

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 20 th June 2018		Venue & Time: Village Hall Annexe, 19.30hrs
Present: Cllr Gill Boyce Cllr Lucinda Goodman Cllr Ann Kendall Cllr Keith Makepeace 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 Dist. Cllr Judy Pearce Dist. Cllr Simon Wright PC D Prowse Part meeting	Apologies: Cllr Hayley Rutherford PC J Pengilly PCSO P O'Dwyer

REF 2018/19 MINUTES

156 WELCOME & APOLOGIES

157 **DECLARATIONS OF INTEREST:** Cllr Kendall noted an interest in respect of Finance and withdrew from these discussions.

158 MESSENGER: Ann Kendall

159 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting and Annual Parish Meeting of 16th May 2018 were agreed and signed with one alteration to section 16/5/18160G to show South Milton Parish.
Proposed: Cllr Boyce Seconded: Cllr K Yeoman and agreed unanimously

160 MATTERS ARISING:

- A. The Allotment water supply continues to be investigated, a refund of over £2,000 has been agreed and we now await the replacement of the old meter which is due to take place on 18th July, in the meantime the water has been turned on again and the meter will be read weekly. MPC thanks Bibby's Plumbing & Heating for fixing one of the taps at the allotments that was not working due to a blockage.
- B. 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.**
- C. Horseypool Pond – The second part of the clearance has now been undertaken and Cllr Rundle has agreed to finalise the clearance in due course.
- D. Post Office – No response has been received to our communication to Marie Tighe in support of Malborough Post Office. This will be followed up. **ACTION: Clerk**
- E. South West Outdoor Festival (SWOF) – volunteers are being requested for the festival. Contact Patrick Kinsella at pat@adventuretypes.com / 07415 512631. The NT have accepted an invitation to speak at our July meeting to provide a full update. **ACTION: Clerk to follow up with Adam Keay**
- F. Gritter & Salt: We are still awaiting 1.5t of free salt, we have not received the 3t ordered and request that the free 10t be delivered with the 3.5t. The new gritter is on order, funding received to date £500 Cllr Pearce, £400 Cllr Wright, South Huish Parish Council £850 plus £1,700 received from Thurlestone Parish Council for the second hand gritter.
We have been offered 1.5t of salt from South Milton Parish subject to collection, we are working with SHPC to best agree how to transfer the salt. **ACTION: Clerk**

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

161 POLICE BUSINESS & NEIGHBOURHOOD WATCH:

The police have advised that issues in the village at this time are anti-social behaviour at both Lower Town and the playing fields/skate park.

This afternoon a Misuse of Drugs Act warrant was executed at an address in Malborough. This was in response to community concerns and intelligence about possible drugs supply in the Kingsbridge area.

A quantity of Class A drugs were located; a male is currently in custody assisting police with the investigation.

This was a joint operation between Kingsbridge Officers and the South Devon pro-active team.

If you have any information about drugs then please call Crimestoppers on 0800555111. Your call will be treated in confidence.

If anyone has any information re these or other incidents in the parish, please ensure you pass the information on.

162 COUNTY COUNCILLORS REPORT:

- A. 20mph speeding restrictions are being reviewed.
- B. Fine evaders are being reviewed (those with three or more fines outstanding) the outcome will be removal of the offenders vehicle.
- C. Road work permits will be issued for utility companies – the company will buy a license for works at a cost per day with cheaper permits available at night. Works running over will have to purchase a further license.
- D. Pavement parking to be reviewed, fines will be given if the criteria comes through. Cllr Gilbert was requested to consider an evening parking enforcement officer – which could well prove to be cost neutral.
- E. SCARF (Speed Data Analysis) – a speed data analysis has been ordered by Adam Key for Collaton Rd and the two sites as before (entry/exit from village). Data devices have been installed in the village, no further information has been received from the Data Team.
- F. Townsend Cross, the patching of the hole at Townsend Cross was poor, Adam Key advises that it's not a great job but the Routine and Reactive Teams are unlikely to come out again.
- G. Vicarage Corner and Higher Town also in need of repairs. Vicarage Corner still requires attention. The hole in Higher Town was repaired after a parishioner incident – this brought to light the fact that no potholes were showing as having been reported at this location which is not the case. This is now being investigated. **ACTION: Clerk to report Vicarage Corner again**
- H. Traffic Regulation Orders – can the 30mph road markings be put in where the 30mph limit is – yes, but there are no resources to do so. Cllr Gilbert advised MPC to request a price from Highways and we'll find a way to achieve this. The signage will not be moved further out of the village as there are parishioner concerns re visibility if this were to occur. **ACTION: Clerk**
- I. VAS – It transpires that our previous VAS system was not approved by DCC. Furthermore, Cllr Sampson has been advised that DCC do not accept Speed Indicator Devices (SIDs) and further investigation has proven that other Councils have purchased and installed non-approved systems. Neil Oxtton from DCC has provided poor information to date and has been unable to provide a full

