

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

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<b>Date:</b> 16 <sup>th</sup> January 2013		<b>Venue &amp; Time:</b> The School, commencing at 7.30pm
<b>Present:</b> Cllr Gill Boyce Cllr Kathy Harrod Cllr Ann Kendall Cllr Lucinda Pedrick Cllr Paul Pedrick Cllr Roger Rendle Cllr B Sweetman Cllr Kevin Yeoman Cllr John Yeoman (in the Chair)	<b>In Attendance:</b> Debbie Ede Clerk & Minute Taker Mrs Eva Bond } part meeting Simon Garner } Simon Hill }	<b>Apologies:</b> Dist Cllr Carter

<b>Ref 2012/13 Minutes</b>	<b>Action</b>
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**120. NATIONAL TRUST.** Simons' Garner & Hill from the NT took the meeting through some of the NT's thoughts and plans re work at Bolberry; the immediate agenda was to upgrade the easy access paths out of the carpark to the Down and Cattehole Pt. These were subject to severe weather deterioration and the plans were to reinstate the surface, the width etc. to facilitate access for all mobilities within the next 2/12ths. This work is part of a wider project which includes a feasibility study on the extension of the easy access route to Bolt Tail, moving the fence back and widening the corridor, car park improvements etc. The fence line would be reinstated and grazing/stocking would be subject to Natural England SSI targets. All noted that, with the current weather, the Bolberry car park was struggling to cope. The question was how can the NT better manage it - it is a big car - park perhaps there were ways to split off to give areas a chance to recover....any surfacing would need to be sympathetic to the landscape - grass protecta , rolling clean aggregate into it? Cllr Rendle asked why thought could not be given to a car park area utilising the tarmac from the old RAF station -the old parade ground near the Port Light? The NT would be putting information on their plans over the next 12 months and beyond into the Messenger and the Hope Cove News. Similar work was planned for East Soar which has also suffered with weather. The NT would like to develop their ideas re car parking etc and come back to the Parish to discuss. Cllr Kendall asked whether the Trust could restrict car access on to the Down itself though David Rossiter needs access to his fields, possibly using a drop down timber bollard? Mrs Bond queried the Trust policy on memorial seats - anyone interested to contact the Saltram NT office.

*Simons Garner & Hill then left the meeting at 8pm.*

**121 INTERESTS** Given the dispensation granted last month for discussing and setting the Precept no further interests were declared apart from Cllr Boyce w.r.t. the monies paid over to the Church from the Jubilee profits and the grant to WRVS.

**122 MESSENGER**

Cllr Kendall volunteered to write the Messenger report.

**123 MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the Parish Council meeting of 19<sup>th</sup> December were agreed and signed as a true record, proposed by Cllr Boyce and seconded by Cllr Kendall.

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

- A. 23<sup>rd</sup> January has been confirmed for the village 1st aid courses - all to publicise the course which is FREE to participants, 7 for 7.30pm. Cllr K Yeoman would announce this at the Pantomime. action KY

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- B. Only 20 households returned the Emergency Planning forms and a further 6 vulnerable households were identified; late forms can be accepted - please could Parishioners remember to FILL IN AND RETURN THE YELLOW FORMS sent out in the Autumn MESSENGER. The information has been collated and embedded in the emergency plan - thank you to those who returned their forms.
- C. Re. the Batson Cross development; Work has started recently on the next stage of development of a site on the edge of Salcombe. There is a project website ([www.batsoncross.com](http://www.batsoncross.com)) which gives more information. There are drop in events on the 19&20th January at the school (Salcombe) and an invitation only workshop on the evening of the 29th. It was agreed that Cllr P Pedrick would go as the Councils' representative
- D. The toilet light remains out of action despite Dist Cllr Coulson expediting the repair.
- E. Cllr Harrod remarked that Dist Cllr Gilbert had ensured that parking wardens did visit and ticket Cumber; she reported an improvement but problems still continue. It was agreed to alert Dist Cllr Gilbert as and when to ensure regular visits by SHDC Street Scene.
- F. Fireworks at Old Vicarage have been referred to SHDC Environmental Health and Devon & Somerset Fire Brigade for guidance
- G. Dist Cllrs Coulson and Carter have advised, again, that Cross Park issues are 'in hand' and with SHDC's legal department
- H. Whilst a quote had been received to redecorate the Noticeboard outside the Post Office it was noted to be leaking suggesting remedial repairs are needed. Dave Illingworth would be asked for a quote since he had just replaced the cork and identified the leak.

