

MALBOROUGH PARISH COUNCIL
Minutes of Parish Council Meeting;

Date: 17 th July 2013		Venue & Time: The Annexe, commencing at 7.30pm
<u>Present:</u> Cllr Gill Boyce Cllr Ann Kendall Cllr Lucinda Pedrick Cllr B Sweetman Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	<u>In Attendance:</u> Debbie Ede Clerk & Minute Taker County Cllr Rufus Gilbert (part meeting)	<u>Apologies:</u> Dist Cllr John Carter PCSO D Gibson Cllr K Harrod Cllr Paul Pedrick Cllr R Rendle Cllr B Sweetman <u>Absent:</u>

Ref 2013/14 Minutes **Action**

041 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 19th June were agreed and signed as a true record, proposed by Cllr Boyce and seconded by Cllr L Pedrick

042 INTERESTS - Cllrs J & K Yeoman declared interests under finance and withdrew from discussions about these items.

043 MESSENGER

Cllr Kendall volunteered to write the Messenger report

044 POLICE BUSINESS & NEIGHBOURHOOD WATCH

- A. The Chairman reported on the Village's presentation to PC Mullen (at the Village Fete when he also opened the 3rd module of the playground. With donations from across Malborough and South Huish we gave Steve with two engraved Dartington glasses together with accompanying beverages! Steve spoke briefly about his time and experiences in the village and thanked everyone for his presentation.
- B. Cllr L Pedrick had received reports of:
 - a. an accident in Collaton Road yesterday when a boy stepped/ran out in front of a car but stressed it was not a speeding incident.
 - b. A man is wild camping in the area in a blue tent (seen at North Sands and along North Sands Road recently). Parishioners are asked to inform the police if he is seen
 - c. An alert from the Police cascade system about some Irish People going around in a white transit van with an Irish registration selling sub-standard tools
- C. PCSO Dave Gibson had sent his apologies to the meeting and had provided crime figures for the last 30 days for the Parish. He reported:
 - a. 1 x affray
 - b. 1 x public order
 - c. 2 x theft
 - d. 1 x criminal damage
- D. We are also advised that Jo Pengilly is the new beat manager and will be getting around meeting everyone soon

045 MATTERS ARISING (from previous minutes only)

- A. Dog bins have been sourced from Glasdon and a new bin plus replacement lid will be purchased. Cllr Boyce reported the bins at Collaton Road & Collaton Lane are again full.
- B. The process of registering ownership of the Pound and the Green is pending on the Chair attending the Land Registry Office in Plymouth with evidence of his identity to support the requisite Statement of Truth necessary to progress the registration.
- C. The Chair informed the meeting that the Council had asked SHDC to clarify the criteria on which the decisions to close the toilets will be made and to provide information on usage. Their response reads *"As mentioned the Council has decided to seasonally close under-*

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

utilised toilets during the winter months starting in 2014. We will be looking at a number of factors including water usage, costs, tourism and the proximity of other facilities or businesses that could support us in keeping them open. This will all be information that we will provide prior to our discussions with all parishes and towns. These discussions will also focus on alternative means of reducing costs i.e. charging. The next stage is sending the information out at the beginning of August and starting to arrange discussions either individually or as clusters...."

- D. The alleged dangerous dog discussed last month had been reported to SHDC. The Council Officer writes: *"..... It would be preferable for these people to complain to the police or possibly myself directly to enable us to get the full story first hand rather than go through the parish council & hear the account third hand....."* However he has spoken to the owner who has assured him that the dog will be kept on a harness & lead in future when out in public. Council asked if it could be muzzled until retrained as reports had cited that the dog was too strong for the lady owner to hold onto? Cllr Boyce will keep a watching brief.
- E. DCC have initiated the process of removing the disabled parking bay in lower town as the person for whom the bay was designated is living elsewhere.
- F. We have now accepted Luscombe Mayes' offer of a specimen oak tree to celebrate their 140th year in business and will ask Alan to advise where it might be planted in the Autumn.
- G. After alerting Luscombe Maye as to their 'fly tipping of an old for sale sign in the hedge Cllr Pedrick reported that it has now been removed.
- H. Cllr Yeoman reported he had delivered the Parish Council's gifts to Sir Simon Day and he was very pleased with them.
- I. Re Shute Well. As discussed last month SHDC have withdrawn the testing and the well water will no longer class as of drinking quality. Parish Councillors agreed that to purchase a new notice to replace the SHDC one; to read "This water is not tested. Drink at your own risk." Proposed by Cllr Kendall & seconded by Cllr Boyce.