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

list. Cllr Gilbert will talk directly to Chris Rook (Head of Enforcement) and Neil Oxtan re the situation. **ACTION: Cllr Gilbert**

- J. West Alvington road has been temporarily patched. Tenders for resurface in September are being sought.
- K. Pothole & Highways Reporting:

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

Cllr Gilbert left the meeting

163 DISTRICT COUNCILLORS REPORT:

- A. Public Toilets – there is a requirement for public toilets in the village and as there is no appetite to provide alternate facilities in the event of the Post Office facilities being sold, we need to retain the existing toilets. Long term, this may require MPC to take full control of the facilities.
- B. S106 monies in respect of community housing – a review will take place in due course re distribution of the monies and if they are to be allowed to be utilised outside of the parish they are initially allocated to.
- C. Great Park – Awaiting Hastoe response
- D. SHDC Lottery - Tickets will go on sale on 27 June and the first draw of the SeaMoor Lotto will be on 4 August. Supporters will be able to go online and buy tickets at a cost of £1 per week. Each ticket consists of six numbers and as with many other lotteries, the more numbers you match the bigger the prize. You can buy tickets for multiple or single causes. 50% of your ticket price goes to the charity you are supporting, 10% goes to the Council's good cause fund, for them to distribute to local good causes not signed up to the lottery, and 20% goes to Gatherwell to cover running costs.
- E. Ashby's are now open and already there have been near misses reported and it is felt to be a matter of time before something more serious occurs on the highway. **ACTION: Clerk to email Cllr Gilbert**
- E. Issues have been raised with missed rubbish collections. Cllr Kendall to email Cllrs Wright & Pearce following one parishioner who has had to wait a month for collection. **ACTION: Cllr Kendall**
- G. White van obstructing the highway at Crossparks permanently parked. **ACTION: Cllr Pearce to follow up & Clerk to forward details to Cllr Gilbert**

164 PLANNING:

A. Neighbourhood Development Planning:

An addendum to Malborough's Neighbourhood Plan has been included in the documentation, this addendum re-presents some of the arguments, rationale and evidence for one of our key policies - the principal residence restriction on new builds.

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.

- B. **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.

1305/18/HHO, Hope Thatch – MPC No Objection

Amendment of vehicular access

1780/18/ARM Baker Estates – Land at Portlemore, 50 house estate.

Documentation was received two days ago, councillors have had insufficient time to view the plans. A request for an extension will be put through to SHDC.

Remaining under SHDC Discussion:

0489/18/FUL Soole – MPC Approval

0608/18/FUL Mr J Sampson – MPC Approval

0280/18/FUL Mrs J Tucker – MPC Approval

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

3863/17/FUL Mrs Katharine Harrod – MPC Approval

1391/16/OPA Mr T Thompson – MPC Objection

- C. **Decisions:**

1118/18/HHO Mr J Thompson – MPC Objection. SHDC Conditional Approval

- D. **Enforcement issues:** Continue to be dealt with.

165 Highways:

- A. Collaton Banks: Require attention. Cllr Makepeace to provide details of a contractor. **ACTION: Cllr Makepeace**
- B. Lorry Signage: We continue to investigate signage to prevent lorries accessing/turning at Broadmoor Lane. **ACTION: Clerk**
- C. Bus Stop Cumber Close: Last week a parishioner witnessed a Tally Ho Coach reversing into the Cumber Close bus stop. Some damage has occurred. We have contacted Tally Ho who are currently establishing the driver of the coach. They will visit the bus stop to view the damage and will then arrange for repair.

166 FOOTPATHS, TREES & ALLOTMENTS:

- A. Village Handyman: No interested parties have contacted MPC.



HANDYMAN WANTED

Malborough Parish Council are seeking a handyman to help with maintenance and small repairs that are required in the parish. If you would like more information, please contact the clerk at malboroughparishclerk@gmail.com or call 07704 941150.

- B. Tabbs Cottage: A wooden fence with gate has been erected across the public right of way giving the impression that there is no access. Clerk to contact DCC Footpaths for advice re footpath obstruction and possible signage. **ACTION: Clerk**
- C. The cycle track, access for all and access points to the MVH & PFA have been cut.
- D. Reminder letter sent to relevant parishioners re cutting overhanging hedges. Please can all parishioners ensure that all plants and branches overhanging from their boundaries are kept well maintained.
- E. Seat maintenance & Noticeboards – require assessment and maintenance.
- F. The bus stop mural has now had two coats of anti-graffiti paint.

166 VILLAGE HALL:

- A. Cllr Boyce attended the meeting.
- B. Monthly update: Full minutes are available on the MVH & PFA page of the Malborough Website. The Scarecrow trail made a profit of over £1,800.
- C. Shower Room/Store: A quote has been accepted. MPC agreed at the last meeting we would provide a donation of £1,500. The contractor needs to invoice MPC £1,500 plus VAT
- D. Cycle Track Fence:
- E. Car Park: Percolation tests have now been undertaken with no adverse results.
- F. 106 Agreement Update: We currently await confirmation of a meeting with Rob Sekula which would include details of a possible new play area at Malborough Park.
Parishioners living near to the Church have asked if there is any opportunity for a play area for children living in that part of the village.

