioned why it continues to flash at reduced speeds. Cllr Sampson advised that we do not currently have access to the computer element of the VAS, a new one has been requested.
- B. National Trust, Emma Reece has confirmed that Jacobs Lane will be cut.
- C. Milestone at Pinheys Hill will be given protection from further damage.
- D. The SVRA were contacted re the brambles growing across the footpath on the Collaton Road, the brambles have been removed, other overgrowth remains.

060 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

- A. A letter was forwarded to the Devon & Cornwall Chief Constable re protecting the role of the PCSO in rural communities. No response has been forthcoming.

061 COUNTY COUNCILLORS REPORT:

- A. Signposts: A quote for eight signs as per the information provided by Adam Keay has been received from OTM at £734.19 inclusive of VAT, a second quote has been received from DHF Trading Ltd (Newcastle Upon Tyne) at £453.60 inclusive of VAT. We await information re fittings to ascertain final costs.
Once the actual costs are available the Clerk will forward a bid for the DCC locality fund.
- B. The percentage schools in Devon rated as Ofsted Outstanding or Good is now 93%, parental preference 1st preference is 95%, 2nd is 99% - far higher than national average.
- C. Coombe Down House & Collaton Road drains blocked in addition to drains at Pinheys hill and problems with the drains coming into the village and Well Hill. – Clerk to email Adam Keay and reference Cllr Gilbert to advise we are aware South Huish will be having drains attended to and request that Malborough be dealt with at the same time.

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- D. Burleigh Lane resurfacing will be dealt with over the course of one day only on 28th July, the road will be closed during this period. This has the approval of South Huish Parish Council.
- E. Luckhams Lane traffic is excessive, particularly at the bottom of the road. Clerk will request a visit from a highways officer to address the speed of the traffic, especially in relation to the increased pedestrian footfall and lack of pavements.
- F. Cllr Pedrick advised that part of the wall opposite Salcombe Garage has fallen, there is a query as to who owns the wall. Cllr Rutherford will take a photograph and forward to Cllr Gilbert to investigate.

062 DISTRICT COUNCILLORS REPORT:

- A. Details of the fly tipping campaign have been received, noted that the second approach is letting people know that the council is watching fly-tipping hotspots.
- B. Portlemore Housing, it has been noted that the affordable housing element has reduced from 16 to 15 properties, this is being investigated.
Two options have been provided re the proposed split of properties, Option A: 50% Affordable rent & 50% shared ownership and Option B: 5 social rent, 5 affordable rent & 5 discounted market rate - 75% market value in the appraisal in perpetuity.
MPC favour option B, however, before a decision is made we will ascertain what the cost of the 75% market value rate would be. Cassandra Harrison will be approached for further details re house pricing for 2 & 3 bed properties, Cllr Pearce will be copied in on all correspondence re the plans.
Noted that parking in the area will also be problematic with insufficient parking available on the site. A minimum of 100 spaces was included initially, this has been significantly reduced. Garages should not be included as being a parking space. Parking is required for commercial vehicles and visitors.
Malborough Parish Council would also prefer that the properties be managed by Hastoe and will request this in the interests of the parishioners, we also want a local lettings policy which includes Band E applicants.
- C. Bottle bank – KH contacted Cllr Wright following a second recent incident of the bank filling up quickly and bottles/broken glass being left around the bank. The enquiry was forwarded to Neil Greenhalgh, Waste Manager (Operations), who was reviewing the situation as previous requests to empty the bin were not logged to their system.
The main issue has been mixed waste being left next to the containers. The situation will continue to be monitored.
- D. The new events policy has now been passed, there is now a charge per booking of £55 for any event held on council land. If you want to use a car park you may be charged in the proportion for the number of spaces that would be taken – this would vary according to the time of year.
- E. The proposed merger between West Devon and SHDC moves on apace. The SHDC executive take their decision tomorrow which goes to Council in one week. The outcome will be forwarded for consultation which would be held from August until the end of September. The Parish Council believe that a referendum should be held to allow everyone to vote on the issue.
The two councils already share certain resources, amalgamation would save further funds, however, residents would have their council tax raised significantly to ensure that the levels of West Devon and SHDC are equal.
Noted that SHDC assets are worth far more than those of West Devon.
Cllr Pearce will ensure that MPC remain updated as to developments.
If a consultation does take place, MPC will ensure that parishioners are all aware of how to ensure their opinions are heard.

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- F. The village hall committee are currently working on a project re the parking, 106 monies may be available for this in due course. A reminder will be sent.
- G. We have recently been charged for the annual insurance of playparks, Cllr Pearce advises that this is in line with SHDC procedure.

063 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.

