

# MALBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting;



<b>Date:</b> 16 <sup>th</sup> December 2015		<b>Venue &amp; Time:</b> The Annexe, 19.30hrs
<b>Present:</b> Cllr Gill Boyce Cllr Kathy Harrod Cllr Ann Kendall Cllr M Wesley Cllr John Yeoman (in the Chair) Cllr Kevin Yeoman	<b>In Attendance:</b> Debbie Ede Clerk & Minute Taker County Cllr Rufus Gilbert (part meeting) Dist Cllr Judy Pearce (part meeting) Dist Cllr Simon Wright (part meeting) Jon Rogers (part meeting)	<b>Apologies:</b> PCSO Dave Gibson Cllr Lucinda Goodhead Cllr Paul Pedrick Cllr Keith Makepeace PC Jo Pengilly

### Ref 2015/16 Minutes Action

**118 INTERESTS** – Cllrs J & K Yeoman declared an interest under finance and withdrew from that discussion.

### 119 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council meeting of 18<sup>th</sup> November were agreed and signed, proposed by Cllr Boyce & seconded by Cllr Wesley and voted through unanimously (with a typo correction to Minute 106b to read Rotary *Club*.)

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

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

- A. The new Acrylic Footpath Map is up outside of the Post Office and Cllr Boyce has reminded Mr Jarvis about the remedial painting of the surround who has it 'in hand' and is waiting for a weather window.
- B. o/s and c/f Re. the refurbishment of Jubilee Shelter, Alison Lees has missed the weather window for the year and is working to complete the work before the next summer holiday season.
- C. Following the trial of some Adult Playground/Trim Trail/Geriatric Gym equipment the Council are seeking clarification from SHDC as to access to the s106 monies due to the Parish in respect of Alton gate. A tender specification and a funding bid is also being developed. Early response from SHDC suggests that "An adult gym/trim trail could of course be a perfectly eligible project with respect to the Alston Gate s106, the definition for the OSSR contribution in both the Alston Gate Phase 1 and Phase 2 s106's reading 'for the provision of off-site public open space sport and recreation within the Parish [of Malborough].' However the District Council are pushing the need for an additional plan - an OSSR Plan which, they say, has a few main aims (following a change in legislation):
  - Gathers projects or aspirations already identified through the existing documents/evidence base
  - Identifies current provision and any quality/quantity shortfalls
  - Identifies new and/or improved facilities required to meet the shortfalls
  - Details and prioritises projects

SHDC go onto say that our Parish Plan (which we believe more than meets the requirements of an OSSR plan) is one part of the existing evidence base. However, they cite for example a 'priority 1' project for Malborough identified in the Playing Pitch Strategy (2015) for example with respect to improving the Malborough playing fields football pitch and facilities, and reinstating a grass cricket wicket. The Parish Council has absolutely no knowledge of such a strategy. They say that our Parish Plan makes no reference to the existing facilities, or any improvements that might be needed in the foreseeable future. However we feel that this is because all respondents to our questionnaire are satisfied with our current pitches and play areas and have identified the shortfalls – ie; an adult gym, dog walking area etc. SHDC say they wish existing organisations (e.g. football clubs, young people using the skate park/play area,



tennis court users, Malborough Village Hall and Playing Fields Association, etc) to be asked for their opinion on their existing local facilities, to identify any likely improvement projects that might be needed in the next 5 years or so. We believe we have done so! SHDC say such a plan could then be used to identify the priority projects on which to spend the money received (SHDC has currently received £30K from Phase 1), and steer the spend of the subsequent moneys (the Phase 2 £30K).

The Parish Council continues to discuss investment priorities with SHDC and argues that the £30k that is due to the village (re phase 1 Alson Gate) should be released asap. Cllr Pearce and Cllr Wright say they will support our evidenced plan as it stands which can also include bids re netball and badminton court improvements at the village hall.

