

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;

<b>Date:</b> 21 <sup>st</sup> September 2011		<b>Venue &amp; Time:</b> Village Hall Annexe, commencing at 7.30pm
<b>Present:</b> Cllr. Ann Kendall Cllr. Lucinda Pedrick Cllr. Paul Pedrick Cllr. Edmund Putt Cllr. Roger Rendle Cllr. Ann Smallman Cllr. John Yeoman (in the Chair)	<b>In Attendance:</b> Mrs Debbie Ede (Clerk - Minute taker)  <b>Part Meeting:</b> Mrs Eva Bond 7 members of the public	<b>Apologies:</b> Cllr G Boyce Cllr K Ireland PC Steve Mullen Mrs Louise Tucker  <b>Absent:</b> District Councillors

Ref	Minutes	Action
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### 798 INTERESTS

Cllr Yeoman declared interests under Finance and under Planning. Cllr Putt also declared an interest under planning

### 799 MESSENGER

Cllr Kendall will write the Messenger report

### 800 MINUTES OF THE PREVIOUS MEETING

The minutes of 20th July 2011 were agreed and signed as a true record, proposed Cllr Putt and seconded by Cllr Kendall.

### 801 MATTERS ARISING (from previous minutes only)

There were no matters arising which would not be taken under the Agenda.

### 802 POLICE BUSINESS

- A. In Steve's absence, Cllr P Pedrick reported all was quiet. There had been one incident of a stick being thrown damaging solar panels but the parents of the perpetrator had taken the youngster round to apologise to the householder.
- B. It was noted that from 5 September this year, communities across the South Hams will be able to dial **101**, a new national police non-emergency telephone number; the current non emergency number 08452 777444 will be phased out. People who are deaf, hard of hearing or speech impaired will be able to text phone 18001 101.

### 803 AFFORDABLE HOUSING

- A. Cllr Yeoman reported that all the Great Park houses had now been allocated and that the new occupants would be collecting the keys tomorrow (22<sup>nd</sup>). All have a connection to the village which was what Cllrs had insisted was included in the 106 agreement. However local connection has been prioritised over local need which meant that at least one well known young couple fell outside the criteria. This despite intensive lobbying by both Hastoe and Cllr Yeoman.

Cllr Yeoman reported that despite several requests by both himself and the District Cllrs to SHDC, S Hams have still not released details of the housing list to District Cllrs so we are not in a position to know who is left on the list who have a connection to Malborough.

Cllr Yeoman informed the meeting that both South Huish Parish Council and Malborough were pressing the other two housing associations (Tor Homes and the Guinness Trust respectively), to implement a local lettings policy. SHDC had also been asked to expedite this. This is given added urgency when it was known 2 vacant houses in Bens Close, Galmpton had gone to Plympton families. However we are informed that implementing this policy will 'take some time' and it may only be for a limited time.

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The local families known to be on the waiting list but not currently resident in Malborough were urged to liaise with their own Parish Council - South Huish - for them to make more representations on their behalf.

The topic was opened up to the floor and lively debate followed. All present were in agreement that the allocations policy and the role of SHDC in particular, were far from transparent. After discussion it was agreed that a letter to the Leader of SHDC and the Chief Executive would be drafted to express extreme disquiet and question the process. The role of SHDC Officers was called into question, misleading information being given out to potential applicants together with inappropriate advice before the houses were even advertised. Although it was accepted that Hastoe had worked hard to deliver on their promises of local connection, the way SHDC released the names for local accreditation and did not share the bigger picture (in that all local names on the list were not made available for any form of local prioritisation) was unfortunate.

JY/DE

The meeting also agreed to pursue SHDC for the full list of local people still in need and registered with Devon Home Choice and to resort to a Freedom of Information enquiry if the list was not forthcoming.

JY/DE

There was an agreement that, in any similar future schemes, the wording and interpretation of the 106 agreement must be more clearly defined. There was an accepted need to encapsulate our definition of local in any such agreement. There was ongoing and inconclusive debate about whether Malborough still had a housing need - without the list it was impossible to gauge. Inevitably discussion turned to the proposed Alston Gate development and it was agreed that a 100% local lettings policy should be pursued for the 4 rented properties IF the development received an 'in favour' vote from the village.

Cllr Yeoman concluded the debate by saying that he was sorry the allocations hadn't worked out for everyone but that the Council had 'tried their best'. The Council reported back on their visit to the finished Great Park Houses earlier in the day and said how impressed they were with the quality of the build and the work of Hastoe. The meeting was reminded that the houses were for those with a local connection in perpetuity.

