



# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

<b>Date:</b> 21 <sup>st</sup> December 2016		<b>Venue &amp; Time:</b> The Annexe, 19.30hrs
<b>Present:</b> Cllr Gill Boyce Cllr Lucinda Goodhead Cllr Paul Pedrick Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	<b>In Attendance:</b> Debbie Ede (Clerk & Minute Taker)  Part Meeting Dist Cllr Judy Pearce Dist Cllr Simon Wright	<b>Apologies:</b> PCSO Dave Gibson County Cllr Rufus Gilbert Cllr Kathy Harrod Cllr Ann Kendall Cllr Keith Makepeace PC Jo Pengilly Cllr John Sampson

<b>Ref 2016/17 Minutes</b>	<b>Action</b>
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**117 INTERESTS** – Cllr Pedrick declared an interest under Planning and withdrew from that discussion.

**118 MESSENGER** – Cllr J Yeoman agreed to summarise the meeting for the next edition of the Messenger.

**119 MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the Parish Council meeting of 16<sup>th</sup> November were agreed and signed, proposed by Cllr Boyce & seconded by Cllr K Yeoman and voted through unanimously.

**120 MATTERS ARISING (from previous minutes only)**

- A. Re. the salt for the gritter (5 tons for each Parish – Malborough & South Huish) Cllr Sampson has now obtained some dumpy bags to transfer the salt into.
- B. Air Ambulance Landing Lights; the pole has been installed, planning permission is in place but the light itself is yet to be installed. It is now probable that new monies from the LIBOR settlements with banks will be funding the other 50% of the cost (50% being funded by Rotary Club grant).
- C. Cllr Yeoman has put up the post code in the BT phone box and also highlighted the fact that the defibrillator is unlocked and easily accessed. A volunteer is needed to clean the inside of the box and Cllr Boyce volunteered if we cannot get BT to take responsibility.
- D. Cllr Wright had provided a copy of the biodiversity plan re the S106 for Alston Gate (the Parish had not seen this copy before). However it does not really clarify whether public access is permitted although it does say that a path can be mowed through the orchard for public access if desired. Cllr Wright advised that he and Cllr Pearce had had agreement from the landowner that the padlock would now be removed. The area is currently overgrown and there are a number of other conditions o/s that the District Cllrs are following up in January.
- E. o/s Parishioners and Councillors raised concerns about the response times of ambulances following 999 calls and that 1<sup>st</sup> responders were also not being deployed. Cllr Pedrick is compiling a list of incidences (from the log at the Coastguard Station) which will then be fed back to the South Western Ambulance Service NHS Foundation Trust and to Sarah Wollaston.
- F. o/s re. the refurbishment of Jubilee Seat/Monkey House: Cllr Kendall had reported that she would organise the pressure washing to take place asap.
- G. o/s The mobile Vehicle Activated Sign (VAS) has been ordered – lead time awaited. In the interim DCC are proceeding with the installation of 3 sockets and reducers plus the post which enable the unit to be moved between the three SCARF assessed sites – to be followed up as not yet installed.



## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

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#### **121 POLICE BUSINESS & NEIGHBOURHOOD WATCH:**

PC Pengilly and PCSO Gibson were unable to attend. Cllr Pedrick advised that there were 2 people in custody following parking meter thefts in Salcombe.

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#### **122 COUNTY COUNCILLORS REPORT:**

- A. In his absence Cllr Gilbert was thanked for his support for our Fresh Air Fitness initiative in that he has promised £2,876 from his Locality Fund. Our District Councillors have promised a further £1,250 each (monies already received!) – thanks again - and a third tranche of £2,500 has been submitted as a bid to the TAP fund.
- B. Re. the money for the VAS promised by Cllr Gilbert from the Invest in Devon funds of £1,500 – this will be paid across to us from DCC on receipt of a copy invoice. Cllr Gilbert was thanked again for this further support!