- D. c/f Cllr Pedrick reported that he has spoken to Mr Illingworth re. the repair of the sign in the playground; the marine ply backing is compromised by the weather so we are waiting on the costs for a new hard wood surround.
- E. Re. the implementation of the Local Gritting Scheme, Cllrs Pedrick and K Yeoman have now been 'trained' and 10 tons of (free) salt have been delivered. Tabards, snow shovels and gloves have also been made available by DCC. The standard route has been agreed.

The situation re **Insurance** is more complex:

- DCC have confirmed that they provide 3rd party liability cover.
- Re loss and damage insurance, in common with most Commercial Insurance policies, the Parish Council's policy cannot include cover for accessories whilst attached to a motor vehicle. **The only solution is for the owner of the vehicle which tows the gritter to insure it against damage whilst attached to their vehicle on their own motor insurance policy but this may be difficult as they do not own the machine.** The Parish Council's policy can only cover the gritter against loss or damage when detached or stored which will, of course, be the majority of the time.
- **The Employers' and Public Liability Insurance sections of the Parish Council's policy will not provide cover for any injury or damage arising when the Councillor or volunteer is driving their own vehicle for this purpose. These policy sections exclude claims arising from the use of a motor vehicle.** The individual will need to check that their own motor insurance policy provides cover for their vehicle being used for this purpose.
- On the basis Devon County Council provide Public Liability Insurance for the gritting service being undertaken by the Parish Council, the policy we have with Hiscox will provide the following covers automatically for any Councillors or volunteers who participate (when they are NOT driving – see above):
  - Employers' Liability - This will protect the Parish Council should the participants sustain an injury or illness during the course of their duties and can successfully prove that the Parish Council has failed to provide an adequate duty of care towards them.
  - Personal Accident - If aged under 90 the Councillors and volunteers are automatically covered under this section. There is a sum payable of £100,000 in the event of an accident causing death, loss of limbs or sight or permanent total disablement. A £500 weekly benefit is payable for a maximum period of 2 years should the accident prevent the individual from pursuing their usual occupation.
- Also, in the unlikely event Devon County Council's Public Liability Insurance fails for some reason our own policy will provide cover in a situation where the Parish Council is held legally liable for any injury or damage arising from gritting other than whilst the machine is being towed as advised above.
- We must have a risk assessment in place and the Parish Council should ensure the participants are competent to carry out the work they are offering to undertake and have access to the correct tools as well as suitable clothing/protective equipment. The risk assessment and 'job description' is being finalised.
- Cllr Gilbert will follow up re a categorical assurance re 3<sup>rd</sup> party liability provided from DCC.



- F. The bid for the new circular village walk, linking Cumber and the Playing fields to the cycle track, has been finalised and submitted to SGDC for consideration for TAP funding. Discussions continue with key stakeholders to determine what local resources/monies can also be invested.
- G. Recent meetings have discussed the planned move to a paperless planning system by SHDC. Despite grave concerns about the supporting infrastructures out in towns and parishes it is clear that this initiative will happen and Malborough has been considering how it can best accommodate the changes. To this end we have suggested to SHDC that Malborough would be happy **to pilot a paperless trial**. That way the SHDC consultation would have some credibility in that they are listening to what is happening out in the parishes and we could write a learning diary (lessons learnt/how to implement/best practice etc) which could then be a source of reference to other parishes when the scheme eventually becomes live. The trade off/advantages for us would be the supply of say an A3 printer and projector and a couple of tablets so we would have the where with all to (1) print off and (2) take online information out to parishioners. SHDC have come back to say they would definitely be interested in working with the parish council and they are sure they could support us one way or another with some equipment such as the printer and projector.....to be negotiated! They thank us for our interest and say they will be in touch once the (new) planning portal has settled down and is fit for purpose.
- H. Cllr Boyce, reported that she met our Locality Officer, on 9<sup>th</sup> December c/o the Mobile library. She asked for SHDC's help with the parochial church council intending to close their burial ground.
- I. Cllr Wesley reported that Michelle Meyer did meet with SWW re the ongoing smell issues from the sewage plant, looking too at maintenance and capacity issues. Ms Meyer was told that the current plans in Salcombe to divert surface water should be of significant help but, when it came to capacity to cope with additional housing stock, no plans were in evidence – the whole system being demand led. Ms Meyer intends to report back to us at a later date, probably our January meeting.

