

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 20th January 2021		Venue & Time: Virtual Meeting, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Vanessa Harris Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr Janey Syrett Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Part Meeting: Dist. Cllr Mark Long Dist. Cllr Judy Pearce County Cllr Rufus Gilbert Parishioners/Guests Present: 2	Apologies:

REF 2020/21 MINUTES

418 WELCOME & APOLOGIES

419 MESSENGER: Cllr J Yeoman

420 DECLARATIONS OF INTEREST: Declarations of interest were received by Cllr Harrod in respect of finance reference 429/a, Cllrs Syrett & Pedrick in respect of 428/b and Cllrs J Yeoman, K Yeoman, Syrett and Pedrick in respect of 428/c. The councillors withdrew from these discussions.

421 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 16th December 2020 were agreed without alteration and will be signed at the next available opportunity.

Proposed: Cllr Harrod Seconded: Cllr Harrod and agreed unanimously

422 CLERKS REPORT:

- There have been various complaints about dog mess in the parish over the last month, we have posted on social media about it and a notice will be included in the Messenger.
- Malborough Park Play Area, the transfer has been completed, we still await an additional payment of £1,600 from the district council.
- No developments have taken place re the local amenity map or cycle track signage.
- Allotment invoices are due to be sent out this month.
- The toilet lids are taking some time to source, we have not yet established if the vandals who caused that damage have been caught on CCTV. The electrical works have been requested, we await a start date.
- Cycle Path Works to the drive crossing the path are in hand, we await a start date.
- The PTFA have been extremely grateful for the support approved by the council, they have now received most of the equipment ordered, the final delivery is due shortly.
- There are numerous Covid scams emerging, we will continue to highlight those we are aware of via social media including links provided by Devon County Council
- Many thanks are due to our Snow Wardens for the gritting they have completed over the last month, especially that around Christmas and New Year. We currently have enough grit left to complete approximately 31 runs.
- Malborough Wood Works, we have been advised that works are required to the Malborough Wood. The Village Hall have some funds available, however, we will establish if any additional funding could be applied for. The restrictions to tree work undertaken in the AONB will be clarified prior to any works commencing.
- Cllr Long will speak again with the housing officer in respect of allocations and will report back.

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- I. The Pound, the Green and the substation next to the toilets have been registered with the Land registry as a possessory title which can be made absolute in ten years. Beers have also given the Council a rebate of £218.

423 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders):

424 POLICE BUSINESS & CONTACTS

We would like to remind residents that there are many ways to contact their local police.

- EMERGENCY CALLS 999.
 - NON-EMERGENCY TELEPHONE 101
 - SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
 - INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
 - RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk
-

425 COUNTY COUNCILLORS REPORT:

- DfE are providing devices (laptops and tablets) for disadvantaged children who:
Have no digital devices in the home.
Only have a smart phone.
Only a single device in the home.
- Information re the latest info on superfast fibre has been provided.
- Recycling centres are to remain open through this lockdown.
- Highways have a lot of flooding damage to clear up after recent heavy rains.
- No decision has been reached in respect of the County Council and Police Crime Commissioners Elections due to be held in May 2021.
- A rural transport consultation has been received, please see the following link
<https://www.gov.uk/government/consultations/future-of-transport-rural-strategy-call-for-evidence>
- Pinheys Hill – there is a raised inspection cover that requires attention prior to the Cholwells turning. Highways to inspect and report back.
- A379 Closure nr Modbury including evenings - Devon County Council will be undertaking works upon the A379 near the entrance to Edmeston Farm (approx. 3/4 mile west of Modbury) to stabilise the highway embankment. Works include the installation of large sheet piles and ground anchors. Works are scheduled to commence on Monday 11th January 2021 for a period of 13 weeks. Due to restricted working space upon the highway a series of night-time road closures will be required to complete the works. It is anticipated night-time closures will be in operation for 6 weeks from the 18th of January 2021 between the hours of 19:00-06:30.
A signed diversion route will be in place for the duration of the closures, the diversion route is signed using the same category of carriageway.
- Fourways Parking – there is a problem with numbers of vehicles parking outside the property and causing visibility issues. If it continues we can consider yellow lines at that location.
- Churchill side of the Narrows (cycle track side of the road), some vehicles have been damaged due to damage at the sides of the road. Cllr Gilbert will request a survey to be undertaken.