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#### **123 DISTRICT COUNCILLOR REPORT:**

Cllrs Wright & Pearce reported that:

- A. the cut off timescale for applying for the New Homes bonus is being reduced by a year but the 2017/18 allocation is still thought to be £153k.
- B. SHDC have escaped designation on the planning front in that they were deemed, on review, to be meeting the requisite planning targets on time. Designation would have meant the Inspectorate taking over the review and decision making process for all planning applications.
- C. SHDC have a new drone flying policy in force for all land owned by the Council. There is a blanket 'NO' to flying drones unless written consent has been obtained. A charge may then be levied of £100. Any application to fly a drone must be accompanied by a reasoned argument as to why and some indication of the 'pilot's competence. If the drone is for business use then a licence is needed to operate (obtainable from the CAA).
- D. The Council Tax Reduction Scheme has been agreed for the next financial year (the same as this year).
- E. SHDC have received confirmation of their Financial Settlement for the next 4 years
- F. For 2017/18 the New Homes bonus will cost the Council £150k more than anticipated (ie; they themselves will receive less central monies)
- G. SHDC are still awaiting their share of the £60m released through the cut in stamp duty. This extra 3% was to be directed to communities thought to be the most vulnerable or effected by 2<sup>nd</sup> homes. Sarah Wollaston was asking questions in Parliament about this last week but nothing had been heard to date. In 2007 a paper was produced showing the incidence and effect of 2<sup>nd</sup> homes in the South Hams, the 2<sup>nd</sup> highest percentage in the Country. The most recent estimate is that there are 4,000 2<sup>nd</sup> homes (approx. 9% of the housing stock). This is the same as in 2007 although their value has increased significantly. There is a big bias to this ward and other coastal hotspots (the responses to the Salcombe Neighbourhood Plan questionnaire indicate >60% of holiday homes). Any share of the £60m will be ring fenced; it could then be used to reduce the affordability calculation from 80 to say 60% ie: making Affordable Homes more affordable.
- H. The Government have confirmed the 100% rural small business rate relief.
- I. Re. Neighbourhood Planning: the Courts have upheld the St Ives planning policy that any new homes should have a principal residence restriction. SHDC have passed a motion to support and encourage a similar thrust in Neighbourhood Plans in the South Hams in wards where 2<sup>nd</sup> homes account for a high percentage of housing stock.
- J. Budget proposals are under review for discussion late January – Malborough Parish Council needs to set its precept by 27<sup>th</sup> January



## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

Cllr J. Yeoman highlighted the new SHDC initiative re recycling sacks in that they would also be now made available in local shops ie: Co-Op. However, to prevent inappropriate use, names and addresses would need to be supplied. Parishioners are reminded that coated Christmas wrapping paper should not be included in recycling.

Cllr J Yeoman queried whether the s106 public open space monies for 1<sup>st</sup> stage Alston Gate could be targeted to improve access to the playing fields and sports facilities? Cllr Wright undertook to look into this. If so, we could then apply for a further tranche to match fund from the Sustainable Community Fund (new homes bonus) in January 2018.

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#### 124 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.

**3784/16/OPA** Outline application for some matters reserved for erection of single detached dwelling. Development site at SX 717 391, Lower Collaton, Malborough TQ7 3DJ. Mr & Mrs Edgar  
The meeting received one letters of complaint from a parishioner and one of concern and points of note from another parishioner.

Cllr Pedrick withdrew from discussion.

**MPC Approval with the condition it is for a permanent residence as per the requirements of the draft Neighbourhood Plan. This Plan, having passed through Regulation 14, should be taken into account when determining planning applications.**

Shute End, Well Hill, Malborough, TQ7 3SG - **3835/16/TPO**

T1 and T2: Monterey Cypress – fell

**MPC Approval**

#### **B. Decisions**

3134/16/CLP: Mr Graham John Rushmere: 3 Malborough Park Malborough Devon TQ7 3SR. Certificate of lawfulness for proposed porch extension in back garden. **Cert of Lawfulness (Proposed) Certified**  
It is still unclear why this porch extension required a Certificate of Lawfulness.