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**122 POLICE BUSINESS & NEIGHBOURHOOD WATCH;**

PCSO Gibson has said:

- *“Please accept apologies as Jo will not be on duty this evening, and although I am on duty I will be committed and not free to attend.*
- *There are no crimes to report for the Parish for the past month –*
- *This month's national police road safety theme is Drink and Drug driving. Of course this is something we tackle all year round, but at this time of year it is given additional emphasis due to the higher level of social drinking and the temptation to drive home after Christmas parties. Additionally it is important to remember that many people are unaware of the level of alcohol remaining in their system the morning after. You are not necessarily either legal or safe to drive the day after drinking heavily. Nationally, drink driving accounts for 250 deaths a year and prescribed limits have now been set for 16 different types of drugs. Officers are trained and equipped with new drug screening devices to detect drug driving offences*
- *This is also the time of year when we see construction sites being targeted for power tool/metal thefts, when they shut down over Xmas – please report any suspicious activity happening on sites – 999 call at the time*
- *We wish you all a happy and safe Xmas + new year, Regards. Dave.....”*

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**123 COUNTY COUNCILLORS REPORT:**

Cllr Gilbert gave his apologies for not attending for the last couple of meetings. He reported that:

- A. A new TRO is being raised; he hopes that each District Council will, in future, raise one per annum but only w.r.t. parking issues. Our existing bid for DYL along Collaton is already registered with DCC.
- B. The meeting noted again the VAS was not working and requested again that this be a permanent fixture.
- C. Cllr Gilbert attended a recent meeting with the police commissioner and, with the benefits accruing re. the reappraisal, there is quiet optimism that PCSOs will be maintained.



- D. Re. the budget setting for Local Authorities; Central Government are set to withdraw another £6bn by 2019/20 which, for DCC, equates to a £1m per week reduction over the next two years. However this is contra'd by an additional 2% increase in Council Tax (over and above any inflationary increase) as long as this 2% is ring fenced to target welfare payments. Given there is also a carry forward deficit DCC are assuming a stand still settlement for 2016/17. The demographics of Devon are such that the elderly population is set to increase and there remains a huge question as to how to finance their care over the next 2 decades. 50% of DCC Council Tax goes to the welfare budgets. Central Government have accepted there is an underlying need there – hence the permitted 2% rise.
- E. There is a consultation running re school crossings (Malborough is not affected)
- F. Re. Devon's libraries; the changes are being effectively phased in.
- G. Taken under Highways (see below) our discussions re A381 issues continue. Cllr Gilbert asked for an updated bullet point list of outstanding issues to take to his meeting in January (5<sup>th</sup>) meeting with Adam Key.
- H. Cllr Gilbert advises that DCC have accepted that their parking enforcement in tourist and rural areas is lacking and there is room for improvement. Cllr Gilbert suggests that we contact [chris.rook@devon.gov.uk](mailto:chris.rook@devon.gov.uk) advising them of parish 'hot spots' and the service may consequently improve. Eg: Lower Town & Cumber Close at weekends and evenings and around the School at peak times. Cllr Kendall advises that any enforcement inspection visits occur during the day whereas the problems manifest themselves in the evenings and at weekends.
- I. Cllr Boyce queried the progress of our mapping of drains and buddle holes – Councillors are collating and we can then update the DCC master.
- J. The gully sucking machine is due in the area soon – Well Hill and the drains opposite the well need attention (as reported by a parishioner) as does the main road gully at the bottom of Luckhams Lane

*Cllr Gilbert left the meeting at 20.30 hrs.*

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#### **124 DISTRICT COUNCILLORS REPORT**