0923/17/FUL Mr P Shepherd – MPC Approval

Application for siting of 4 holiday lodges
Alston Farm, Malborough, Devon, TQ7 3BJ

0549/17/OPA (170549) READVERTISEMENT

Applicant Name: Maze Consulting
Description: (Alternative layout and drainage options proposed) Outline application with some matters reserved for erection of circa 50 no. dwellings and means of access (all other matters reserved)
Address: Development site at SX 710 394 Adjacent To Malborough Park, Malborough

- B. Decisions:

1963/17/PAA Mr B J Ward - Withdrawn

Prior Approval for a proposed larger home extension to extend rear living room.
21 Malborough Park, Malborough, Devon, TQ7 3SR

1636/17/LVC Dr A V Lee – SHDC Conditional Approval

Listed building consent for replacement of concrete skirt on eastern ground perimeter of cottage
Church Gate Cottage, Malborough, TQ7 3DE

1519/17/HHO Mr & Mrs Griffiths – SHDC Conditional Approval

Householder application for single storey extension
9 Cumber Close, Malborough, TQ7 3DE

1121/17/HHO Mr D Gocher – SHDC Conditional Approval

Householder application for a flat roof single storey extension
136 Cumber Close, Malborough, Devon, TQ7 3DG

- C. Enforcement issues: Continue to be dealt with.

064 NEIGHBOURHOOD PLANNING:

- A. Strategic Environmental Assessment Report – the report has been reviewed and updated and will now be sent to the statutory bodies for the required five-week consultation period.

065 HIGHWAYS:

- A. The holes noted at Vicarage Corner and the two dropped drains as you enter the village from Alston have been reported, references W171022296 & W171022300 .
 - B. Traffic Regulation order received for 25th August, Lower Town, Malborough, due to be closed for a few hours only.
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066 FOOTPATHS, TREES & ALLOTMENTS:

- A. The Access for All footpath has been strimmed by Malborough Gardening Services and Jon Hawtin is going to advise re best solution for long term care.
A request was made for another bar to be added to the bottom of the gate between the park and the access for all path. Cllr J Yeoman will investigate.
- B. Jack & Jason Stone have been asked to cut the cycle path during the next two weeks.
- C. A request has been received to allow a resident to reduce the height of the tree canopy opposite Great Lane to improve the view from the property during the summer months. Alan Benstead, Tree Warden has viewed the trees in question and advised that these are young healthy trees, they are not causing any form of danger either to pedestrians or by obstructing the view of motorists. Following discussion, a proposal was made for the trees to be retained at their current height, they have been viewed by the Tree Warden and parishioners have expressly requested that the trees are not cut/pruned or damaged unless they are causing a hazard to parishioners or motorists. Proposed Cllr Boyce, seconded Cllr Pedrick, agreed unanimously.
- D. If parishioners want to address issues with trees, the Parish Council must be advised in the first instance via the Parish Clerk and a solution will be agreed once Alan Benstead has been appraised of the situation.
- E. Footpath 7, Hanger Mill to through to Alan Weymouth's meadow. The path is impassable and trees need attention. Email to be sent to STC.

067 VILLAGE HALL:

- A. Cllr J Yeoman attended the MVH & PFA Meeting.
- B. MVH & PFA have a new treasurer, Duncan Pope.
- C. MVH & PFA were advised that MPC have agreed to underwrite £1,200 plus VAT to pay specific fees re help in finding solutions to the parking problems. This was agreed with a caveat that the resultant works be commenced once planning permission has been received.
Additionally, MVH are looking to add a covered area to connect the external doors of the Annexe and the Village Hall.
- D. A reminder has been forwarded to Fresh Air Fitness re provision of a maintenance kit and amended sign.
- E. New wooden posts and rails and 12 "Do Not Climb" signs have been obtained for erection at the play park following damage recently sustained to fencing.
- F. The Wheelspark bin is now fixed.
- G. There is a Blood Donor Session at Malborough Village Hall on 21st July.
- H. A group has come forward to organise the fireworks this year, John Butler is looking for volunteers for parking, marshals etc. If a suitable plan is taken to MVH the event will proceed. Cllr Sampson suggested the local Air Training Corps be approached to monitor the parking if a suitable field can be obtained.
- I. Dog Orders – new dog orders have been issued that are being disputed by MVH & PFA as the land is privately owned. The dog sign at Cumber will be moved.

068 MISCELLANEOUS:

- A. New Defibrillator – awaiting a response re packages available. We require the defibrillators to be checked weekly with a report emailed to SWAS once per month. Cllr Rutherford agreed to undertake these checks. A check form will be provided & will incorporate expiry dates of pads etc.
- B. New Minutes Mailing List – if any parishioner would like to receive a copy of the minutes via email please provide your email address to malboroughparishclerk@gmail.com, this information will be provided to the SVRA
- C. Clerks Course – Katharine Harrod recently attended a Clerks Course in Exeter.
- D. A pipe has been left by the bus stop and needs to be removed. This will be dealt with by Cllrs Yeoman & Pedrick.

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- E. Cllr Pedrick requested MPC support for Dr Wollaston re ambulance cover in rural locations. The meeting takes place on Wednesday 26th July at KCC.