Field at SX 712 398, East of Malborough Village Hall, Salcombe Road, Malborough - 3366/16/FUL

To erect 10m high pole with two downward facing lights to enable the Devon Air Ambulance to land at night  
**Conditional Approval**

Salcombe Road Garage, Salcombe Road, Malborough, TQ7 3BU - 2864/16/FUL

New refrigeration plant & AC units, new brickwork infills and removal of storage area. **Conditional Approval**

Salcombe Road Garage, Salcombe Road, Malborough, TQ7 3BU - 2894/16/ADV

Advertisement consent for 1 x illuminated fascia logo only, 1 x internally illuminated logo, 7 x non-illuminated wall mounted aluminium panels, 1 x non-illuminated post mounted aluminium panel, 2 x non-illuminated double sided post mounted aluminium panels, 1 x internally illuminated totem, 3 x externally illuminated fascias with only logo internally illuminated and 2 x suspended flat aluminium panels.

**Conditional Approval**



## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

#### C. Enforcement Issues

- a. SHDC continue to progress these.
- b. The Parish Council would be reporting another alleged breach of planning conditions at Cross Parks. Cllr Pearce continues to liaise with SHDC Enforcement about this, including the advertising of the business and the obstruction of the cycle path. A near accident was reported due to smoke across the highway on Tuesday 6<sup>th</sup> December.

*Cllrs Wright & Pearce left the meeting at 20.45*

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#### 125 NEIGHBOURHOOD PLANNING

The Plan has completed its 6 week pre-submission consultation period. All the responses will be collated and the Plan re-visited as required with a consultation response showing how the draft plan has addressed the comments. It is hoped to get the Plan re-written by end of January 2017. The draft Plan and its appendices can be found on the village website at: <http://www.malboroughvillage.org.uk/>. Another bid had been submitted to Locality for funding to take us through to the end of the Plan.

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#### 126 HIGHWAYS

Issues reported include:

- A. Re. erosion and the potholes in Broadmoor Lane: the road was closed for three days but there is so much mud on the road now that it is impossible to tell if the repairs have been made. It was thought the repair trucks were too large for the lane and that the SHDC dustcarts still using that route – the lane was now a ‘sea of mud’. SHDC would be contacted again re. the dustcarts. The standard of repairs was ‘tarmac was chucked in’ ie: the repairs are of a very poor standard and with the lane as bad as anyone had ever seen it, DCC would be contacted to take remedial action and clear the mud off the road.  
*Futher information has come in that a large delivery lorry was stuck and the recovery vehicle was also too large for the lane and made a lot of the damage.*
- B. Following our report to DCC of a DCC contractor annihilating three footpath/road marker signs at Soar Peter Guy (DCC PROW officer) has replaced the fingerpost for FP 10 down to Furzedown.
- C. o/s The SHDC Street Cleaning Reflections exercise also includes a review of all litter and dog bins (10 in Malborough) (and their servicing) and we have to submit maps of where our bins are to ensure their records are correct.
- D. Following the November meeting the Parish Council wrote a letter to residents along Shute Hill which Council Kendall has delivered asking them to cut their hedges which have overgrown the road.
- E. o/s and reported to DCC and awaiting their action:
  - a. a Hope Cove directional finger needs to be reinstated on the signage at the Broadmoor Lane junction in Bolberry.
  - b. the Plympton Hill and Rew Cross fingerposts needs repairing

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#### 127 FOOTPATHS, TREES, GRAVEYARD & ALLOTMENTS

- A. There are allotments available for 2017. Please contact the Clerk or Tony Lyle ([anthoneylyle@tiscali.co.uk](mailto:anthoneylyle@tiscali.co.uk))
- B. As previously reported, DCC’s PROW officer has now walked the local footpaths and bridle paths in Salcombe and has written to 9 landowners requesting action. However some of the bridle paths remain difficult to pass on horseback (Horsecombe No. 35 Salcombe, lower end), Hangar Mill No. 7 Salcombe (parts of).
- C. The cycle track has been cut back and the foliage cleared off the path, the Council said it was “a jolly good job” and thanked Jack Stone.