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#### 804 HIGHWAYS

A. The Council had received notification of changes to the Primary Highway Salting Network in that DCC had decided to remove the following routes from the primary network (the busiest roads which are used by most people and thus get salted first)

- From A381 (Malborough) to Hope Cove
- From A381 (Burleigh Lane End) to Hope Cove

This was thought to be completely unacceptable as it was both a school bus route and the only way for emergency vehicles to get to Hope Cove. It was agreed that the Parish Council would write to protest the change.

B. Information concerning the DCC snow warden scheme had been received - encouraging villages to participate. In summary we would need to nominate a snow warden and for them to be trained by, and registered with, DCC. They would be the key point of contact between the local community and DCC, determining local priorities and taking responsibility for delivering self help. In turn we would get 5 tons of free salt (query - how would we ensure dry storage?). Public Liability Insurance would also be provided. It

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was agreed we should register - to find out more and ensure the Parish is not disadvantaged - but we could reserve the right to withdraw at a later stage. However this was seen as another area where more responsibilities are being pushed down to Parish without any accompanying funding.

- C. Cllrs Pedrick and Kendall again highlighted the parking problems in Collaton Road and asked for some policing and ticketing of the area. Parking on both sides of the road was now routine, the end of Portlemore Lane was hazardous and the parking overflow from Village Hall events was getting worse.
- D. There was also debate about commercial parking on SHDC land but too much 'policing' might lead to the introduction of parking meters which would be self-defeating.
- E. There followed a tranche of issues/concerns raised by Cllrs;
  - The Well Hill sign was buckled and knocked off
  - As reported previously all agreed that the Village Sign was severely faded and needed to be either refurbished or replaced
  - The Southern Mill sign needed replacing (was thought that Mr D Squire had to pay for this)
  - The soldiers on top of the wall at Turnpike were 'in repose' and awaiting attention from Mr D Jarvis
  - The Moorside sign was faded and unreadable
  - At the West Gate of the Church the Luckhams Lane sign was unreadable
- F. Council were informed of a planned road closure for electrical works; **Well Hill - the road will be closed to through traffic from its junction with Well Hill Close to its junction with Lower Town, from 08.30am on Tuesday 29<sup>th</sup> November until 4.30pm on Wednesday 30<sup>th</sup> November.** A diversion route, via Shute, Shute Hill and Lower Town will be in place for the duration of the work.

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#### 805 FOOTPATHS TREES & ALLOTMENTS

- A. Cllr L Pedrick reported that Mr Weymouth had now fitted a dog gate to the new stile (just within Salcombe, on the Parish boundary)
  - B. The meeting noted that the removal of the Cherry Tree on the Pound had taken place and the trees on the Main Road had been pruned, which had greatly improved the visibility. The W.I. were replacing the tree by the Pound and liaising with Mrs Bond as to suitable varieties. The new one would become known as the Jubilee Tree.
  - C. Mrs Bond to liaise with Cllr Boyce as to the sighting of the Japanese knot weed (a notifiable weed) and arrange for it then to be sprayed.
  - D. Cllr Putt raised:
    - Great Lane Hedge needs cutting (attention Mr D Whittingham)
    - Collaton/Village Hall hedge/bank - pending (awaiting Mr D Weymouth's attention)
    - School hedge needed attention; Cllr Kendall to liaise with the school.
- AK
- Bottom half of Hay Lane was weedy and needed spraying
  - There were weeds around the seat by the telephone kiosk and the Post Office (Cllr P Pedrick has the spray and will take action)
- PP
- The Post Office and surrounding area were 'dowdy' and needed a face lift - Cllr Kendall has raised this with them
  - On Well Hill, the well is filled with junk and needs clearing
  - Could the posters of notices/flyers please remove them promptly after events ( Cllr Kendall to make mention in the Messenger)

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AK

- The need to ensure a clear field of vision around the Great Park entrance was noted
- E. Also raised by Council were :
  - The bench at Horseypool is still awaiting a strut repair
  - The bench at Wallabrook (not a Council asset) is rotten
- F. Cllr Yeoman advised that the process to upgrade the Furzedown footpath to a bridleway had commenced. Notice had been served on the 4 affected landowners/occupants and they had all been written to by the Council. The relevant forms and submissions had been sent to DCC PROW.
- G. There was talk about the unsightly dumping of earth alongside the Fuzedown track and the Soar Road but it was believed the landowner did have the relevant tipping licence and would be forming earth banks/hedges around the fields in due course.