BUSINESS TO BE DISCUSSED

046 HIGHWAYS

- A. The NT sign/banner on the approach to the village has now been removed.
- B. The Burger Belles van had been seen trading in the layby of Pinhays Hill and DCC had been approached as to whether this was legal or not. DCC are liaising with them.
- C. Cllr L Pedrick reported that the Salcombe Park and Ride was not coping and that the garage owners opposite the P&R site are getting offers of money to park on their land because the P&R is full to capacity - and this before the high season, regatta weeks etc.
- D. Cllr L Pedrick queried the parking of a bottle bank on a trailer along Collaton Road but it was thought the driver might live in the village and it was purely an overnight stop.

At 8.10pm County Cllr Gilbert joined the meeting.

- E. Cllr K Yeoman reported that the reinstatement of the yellow lines along Collaton Road is outstanding after the resurfacing. Cllr Gilbert advised that lines are normally replaced after a month but because of the extensive programme of extra work by DCC the white line crew is probably not keeping up. As this is causing a parking problem DCC would be approached to expedite.
- F. Cllr K Yeoman asked whether we could investigate new yellow lines along Collaton Road to the east of the Village Hall entrance but it would need a 'Traffic Regulation Order'. A Traffic Regulation Order takes time to instigate; it is a bi-annual process, collating the 'wish list' for consideration by Highways, a final list is then considered (similar to a planning application) and after a full consultation a decision is finally made. Cllr Gilbert advised we might be able to 'piggy-back' on a Kingsbridge TRO that is currently underway. Alternatively parishes could come together, perhaps as a Cluster, to make it a cost effective as a process. It was suggested Malborough liaise with Gill Claydon). Cllr Kendall

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

agreed to include an article in the Messenger as to parishioners' thoughts on the introduction of yellow lines.

- G. Re the cycle track; DCC report that “....*The cycle track is now included in the list of extraordinary but regular maintenance cutting (but it is not part of the Urban Grass Cutting mentioned above) and I have been very explicit in communicating to the Routine Maintenance Team that they must clear up after themselves, especially where there is any chance of thorns remaining behind. I don't know if this task can be handed over to the Parish, or, if so, what level of funding it would include, if at all - but I can ask if you need me to....*” We have asked them to investigate and Cllr Gilbert agreed to help expedite as necessary.
- H. Re grass cutting done by DCC within the village 4x per annum - a total of £138 would be devolved, equivalent to £35 a cut. Discussion ensued as to whether we could provide this service with such a minimal budget - the green areas targeted by DCC however are also small. Councillors queried the figure - should it be £138 per cut? (*post meeting note - the £138 is confirmed as the total*) Cllrs agreed to contact Rob Harkness at SHDC for a quote to cut this sq meterage. Cllr Gilbert advised that the two costings are normally on a par so that if SHDC were to come in with a higher figure then the devolved budget offered is suspect.
- I. Re verge trimming of the Highways by DCC, Cllr Gilbert asked whether the standard of cuts was improving. Cllr L Pedrick reported that the quality of the cut down Collaton Road today was still poor but it was recognised that the very dry weather had not helped. The Soar and the Bolberry Rd cuts however were thought satisfactory, DCC working their way through the second cut of the year. A watching brief would be held. Outstanding cuts on the corners and other safety areas across the District were a cause of concern with Cllr L Pedrick reporting a near miss with a horse at the weekend. Cllr Gilbert would investigate.
- J. Malborough Garden Services have offered to look after the Collaton Bank point FOC if they could advertise their services with a notice on the bank. It was agreed that a paragraph would be put in the Messenger indicating that such an approach had been made and asking whether other businesses would be interested in sponsoring areas across the village. This will also be dependant on whether DCC hand over the grass cutting to the Parish.
- K. Cllr Gilbert advised that the SHDC Executive were considering the future of the Village Hall car park but thought the status quo would continue. However Cllr Yeoman advised that SHDC pay the VH a peppercorn rent and are also under obligation to maintain the road to it. He suggested Cllr Gilbert liaise with the Village Hall.
- L. Cllr John Yeoman brought forward a suggestion that Village signage be replaced by new AONB signs of which the AONB would pay 50%. Councillors liked the bright and fresh design but noted they would need 30mph 'tops' to the signs. It was agreed we would investigate with the AONB.
- M. Cllr Gilbert also advised that...
- a. There are >5000 km of Public Rights of Way in Devon and 560 km of unsurfaced country roads. There are also 130km cycle routes and that the total cost per person to run these totalled £1.89 per person, this included all changes & maintenance & infrastructure improvements. Cllr Gilbert thought this provided good VFM.
 - a. There was a formula w.r.t. salting the Devon roads; 20% of the roads are salted giving access to 70% of the traffic and 80% of the population. If another 300 miles were salted only 10% more of the population would be served. He said the primary salting network covered all artery roads and feeder roads. There then followed a lively debate about Malborough's struggle to get the roads to Hope Cove and Collaton w.r.t. the coastguard and school bus routes NOT on primary routes. There was an agreed action on the Clerk to copy Cllr Gilbert with the email trail and for him to revisit.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

