

MALBOROUGH PARISH COUNCIL
Minutes of Parish Council Meeting;

Date: 18 th July 2012	Venue & Time: The Annexe, commencing at 7.30pm	
Present: Cllr Gill Boyce C Cllr Kathy Ireland Cllr Ann Kendall Cllr Lucinda Pedrick Cllr Paul Pedrick Cllr Barry Sweetman Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	In Attendance: Mrs Debbie Ede (Clerk - Minute taker)	Apologies: Dist Cllr Carter Dist Cllr Coulson PCSO D Gibson PC S Mullen Cllr R Rendle
	<p>OUR JUBILEE PLAYGROUND OPENS ON <u>SATURDAY 4TH</u> <u>AUGUST AT</u> <u>3 PM!</u></p>	<p>We hope to see you then.</p> <p>Free goody bags for the children and teas and refreshments available</p>

Ref 2012/13 Minutes Action

046 INTERESTS Cllr Kendall declared an interest under Finance

047 MESSENGER

Cllr John Yeoman volunteered to write the Messenger report again

048 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 20th June were agreed and signed as a true record, proposed by Cllr Boyce and seconded by Cllr Ireland.

049 MATTERS ARISING (from previous minutes only)

- A. A card had been received from Ocean Harry Brogan thanking everyone for the Jubilee mugs.
- B. The Guinness Trust had been written to re maintenance standards and a collapsing porch on behalf of a concerned Parishioner and Sparrow Park resident. The property has since been visited and work will be undertaken asap.
- C. Re the overgrown beds etc at Great Park; Hastoe are arranging for the estate to be weeded.
- D. The village sign was brought into the meeting for review; it has been restored to its former glory and will be re-erected shortly. It will be photographed to use, as previously agreed with Ms Johnson, as the Parish Council logo (along with the mug design) by Matt Kendall. The Council agreed to write to Jane Putt and Ann Yeoman to thank them for their efforts and, *post meeting note, it was later agreed to make a small gift to each in appreciation.*
- E. Re the TAP fund (£1.10/elector); two applications/bids were drawn up and submitted to the Cluster fund - one for the school and one for the playground. However the rules as to how to access the fund were changed at the Cluster meeting itself as many Councils felt disadvantaged. The result was that Malborough secured their £325 bid for the school but

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withdrew the one for the playground to prevent it being turned down in the 'melee'. Malborough was the only parish to have submitted bids to date. It is planned to resubmit the playground bid once SHDC have clarified the process. Given this 'confusion' Malborough Council retain their strong preference for a direct allocation as originally promised.

- F. Cllr P Pedrick has attached the plaque to the Mallowbrook bench.
 - G. The two new notice boards are progressing - Cllr P Pedrick to expedite. Once received the new footpath signs and leaflets could be progressed.
 - H. The ambulance service is procuring the defibrillator and we are waiting progress.
 - I. The winter services survey requested by DCC has been completed and submitted.
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050 POLICE BUSINESS - nothing to report

Cllr Boyce reported a commercial van regularly parking on Vicarage corner but Cllr Pedrick pointed out that this was no longer a police issue unless it was causing an obstruction; SHDC now have the responsibility. Similarly there is an ongoing problem at the corner/junction of Portlemore Lane as repeatedly reported by Cllr P Pedrick.

051 HIGHWAYS

- A. A Reminder of; **Notification of Road Closure - Work Ref: MB3743443/3 - Malborough Green to Higher Town, Malborough for 10/9/12 to 12/9/12.** May Gurney have applied for a road closure to complete SOUTH WEST WATER Utility works. These works will take place from 10/9/12 to 12/9/12 from **1900hrs to 0700hrs**. The works will take place from outside Charnwood to outside The Old Vicarage, on the road Malborough Green to Higher Town, Malborough. All Efforts will be made to maintain access to properties within the area of the closure and minimise disruption. If you require further information please call: 01726 224400 between 9:00am and 5.00pm (Mon-Fri), or contact the South West Water Helpline on 0800 169 1144 at all other times. The Parish Council undertook to warn affected business/farms and to highlight the closure in the Messenger
 - B. Cllr Kendall reported an excellent job done by the Parish lengthsman around Bolberry, very timely given the recent flooding. Now we have a rota and contact number for the lengthsman we can compile a works list before each visit. It was noted that Collaton Lane (by Fairwinds) needs attention next time (September).
 - C. The pothole previously reported by Cllr Boyce is by the road drain and not on the Vicarage splay. There are a further 2 holes in Collaton Road - where Lower Town meets Collaton road at Whitehall corner.
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052 FOOTPATHS TREES & ALLOTMENTS