## MALBOROUGH PARISH COUNCIL

### Minutes of Parish Council Meeting;

---

- D. o/s last meeting 3 tree stumps along the length of the new access path which could become hazardous were reported and Cllr Boyce had said it was quite muddy and slippery with the cut growth mulching down. Cllr Yeoman suggested that Jack Stone be asked to tidy it up in the Spring.
- E. Cllr Boyce asked that Collaton bank be cleared of brambles again before the Spring flowers 'spring'. Cllrs Yeoman/Pedrick would follow this up with David Weymouth.
- F. Dog mess has been reported on the cycle track, the problem escalating between the playground and the community wood stretch. People were requested to PICK UP after their dogs.

**Note: Not picking up after dogs is an offence and evidence of perpetrators is being gathered.**

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#### 128 VILLAGE HALL

Cllr Yeoman attended the last meeting and the full Minutes of MVH&PFA are on: <http://www.malboroughvillage.org.uk/group/villagehall>. Of note:

- A. Re discussions about the possible sale of VH land the Parish Council had written formally to MVH&PFA outlining their strong objections to any piecemeal sale of land; it was for the village in perpetuity. Given the growing groundswell against any potential sell off, the request to purchase had been withdrawn.
  - B. MVH have agreed to look into possible solutions to the on-going parking problems at the Village Hall. However this will not be done in time to allow a bid to the Community Reinvestment Fund (deadline 7<sup>th</sup> January 2017).
  - C. Rental charges for the Hall and its facilities are being increased w.e.f. from 31<sup>st</sup> January 2017.
  - D. The new Access for All village path was successfully opened on 22<sup>nd</sup> November with a ribbon cutting ceremony covered by the South Hams Gazette and involving representatives from the VH, SVRA and the Parish Council. Subsequently 2 signs have been ordered asking people to clear up after their dogs for the new path; 2 more signs will follow if these are thought suitable.
  - E. Following a recent inspection of the Playground there was a snag list for maintenance which will involve some, relatively small, additional expenditure; this spend was agreed in principle by the Parish Council.
  - F. The Parish Council and MVH&PFA are working together to run a tender exercise for the grass cutting and grounds maintenance of the playing fields and playground. The Parish Council would be placing a contract in due course - of equivalent value to its current grant to MVH&PFA. Tenders have been drawn up and the meeting agreed these and to advertise the contracts in the Messenger and Gazette. Councillors noted that, with the advent of the Fresh Air Fitness Centre, more costs might be incurred by the Parish Council to ensure the grass was cut around this area.
  - G. With the Co-Op shop being closed for refurbishment in the New Year for 14 weeks, the Parish Council had liaised with Co-Op HQ and MVH&PFA and it had been agreed that a pop up shop would be sited in the Village Hall carpark for the duration. This would be staffed by 2 people which would be supplied by a van. Whether this van could then be used to offer a 'click and collect' service is still to be explored.
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#### 129 MISCELLANEOUS

Cllr J Yeoman reported that:

- A. A new First Aid & Heart Start Course is being arranged for the New Year, dates t.b.c but the next Messenger would carry information about how to reserve a place.
- B. The next Blood Doning session was on 27<sup>th</sup> December 2016 at the Village Hall  
And:
- C. Cllr Pedrick reported that the street light on Collaton Road outside the entrance of Cumber Close was faulty.
- D. Cllrs K Yeoman & Boyce brought a complaint of a rat infestation to the meeting but SHDC pest control and Environmental Health should be contacted in the first instance (this does not fall within the remit of a Parish Council)



# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

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### 130 FINANCE & GOVERNANCE