- A. Cllr Pearce thanked the council for suggesting a paperless planning pilot, it was a good idea and one that should allow a win:win.
- B. She reported that the planning website was down for 4 days last weekend as SHDC planning migrated to new platform but the jury is out as to whether it is fit for purpose; unfortunately there was no training or trialling by Councillors and external users before it went live.
- C. The SHDC 'Our Plan' was a mixture of planning policies and strategic aims. Now the former is being hived off so that a joint plan can be made with Plymouth City and West Devon, a 3 area plan makes sense given the statutory duty to consult across borders. However this will delay the final plan still further although there are benefits in reducing the re-work/cross fertilisation together with lower public examination costs. The set up arrangements are underway and timescales are being drafted, it is hoped to have a final plan by the end of 2016 and for it to be adopted in 2017. This does have knock on effects for Malborough's NP but Cllr Pearce urged as to carry on as quickly as possible, as one of the more advanced plans in the South Hams we could achieve flagship status. The meeting believed there would be more opportunity to influence the targets - bottom up – given this latest development by SHDC.
- D. Re the SHDC budget for the next financial year a 1.9% increase was likely. There is a widening gap between government funding and local spend. Come 2017 (at the earliest) business rates can be retained (but shared with DCC) but this is likely to just offset other cuts (smoke and mirrors).
- E. Cllr Wright added that there is a complicated formula driving the allocations and collection of business rates. Currently only 6p in the pound sterling is kept by SHDC. Tomorrow (December 17<sup>th</sup>) the Council will start to understand what the autumn statement means for the South Hams. Cllr Wright remarked that, personally, he expects Council Tax to rise by 6-8% overall next year: Parishes are unlikely to be capped, both SHDC and DCC will be looking at rises near the 2% cap plus there is the additional 2% allowed to DCC for welfare funding. Police budgets are also expected to increase.



- F. On 17<sup>th</sup> November SHDC had to report their homeless figures and 9 were recorded; SHDC have a policy whereby, after 2 days on the streets, you are immediately taken in and offered a placement.
- G. Cllr Wright, reporting back from a Full Council meeting last week highlighted the costs of Freedom of Information queries to SHDC and West Devon - £391k per annum. Interestingly only 10% of FOI enquiries come from local sources, the balance is from national companies and journalists. Given that SHDC are not allowed to charge for time taken of less than 18hours it is a massive cost to bear.
- H. As above Cllr Wright reported that the Planning portal is a work in progress with some teething problems and asked for patience. Once officers are fairly satisfied with the baseline there will be a stakeholder workshop to explore how to maximise its advantages. In the interim there are 2 million documents to scan in!

**125 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

*Parish:* Malborough

[2722/15/NMM](#)

← Click here to go to website

*Contact Name* Matthew Jones

[2722/15/NMM](#)

← Click here to comment

*Comments to be received by:* 25-Dec-15

*Full Grid Reference* (270956, 39734)

*Application Type* Non Material Minor Amendment  
 Whitehall Cottage Well Hill Malborough Devon TQ7 3SG

*Applicant Name* Mr And Mrs Mahood  
 Non-material minor amendment to planning approval  
 33/3185/14/F

[2771/15/FUL](#)

← Click here to go to website

*Contact Name* Matthew Jones

[2771/15/FUL](#)

← Click here to comment

*Comments to be received by:* 25-Dec-15

*Full Grid Reference* (272180, 40104)

*Application Type* Full Planning Application  
 Ilton Farm Salcombe Road To Ilton Cross Malborough  
 Devon TQ7 3BZ

*Applicant Name* Mr John Rogers  
 Application for the provision of an agricultural grain store and  
 cattle housing building

Jon Rogers, in attendance from Ilton Farm, advised that they were submitting/progressing 2 applications; one for a standard agricultural building for livestock 100' x 50' (grain and cattle), the 2<sup>nd</sup> for an improvement and upgrade to the camp site through the erection of a new facilities block for campers in the adjacent field. This re-provision also provides safer access for campers as it eliminates the need to cross the road. Questions were invited and Councillors were offered the opportunity to meet Jon on site and review the plans. Cllr Boyce asked whether there were any plans to increase the number of pitches but this was not their intention – just better facilities.