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#### 125 FINANCE & GOVERNANCE

- A. In December the meeting granted a blanket dispensation for all nine Parish Councillors, effective immediately and to remain in force for a maximum of four years, or until repealed by Council, to enable Members to speak and vote at meetings of the Council (as defined in the Code of Conduct) relating to Setting the Council Tax or a Precept. Accordingly discussions then took place re the 2013/14 BUDGET & PRECEPT.
- B. Unfortunately the technical changes brought in by Government to replace the existing national council tax benefit scheme with a local Council Tax Support Scheme have severely disadvantaged Malborough. The new scheme has reduced the council tax base for us by some 13% and the transitional funding - aimed at reducing the impact of this - goes only part way to address the shortfall. The support grant (this transitional help) is not allocated on a fair shares basis but is weighted by the value of Council Tax benefits for each Parish - we get c. £1200 whilst our 'fair share' would be £3,400. The result is that to stand still ie: make NO increase in the £11,000 precept coming to the village, means a technical 2.86% increase in our tax. However, the support grant that helps us this year is probably not going to be available next year. Thus to maintain the £11,000 into 2014/15 would mean a 15% year on year increase! With capping likely in future years to recover this loss would not be possible. Therefore the Council felt that it had to

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go some way in bridging the likely 2014/15 gap in funding which this year is also compounded by reduction in Messenger income caused by parishes for whom we had printed, printing their own magazines. After looking at the 1<sup>st</sup> cut budget for 2013/14, to be able to continue investing locally (note the two major capital projects over the last 24 months) whilst also offering grant funding and assistance to the school and local Clubs and Societies Cllr P. Pedrick proposed an increase of £5 per band D household per annum ie; a total precept of £12,860. Cllr Harrod seconded this whilst Cllr Sweetman asked for slightly less than the £5 increase. After lengthy discussion the meeting agreed the £5 rise at less than 10p week for a Band D property hoping that this would put the village in a stronger position for 2014/15.

- C. Detailed discussion then took place over the budget and the likely income and expenditure of the Parish in the coming year. As above, impacting on the monies coming into the Parish is the loss of a major customer for scan printing which means the Messenger will no longer make a positive contribution to the budget although the advertising revenue should cover its costs. It was noted that the allotments don't quite break even and the meeting agreed to raise the allotment fees to £27.50 per annum (from £25) which, given the plot holders also had access to free water, was still thought to be a very competitive rate. This was proposed by Cllr Kendall, seconded by Cllr Sweetman and agreed by all with a suggestion/recommendation that if the tenants were to join the Allotment Association they would have access to big savings on their seeds etc. The burial charges were also reviewed but it was decided not to alter them for 2013/14. There was concern about any reliance being placed on profits from the zumba sessions especially as there had to be breaks in the weekly Monday night slots for other events in the hall. Whilst it was hoped that zumba would continue to raise monies (vired towards cutting the grass in the new playground) the meeting recognised that this was a financial risk area to be monitored carefully in year. With the balance of the precept being invested in the village fund and environmental improvements a near balanced budget was set which protected the Parish Council's ability to award grants etc. to local causes. Further good news is that we remain on track to reach our funding target for module 3 of the playground in the spring and will be able to commission this shortly! 2 grant applications remain in the pipeline and we are hopeful that they will bring in the final £2,000 required. Then the Parish needs to agree what is its next major project and we can again look to external sources of funding to bring in additional monies to top our restricted precept income!
- D. The monthly accounts and bills to pay were received. With Cllr Boyce withdrawing from discussions, a proposal to accept the accounts and authorise the payments was made by Cllr Harrod, seconded by Cllr Kendall and passed unanimously. The cheques were drawn. Thanks were received from the school for the recent £400 investment in recycling and communications.
- E. As part of the preparatory work to inform the 2013/14 budget setting the Clerk had prepared figures to show the estimated outturn position on the Councils' 2012/13 income and spend. With some reserves still unallocated it was agreed to award CAB, WRVS and the Horticultural Society £100 each, with immediate effect. The cheques were drawn, proposed by Cllr Kendall & seconded by Cllr P Pedrick with Cllr Boyce withdrawing from discussion.