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#### 806 VILLAGE HALL

- A. There being no VH rep present it was hoped that their plans for overflow parking could progress quickly given the escalating problems highlighted earlier re parking along the Collaton Road.
- B. Cllr Yeoman reported that some of the activities funded by the Active Villages Bid had started and that the Zumba sessions - organised by Cllrs Kendall, Ireland and Pedrick, had been well supported (>40 attendees in the first session.) 5 weeks of Zumba had been funded; a review would take place at the next Council meeting as to the future but it was hoped that the activity would become self financing and therefore sustainable. The cricket plans were underway and the badminton programme 'in formation'. No update had been received from the footballers but it was thought their activities were in hand. The Clerk had liaised with the Island Cruising Club and it was possible that a total of 18 people would be sponsored for an introduction to sailing course. Active Villages had funded c. 12 places but the ICC kindly offered to contribute a further 6 places. Plans would be developed but it was thought the weekend courses would take place Spring 2012.

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#### 807 FACILITIES FOR YOUNG PEOPLE

Cllr Yeoman took the meeting through the work done to date in preparing the playground bid. A project group had been formed (including Parish Councillors and Village Hall reps) and the tender documentation was being finalised. The bid itself was also nearing completion and the Clerk advised that she had shortlisted a number of likely funds and grant opportunities to apply for. Drafts of both documents were circulated. Mrs Gail Allen was writing a piece for the Messenger to advertise the project - a refurbished/revamped Jubilee Playspace - and Jan Butler would be spear heading a local fundraising campaign.

Cllr Rendle and Mrs Bond left the meeting

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#### 808 PLANNING

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 within the Parish.

##### 1890 Alston Gate

*It should be noted that Cllr Putt had declared an interest in application no. 1890 and withdrew from all discussion.*

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**1875** Mr S Brittain - timber window - end cottage lower town

*MPC Approval*

**1955** Mr J Sampson - Erection of farm buildings with cover winter boat storage use including improvements to site and relocation of access - Soar Farm, Malborough TQ& 3DS

*MPC Objection*

*It should be noted that Cllr Yeoman had declared an interest in application no. 1955 and withdrew from all discussion.*

**2058** Mrs D Laphorn - Householder application for porch - 22 Malborough Park

*MPC Approval*

**2292** Mr & Mrs S Read - Change of use of land to extend domestic curtilage and erection of implement shed and boatstore

#### **SHDC Decisions**

**33/1280/11/F** Mrs Clare Stewart Conditional approval

**Case officer Decision:**

26-Jul-2011

**Site Address:** Malborough Village Hall, Collaton Road, Malborough, Kingsbridge TQ7 3BX

**Proposal:** First floor extension to village hall

**33/1313/11/F** Mr Dean Kinsella Refusal

**Case officer Decision:**

17-Aug-2011

**Site Address:** Field to north of Malborough to Salcombe Road - A381

Resubmission of retrospective application 33/0323/11/F for erection of general purpose agricultural

Building

**33/1657/11/F** Mrs Clare Stewart Conditional approval

**Case officer Decision:**

16-Aug-2011

**Site Address:** 4 Moor View, Luckhams Lane, Malborough, TQ7 3RY

**Proposal:** Householder application for creation of new driveway access and parking areas

**33/1875/11/LB** Mr Richard Gage Conditional approval

**Case officer Decision:**

05-Sep-2011

**Site Address:** End Cottage, Lower Town, Malborough, Kingsbridge TQ7 3SQ

Remove decayed timber framed single glazed 4 light fixed window and replace with timber frame, double glazed window

And, re application **1061**, Cllr Kendall advised that Mr & Mrs S Hassall would be appealing against the refusal of their outline application with all matters reserved for the redevelopment for bar/restaurant, 11 holiday apartments, swimming pool, owners dwelling, store/workshop/staff bed sit - The Port Light, Bolberry, Malborough TQ7 3DY.

- A. With Cllr Putt withdrawing from the debate, the meeting discussed the progress on the new Alston Gate planning application; a public exhibition held that day had been well attended and parishioners had had the chance to view the plans and ask questions of the developers, the architects and Councillors. A ballot had been taken and, following a query from Cllr Smallman, it was agreed that the votes would be counted after the close of the Parish Council meeting. The ballot remains confidential but the summarised results and comments would be made public and would inform the Parish Council's decision making process. A 2nd public meeting, allowing full and frank debate about the development had been organised for Wednesday 28th September at 7.30pm. Another,

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separate, ballot would be taken - the votes would not be aggregated - to gauge the level of support for the development.

