

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

<b>Date:</b> 17 <sup>th</sup> February 2016		<b>Venue &amp; Time:</b> The Annexe, 19.30hrs
<b>Present:</b> Cllr Ann Kendall Cllr Paul Pedrick Cllr M Wesley Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	<b>In Attendance:</b> Debbie Ede Clerk & Minute Taker Dist Cllr Judy Pearce (part meeting) Dist Cllr Simon Wright (part meeting)	<b>Apologies:</b> Cllr Gill Boyce PCSO Dave Gibson County Cllr Rufus Gilbert Cllr Lucinda Goodhead Cllr Kathy Harrod Cllr Keith Makepeace PC Jo Pengilly

### **Ref 2015/16 Minutes** **Action**

**146 INTERESTS** – Cllr Pedrick declared an interest under the playground noticeboard repair item and subsequently withdrew from that discussion.

#### **147 MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the Parish Council meeting of 20<sup>th</sup> January 2016 were agreed and signed, proposed by Cllr Kendall & seconded by Cllr Wesley and voted through unanimously

**148 MESSENGER** – Cllr Wesley undertook to summarise the meeting for the next edition of the Messenger.

#### **149 MATTERS ARISING (from previous minutes only)**

- A. The Cumber/Collaton Road Bus Shelter roof has been repaired and a letter of thanks has been received from a grateful (and dry!) parishioner.
- B. A cheque had been presented to the school last week and featured on the front page of the Gazette! £4905 had been raised by the Council with help from our District Councillors and the TAP fund to support the improved outdoor learning environment.
- C. o/s re. the refurbishment of Jubilee Shelter, Alison Lees has missed the weather window for the year and is working to complete the work before the summer holiday season.
- D. o/s The new Acrylic Footpath Map is up outside of the Post Office and Cllr Boyce has reminded Mr Jarvis about the remedial painting of the surround who has it 'in hand' and is waiting for a weather window.

#### **150 POLICE BUSINESS & NEIGHBOURHOOD WATCH;**

PCSO Gibson has said: ...." *Apologies as I won't be able to attend tomorrow and Jo is on leave*

*Crime figs. for the last month are - 2 x crimes*

*1 x dog out of control (on skate park – dog has pulled away from owner and run into skate park towards youths ,a young man on his board has been bitten to the back of his thigh, thankfully not a serious wound – dealt with by way of community resolution ,and dog control order )*

*1 x arson (East Soar NT car park – fencing posts pulled from ground and set alight , no witnesses)*

*We do seem to have a small group of "boy racers" at the moment, who are using isolated rural spots to gather in their cars during quiet hours - we are currently monitoring this with an eye on anti-social driving and possibly other offences – can I request any sightings of similar groups who are acting in this manner (ie performing doughnuts/driving off road etc.) be reported to us please – via email -*

*[101@devonandcornwall.pnn.police.uk](mailto:101@devonandcornwall.pnn.police.uk) - unless emergency when 999. Vehicle details/registrations will be useful .....*"

#### **151 COUNTY COUNCILLORS REPORT:**

Cllr Gilbert had tendered his apologies but a useful meeting had taken place between him, Cllr Yeoman and the Clerk to advance o/s issues during the month. These include

## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

- Alston Gate Speed Survey under investigation, with the results confirming a lot of speeding Malborough will be having the VAS regularly. Cllr Gilbert will find out the cost of a unit to see if the village could secure its own mobile VAS with funding help from Cllr Gilbert's County budget of £1k
- Traffic calming - ongoing liaison with Highways to see if the village funded the signage whether this would be acceptable. Because there is no accident history we cannot access DCC/Safety Camera Partnership funds.
- Zebra crossing signage - we are waiting on news of our bid for new Belisha beacons, and Cllr Gilbert will let us know what signs are 'permissible' as we do not feel the current signage to be visible enough or explicit. Again it may mean the Parish has to fund the improvements.
- Collaton Road DYL – confirmed as in hand, waiting for the next TRO
- Collaton Footpath verge cutting/maintenance/path repair – the County Council will ONLY cut/trim/repair if there is a proven safety defect and to protect visibility splays. Thus any future cuts along the top will have to be commissioned and paid for the Parish Council. We may get a 'slurry seal' of the path to improve its surface – tbc.
- Cycle Track – we would like the track to be patched and maintained but DCC will only make pre-emptive repairs for safety considerations. Cllr Yeoman will walk it and identify hot spots and it is suggested we liaise with Channings Wood prison to see if we can get a community works programme organised for ongoing annual maintenance - the clearance of encroaching vegetation. From the track to Ms Freeman's to Combe Down is thought to be the worst affected.
- Re-designation Malborough Roads – confirmed as logged but we are querying if the designations have actually been changed since our 2014 submission. The 'dotted lines' through Rew and Portlemore have not been clarified.
- Luckhams Lane junction o/s
- Snow Warden Insurance cover – whilst 3<sup>rd</sup> party liability by DCC has been confirmed we will not get separate written confirmation. The statement in the DCC snow warden brochure is said to be sufficient.
- There is a new road warden in post at DCC, Victor Gough.
- Luckhams Lane surface water run off o/s
- Alston Gate footpath and s106; see minute ref 155.
- Traffic works 16<sup>th</sup> March – Higher Town access will be maintained for large vehicles
- Broadmoor Lane drainage – Cllr Gilbert advises that self- help is the only answer at the moment as DCC are overwhelmed with emergencies given the monsoon winter. The Parish Council needs to follow up its query with SHDC re the size and routes of the waste lorries and their effects on the road banks and hedges. Cllr Kendall advised that a large delivery van got stuck there in the week – serious damage has been caused to an entrance gate and to the lane itself, with a large tractor required to release it. Can we prohibit HGVs completely except for access? The brown warning sign has again been damaged.

---

#### 152 DISTRICT COUNCILLORS REPORT

Cllr Wright reported that;

- A. The final settlement from the Government had been received and SHDC was better off than it feared (the £300k deducted from them in the Autumn had come back!)
- B. A £5 rise per household has been agreed to the Council Tax ie: just over 3%. This rise does protect front line services, there will be no cuts.
- C. The £10,000 citizens' advice outreach service will be continued.
- D. A £31.8k saving has been identified on members allowances.
- E. Re. the reduction in District Councillors both our Cllrs made representations to the Panel sharing concerns about the number of 2<sup>nd</sup> home owners and the huge, seasonal rises in population. This gives rise to worries about the Councillors' ability to be effective representatives for such a large catchment.
- F. The £153,000 budget for Community Reinvestment Projects is being maintained.

## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

- G. The SHDC budget had been set with a maximum expenditure target of £8.751m. Reserves are budgeted at £1.5m.
- H. A new innovation fund of £771k has been set up. This is to “Invest to Earn”. It is hoped to set up a company, to generate income and to look at the possibility of investing in employment/commercial units and, possibly, new houses.
- I. Grant Thornton (SHDC external auditors) have just published a very favourable audit report on the administration of the £22.4million housing benefit budget.
- J. SHDC have been shortlisted by l'Eazy easy for awards in the Annual Best Council category and Transforming Through People category.
- K. Cllr Wright attended an excellent training session run by the Community Safety Partnerships, 70 people attending representing 50 different organisations. The day focused on vulnerable people - how to spot/identify them and then how to deal/care with them.

Cllr Pearce then added;

- L. Re the Heart of the South West (Devon & Somerset) devolution bid, the 23 organisations involved have voted to send it forward but what does this actually mean? The changes may not necessarily be discernible although we may see a mayor of Devon and Somerset. Having a mayor attracts extra 'monies'/better settlement. Changes planned around Plymouth will also benefit us, upping training skills and bringing inward investment to the city and hinterland. More information is available on the SHDC website. <http://www.southhams.gov.uk/CHttpHandler.ashx?id=16598&p=0>
- M. The SHDC Executive have received a Community Right to Build paper, and agreed to devolve future decisions' authority to officers. For information there is a bid in from Totnes about this.
- N. Another waste review is scheduled and there is a *possibility* of a move to a 4 day bin round.
- O. The Duty Planning Service is changing; officers will be at South Hams on Mondays, Tuesdays and Thursdays. A heritage officer will also attend on Thursdays. The service, whilst remaining free, will now be appointment led now with booking required 14 days in advance.
- P. Re. the Tides Reach development, both Councillors attended an on site visit with officers and were able to emphasise and explain the perceived disadvantages of new proposal; SHDC officers now working with architects/landowner to improve/act on concerns
- Q. New arrangements are proposed for the SHDC planning enforcement service; from 1<sup>st</sup> March anything new will be investigated within 14 days by a locality officer who will report back to the planning team. The case will then be triaged and subsequent action taken by a development management officer rather than a dedicated enforcement specialist. Cllr Pearce advised she is not sure how members will be kept informed. The back log will be cleared within 12 months; Councillors have triaged o/s cases and this list will be shared with us for comment.