- b. 60,700 potholes had now repaired in Devon with an extra £39m needed to repair 620 miles of deteriorating roads and undertake 650 sites of surface dressing. He said that to bring the roads back to the condition were in 10 yrs ago would total £1bn. Inevitably in the future he said there will be some reduction in service, ie fewer roads will be maintained to contain costs within budget.
- c. Parishioners are reminded to use the on-line fault reporting system - this is more efficient than telephone calls. Using this site you can report common faults such as potholes, street lighting, signage etc
http://www.devon.gov.uk/index/transportroads/roads/road_maintenance.htm.
- d. Re. Recycling, it was reported that Devon had achieved 54% and SHDC 54.8% but that household waste was falling by 6% in tonnage per annum, currently totalling 475kg/person.
- e. He now sat on the Health& Wellbeing sub-committee at County, PCTs no longer having the public health remit with the £80m budget held by DCC.
- f. Cllr Gibert apologised for missing the fete but was pleased to hear it had raised £1,700 to date

047 FOOTPATHS TREES & ALLOTMENTS

- A. Discussions took place with Cllr Gilbert about the cycle track being used by equestrians; councillors have always advocated multi use and this approach is now being endorsed nationally by Ministers. The Parish wanted Cllr Gilbert to be aware of this. Reports had been received about visiting football teams kicking footballs at the horses on the track and the meeting agreed to liaise with the football team to reach a solution. It was stressed that the local youngsters were very considerate when horses were on the track. Cllr Gilbert said he believed new government monies were likely to be available for extension of cycle routes and he would keep an eye on this and alert us as to any funding opportunities
- B. Re the establishment of the Furzedown Track as a bridleway - through an exchange of emails and letters with the Planning Inspectorate DCC have now been asked to provide some background information to the Inspectorate to inform the appeal to the Secretary of State asking for DCC to expedite making a Schedule 14 decision. DCC have until 20th August to respond. All details would be copied to Cllr Gilbert as this falls within his Council remit.
At 9pm Cllr Gilbert left the meeting
- C. A water bill had been received for £0 for the Charnwood (allotment site) for 'building' water. Cllr Yeoman agreed to investigate the meter number on the allotments to see if it was the same as that on the bill.
- D. The vacant allotment has been let but another tenant has now served notice and would like to quit before the end of the year, one potential tenant has come forward and is liaising with the allotment leads.
- E. Re. the Pound Path; Cllr Yeoman reported that Rowells have been delayed and will start the work as soon as their manpower permits. *Post meeting note; they should be on site on 23rd July*
- F. Cllr Boyce reported a request that the bank opposite Horsey Pool is cut for safety/visibility splay. Cuts should also be scheduled on the bank out from Collaton Lane and Double Corners on the Soar Road.
- G. Cllr Yeoman reported that the NT path, No 8, is still overgrown along the track by the first field from Lower Soar.
- H. Cllr Kendall reported camping had been taking place at Bolberry Down with it apparently advertised on Facebook. Residents were now monitoring it and notices had been put up and the NT informed. Hang gliders were also reported.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

048 VILLAGE HALL

- A. Following discussions last month when it was agreed that Councillors would, in the short term, share the attendance/liaison at the VH meetings, Cllr Boyce agreed to attend the September meeting and Cllr Yeoman the October one.
- B. Re grass cutting, no reply had been received re the cash flow and payment timings so the meeting proposed to pay the monies in full in September, ie: 100% half way through the year (less the pre-payment due to the grass protecta purchase last year)
- C. Discussion took place about a possible adults keep fit/outdoor playground - linking into DCC's health & wellbeing agenda and the possible targeting of funds.
- D. The VH had acted on Cllr K Yeoman's report that a cricket ball missed a child on the playing field by inches having come through the gap between the nets and are liaising with the cricket club for a speedy solutions.