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126 POLICE BUSINESS - No reports were received.

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### 127 HIGHWAYS

- A. The Road Closure scheduled for 12-14<sup>th</sup> February from Malborough Green to Vicarage corner has been confirmed - to mend the long term water leak.
  - B. Re road repairs; Bolberry Lane has been patched and Rew Hill was being done today, however Broadmoor Lane is still riddled with potholes.
  - C. Cllr L Pedrick remarked that the road marking and signage for the Collaton lane fire hydrant has been removed. However this was thought to be deliberate on the part of the authorities in managing their resources.
  - D. We wait to hear back from DCC about the gritting position to Hope Cove given the siting of the Rescue Services at Hope Cove - lifeboat/coastguard station and two 1<sup>st</sup> responders ie: Does this not mean there is a legal obligation on DCC to salt the road access? This will also be passed onto Cllr Gilbert as will points (E) and (F) below
  - E. Also outstanding by DCC are the reinstatement of the cycle track sign, the traffic speed restriction sign on Collaton road and the finger post at Soar. The Shute Park sign has also not been resurrected, reminders have been sent.
  - F. A response is awaited from DCC about the new disabled bay in Lower Town
  - G. It was noted that our highways contact at DCC was to go on extended leave, and with the additional workload caused across Devon by the floods, that it was likely the response times from DCC re such local issues would deteriorate.
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### 128 FOOTPATHS TREES & ALLOTMENTS

- A. Cllr Harrod raised a query re the overgrown vegetation at the start of Portlemore Lane
  - B. Mrs Bond stated that National Allotment week starts 5<sup>th</sup> August and asked whether our allotments could be included. The meeting suggested she liaise with Louise/Tony but that the decision to participate or not was up to the allotment holders themselves.
  - C. Mrs Bond noted the felling of the two sycamores at the school. The school had previously informed the Council and the Tree Warden of their intentions as the trees root system was pushing out the boundary wall making it even more likely to be hit by passing traffic and difficult to repair. The meeting assumed that the school had obtained any necessary permissions.
  - D. Re the cycle path the continuing problem with thorn hedge - response is again awaited from DCC to ascertain the current position and their agreement with the landowner. This w.r.t. the possibility of alternative planting in front to screen the thorn and any approach of the Parish to the landowner explaining the problem?
  - E. o/s and c/f : Cllr J Yeoman is obtaining quotes for the resurfacing of the Pound Path and the cut of the Collaton bank is waiting on the weather. Cllr Boyce remarked that the path was very slippery when wet.
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### 129 VILLAGE HALL

- A. The laying of the grass protecta for the overflow car park has now been completed. There is a balance owing to the Parish Council of £305 PC which will act as a pre-payment against grant awards in 2013/14 . Cllr Harrod advised that 10 portable stands with linked chain have been purchased to section off areas and the area should be in use soon although Cllr K Yeoman raised concerns about the state of the ground and the waterlogged soil.
- B. As discussed previously there is an on-going cost for the more complex grass cutting around the playground. The VH&PFA wish to keep the contract at 26 weeks and have awarded the grass cutting contract to Jonathan Hawtin of Malborough Garden Services.

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They are asking Jonathan to let them have a docket for each cut that he does and in this way they will track the number of cuts undertaken each year. They suggest that, at the end of each year, reconciliation is done with the PC and any overpayment adjusted at that time. Last month the Council agreed to Cllr T J Yeoman's proposal, subject to ratification of the budget and precept, that the Parish Council fund

- a. 100% of the cuts for the play area to a maximum of £1,400
- b. 50% of the other area to a maximum of £750 p.a. However this would preclude any in year bids coming forward from MVH for sundry funding assistance (Christmas trees, lighting etc...) as nothing else could be afforded within the precept

Today's meeting confirmed this.