---

#### 153 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

[0199/16/FUL](#)

Application for provision of facilities building for existing campsite, hardstandings for caravans and extension to existing track

Ilton Farm Salcombe Road To Ilton Cross Malborough Devon TQ7 3BZ

[0306/16/VAR](#) Application for removal or variation of condition - 33/1945/15/F - condition 2

New Cottage Luckhams Lane Malborough Devon TQ7 3RY

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

---

[2826/15/FUL](#) Refurbishment and extension of existing hotel including erection of new bedroom wing to form a 44 bedroom, 4\* hotel and part change of use of existing upper floors of existing hotel to create 10 apartments with associated car parking.

Tides Reach Hotel Cliff Road Salcombe Devon TQ8 8LJ

Building access, sewerage and drainage were identified as the main concerns of Malborough Parish Council. The design was again thought to be not in keeping and to obstruct views of the valley. The meeting agreed to write objecting to the current plans and highlighting these concerns. A decent routing plan for the build was required. The meeting agreed that the site does need redevelopment but has to be appropriate to the site.

Queries were raised about the need for planning permission re Shepherds Huts. Cllr Pearce clarified that, for any commercial concern, rather than ancillary domestic accommodation, permission is required.

**B. Decisions** – none received

**C. Enforcement Issues** – One o/s case has been closed with ‘no case to answer.’ However the meeting believes that the planning conditions have not been complied with. Cllr Pearce will investigate.

**D. NEIGHBOURHOOD PLAN. Reproduced below is the latest Community Brief:**

To recap, the rationale for writing a Neighbourhood Plan is to ensure that we, as a Parish, can have some say in how our community develops. The plan will become a statutory planning document. It will ensure that the needs, views and priorities of the local community, us, are fully considered when assessing future planning applications and proposed developments within the area.

In 2013, when we started this Neighbourhood Planning process, we said that development is going to happen. In planning terms Malborough is considered ‘sustainable’: there is identified, and current, local need for affordable homes and, at some point, more houses will be built within the Parish. We cannot stand still – our community is growing. Between 2001 and 2011 our population grew by more than 8%. In 20 years’ time, using this same rate of growth, Malborough will grow by a further 17%. Thus our population will have increased by more than a quarter since the 2001 census! However we analyse this, and we can look at the data by age group, occupation, household type etc., some development of our Parish is going to be needed.

**In 2015 Malborough called for potential development sites:**

In calling for potential development sites we wanted land owners, developers and local community groups to have this opportunity to identify the most suitable sites. We know that land is a precious resource and the local knowledge of people who live and work in Malborough was crucial in helping to ensure that all potential, sustainable opportunities for development were considered.

**Site assessments:** In August 2015 a Stakeholder Panel was formed and the submitted sites were researched, visited and assessed. This exercise was not, in itself, a process to allocate sites but to identify options.

**Engaging you in the development of the plan:** We believe that, in running our own Call for Sites and through the Site Assessment itself, we have delivered a transparent and robust process that ensures all potential allocation sites have been considered. The forum have now discussed and deliberated, at length, about possible options and which sites, and why, are the most suitable for development. The optimum site(s) can then be ‘allocated’ for development within our Neighbourhood Plan or identified as reserve sites for future growth IF need is proven. We have also tried to articulate what type of housing we need and when we need it.

**We are shortly going to ask you:**

- Have we identified the right options?
- Which option(s) do you prefer and why?
- Are there any options that we should have thought of that are missing?

Our options have to be those that best deliver our Vision and Objectives for the Neighbourhood Plan. They also have to be realistic and achievable. As we go forward we want to attach conditions to our preferred

## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

option(s); some conditions will be 'must haves' or red lines: absolute, non-negotiable requirements of the Parish. Others will be 'it would be nice to have' and some will be 'in an ideal world we would like to have'. If or when sites are eventually brought forward by the developers to a formal planning stage there will be a need for pro-active, round table debates between Parish, planners and developers. We need to negotiate what might be possible in terms of economic viability for the applicant whilst delivering the Parish's wish list. Inevitably, at these workshops, there will be trade-offs but we could be uniquely placed to be able, through collaborative working, to deliver exemplar developments if we can align our plans and time frames.