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

426 DISTRICT COUNCILLORS REPORT:

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- a. The new lockdown has again led to a lot of work being added to the SHDC workload which would not normally be part of the daily work, please bear with officers if they are taking longer than usual to respond.
- b. There are a number of grants (currently 8) that people can apply, SHDC have uploaded new software that will advise past applicants which grants they can now apply for. Regulations have also changed on certain grants to make them easier to obtain. Parishioners and business owners are encouraged to revisit the site. If a previous applicant (from November onwards) logs on and inputs their reference number the system will advise which grants they are now eligible for.
- c. SHDC has now adopted the Climate Change Strategy & Action Plan
- d. SHDC has also gone through the draft budget, it will be increasing by the maximum amount allowed which equates to £0.10p per band D property per week.
- e. The three Covid officers have undertaken 133 visits and have taken action in 2 cases. Additionally, they have been visiting shops and take away venues that are allowed to open to ensure that all regulations are being adhered to and providing advice where appropriate. They have now been asked to add supermarkets to their list of places to visit.
- f. Details in respect of the Covid-19 vaccination strategy are all available online.
- g. The police are tightening up on compliance, we understand they are now under instruction to follow up any complaints that come in. We have received confirmation that, where appropriate, second homeowners are being asked to return home or face being fined.

Please ensure all issues are reported.

- h. The SHDC housing strategy is out to consultation until 1st February. You can read a copy of the draft Housing Strategy here: www.southhams.gov.uk/housing-strategy-2021
Please fill out this short survey with your views: <https://www.surveymonkey.co.uk/r/8MMVGG8>
- i. The rollout of the new recycling service has been delayed slightly. It will take place over a number of weeks with an anticipated start date of Easter for the Ivybridge area. Full information will be provided to all in good time prior to the first collections.

It takes two minutes to report a problem, please help keep our community beautiful

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

427 PLANNING:

- a. **Applications** received by the Parish Council and under discussion and consideration for the last period. Any recommendation by the Parish Council to the Planning Department is noted after the application details. Those without comment remain under discussion.
1. **Pre-application liaison.** The parish council have received a draft Design and Access statement for an all-weather riding surface with a request for comments. The council neither support nor object to the potential application at this stage, full details of the application are required prior to any decision being made.
 2. **4250/20/HHO**, West Soar, Replacement windows/doors. **MPC Support.**
 3. **4207/20/FUL**, Land South of Shute Park, Retrospective Application, shed, storage container & base. **MPC Object**
 4. **4261/20/HHO**, 5 Luckhams Lane, addition of single storey rear extension. **MPC Support.**
 5. **4227/20/HHO**, Westercot, resubmission of 3203/20/HHO. **MPC Support.**
 6. **3964/20/OPA**, Higher Broadmoor Farm. **For information only.** The Parish Council do not accept outline planning applications.
 7. Tree Protection Order, Malborough Park. This is ongoing.

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NOTE: When providing a response to applications, the Malborough Neighbourhood Plan will be referenced.

b. Decisions:

1. **3718/20/HHO**, 1 Alston Gate, single storey extension. **Conditional Approval.**
2. **3665/20/HHO**, 24 Malborough Park, garage conversion to additional accommodation. **Approval.**
3. **3654/20/FUL**, land at SX 708 394, erection of animal shelter/fodder store & store. **Refusal.**
4. **3656/20/TCA**, 3 Alma Terrace, Cherry crown reduction on all sides by 0.5m **No Decision.**
5. **3693/20/LBC**, Parrots Corner, listed building consent for three windows. **Conditional Approval.**
6. **Secretary of State Appeal**, Barn at Higher Soar, Malborough. **No Decision.**
7. **3549/20/HHO** Barnspark, New Car Port **Conditional Approval.**
8. **3084/20/FUL**, Ilton Farm, Change of Use, Silage Pit to Storage Containers **Refusal.**
9. **1982/20/HHO & 1983/20/LBC**, Portlemore Barton, Building improvement & New Gates. **Withdrawn.**
10. **3588/20/HHO**, 54 Cumber Close, Flat Roof Extension. **Conditional Approval.**
11. **3202/20/HHO**, Westercot, Lower Town, Rear Extension & Glazed Link. **Withdrawn.**
12. **2842/20/ARC** Alston Gate, Discharge of Conditions **No Decision**
13. **0905/20/ARC**, Winters Marine, **No Decision.**

c. Enforcement issues: Continue to be dealt with.