- C. Cllr Harrod suggested that thought be given to the next major infrastructure projects required. She highlighted that we were nearing completion of the playground and that the Village Hall had a lot of work that needed to be done including major tree surgery, installation of solar panels and the extension of the hall. With the Council planning to draft its next Parish Plan over the next few months it was suggested that some thought be given to these areas. Cllr Rendle held out that the Parish Council and Village Hall were the major contributors to village life and said that he would support such initiatives. Cllr T J Yeoman reminded the meeting that section 106 monies would also be due to the village when the Alston Gate development came on stream.
  - D. Cllrs again asked that they be given a key to the village hall.
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#### 130 FACILITIES FOR YOUNG PEOPLE

Fundraising continues for the 3rd phase and, as advised last two more funding bids have now been finalised and submitted, one to the St Austell Brewery Charitable Trust and the other to the Devon Community Foundation. If these are successful (outcome known January -February 2013) we will have reached our funding target and the 3<sup>rd</sup> phase can be commissioned! Draft safety signs have been designed and are pending on identifying the final funding partners and Cllr P Pedrick is liaising with Dave Illingsworth re display options. Costs for c. 2'6" by 3'6" notice board on two legs have been requested.

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#### 131 PLANNING

##### PLANNING – DECEMBER 2012/JANUARY 2013 MEETING

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.

Application Ref: <b>33_41/2593/12/F</b>	
Address:	High Water House, South Sands, Salcombe, TQ8 8LN
Description:	Retrospective householder application for landscaping and drainage works to garden
Name:	Mr S Harvey
Address:	Highwater House, South Sands, Salcombe, TQ8 8LN

##### **SHDC Decisions**

33-2271-12-CU Site Address: Alston Farm Camping & Caravan Site, Malborough, Kingsbridge, TQ7 3BJ  
Proposal: Change of use of land to allow replacement of 21 touring caravans with 21 static holiday caravans  
*Conditional approval*

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33-2829-12-MIN Site Address: Bolberry House Farm, Bolberry, Malborough, Kingsbridge, TQ7 3DY  
Non-Material Minor Amendment to planning permission 33/2467/12/F (Full application for permanent planning permission for established clay pigeon shooting ground) to allow to also shoot on Thursday between 10.00 and 17.00 hours from October to March (inclusive). *Conditional approval*

- A. Enforcement matters outstanding include:
- Progress on re-instating the bank at 2 Great Lane – Cllr Boyce reported that chestnut paling fence had now replaced the Devon bank.
  - The height of the new build barn at Higher Soar.
  - On-going problems at Cross Park
  - Clarity on the number of movements out of the Bolt Head airstrip, alleged in excess of, and therefore in breach of the planning conditions. .

There was an on-going query about work being done at Westerlings in Collaton Road, whilst a like for like replacement would not require planning, trees are being felled so there is a need to keep an eye on the development. Dist Cllr Coulson to liaise with planning

- B. With both Parish & Neighbourhood planning to discuss it was agreed to draft a Parish plan for consultation, this to be available for the March meeting and to be then shared at the Parish's Annual Meeting in April. Cllr Yeoman informed Cllrs that the Neighbourhood Planning Seminar (FOC) had been rescheduled for 7<sup>th</sup> march and 3 places had been reserved. o/s with Dist Cllr Coulson was his undertaking to get a SHDC representative to brief the Council and the arrangement of a local seminar about Masterplans.

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### 132 BUSINESS UNDER DIRECTION OF THE CHAIRMAN

Cllr J Yeoman raised the following issues;

- Jubilee Mug stock; some remain unsold and there is an approx. shortfall of £200. It was agreed to divide the balance owing by remaining stock and to sell at this reduced price.
- There is a Visually Impaired Information day on 31<sup>st</sup> January at Kingsbridge Library
- Shute Well water is satisfactory following recent sampling
- Blood doning takes place in the Village Hall on Monday 28<sup>th</sup> January
- The Cinnamon Trust (a national charity for the elderly, the terminally ill and their pets) is looking for volunteers; tel Sally on 01736 758707 or email [volunteer@cinnamon.org.uk](mailto:volunteer@cinnamon.org.uk)
- The Devon Best Kept Village competition was open for entries until 26<sup>th</sup> April
- SHDC had produced an awareness video on emergency planning and community resilience; the link on <http://www.dcisprepared.org.uk> would be live on a few weeks. A flood workshop and an emergency planning workshop were also to be confirmed.
- DALC were asking for nominations for Buckingham Palace Garden party nominations; Cllr Boyce to liaise with a potential nominee.
- The Boundary Commission are out to consultation about the electoral review of the South Hams where recommendations can be made on the number of Councillors, the number and boundaries of wards and the names of wards. There was a proposal from the Commission to reduce the number of Councillors from 40 to 30. The meeting disagreed with this as, even with 40 councillors, there was concern about the level of representation. They asked that the number of Councillors should remain at 40 but that boundaries should be redrawn such that Salcombe is separated from the rural outlying Parishes. Accordingly our return will be made by 18<sup>th</sup> February.