**On Monday 7th March there will be the opportunity for you to come and see what is being proposed, ask questions and make comments and suggestions. We will have some 'story-boards' and maps at the Church and members of the Forum will be there to talk you through some of the issues. This drop in consultation will run from 4 - 8pm in the Meeting Room, All Saints Church. We need your input. Thank you.**

*Malborough Neighbourhood Planning Forum*

It was confirmed that the Forum/Parish Council had been successful in securing a 2nd tranche of grant from Locality – to take forward the Neighbourhood Planning Process.

---

*Following the deployment of our new yellow gritter as the forecast was for freezing Cllrs K Yeoman and Pedrick joined the meeting at 20.37, having gritted the new and agreed routes.*

#### 154 HIGHWAYS

- A. DCC advise that: re the A379 Torctoss/Slapton Line: the latest updates, including temporary bus timetables, can be found on the Slapton Line Partnership website <http://www.slaptonline.org/index.php> DCC are hoping to have the route through the car park completed towards the end of the week ready for the weekend. New, more accurate, diversion route signs should be in place today and will remain in place even after the car park route is completed as it won't be suitable for all vehicles.
- B. Re the new sign for Bolberry, last month we were told "your order is on the shop floor for production and should be completed within the next week, we will then get it delivered to our sign erecting gang in Newton Abbot with instructions to get it erected asap for you..." We have chased this up, again. *Post meeting note; the sign was being erected on Thursday 18thth February.*
- C. Cllr Pedrick advised that the two bottom drains, coming into Malborough from Kingsbridge, had subsided.
- D. The Old Vicarage drain is blocked as is Well Hill.
- E. Cllr Wesley advised excessive surface water at the bottom of Plympton Hill.
- F. o/s Our compilation of the buddle holes map is ongoing to be overlaid with the DCC map. Actions Cllr Pedrick and Boyce.
- G. o/s The Collaton Road sign opposite the bus shelter has been removed and needs replacing.
- H. o/s The finger post at the top of Plympton Hill is still damaged.

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

---

- I. Road closure reminder. Access for large vehicles will be maintained

**SECTION 14**  
**THE COUNTY OF DEVON (TEMPORARY RESTRICTION) (HIGHER TOWN, MALBOROUGH)**  
**NOTICE 2016**

**TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING**

**DEVON COUNTY COUNCIL** hereby give **NOTICE** that:

On **WEDNESDAY 16 MARCH 2016**  
for a maximum of 5 days

Anticipated Finish **WEDNESDAY 16 MARCH 2016**

Between the hours of **08:00** and **18:00**

No person shall cause or permit any vehicle to proceed or wait on the sections of Affected Roads except for access to land or premises on or adjacent to those length of roads.

Roads affected  
**HIGHER TOWN, MALBOROUGH , O/S 2**

The alternative, signed, route for vehicles will be via **HIGHER TOWN JUNC  
COLLATION ROAD WELL HILL LOWER TOWN HIGHER TOWN LOWER TOWN  
HIGHER TOWN**

This temporary restriction is considered necessary to enable  
**NEW SERVICE**

For additional information contact:  
**WALES & WEST UTILITIES LTD**  
Telephone: **07968481740**



---

### 155 FOOTPATHS, TREES, GRAVEYARD & ALLOTMENTS

- A. Cllr Yeoman explained that the Village Hall were now obtaining quotes to progress the new 'Access for All' path around the Malborough Wood, a joint project between the Village Hall and the Parish Council. He reminded the meeting that the Parish Council has been successful in applying to the TAP fund for £2.1k to add to the £750 from Parish Council funds.
- B. Re. Alston Gate footpath – Alston Gate footpath and s106; see under footpaths. Cllr Pedrick reported that the surface has further deteriorated given the recent weather. It had been proposed to draw down 10% of the allocation for phase 1 being to affect a temporary repair, the balance to be merged with the phase 2 monies to make good/improve the Great & Chapel Lanes and footpath surfaces. However the meeting suggested we get two quotes to make the path to the estate permanently fit for purpose and then try to ensure the s106 is deployed to fund this. Cllr Kendall will also liaise with the NT as to who/what they use for their path improvements. Cllrs will visit to acquaint themselves with the problems (on a wet day) and we would take some photos.
- C. Cllr Kendall reported that the gate from Alston Gate into the orchard and amenity land is locked.
- D. o/s Cllr Boyce had queried the growth in weeds around the church wall together with the pavement outside of the post office. Cllr K Yeoman agreed to knapsack spray around the Pound and the Post Office.
- E. o/s Burial ground; removal of earth spoil: Cllrs Yeoman are pursuing but it was proposed, by Cllr Yeoman, that we now ask another contractor for an estimate to progress this once the land has dried up. The meeting agreed this. Cllr Boyce advised progress on the planned closure of the burial ground on the other side of the road. The Church wish to close it to avoid the costs of cutting the grass. However neither the Church, the Parish or the District have the money to take on responsibility of the grass cutting although the District have the statutory duty to do so once due process has been followed and the Church have filed for the ground to be closed.