Please will all parishioners provide the Clerk with full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

428 BUSINESS TO BE DISCUSSED:

- a) Proposal to purchase a new VAS unit at £1,813 plus VAT.
A third VAS unit is required and we have an option to purchase one from our preferred supplier at a discounted rate.
Proposed Cllr Sampson, Seconded Cllr Harris, approved unanimously.
- b) Proposal to maintain Messenger advertising rates for the next six issues of 2021/22 at existing levels.
Proposed Cllr K Yeoman, Seconded Cllr Kendall, approved unanimously.
- c) Proposal to provide donations to Hope Cove Lifeboat £500, Citizens Advice Bureau £150 and Royal Voluntary Service £150
Note: The Horticultural Society will not receive a payment this year, the funds that would normally have been donated to them will be split between the CAB and RVS as they have been more adversely affected by the pandemic.
Proposed: Cllr Sampson, Seconded Cllr Goodhead, approved unanimously.
- d) Village Hall Update: Minutes are approved one month in arrears; these can be found on the village hall website. The proposed dog walking path around the other side of the village hall playing field between Cumber entrance and Collaton road has been accepted in principle, full details need to be agreed including a gate at the Cumber entrance that can be used by less able members of the community. Once the details have been agreed the Parish Council can approve the creation of a tender document for the works. This will be financed by the S106 monies from the housing developments. These monies are tightly ringfenced for sport and recreation.
- e) Monthly checks have been undertaken on the defibrillators and skate park. The meters were read and updated readings given for the toilet utilities. The allotment reading is outstanding. Mr Allan continues to look after the play areas for us.

429 FINANCE & GOVERNANCE:

- a. The accounts for 2020/21 month 10 were received, shown as year-to-date **Appendix A**. A mandate sheet and transaction record will be signed in respect of the e-payments at our next actual meeting:

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Accounts to pay – Clerks Salary £634.87, Zoom January Payment £14.39, Donation to Malborough with South Huish PTFA for Youth Club equipment £625.62, Lockshop Direct £90.25, Malborough Garden Services £151.20

The payments were proposed by Cllr Goodhead and seconded by Cllr Harris and approved unanimously.

b. Governance:

a) Precept Dispensation:

A blanket dispensation is required for all current Parish Councillors, effective immediately and to remain in force for a period of one year, or until repealed by Council, to enable Members to speak and vote at meetings of the Council (as defined in the Code of Conduct) relating to Setting the Council Tax or a Precept. This dispensation is now due for review. The grounds for granting this particular dispensation are:

- That so many members of the Council have disclosable pecuniary interests in the matter of setting the precept/Council Tax that it would impede the transaction of the business.
- That the Council considers that the dispensation is in the interests of persons living in the Council's area.
- That without a dispensation no member of the Council would be able to participate on the matter. Proposed Cllr Pedrick and seconded by Cllr Sampson the meeting unanimously agreed to renew this dispensation for a further one year or until repealed by Council. Accordingly discussions then took place re the BUDGET & PRECEPT for the coming financial year.

b) Precept Discussion and Agreement:

- The monthly accounts always show the Council's spend to date in the financial year. In December/January the Parish Council uses this information to estimate and assess the projected outturn spend for the year. This then gives the Council a likely carry forward figure for the next financial year and informs the precept discussions. .
- The meeting therefore reviewed the year-to-date financial position and worked through the modelling supplied by the Clerk to assure itself of the validity of the projected outturn.
- The meeting then considered the commitments, inflationary pressures and the likely increase in services needing to be both provided and funded locally. Year on year the Parish Council has to pick up more and more of the services previously provided by the County or District Councils – if the Parish and its' parishioners wish them to continue.
- The Council Tax Support Grant (CTSG) from SHDC has now been removed entirely and the base band D on which precept calculations are based has increased slightly from 480.14 to 480.31.
- The meeting noted that the Government has decided to defer the setting of council tax referendum principles to town and parish councils for 2020/21. However it has issued a challenge to those councils to demonstrate restraint when increasing precepts that are not a direct result of taking on additional responsibilities.
- The Council concluded that they needed to increase the precept by 7.5% to £31,780 so the average household will pay £66.17 per year (i.e.: £1.27p per week). (Last year, the precept cost the average household £61.57 per annum so this is less than 9p per week increase). This will mean our budget increases by £1,911 allowing us to continue to fund the costs associated with upkeep of the parish as well as the potential costs of more services devolved from County or District etc. One major project will be the Malborough Park Play Area, aimed at improving the play facilities in that section of the parish.
- A proposal was made to request a precept level of £31,780.41 as per the above information. Proposed by Cllr Kendall, seconded by Cllr Harrod and approved unanimously.

MEETING ENDS 20.55 Hrs

DATES FOR THE DIARY: 17th February, **Zoom, 19.30 hrs.**

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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: All current Parish Councillors

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, Salcombe Police Station, Jamie Rundle (Tree Warden), Mr Tony Lyle (Climate Emergency Sub-Committee), Malborough Parish Council Notice Board,, Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA

APPENDIX A: Malborough Parish Council Finance: Month 10

Category	Descriptor	Date	Month No. of Report to Council	banked	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year							27,148.31
Payment	Zoom December Payment	11/01/2021	10	Y	-	14.39	118,457.82
Payment	Huish Flock Rossiter	11/01/2021	10	Y	-	194.40	118,263.42
Payment	Wickstead Crossed Rope		10		-	251.08	118,012.34
Payment	Malb.Garden Services	11/01/2021	10	Y	-	393.99	117,618.35
Payment	Quantum Heritage	11/01/2021	10	Y	-	30.08	117,588.27
Payment	Illuminate		10		-	387.16	117,201.11
Payment	Cistern Lids - Twyford		10		-	318.00	116,883.11
Payment	Nick Walker Printing	11/01/2021	10	Y	-	323.00	116,560.11
Payment	December Clerks Salary & HMRC	30/12/2021	10	Y	-	634.87	115,925.24
Receipts	Beers Solicitors REFUND	06/01/2021	10	Y	218.00		116,143.24
Payment	Devon CC Grant Cycle Path	17/12/2021	10	Y	1,500.00		117,643.24
							117,643.24
TOTALS YTD Financial year 2019/20					£ 154,218.26	-£ 63,723.33	£ 117,643.24
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2020/21 month	10	£ 117,643.24
Balance at bank at end :						20-Jan-21	
	Revenue Accounts					117,643.24	
	Unpresented Items				receipts	-	
					payments	-	
						£ 117,643.24	-
£s	RESERVE FUNDS				ACCOUNTS FOR PAYMENT		Variance
£ 2,000.00	Gritter Repairs				K Harrod Salary	DD Month End	-634.87
£ 3,500.00	New Gritter Purchase/Climate Adaptations				HMRC NIC		incd in above
£ 200.00	Signage						
£ 2,000.00	Bus stop Installation					Zoom JanuaryPayment	- 14.39
£ 1,000.00	Replacement Defibrillators					Malb.Garden Services	- 151.20
£ 7,000.00	Toilet Cleaning Fees					M&SH PTFA	625.62
£ 4,500.00	Toilet Repairs/Maintenance					Lockshop Direct	- 90.25
£ 2,000.00	Environmental Improvements						
£ 1,000.00	Fencing Improvements						
£ 150.00	Election Costs						
£ 25,000.00	Maintenance of Malborough Park						
£ 62,769.69	S106 Funds Malborough Park						
£ 111,119.69	SUB TOTAL						
£ 6,523.55	General Holding Funds						
£ 117,643.24	Total Funds:						
Receipts & PAYMENTS REPORT TO COUNCIL							
MEETING DATE				20/01/2021			
Prepared By:				K Harrod for Malborough Parish Council			
Date:				20/01/2021			