*20.40 Jon Rogers left the meeting*

[33/2492/15/F](#) Application for redevelopment of Portlight Hotel for 7 holiday cottages; bar/restaurant; owners dwelling; 7 garages and associated works. The Port Light, Bolberry, Malborough, Kingsbridge, TQ7 3DY. *MPC Approval*

**B. Decisions**

SHDC Approved

**Application No.:** 33/2353/15/F **Date Received:** 07 October 2015

**Proposal:** Householder application for construction of private garage

**Location:** Oldestones, Chapel Lane, Malborough, Kingsbridge, TQ7 3SB



- C. **Enforcement Issues;** progress on the outstanding enforcement cases was still awaited from SHDC.
- D. **SHDC HOUSING NEEDS SURVEY (HNS) & NEIGHBOURHOOD PLAN.** The Housing Need Survey questionnaires are being collated by SHDC. It is important that we now use this information to advance our Neighbourhood Plan to influence any potential developments that come forward. Our NP needs to generate options for the sites that were put forward (and met the assessment criteria) and timetable an options consultation with the village in the early part of 2016. We understand an interested party is in early pre-application talks with SHDC about another potential major scheme within the parish; thus we must have some clear idea of progress and dates for the NP so that the scheme can deliver what the parish wants and needs and at a time that we need it! Cllrs Pearce and Wright recommended that we enter into talks with these developers a.s.a.p. to align our planning timetable with their aspirations – IF the village decided to allocate the site. Re the HNS questionnaires themselves – the address list was ‘interesting’ in that some addresses were omitted yet questionnaires were available for all 10 owners of shared ownership properties! To follow up with SHDC to ensure complete coverage of the Parish in any future mailings. The meeting agreed it needed to expedite work on the NP and would look at dedicating some time during January to advance work on options. 11<sup>th</sup> January was proposed as the next meeting.
- E. Cllr P Pedrick had been asked about new mobile shepherd hut type accommodation being introduced on a plot within the village. Is this legal? This can be referred to enforcement as can an associated issue about an old entrance not being closed off following a new one being made.

*Cllrs Pearce & Wright left the meeting at 20.45*

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## **126 HIGHWAYS**

- A. Cllr Gilbert has advised that the County are preparing a new TRO – our request for new double yellow lines at Collaton should be included within it. To recap this is the extension of DYL on the north side of Collaton Road, from the village hall entrance to opposite Portlemore Lane. The Council have previously accepted this might speed the traffic up but the congestion and visibility problems were felt to be more dangerous.
- B. A new sign for Bolberry has been commissioned.

Please find below a link to Devon Highways annual engagement survey;

<https://new.devon.gov.uk/devonhighways/feedback/members-briefings-questionnaire>

If you are able to spare a few minutes, to complete the survey, it will enable us to plan our future communication priorities.

Responses would be appreciated before **Wednesday 13 January 2016**.

C.

### **TEMPORARY PROHIBITION OF THROUGH TRAFFIC & PARKING**

**DEVON COUNTY COUNCIL** hereby give **NOTICE** that:

From **TUESDAY 5 JANUARY 2016**  
for a maximum of 5 days

Until **WEDNESDAY 6 JANUARY 2016** (both dates inclusive)

No person shall cause or permit any vehicle to proceed or wait on the sections of Affected Roads except for access to land or premises on or adjacent to those length of roads.