---

### 156 VILLAGE HALL

- A. Cllr Yeoman attended the last Village Hall meeting – its AGM: the full Minutes of MVH&PFA are on: <http://www.malboroughvillage.org.uk/group/villagehall>.
- B. The Officers remain unchanged.

## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

- C. The play area equipment has developed a couple of maintenance issues which Geoff Allen has kindly resolved with Wicksteed undertaking remedial repairs.
- D. Quotes have been received from Mr Illingworth re repair of the playground notice board - £80 re like for like replacement of marine ply (which has perished) or a maximum of £120 for hardwood. With Cllr Pedrick withdrawing from discussion, proposed by Cllr Kendall and seconded by Cllr K Yeoman the meeting agreed to commission a hardwood repair.
- E. Cllr K Yeoman complained that the overflow carpark surface had proved to be ineffective, a quagmire was reported and the turfguard had subsided into the mud. Even 4WDs were struggling.
- F. Cllr Wesley raised the village hall heating problems again. Quotes for repair and/or replacement of the gas heaters have been received. The Parish Council noted that it is highly unlikely that s106 monies can be vired toward this – the project does not meet the criteria.

---

#### 157 MISCELLANEOUS

- A. **o/s Section 106 Alston Gate phase 1;** a consolidated bid to include priorities identified in the Parish Plan (via the questionnaire and consultations) will be drawn up, for discussion, to set against the Alston Gate s106 monies due (£30k) and to meet the requirements of the latest SHDC OSSR plans. Early response from SHDC suggests that “An adult gym/trim trail could of course be a perfectly eligible project with respect to the Alston Gate s106, the definition for the OSSR contribution in both the Alston Gate Phase 1 and Phase 2 s106’s reading ‘for the provision of off-site public open space sport and recreation within the Parish [of Marlborough].’ Cllr Pearce and Cllr Wright have said they will support our evidenced plan as it stands which can also include bids re netball and badminton court improvements, repairs to the tennis court fence and additional equipment to enable the tennis coaching to be expanded (for younger age group) at the village hall and the revamp of the grandstand (a new roof). And, as above, if the scope of the dog walk is extended further funding could be sourced from the s106. It might also be possible to include another item of ‘furniture’ in the skate park (Cllr Harrod will follow up). A concrete table tennis table was also suggested and storage for mats for the new judo club. Councillors approved this initiative to draw up a consolidated bid to try and ensure the monies are retained for and spent in Marlborough. It was noted that one company supplying fitness equipment had a special offer on so several comparable quotes needed to be obtained to see if we could be in a position to profit from this offer.
- B. Received from Tom Coulthard, the newly appointed Youth Worker for the Community Team in the South Hams area. *“We are a small team whose role is to support voluntary youth workers and organisations who are working in our areas as well as helping young people become more involved in the provision available to them. We are presently trying to map and contact every voluntary group with regular provision in our areas. This information is being used to help us reach the organisations and young people who need us most and to help understand the range and scope of projects that remain open and active since the county service withdrew from many areas in 2014. We are not mapping sports, scouts, guides or specific interest based clubs at this stage. We also offer support and access to training for youth group volunteers of all ages and abilities. There is funding available through VOYC Devon for staff development including safeguarding training for leaders and volunteers. There is also the opportunity for young people in Marlborough to engage in youth issues across Devon and provide local representation for their communities through the 9th Hub. This will be a Devon wide group that meets in regional meetings every month, these meetings will move around the area as much as possible. The local group will meet and discuss issues relevant to their area, then there will be a video conference segment with young people from across the county. Young people will also have the ability to apply for and disburse funding to projects around the county through a youth fund, similar to the previous Youth Bank. I am hoping to drop in to a few projects around the area over the next few months to meet young people and volunteers in order to offer the 9th hub and support packages. If there are members of your community keen to start a provision for young people, or people already running a group please forward them this email. If you have any questions or information feel free to email this address or contact me on my DCC mobile, 07583 112373....”*