049 MISCELLANEOUS

Cllr Yeoman reported that :

- A. The minutes had been received from the last Cluster meeting
- B. SHDC are publicising their new website which includes a 'where you live' page. They say "We hope people will find it useful to know they can pay their council tax, order new waste sacks, find out about bin collection for their address, report fly tipping and much more on the website. " If you enter your postcode it comes up with useful information and can be accessed from the Residents home page
- C. Correspondence had been received from the Bridge Town Community Group about the SHDC & boundary commission changes
- D. Sue Hitchcock had called for 'housing ambassadors' to share experiences re successful Affordable Housing Initiatives but it was thought Malborough was an atypical in that the grants received are no longer accessible.
- E. The AONB are holding a photo competition, see www.sdaonb-comp.org.uk
- F. He had received a CD of Tithe map from the Devon Records Office
- G. An increasing number of air craft movements have been reported at Soar, the annual quota said to be already far exceeded. Information from parishioners would be collated and SHDC Planning Enforcement would again be contacted
- H. Cllr K Yeoman reported the Shute sign repair was still o/s - DCC will be reminded *again*
- I. Cllr Kendall said that further 1st aid courses were planned for the autumn; anyone interested can sign up in the Post Office or see adverts in the Messenger. A lead time is needed to arrange the meeting once rough numbers are known.
- J. Cllr Boyce reported that a recycling bin was now sited in the graveyard but that the other bin in the burial ground was not being emptied. We are waiting to hear back from SHDC about the availability of recycling bins for the Square.
- K. o/s are the appearance of the telephone box in the Square (Council to liaise with BT), the Square itself and the Jubilee Bus Shelter with Cllr Sweetman having volunteered to paint the later in the autumn. Cllr Kendall will be discussing the possibility of the school doing mural panels which could be screwed on over the new paint. Remedial work on the old Parish Notice Board (following a earlier quote of £30-£40 from Dave Rundle) was also sanctioned. All will be taken forward over the summer
- L. Re the 2014 scarecrow event the Village Hall is now booked for Whit bank holiday

050 FINANCE & GOVERNANCE

- A. The final accounts (receipts & payments, cash book, governance statement and annual return) for the 2012/13 financial year had now been passed by Grant Thornton, our external auditors. The cost was £360, invoice o/s.
- B. The monthly accounts, cash book and bills to pay were received, shown as year to date Appendix A. A proposal to accept the monthly accounts and authorise the payments was

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

made by Cllr Kendall, seconded by Cllr L Pedrick and passed unanimously. The cheques were drawn. Cllrs Yeoman withdrew when their interests were discussed.

- C. Cllr Boyce requested weed killer for the Pound which Cllr J Yeoman agreed to provide.

051 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 within the Parish.

[33/1445/13/F](#) Retrospective Change of use from holiday accommodation to residential dwelling Application address: Lower Forge, Chapel Lane, Malborough, Kingsbridge TQ7 3SB
MPC approval but application withdrawn

[33/1512/13/F](#) Householder application for extension at ground and first floor levels. Application address: Overdowns, Malborough, Kingsbridge, Devon, TQ7 3DY. Mr Simon Shortman, Overdowns, Malborough Kingsbridge Devon TQ7 3DY *MPC majority approval but with reservations about design w.r.t. the local vernacular*

[33/1586/13/AG](#) Prior notification of new agricultural storage building Court Barns, Malborough, Kingsbridge TQ7 3EB Date registered 05 Jul 2013

[33/1473/13/AG](#) Agricultural prior notification for the erection of grain storage building. Soar Farm, Malborough, Kingsbridge TQ7 3DS Date registered: 21 Jun 2013

The Parish Council have raised queries on both of the latter and await responses.