Roads affected  
**LOWER TOWN, MARLBOROUGH**

The alternative, signed, route for vehicles will be via **HIGHER TOWN A381 COLLATON ROAD LOWER TOWN & VICE VERSA**

- D. This temporary restriction is considered necessary to enable  
**LAY NEW SERVICE**



- E. Discussions continue with DCC about signage and speeding through the village. They, DCC, remain adamant that the traffic calming measures and different and/or larger zebra crossing signs are not possible (either financially or endorsed by Highways) but the Belisha beacons *might* be renewed in the next financial year. Similarly re. our mobile 30mph Vehicle Activated Sign (VAS) becoming a permanent fixture, DCC say it will be moved on despite it having a positive effect. However local residents have already offered up funds to keep the sign if necessary. Currently the 30 mph electronic sign, whilst still in place, is no longer working! We presume the batteries are exhausted - probably from over use! We will continue to pursue with DCC and also await feedback re costs of a VAS. There was also a request that the sign be positioned on the way out of the village towards Kingsbridge, by Luckhams Lane/Alston Gate. There are no results as yet from the 2nd speed survey that was carried out near Alston Gate (results awaited) or the recent speed trap exercise. Cllr Gilbert is to take forward our requests for better signage again to find out whether we can pay for improvements as a Parish.
- F. Information has been received about a project being developed by South Devon AONB, in collaboration with others around Devon, looking at local community involvement with road verges. ....*"This aims to put local communities at the heart of managing, monitoring and celebrating the huge value that road verges bring to an area especially in terms of wildlife. It is hoped that the project will get underway by May/June 2016. The project is currently applying for funding from the Heritage Lottery Fund and needs to demonstrate interest and support from parishes who may be interested in taking part in the project. To this end, if this project interests you and your parish, would you be able to write a short letter of support which we could include in the bid? ....."* Our three year Life on the Verge Devon (LoVeD) project will pilot an approach where local communities can identify and manage road verges to enhance their wildlife value. Road verges are an important wildlife resource and an integral part of Devon's heritage. They provide a range of habitats and are increasingly important wildlife corridors for threatened species and pollinators. Local communities value these qualities and their attractive flower shows. They can often bring a sense of the countryside into the heart of towns and villages. Managing verges to deliver all these benefits is becoming increasingly difficult especially as diminishing local authority finances mean that management only responds to road safety needs. The LoVeD project will help community groups in three of Devon's Areas of Outstanding Natural Beauty, in and around Ottery St Mary and within North Devon's UNESCO Biosphere Reserve to identify and 'adopt' local verges, and manage them for wildlife and community benefit. Volunteers from those communities will be trained in biological recording and management, and to work safely by the roadside. They will have access to funds to help them manage their chosen verges and to promote their achievements. Case studies and best practice guidance will help bring more local communities into the project and sustain the volunteer network once the project ends. The meeting agreed their support in principle.
- G. o/s
- The Collaton Road sign opposite the bus shelter has been removed and needs replacing.
  - The post at Bolberry Cross was damaged yesterday during hedge cutting.
  - o/s The finger post at the top of Plympton Hill is still damaged.
  - Cllr Kendall reported the finger post and uprights were compromised at Bolberry – she would review and report back.

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**127 FOOTPATHS, TREES, GRAVEYARD & ALLOTMENTS**

- A. Someone has reversed into the Bus Shelter at Cumber Close and remedial repairs are required. A roof clean is required at the same time. The meeting agreed to ask Malborough Forge to look to it and advise re. the repairs required. Cllr Yeoman will follow up.
- B. As agreed in November, the Council has written to all households in Chapel Lane and Great Lane about over-hanging/grown hedges/foliage. This was also highlighted in the Messenger. Cllr Boyce also asked for another, more generic template that could be used 'as and when' issues arise. Cllrs Boyce and Wesley volunteered to deliver these as required.
- C. Re Collaton Footpath; o/s - the uncovered path is now in a state of poor repair and DCC have been asked if they will undertake some remedial work. Cllr Gilbert had been made aware of this (ref 076C). The



meeting also queried the outcome of Cllr Gilbert's check of the criteria against which the bank/verge was cut as Councillors remained aggrieved that their funding of the cut was due to the DCC contractors not adhering to their contract in the first place. To add to Cllr Gilbert's bullet list (as above).