- B. Re. application **1313** Mr K Favis - Resubmission of retrospective application 33/0323/11/F for erection of general purpose agricultural building - Field to north of Malborough to Salcombe Road A381 - Council were advised by Cllr Pedrick that the applicant remains in discussion with SHDC. Councillors agreed that the 28 day rule w.r.t. agricultural planning permission was ill advised and did not assist the planning process.
- C. Cllr Yeoman advised the meeting that DCC had granted conditional planning permission for the demolition of the redundant Church Institute and the creation of temporary car parking and removal of part of the stone boundary wall for vehicular access at Malborough with South Huish Primary School.

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#### 809 FINANCE

- A. The Finances reported at Appendix A were discussed. Given the interests declared, Cllr Yeoman withdrew from discussion about accounts to pay. Cllr Putt proposed and Cllr L Pedrick seconded approval of the accounts and payments, the vote was passed and the cheques were drawn.
- B. Cllr Yeoman informed the meeting that the Annual Audit for the 2009/10 financial year had been completed and we had a clean audit report from the external auditors - the Audit Commission. However it was noted that their fee was materially higher than last year - given that it is based on a percentage of turnover and the advent of the skatepark meant that our turnover was c. £70k. The Clerk advised that the Internal Audit fee for the coming year would also rise as it too was on a sliding scale w.r.t. turnover, albeit retrospectively.
- C. Cllr Yeoman advised the meeting that the Clerk had been in post for > 1 year and that it was a condition of her employment contract (determined nationally as part of the Local Government terms and conditions) that an incremental increase be considered. The Clerk advised that the pay bands themselves had been frozen ie: there was no inflationary increase to be applied bar a nominal pro-rata uplift of c. £68 for the year for low income earners. Following discussion it was proposed by Cllr Putt and seconded by Cllr P Pedrick to pay the Clerk on scale point 22 w.e.f. 1<sup>st</sup> September - the anniversary date of her employment. This was then agreed unanimously.

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#### 810 BUSINESS UNDER DIRECTION OF THE CHAIRMAN

- A. *Post meeting note; The planning committee, convened to develop ideas for the Queens Diamond Jubilee in 2012, had met on 7<sup>th</sup> September and would meet again on 4<sup>th</sup> October. A report would be brought to the next meeting.*
- B. Cllr Yeoman alerted Councillors to the following meetings and asked for volunteers to attend
  - The next Parish Cluster meeting, diared for 14<sup>th</sup> November 2011
  - Redeeming Our Communities, Thursday 20<sup>th</sup> October 2011
  - the Annual Review Meeting of the village website on 27<sup>th</sup> September - Cllr Kendall and the Clerk would attend
- C. The Council was reminded by Cllr Yeoman of the need to respond to the Government's Future of Standards Consultation Paper by 30 September. After discussion all agreed that a mandatory code of conduct was preferable to a poorly defined voluntary one.

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- D. The Council confirmed they were happy to assist in the promotion of local blood donating sessions
  - E. Flu vaccination clinics organised by Redfern Health Centre were scheduled for Thursday 27<sup>th</sup> October 10am- 12 noon in the Village Hall. No appointment necessary
  - F. Councillors were advised of new training opportunities via DALC
  - G. The TASK report was received - the carbon reduction action plan for Kingsbridge.
  - H. At the request of Dist Cllr Coulson, the Councillors were asked their opinion of the SHDC Connect Strategy. It was quickly evident that it was thought of little real value to the Parish and there was no engagement or ownership by Malborough or any tangible benefit for doing so seen.
  - I. A letter had been copied to the Council by Ms L Freeman concerning the firework display by the Old Vicarage and the effect on nearby livestock/horses.
  - J. Cllr Yeoman reported that Thurlestone Parish Council were looking for support in their bid to reinstate the name of Thurlestone Sands (versus South Milton Sands as per National Trust signage). All present offered their backing to support Thurlestone Sands.
  - K. Re Private Water Supplies Regulations 2009 - the results of the analysis of Shute Hill Well on 1<sup>st</sup> September had been received - the water failed to comply due to a single total coliform BUT, in the absence of faecal coliforms, such low level contamination is not considered to be a risk to health and can therefore be considered SATISFACTORY.
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#### 811 CORRESPONDENCE