B. SHDC decisions

Conditional approval 33-1257-13-MIN The Stables, Malborough, Kingsbridge TQ7 3RR. Non material amendment to planning approval 33/1920/12/F (re alignment of extension)

Conditional approval 33-1112-13-F Well House, Malborough, Kingsbridge, Devon, TQ7 3SG. Householder application for single storey conservatory on side elevation.

- C. **Neighbourhood Planning**; Cllr Yeoman advised that he, Cllr Kendall and the Clerk had met on 24th June prior to our inaugural scoping session on the 3rd July - to which SHDC had been invited but were unable to attend. He reported that they had also attended the SHDC **Town and Parish Council Planning Workshop** earlier today. The formal application to designate the parish boundaries as a NP area had now been made to SHDC. Once detailed graphics of the plan area (from OS maps) was available South Hams would publish the application and invite comments as to the suitability, or otherwise, of the plan designate. A draft project plan had been drawn up (encompassing a 2 year timeframe which would also run in tandem with SHDC as they draw up their new Local Plan for 2016-2031). A full brief would be included in the next Messenger and it was hoped that a Steering Group from across the village would be formed in the autumn. All parishioners are asked to take the time to read about this initiative in the Messenger and there is a plea to GET INVOLVED! The Parish has joined the PSMA and the meeting agreed to join the Parish Online Mapping Service for a cost of £20 per annum plus £28 registration /set up.

052 DISTRICT COUNCILLORS REPORT

No reports had been received from the District Councillors.

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

There being no further business the meeting closed at 21.50hrs

DATES FOR THE DIARY: The next Parish Council meeting is on Wednesday, 18th September 2013, The Annexe, at 7.30pm/19.30 hrs. Please note there is **NO MEETING OF THE PARISH COUNCIL 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 Harrod
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 R Gilbert
Mr Tony Lyle, Ms Louise Tucker,
Mr E Putt

Salcombe Police Station
Mr Alan Benstead, Mrs E. Bond
Reverend T Skillman
All Saints Church
Malborough Parish Council Notice Boards (2)
Malborough Primary School,
Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, Mr A Purchase
National Trust

MALBOROUGH PARISH COUNCIL
Minutes of Parish Council Meeting;

APPENDIX A

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
	<i>Cash Book Balance b/d</i>			18,333.45
Payment	D Ede - reimbursement - Sir Simon mugs		- 10.00	18,455.45
Payment	D Ede - reimbursement - postage		- 2.00	18,453.45
Payment	J Yeoman - reimbursement S Mullen gift		- 58.60	18,394.85
Payment	Parish Insurance		- 641.68	17,753.17
Payment	Saltaire		- 90.00	17,663.17
Payment	OTM - playground sign		- 68.34	17,594.83
Payment	Wicksteed Module 3 1st tranche		- 8,668.20	8,926.63
Payment	Wicksteed Module 3 2nd tranche		- 8,668.20	258.43
Payment	Internal Audit - K Abraham		- 150.00	108.43
Payment	All Saints Church - plants		- 15.00	93.43
Payment	D Ede Salary - July		- 520.46	427.03
Receipt	MVH&PFA QEII Fields In Trust grant	7,500.00		7,072.97
Receipt	Interest (gross)	0.75		7,073.72
TOTALS YTD Financial year 2013/14		£ 17,664.19	-£ 21,365.09	
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d	FY 2013/14, YTD month		4	£ 7,073.72
Balance at bank at end :			16-Jul-13	
	Revenue Accounts		6,884.59	
	Unpresented Items	receipts	216.59	
		payments	- 27.46	
			£ 7,073.72	-
				Variance
ACCOUNTS FOR PAYMENT				
D Ede (Salary)	<u>for July</u>	<i>paid on 15th of the month by standing order & included in the above balances</i>		520.46
Plus	Lifeboat 1st tranche			250.00
	FIDO dog bins/tid (£92.95+39.94) plus VAT			159.47
	J Yeoman - reimbursement S Mullen gift			109.30
	Viking - stationery			169.50
				1,208.73
RECEIPTS & PAYMENTS REPORT TO COUNCIL				
MEETING DATE			17th July 2013	
	Prepared By:	<i>Debbie Ede, Clerk to the Parish Council</i>		
	Date:	<i>16/07/2013</i>		