- D. **Allotments are available. These are advertised in the Messenger and on the Notice Boards. Please contact the Clerk or Tony Lyle ([anthoneyl@tiscali.co.uk](mailto:anthoneyl@tiscali.co.uk))**. Cllr K Yeoman, who has a spraying licence, has agreed a maintenance plan with Tony Lyle and will follow this up as one allotment has just been re-let.
- E. o/s Cllr Boyce had queried the growth in weeds around the church wall together with the pavement outside of the post office. Cllr K Yeoman agreed to knapsack spray around the Pound and the Post Office.
- F. o/s Burial ground; removal of earth spoil: Cllrs Yeoman are pursuing.
- G. After Cllr Makepeace reporting that weeds are growing up through the cycle track DCC were approached as the tarmac is being pushed up and displaced. DCC say they are only looking for safety defects - anything which might develop into a safety defect is going to be more difficult to address. It's possible that if some patching is required they 'could try to get some money, although it's mostly spent this year'. They asked which section is causing the problem and Councillors advised the problem areas are from the track to Ms Freeman's fields, eastwards to Combe Down House. Again add to Cllr Gilbert's 'to follow up' list.

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#### **128 VILLAGE HALL**

- A. Cllr Yeoman attended the last Village Hall meeting: the full Minutes of MVH&PFA are on: <http://www.malboroughvillage.org.uk/group/villagehall>. Of note are the hall asking for quotes to renew the fence and to plant native species along it and generate landscaping options around the recycling bins. The overflow cones for the car park have been improved. Interest in netball was not sufficient to pursue the funding opportunities but more activities were being offered in the hall. Hire rates are being increased for 2016. The re-emergence of a Christmas tree was welcomed and more lights would be brought for next year, the cost of the tree was met by kind donations from two Parishioners. The energy assessment for the hall would now go ahead (without grant funding). The Gilbert & Sullivan event had been cancelled due to lack of buildings but is rescheduled for the late Spring. The approach from Telefonica was again discussed. The draft plans for improvements to the Annexe were also tabled and were under discussion. Feedback was requested.
- B. Cllr K Yeoman queried what was happening to the bonfire (following the cancellation of bonfire night celebrations). It was thought to be in hand.

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#### **129 MISCELLANEOUS**

- Cllr Wesley offered up a percentage of the takings from his charity fund raising to funding local causes; this offer was much appreciated and would be followed up.
- A new Register of Electors has been received and will be advertised
- Cllr Wesley reported that the bungees placed to hold the remembrance wreaths in place have been stolen.

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#### **130 FINANCE & GOVERNANCE**

- A. The monthly accounts, cash book and bills to pay were received for month 9 of the financial year, 2015/16, shown as year to date Appendix A. A mandate sheet and transaction record was introduced and duly signed to authorise the e-payments, with Cllrs Yeoman both withdrawing from any discussion or decision re the Hope Cove Lifeboat. The payments were proposed by Cllr Boyce and seconded by Cllr Harrod and carried unanimously.
- B. 2016/17 Precept. Following a query from us to SHDC the District Council advise that they aim to get the precept forms and Council Tax Support Grant information out before Christmas. They need to wait until the Government has announced the local authority finance settlement as it might impact on the Support Grant they can pay to towns and parishes. The settlement is expected Thursday 17<sup>th</sup> December. Precept



forms will need to be returned by Friday 29<sup>th</sup> January, 2016. **Thus our January meeting will look at the budget and precept for 2016 and consider requests for support and funding from local organisations then.**

C. **All organisations, Clubs, Societies etc. connected with Malborough Parish are reminded that the Parish is able to offer small funding grants to support local causes and initiatives. If you have a project or scheme that benefits the Parish and that you would like some financial assistance for then please get in touch with the Parish Council before January 20<sup>th</sup> 2016.**

D. TAP fund

- Two TAP fund claims have been submitted to SHDC for the gritter funding and the Outdoor Learning Environment for the school.
- The Malborough walk bid is being submitted this week before the 18<sup>th</sup> December noon deadline.