- A. The monthly accounts, cash book and bills to pay were received for month 9 of the financial year, 2016/17, shown as year to date Appendix A. The proposal to approve these was made by Cllr Boyce and seconded by Cllr Goodhead and unanimously agreed. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments.
- B. Re TAP funds; the money for the Access for All Village Path has now been received. 2 new bids have been drawn up and submitted for the 2016/17 TAP fund – one for the Fresh Air Fitness initiative as described above and a second for another community defibrillator to be sited at the Village Hall. Given the deadline for bids was 16 December Councillors had given their agreement by email between meetings. With the Parish Council pledging £2,500 towards the Fresh Air Fitness initiative, proposed by, seconded by and unanimously agreed by the meeting, it was agreed we were in a position to ask companies to tender for the work. A draft spec. had been drawn up and this would now be actioned, targeting a minimum of 4 companies. Re the defibrillator and the 2<sup>nd</sup> bid to TAP K&M would be contacted and asked whether they wished to contribute instead of buying their own.
- C. Draft accounts had been received from CAB which will be used to inform any grant funding awarded by the Parish Council in January when we also look at the Precept.
- D. The meeting noted that the Government has decided to defer the setting of council tax referendum principles to town and parish councils for 2017/18. 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.

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### 131 CORRESPONDENCE. Received from: CVS - Snippets

### 132 OPEN FORUM

There being no further business the meeting closed at 21.35 hrs wishing all Parishioners a happy festive season!

**DATES FOR THE DIARY:** The next Parish Council meeting is on Wednesday 18<sup>th</sup> January 2017, 7.30pm, Venue Malborough All Saints Church meeting room

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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, Goodhead, Harrod, 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 A Purchase, National Trust, SVRA







# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

### APPENDIX A

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<b>Balance b/f</b>				<b>21,907.38</b>
Payment	RBL Poppy Appeal		34.00	21,873.38
Payment	RBL Donation		16.00	21,857.38
Payment	PCA consulting engineers (photocopying NP - refund to J Yeoma		13.56	21,843.82
Payment	Fine Shine		132.00	21,711.82
Payment	Malborough Garden Services		144.00	21,567.82
Payment	MVH grass for the year		2,150.00	19,417.82
Payment	D Illingworth		115.40	19,302.42
Payment	All Saints Church (Neighbourhood Plan venues)		265.00	19,037.42
Receipt	Messenger Advertising	195.00		19,232.42
Receipt	Messenger Advertising	85.00		19,317.42
Receipt	TAP Fund - access for all/village pa	2,170.00		21,487.42
Receipt	Employee NIC - D Ede	9.11		21,496.53
Receipt	Messenger advertising	455.00		21,951.53
Receipt	SHDC - fresh air fitness	2,500.00		24,451.53
Receipt	Interest - gross	0.75		24,452.28
Receipt	Interest - gross	0.94		24,453.22
Receipt	Salary - D Ede		692.39	23,760.83
Receipt	Salary - D Ede		692.39	23,068.44
<b>TOTALS YTD Financial year 2016/17</b>		<b>£ 32,994.62</b>	<b>-£ 21,758.79</b>	<b>£ 23,068.44</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d		<b>FY 2016/17 month</b>		<b>9</b>
				<b>£ 23,068.44</b>
Balance at bank at end :				<b>15-Dec-16</b>
Revenue Accounts				<b>19,763.12</b>
Unpresented Items		receipts		<b>3,518.21</b>
		payments		<b>- 212.89</b>
				<b>£ 23,068.44</b>
<b>ACCOUNTS FOR PAYMENT</b>				<b>Variance</b>
D Ede (Salary)	<u>December</u>	paid on 15th of the month by standing order & included in the above balances		<b>692.39</b>
Plus	HMRC NI employer			<b>9.86</b>
	HMRC NI employee			<b>9.11</b>
	T G Stone (cycle track flail)			<b>210.00</b>
	Malborough Garden Services (Nov)			<b>144.00</b>
	A Kendall for C Wrangles - scrub clearnace			<b>30.00</b>
	<b>Meeting Sub Total</b>			<b>402.97</b>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				
<b>MEETING DATE</b>		<b>21 December 2016</b>		
	Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>		
	Date:	<i>19/12/2016</i>		