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- J. Cllr Kendall again highlighted the increase of dog fouling around the village. Additional signs had been purchased and the dog warden would be visiting more frequently and would be supplied with names and addresses of possible perpetrators as applicable. All are reminded that fines can and will be levied.
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### 133 CORRESPONDENCE

Had been received from;

- A. The South Hams Society
  - B. Clerks & Councils' Direct Newsletter
  - C. SWW - Water Future magazine
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There being no further business the meeting closed at 21.50hrs

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**DATES FOR THE DIARY:** the next Parish Council Meeting would be held on Wednesday FEBRUARY 20TH at 7.30pm at **the Annexe.**

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

Cllr. Gill Boyce  
Cllr. Kathy Harrod  
Cllr. Ann Kendall  
Cllr. Lucinda Pedrick

Cllr. Paul Pedrick  
Cllr Kevin Yeoman  
Cllr Barry Sweetman

All Saints Church  
Cllr. Roger Rendle  
Cllr. John Yeoman (Chairman)

#### For Information

District Cllr. John Carter

District Cllr. Paul Coulson  
County Cllr. Sir Simon Day  
Dist Cllr R Gilbert  
Mr Tony Lyle, Ms Louise Tucker, Mr E Putt

Salcombe Police Station  
Mrs E. Bond  
Reverend 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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Category	Descriptor	Paid In	Paid Out	Cash Book Balance
	<i>Cash Book Balance b/f from last month*</i>			8,753.32
Payment	MVH&PFA (zumba)		- 36.00	8,717.32
Payment	Saltaire		- 90.00	8,627.32
Payment	G Whitmore zumba		- 120.00	8,507.32
Payment	MVH&PFA (zumba room hire)		- 24.00	8,483.32
Payment	T Lyle		- 22.99	8,460.33
Payment	Clerk - petty cash		- 19.20	8,441.13
Payment	D Ede Salary		- 520.46	7,920.67
Payment	Bank charges (to be reclaimed)		- 70.00	7,850.67
Payment	Cheque overpaid by Lloyds, to be reclaimed		- 0.09	7,850.58
Receipt	SHDC TAP funding	1,590.81		9,741.39
Receipt	Zumba 17/12/12	60.00		7,910.58
Receipt	burial ground	240.00		8,150.58
Receipt	VAT reclaim	888.60		10,629.99
Receipt	Interest (gross)	0.66		10,630.65
<b>TOTALS YTD Financial year 2012/13</b>		<b>£ 55,085.53</b>	<b>-£ 65,536.29</b>	
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d	<b>FY 2012/13, months</b>		<b>10</b>	<b>£ 10,630.65</b>
Balance at bank at end :		<b>8th January 2013</b>		
	<b>Revenue Accounts</b>		<b>10,287.96</b>	
	<b>Unpresented Items</b>	receipts	<b>1,188.60</b>	
		payments	<b>- 845.91</b>	
			<b>£ 10,630.65</b>	<b>-</b>
				<b>Variance</b>
<b>ACCOUNTS FOR PAYMENT</b>				
D Ede (Salary)	<u>for January</u>	<i>paid on 15th of the month by standing order &amp; included in the above balances</i>		<b>520.46</b>
Plus	D Ede petty cash			6.76
	Malborough with South Huish School (£325 TAP/£75 MPC)			400.00
	All Saints Church (Jubilee Fund)			125.00
	MVH&PFA (Room Hire)			216.00
	WRVS			100.00
	CAB			100.00
	Horticultural Society			100.00
				<b>1,047.76</b>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				
<b>MEETING DATE</b>		<b>16th January 2013</b>		
	Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>		
	Date:	<i>updated 21/01/2013</i>		