- A. The dog warden has visited and will be keeping a close eye on the problem areas. Signs have been obtained for Great Lane and Shute reminding owners of the necessity to keep dogs on leads and to clear up after them. Cllr Yeoman will fit the new lid on the dog bin in Collaton Road shortly. It was still felt that the emptying of the dog bins around the village was rather 'haphazard' and that they needed to be regularly checked by the SHDC operatives.
- B. Cllr Yeoman read out a letter received from a parishioner experiencing difficulties passing through the pedestrian gate at the bottom of the Furzedown track. Cllr Boyce undertook to look at this and review access.
- C. The meeting noted that the Cycle Path had been cut but the commemorative tree had been flailed and the post at Horsecombe Lane uprooted. The standard of the cut was deemed poor but there were no reports of punctures as yet this time - given it was the grass, not the hedge that had been cut.
- D. Cllr J Yeoman is obtaining quotes for the resurfacing of the Pound Path
- E. Cllr P Pedrick reported that the slabs laid around the Mallowbrook bench need bedding in again.

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- F. Cllr Boyce reported that the toilets in the Square had recently blocked but that the response time from SHDC was excellent with the problem sorted the same afternoon. Thank you.
- G. A discussion took place about siting separate recycling bins in the Square but the meeting felt that there was insufficient room to accommodate additional bins, that the initiative could encourage tipping and that parking to access the bins would be problematic.
- H. Cllr Boyce queried the overgrown grass at the Green; cutting was being done on an ad hoc basis pro tem but it was felt the situation needed to be reviewed and formalised. Liaison would take place between the parties and would include the input and advice of the Tree Warden.
- I. Also overgrown was the base of the Church wall but it was noted that the wall itself appeared to have stabilised and, whilst being closely monitored by SHDC, was not currently in danger of subsidence.

053 VILLAGE HALL

- A. Cllr Ireland reported on the latest MVH&PFA meeting, topics discussed included
 - a. The great success of the wedding held in the hall and the hope for future similar revenue streams
 - b. The ongoing problem of commercial parking - however, as per discussions last month, the Parish Council thought that most of the commercial traffic used the District Council part of the car park
 - c. The advent of the Spiritualised/or its successor drop in service
 - d. The Potential for solar panels and grant assistance
 - e. Misc Maintenance issues including a recent leak in kitchen
- B. The Parish council await feedback from the VH&PFA on the Turfguard/Grassprotecta options for the overflow car park and have approached the VH again for a decision.

054 FACILITIES FOR YOUNG PEOPLE

- A. The preparatory groundworks for the new playground were completed by Mr Stidston in time for the Wicksteed contractors to commence the build on 16th July. Despite the inclement weather it is still hoped to have the **opening ceremony on 4th August at 3pm.** A question has emerged over the cost of turfing the areas where the hedge has been removed and we are in discussion with Wicksteed re. this. It was thought a local working party could be convened to lay turf as necessary - Cllrs Sweetman and K Yeoman volunteered to do this and the meeting agreed to commit this spend if necessary to a £500 maximum (proposed by Cllr Boyce and seconded by Cllr P Pedrick). *Post meeting note; the Contractors have undertaken to lay the additional turf FOC with Malborough funding 50% of the cost at c. £200.* It has been suggested that, given Mr Stidston also created disabled access to the pavilion that the football club be invited to contribute to the costs. A bid has been drawn up and submitted to the TAP fund (as above) and a further bid for funding lodged with Devon Community Foundation. It was noted another Big Bands event was proposed for the autumn.
- B. 2 minor repairs remain outstanding with Bendcrete for the skatepark. The annual inspection is being arranged to tie in with the sign off and accreditation of the playground.
- C. Cllr J Yeoman took the meeting through the now finalised Jubilee accounts which showed a profit on the weekend of £710. Further sums had been received including £50 from South Huish and another £10 for the scarecrow trail. The Jubilee committee had agreed a contribution to the Church of £125 and, with other contributions to MVH&PFA and the MAD group (for the Pimms tent) the amount remaining for the playground was £120. As discussed previously the Parish Council would top this up by a further £500 as it did not have to use Council funds to underwrite the Jubilee celebrations. Cllr Ireland congratulated everyone involved again.