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**131 CORRESPONDENCE & OPEN FORUM**

No correspondence was received In addition to that taken under the agenda.  
There being no further business the meeting closed at 21.45 hrs.

**We wish all our Parishioners a very merry festive season and best wishes for the New Year!**



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**DATE FOR THE DIARY:** The next Parish Council meeting is on Wednesday 20<sup>th</sup> January, 7.30pm, at The Church

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

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

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

Agenda Items and Updates; where possible please could these be submitted to Debbie by the **1<sup>st</sup> Wednesday in the month** to ensure time for inclusion, circulation and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to Debbie for distribution) together with their apologies.

**Distribution List:** Cllrs Boyce, Harrod, Kendall, Makepeace, L Goodhead, P Pedrick, M Wesley, J Yeoman, K Yeoman

**For Information: e-circulation to:**, County Cllr R Gilbert, Dist Cllr Judy Pearce, Dist Cllr S Wright, Mr Tony Lyle (allotment rep), Mr E Putt, Salcombe Police Station, Mr Allan Benstead (Tree Warden), Mrs E. Bond (Asst. Tree Warden), Reverend T Skillman, Malborough Parish Council Notice Boards (2), Malborough Primary School, Malborough Village Hall Committee: Mr A Morgan, Mrs Gail Allen, Mr A Purchase, National Trust, SVRA

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



**APPENDIX A**

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
Receipt	Malborough Messenger printing	53.00		17,627.44
Receipt	Malborough Messenger advertising	425.00		18,052.44
Payments	HMRC Employees NI		- 36.82	18,015.62
Payments	HMRC Employers NI		- 41.79	17,973.83
Payments	Kevin Yeoman (parts for gritter)		- 438.12	17,535.71
Payments	Malborough Garden Services (October)		- 120.00	17,415.71
Payments	RBL wreath		- 34.00	17,381.71
Payments	RBL donation		- 16.00	17,365.71
Payments	SWW allotment water		- 13.06	17,352.65
Payments	G E Boyce		- 12.00	17,340.65
Receipt	Interest - gross	0.66		17,341.31
Receipt	Messenger/website advertisiing	385.00		17,726.31
Payments	D Ede (Salary)		- 648.92	17,077.39
<b>TOTALS YTD Financial year 2014/15</b>		<b>£ 60,135.34</b>	<b>-£ 57,253.36</b>	<b>£ 17,077.39</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>				<b>£</b>
Cash book balance b/d	<b>FY 2015/16 YTD month</b>		<b>9</b>	<b>£ 17,077.39</b>
Balance at bank at end :			<b>14-Dec-15</b>	
	Revenue Accounts		<b>16,774.81</b>	
	Unpresented Items	receipts	<b>1,056.50</b>	
		payments	<b>- 753.92</b>	
			<b>£ 17,077.39</b>	<b>-</b>
<b>ACCOUNTS FOR PAYMENT</b>				
D Ede (Salary)	<a href="#">for December</a>		<a href="#">paid on 15th of the month by standing order &amp; included in the above balances</a>	<b>648.92</b>
Plus	SHDC litter bin skate park			120.00
	Malborough Garden Services - Nov			120.00
	CVS			100.00
	WRVS			100.00
	Malborough Horticultural Society			100.00
	Hope Cove Lifeboat			500.00
	MVH&PFA balance on grass			266.00
	MVH&PFA Hall room hire for the year			350.00
				<b>1,656.00</b>
<b>RECEIPTS &amp; PAYMENTS REPORT TO COUNCIL</b>				
<b>MEETING DATE</b>		<b>16th December 2015</b>		
Prepared By:	<a href="#">Debbie Ede, Clerk to the Parish Council</a>			
Date:	<a href="#">17/12/2015</a>			