In addition to items taken under the Agenda, correspondence has been received from:

Letters copied to the Parish Council re. planning application 1890 from:

- Hugh Mitchell
- R & J Littlejohns
- Mrs J Putt
- Mr E Putt
- Mrs Edith Putt
- John Page
- David Whittingham
- David & Julia Hemming
- Mr A Jellard

SHDC Leaflets re Responding to Major Emergencies

South Hams Society Bulletin

Community Council of Devon Annual Review

DALC 2010/11 Annual Report

Village Green Autumn 2011

RHS; Britain in Bloom

Clerks & Councils Direct

Domestic Violence & Abuse Service information leaflets

Waste core strategy (electronic bulletin)

Training Courses/dates for PC's

Notice of Salcombe Harbour Board Meeting 26<sup>th</sup> September

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There being no further business the meeting closed at 9.50pm

Actions default - unless otherwise specified the Clerk takes forward any agreed actions

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#### **DATES FOR THE DIARY**

Wednesday October 19<sup>th</sup>; the next **Parish Council Meeting** commences at **7.30pm**,  
**Malborough School.**

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Signed as a true record: \_\_\_\_\_

Print Name & Date: \_\_\_\_\_

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

Cllr. Gill Boyce  
Cllr. Kathy Ireland  
Cllr. Ann Kendall  
Cllr. Lucinda Pedrick  
Cllr. Paul Pedrick  
Cllr. Edmund Putt  
Cllr. Roger Rendle  
Cllr. Ann Smallman  
Cllr. John Yeoman (Chairman)

### For Information

District Cllr. John Carter  
  
District Cllr. Paul Coulson  
County Cllr. Sir Simon Day  
Mrs E. Bond  
Reverends K. Haye & T Skillman  
Malborough Parish Council Notice Boards (2)  
Malborough Primary School  
Malborough Village Hall Committee  
    Mr A Morgan  
    Ms Da Einon  
    Mr C Musgrave  
Malboroughvillage.org.uk  
Salcombe Police Station  
Mr Tony Lyle  
Mrs Wendy Taylor (youth club)  
Ms Louise Tucker



# MALBOROUGH PARISH COUNCIL

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### APPENDIX A

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
	Cash Book Balance b/f from last month's report			9,373.35
Payment	D Ede (Salary - August)	-	386.49	8,986.86
Payment	D Ede (Salary - September)	-	386.49	8,600.37
Receipt	Messenger OOP	58.30		8,658.67
Receipt	Messenger In Parish	56.00		8,714.67
Receipt	Allotments	14.58		8,729.25
Receipt	Messenger	252.90		8,982.15
Payment	Saltaire Garden Services	-	90.00	8,892.15
Payment	Messenger Expenses A Kendall	-	99.14	8,793.01
Payment	Tim Bissett (Jubilee Seat)	-	75.00	8,718.01
Payment	Eva Bond (The Pound, grass)	-	10.00	8,708.01
Receipt	Interest (gross)	0.36		8,708.37
Receipt	Interest (gross)	0.34		8,708.71
<b>TOTALS YTD</b>		<b>£ 8,727.96</b>	<b>-£ 5,799.70</b>	
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d				<b>£ 8,708.71</b>

Balance at bank at end :

Revenue Accounts  
Unpresented Items

receipts  
payments

21st September 2011

8,446.23
267.48
- 5.00
<b>£ 8,708.71</b>

Variance

### ACCOUNTS FOR PAYMENT

D Ede (Salary)	for August & September
D Ede (Expenses)	qtr 2
D Ede (Petty Cash)	
Saltaire Garden Services	
Peter Hollett	Tree surgery
Roy/Tony Lyle	bench maintenance
Audit Commission	
Jubilee Shelter expenses	J Yeoman
Public meeting Notices	J Yeoman
G Hocking	Allotment rental
Messenger expenses	Danwood

paid on 15th of the month by standing order & included in above balances

£

772.98

39.62

44.17

180.00

360.00

31.90

510.00

45.52

16.40

250.00

696.62

**2,174.23**

## MALBOROUGH PARISH COUNCIL

### FINANCIAL YEAR COMMENCING 1ST APRIL 2011

### RECEIPTS & PAYMENTS REPORT TO COUNCIL

### MEETING DATE 21st September 2011



Prepared By:  
Date:

Debbie Ede, Clerk to the Parish Council  
21st September 2011

MPC outturn 2011-1226/09/2011