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- D. Re the Jubilee Mugs - there are 131 left in stock from the 504 purchased, Cllr Ireland suggested contacting the holiday let companies to see if they would like mugs available for their properties. A suggestion to leaflet 2nd homes was also taken up together with advertising in the Messenger plus writing an article for inclusion in the South Huish newsletter. AK



We have a number of specially produced bone china mugs for sale. These mugs have been commissioned by Malborough Parish Council to celebrate the Queen's Diamond Jubilee Year. They are available at Malborough Post Office during opening hours or ring Gail on 562058. Only £5 each

- E. Re Safeguarding children and vulnerable adults - Cllr L Pedrick was progressing the review of the Council's policy in the light of the Safe Network's core standards and guidance for safeguarding children in the voluntary and community sector.

055 FINANCE & GOVERNANCE

- A. The monthly accounts and bills to pay were received. Those who had not declared an interest voted through the financial statements, proposed by Cllr Boyce and seconded by Cllr Sweetman with the addition of £160 payment for Gill Whitmore for 4 weeks of Zumba.
- B. As above funding of £325 for the school, with the commitment of £75 of Council monies, had been secured from the TAP fund. This following discussions last month when it was decided to support the request for funding for the Community Notice Board in the school but to suggest to the school that they explore other grants etc for the rubbish bin.
- C. Further to discussions last month and the agreement, in principle, to adopt the new code of conduct endorsed by the larger Councils Councillors, SHDC have adopted a code and copied this out to Parishes. This meeting confirmed its earlier resolution of 20th June and formally adopted this code, proposed by Cllr Pedrick, seconded by Cllr Boyce and voted through unanimously. Accordingly all Members completed/are completing the new Register of Interest forms for submission at week end.

056 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. Those without comment remain under discussion within the Parish.

Application Ref: **33/1509/12/RM ; MPC Conditional Approval**

Address:	Bolt Head Airstrip, Bolt Head, Malborough, Kingsbridge, TQ7 3DW
Description:	Application for reserved matters following outline planning consent 33/2743/11/O - erection of aircraft hangar
Name:	Squire Bros
Address:	Higher Rew Farm, Malborough, Kingsbridge, TQ7 3DW

Application Ref: **33/1452/12/F; MPC Conditional Approval**

Address:	2 Townsend Cottage Higher Town, Malborough, TQ7 3RL
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Description:	Householder application for formation of new parking layby
Name:	Mr I Higginson
Address:	2, Townsend Cottage Higher Town, Malborough, TQ7 3RL

Application Ref: 33/1298/12/F East Soar Farm, Malborough, Kingsbridge, TQ7 3DR Retrospective change of use of land and barns for camping purposes and use of barn as walkers hut. Mr S Herselman East Soar Outdoor Experience, East Soar Farm, Malborough, Kingsbridge, TQ7 3DR . *Following site meeting and discussion at full Council on 27th June 2012 (at a planning meeting), MPC conditional approval*

Cllr Kendall reported on a planning permission in the pipeline – it was noted that Council would need to meet to discuss any applications that come to Council between now and the September meeting.

SHDC Decisions – nothing to report

- A. Enforcement matters outstanding include:
- No application having been received for the retrospective work at High Waters.
 - Progress on re-reinstating the bank at 2 Great Lane
 - The height of the new build barn at Higher Soar. The complaint has been allocated to an Officer
 - Planning and Highway issues at Cross Park had been allocated to an enforcement officer and a site meeting planned.

The Council agreed to write to SHDC with concerns over the lack of process, also to DCC re issues at (d)

- B. The result of the Burton Farm appeal re wind turbines is awaited.
- C. South Hams District Council have published a draft Supplementary Planning Document (SPD) on Masterplans and Development Briefs for consultation. This SPD sets out the minimum standards required in terms of the process and content for preparing Masterplans and Development Briefs. **The SPD is being published for a six week consultation. Responses must be received by 5.00pm on Monday 30 July 2012.** A copy of the draft SPD can be viewed on the Council's website. With reservations the meeting agreed to make a favourable reply, the proposal granting the Council the status of a legal consultee, giving the Community more power but with increased bureaucracy.
- D. Following the planning seminar a concise briefing note had been circulated.
- E. Re Parish Planning; outstanding on the Council's 'things to do' list is the Emergency Plan, the Parish Plan and the Neighbourhood Plan. This should be seen as a sequential exercise gathering information and feedback from the Parish as to (1) what to do in an emergency - providing key contacts, resource information etc, (2) the Parish Plan - what we want and (3) the Neighbourhood Plan - where we want it. It was agreed to constitute a sub-committee in September to take this forward.