069 FINANCE & GOVERNANCE:

- A. The monthly accounts, cash book and bills to pay were received for month 4 of the new financial year, 2017/18, show as year to date Appendix A. The proposal to approve these was made by Cllr K Yeoman and seconded by Cllr Boyce and unanimously agreed. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments.
Proposed: Cllr Boyce, Seconded Cllr K Yeoman, approved unanimously.
- B. The new insurance schedule and Employers Liability Certificate have been received, a review of the policy has been diarised for April 2018.
- C. Alison Marshall was contacted re acceptance of a three-year internal audit contract. We await the contract.
- D. New Data Protection laws will be operative from 25th May 2018 more details to be provided in due course.

070 CORRESPONDENCE:

A card was received from Debbie Ede thanking all for her gift and wishing everyone well.

National Plant Monitoring:

A big thank you:

The third season of the National Plant Monitoring Scheme is well underway with volunteers up and down the country going out to visit their squares. A huge thank you to everyone who helped to promote the NPMS over the past two years, we now have over 1100 volunteers taking part as well as a network of 20 NPMS Mentors. Lots of our volunteers' report having heard about the scheme via their parish council so we are very grateful for your hard work.

Results from 2016:

Our latest newsletter is

available: [http://www.npms.org.uk/sites/www.npms.org.uk/files/newsletters/NPMS %20Newsletter_Spring2017_FINAL_v2_0.pdf](http://www.npms.org.uk/sites/www.npms.org.uk/files/newsletters/NPMS_%20Newsletter_Spring2017_FINAL_v2_0.pdf)

Drop-in Workshop

Wednesday 25th July 3-7pm
Stokenham Village Hall

Do you have suggestions as to how the Slapton Line and the A379 road should be protected from lowering beach levels and storm damage?

Please come along to find out more and share your thoughts with us.

For more information contact Alan Denbigh

alan.denbigh@slaptonline.org 07891 927 128

DRAFT



The Devon Air Ambulance
Welcomes Flexible Volunteers!

We understand you have other commitments, so a couple of hours is all we need to help save lives

Turn a couple of hours into something remarkable
There are all sorts of roles available -

Box Collectors Events Van Driving Charity Shops
Head Office Cheque Presentation

Real people saving real lives

Please visit our website www.daat.org or contact Cara our Volunteer Manager c.jones@daat.org or pop into one of our charity shops for more information.

[f](#) [t](#) [in](#) [p](#) [v](#) [u](#)

The poster features two red and blue Devon Air Ambulance helicopters in flight against a blue sky with clouds. Below the helicopters are three small inset photos: a woman smiling while holding up a piece of fabric, a woman working at a desk in a shop, and a group of people at a charity shop stall.

071 OPEN FORUM:

DATES FOR THE DIARY: The next Parish Council meeting is on Wednesday 20th September, 7.30pm, All Saints Church.

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 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, 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), Reverend T Skillman, 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

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				19,625.39
Payments	K Harrod Salary June - net		- 396.41	19,228.98
Payments	K Harrod Salary June - Tax to HMRC		- 102.60	19,126.38
Payments	D Ede - printer ink/postage		- 17.07	19,109.31
Payments	Information Commissioner (by annual direct debit)		- 35.00	19,074.31
Payments	Alison Marshall - Internal Audit		- 179.50	18,894.81
Payments	Malborough Garden Services - Burial ground		- 144.00	18,750.81
Payments	Malborough Garden Services - playground JUNE		- 249.99	18,500.82
Payments	G Boyce - plants for Pound		- 25.00	18,475.82
Payments	Jack Stone - cycle track		- 75.00	18,400.82
Receipts	Interest - gross	0.79		18,401.61
Payments	K Harrod Salary - July		- 499.01	17,902.60
Payments	Viking		- 145.51	17,757.09
Receipts	Balance of Receipts on pay in slip 500072 (KH to provide detail)	95.80		17,852.89
Payments	Malborough Garden Services - playground JULY		- 249.99	17,602.90
TOTALS YTD Financial year 2017/18		£ 22,059.00	-£ 21,752.10	£ 17,602.90
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d			4	£ 17,602.90
Balance at bank at end :			16-Jul-17	
	Revenue Accounts		18,317.86	
	Unpresented Items			
	receipts		-	
	payments		- 714.96	
			£ 17,602.90	0.00
ACCOUNTS FOR PAYMENT				Variance
		Gross is £499.01 incl. £20 facilities recharge, paid and incl. above		
	K Harrod Salary July - net			499.01
	D Ede - printer ink			13.99
	Malborough Garden Services - Burial ground			216.00
	Malborough Garden Services - playground (fixed payment schedule)	paid & incl. above		249.99
	Geoff Allen - playground repairs (2 bills)			32.32
	Viking	paid & incl. above		145.51
	SHDC - invoice awaited, playground annual inspection - NEW			156.00
	K Harrod - Safety Signs for less			17.46
	K Harrod - Health & Safety Direct			11.04
	Viking			213.40
	Meeting Sub Total			1,554.72
RECEIPTS & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		19 July 2017		
Prepared By:	Debbie Ede for Malborough Parish Council			
Date:	updated 21/07/2017			