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

---

- C. Received from Rural Services Network: a request to complete an online survey: *“Could you please discuss with your Parish/Town Councillors and complete the online survey here:- <https://www.surveymonkey.co.uk/r/growing-a-rural-community>”* Cllr Yeoman agreed to complete the survey.
- D. Estuary Conservation Forum takes place on the 19th April Reminder – South Devon Estuaries Management Plan review at <http://www.southdevonaonb.org.uk/about-the-aonb/looking-after-the-aonb/aonb-management-plan/estuaries-management-plan-public-constultation/>
- E. The latest DALC newsletter had been received.
- F. The next Blood Doning Session will be on 29<sup>th</sup> February at the Village Hall – 13.15-15.15 and 16.45-19.15hrs**
- G. Further to the Councils’ decision to award a grant last month a letter had been written to the Youth Club advising them of this and asking for sight of their accounts. No response had been received as yet – is there an email address available? Cllr Kendall will advise.
- H. The final recommendations of the latest boundary reviews and electoral arrangements had been received. It means that Cllr Gilbert will have to service 18 parishes.
- I. An email had been received from the Czech Republic about the plaque in the Church and the History Society had liaised with the family to provide the information.
- J. Information had been received from a company specialising in installing District heating systems where there is no mains gas. This will be reviewed within any energy /sustainable recommendations within the Neighbourhood Plan.

---

### 158 FINANCE & GOVERNANCE

- A. The monthly accounts, cash book and bills to pay were received for month 11 of the financial year, 2015/16, shown as year to date Appendix A. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments. The payments were proposed by Cllr Kendall and seconded by Cllr Wesley and carried unanimously.
- B. o/s and c/f Cllr Makepeace advised that Devon Air Ambulance are now flying at night and looking for villages etc to offer landing areas which need to be lit. He and Cllr Pedrick advocated that some investment might be advisable if we wish to be able to access this service at night. Liaison with the football club is required as the pitch is already floodlit – but this might be too bright for the pilot, low energy flood lights are required. Cllr Makepeace will investigate further.

---

### 159 CORRESPONDENCE & OPEN FORUM

No correspondence was received In addition to that taken under the agenda.  
There being no further business the meeting closed at 21.50 hrs.

**DATE FOR THE DIARY:** The next Parish Council meeting is on Wednesday 17<sup>th</sup> March, 7.30pm, at The 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 Debbie by the 1<sup>st</sup> 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 Debbie for distribution) together with their apologies.

**Distribution List:** Cllrs Boyce, Harrod, Kendall, Makepeace, L Goodhead, P Pedrick, M Wesley, J Yeoman, K Yeoman

**For Information:** e-circulation to:, County Cllr R Gilbert, Dist Cllr Judy Pearce, Dist Cllr S 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 A Purchase, National Trust, SVRA



**MALBOROUGH PARISH COUNCIL**  
**Minutes of Parish Council Meeting;**

**APPENDIX A**

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Balance b/f</i>				<i>19,734.69</i>
Payments	Malborough Garden Services (Dec)		- 60.00	19,674.69
Payments	D EDE petty cash		- 13.38	19,661.31
Payments	Viking		- 220.32	19,440.99
Payments	Devon County Council - Malborough & South Huish School - Outdoor Learning Environment		- 4,906.00	14,534.99
Payments	D Ede - Salary		- 648.92	13,886.07
<b>TOTALS YTD Financial year 2014/15</b>		<b>£ 65,097.56</b>	<b>-£ 65,406.90</b>	<b>£ 13,886.07</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d	<b>FY 2015/16 YTD month</b>		<b>11</b>	<b>£ 13,886.07</b>
Balance at bank at end :			<b>25-Jan-16</b>	
	<b>Revenue Accounts</b>		<b>19,418.49</b>	
	<b>Unpresented Items</b>	receipts	<b>27.50</b>	
		payments	<b>- 5,559.92</b>	
			<b>£ 13,886.07</b>	<b>-</b>
<b>ACCOUNTS FOR PAYMENT</b>				
D Ede (Salary)	<u>for February</u>	paid on 15th of the month by standing order & included in the above balances		<b>648.92</b>
Plus	Malborough Garden Services (Jan)			120.00
	SWW allotment water			44.84
				<b>164.84</b>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				
<b>MEETING DATE</b>		<b>17th February 2016</b>		
	Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>		
	Date:	<i>17/02/2016</i>		