057 DISTRICT COUNCILLORS REPORT - no reports had been received.

058 BUSINESS UNDER DIRECTION OF THE CHAIRMAN

- A. Cllr Ireland expressed concerns about the speed of traffic past the Great Park development especially given the number of children on the estate. It was agreed to ask Highways for signage to highlight pedestrians and young children crossing.
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059 CORRESPONDENCE

There was no additional correspondence other than that taken under the agenda correspondence

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There being no further business the meeting closed at 9.45 pm

DATES FOR THE DIARY: the next Parish Council Meeting would be held on Wednesday
SEPTEMBER 19th at 7.30pm at **the Annexe.** Please note there will be NO
Council meeting in August

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 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 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 Kevin Yeoman
Cllr Barry Sweetman

Cllr. Roger Rendle
Cllr. John Yeoman (Chairman)

For Information

District Cllr. John Carter

District Cllr. Paul Coulson
County Cllr. Sir Simon Day
Mr Tony Lyle, Ms Louise Tucker, Mr E Putt
Salcombe Police Station
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 A Purchase

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APPENDIX A

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
<i>Cash Book Balance b/f from last month</i>				26,335.76
Receipt	MVH&PFA Jubilee Reserve	6,718.66		33,054.42
Payment	MVH&PFA (Zumba)	-	36.00	33,018.42
Payment	Gill Boyce	-	22.46	32,995.96
Payment	Ann Kendall - Viking Stationery	-	113.35	32,882.61
Payment	Ann Kendall - Jubilee Party	-	81.25	32,801.36
Payment	J Yeoman - Phil Worth Jubilee	-	40.00	32,761.36
Payment	J Yeoman - Jubilee Prizes	-	60.00	32,701.36
Payment	J Yeoman - Jubilee Bunting	-	39.98	32,661.38
Payment	Gill Whitmore - 4wks zumba	-	160.00	32,501.38
Payment	Saltaire	-	135.00	32,366.38
Payment	Danwood	-	150.00	32,216.38
Payment	J Walsh (the Pound)	-	10.00	32,206.38
Payment	Ken Abraham (Internal Audit)	-	225.00	31,981.38
Payment	D Jarvis	-	332.00	31,649.38
Payment	D Ede (Petty Cash & Expenses)	-	4.53	31,644.85
Receipt	Messenger - oop	284.40		31,929.25
Receipt	Messenger - subs	6.00		31,935.25
Receipt	Hastoe - donation to playground	340.00		32,275.25
Receipt	Allotments	75.00		32,350.25
Receipt	Jubilee - scarecrow trail	10.00		32,360.25
Receipt	South Huish - Jubilee teas	50.00		32,410.25
Receipt	Jubilee - mug sales	140.00		32,550.25
Receipt	MVH&PFA - Pimms tent, Jubilee	157.25		32,707.50
Receipt	Zumba	185.00		32,892.50
Payment	Malborough Cricket Club contra	-	152.50	32,740.00
Receipt	Interest (gross)	1.13		32,741.13
Payment	D Ede (salary)	-	451.56	32,289.57
TOTALS YTD Financial year 2012/13		£ 19,600.57	-£ 8,392.41	
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d				32,289.57
	FY 2012/13, month		4	

Balance at bank at end :

Revenue Accounts
Unpresented Items

receipts
payments

30th June	
	33,075.55
receipts	1,247.65
payments	- 2,033.63
	£ 32,289.57

Variance

ACCOUNTS FOR PAYMENT

D Ede (Salary) for July

plus

D Ede (Petty Cash & Expenses)

Ann Kendall - Messenger expenses

DALC training

Tone Leisure (Badminton)

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

451.56

53.50
125.40
267.65
351.00
797.55

Plus £160 G
Whitmore,
Zumba

RECEIPTS & PAYMENTS REPORT TO COUNCIL

MEETING DATE

18th July 2012



Prepared By:
Date:

Debbie Ede, Clerk to the Parish Council
17/07/2012

MPC outturn 2012-1320/07/2012