167 MISCELLANEOUS:

- A. Devon Mobile Library & Outreach Consultation:



Devon Mobile Library and Outreach Service **Consultation 2018**

Have your say devon.cc/librariesoutreach

Closing date of 28 July 2018

You can also complete the consultation online in any of our 50 libraries. Paper copies of the consultation are available at all our libraries and at mobile library service stops.



This is a consultation in partnership with Libraries Unlimited

- B. Messenger Printing: Inks supplied to last approximately 18m have been obtained.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

168 FINANCE & GOVERNANCE:

- A. The accounts for 2018/19 month 3 were received, see **Appendix A**. A mandate sheet and transaction record were introduced and duly signed to authorise the e-payments. The payments were proposed by Cllr Goodhead and seconded by Cllr Boyce and carried unanimously.
 - B. Internal Audit: the final accounts for 2017/18 and annual governance statement were ready for review by the internal auditor on 30th May. The internal auditor signed off the Annual Governance & Accountability Return 2017/18. Recommendations received in the internal audit report will be actioned by the Clerk. **ACTION: Clerk**
 - C. External Audit: The Annual Governance Statement Section 1, 2017/18 was approved by the Councillors and signed by the Clerk and Chairman.
 - D. External Audit - The Accounting statements, Section 2 for 2017/18 was approved by the Councillors and signed by the RFO and Chairman.
-

169 CORRESPONDENCE: AONB, The South Devon AONB are excited to be delivering a new campaign during 2018 which explores what makes South Devon special. As part of the project they will be running events and activities to help people get out and about. This includes:

- A series of 10 guided walks
- A new set of 10 geocaches
- A photograph competition
- A natural nightscapes events programme

Details can be found at www.southdevonaonb.org.uk

170 OPEN FORUM: No further items were raised.

MEETING ENDS 21.26 Hrs

DATES FOR THE DIARY: The 2018 Parish Council meeting dates are: 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 3

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
Payments	May Clerk Salary & Facilities Recharge	-	487.01	36,303.51
Payments	HMRC NIC	-	12.00	36,291.51
Payments	D Ede Neighbourhood Plan Fees/Expenses	-	914.98	35,376.53
Payments	Malborough Garden Services Grass	-	249.00	35,127.53
Payments	Malborough Garden Services Graveyard	-	144.00	34,983.53
Payments	C Wrangles C/O Cllr Kendall	-	75.00	34,908.53
Payments	DALC Training GDPR	-	48.00	34,860.53
Payments	Hocking Allotment annual fee	-	250.00	34,610.53
Payments	Came & Co Insurance Renewal	-	665.29	33,945.24
Payments	Messenger Expenses - Viking	-	100.72	33,844.52
Payments	J Yeoman Stakes	-	265.32	33,579.20
Receipts	Interest (Gross)	1.53	-	33,580.73
Receipts	Allotments	27.50	-	33,608.23
Receipts	allotments	68.75	-	33,676.98
Receipts	Gritter payment SHPC	850.00	-	34,526.98
Receipts	SHPC Printing Fees	71.40	-	34,598.38
Receipts	Allotments	27.50	-	34,625.88
Receipts	Thurlestone PC purchase of gritter	1,700.00	-	36,325.88
Receipts	Allotments	192.50	-	36,518.38
Payments	ICO Annual Fee	-	35.00	36,483.38
Payments	June Clerk Salary & Facilities Recharge	-	699.37	35,784.01
Payments	HMRC NIC	-	67.46	35,716.55
TOTALS YTD Financial year 2018/19		£ 22,437.56	-£ 5,079.04	£ 35,716.55
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d				£ 35,716.55
Balance at bank at end :			20-Jun-18	
Revenue Accounts			36,196.55	
Unpresented Items		receipts		
		payments	- 480.00	
			£ 35,716.55	-
ACCOUNTS FOR PAYMENT				Variance
K Harrod Salary & HMRC NIC & Expenses		Gross is £766.83 incl. £20 facilities recharge, paid and incl. above		766.83
Plus				
Graveyard, Malborough Garden Services				216.00
Village Hall, Malborough Garden Services				249.00
Access Path, Malborough Garden Services				158.40
Viking Stationery Order				158.95
RVS Printer Ink				258.74
DALC Affiliation				217.17
DALC GDPR Course				48.00
DALC Audit Course				33.48
Clearance of Horseypool				60.00
Internal Audit Alison Marshall				189.85
Stone Landscape Maintenance				90.00
Church Hire Jan/Mar 2018				48.00
Meeting Sub Total				1,727.59
Receipts & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		20/06/2018		
Prepared By:		K Harrod for Malborough Parish Council		
Date:		20/06/2018		