

MALBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting;

Date: 17th February 2021		Venue & Time: Virtual Meeting, 19.30hrs
Present: Cllr Lucinda Goodhead Cllr Richard Harrod Cllr Ann Kendall Cllr Paul Pedrick Cllr John Sampson Cllr Janey Syrett Cllr John Yeoman (in the chair) Cllr Kevin Yeoman	In Attendance: Katharine Harrod – Clerk & Minute taker Part Meeting: Dist. Cllr Mark Long Dist. Cllr Judy Pearce County Cllr Rufus Gilbert Parishioners/Guests Present: 1	Apologies: Cllr Vanessa Harris

REF 2020/21 MINUTES

430 WELCOME & APOLOGIES

431 MESSENGER: Clerk

432 DECLARATIONS OF INTEREST: Declarations of interest were received by Cllr Harrod and Cllrs K & J Yeoman, Syrett and Pedrick in respect in respect of finance reference 441/a, the Councillors withdrew from these discussions.

433 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

The minutes of the Parish Council meeting of 20th January 2021 were agreed without alteration and will be signed at the next available opportunity.

Proposed: Cllr Harrod Seconded: Cllr K Yeoman and agreed unanimously

434 CLERKS REPORT:

- a. We have been given a contact for the local amenity map and will also look to approach a lady who is creating something similar for a nearby parish.
- b. Cycle Path Signage: A sign of the type we require has been found and ordered.
- c. Cycle Path Works: This is being finalised by the contractor.
- d. The toilet cistern and lids have now been replaced. The electrical works have not been undertaken yet.
- e. The PTFA donation is largely finalised with only one of the items they wanted being out of stock.
- f. Snow Wardens – thanks again to our Snow Warden team who have all been out during the very cold and icy weather over the last month!
- g. Malborough Wood Works: We have looked into possible funding sources for the works to the wood but due to the length of time it has been established we have not found anything at this time. This will be referred back to the village hall to take forward as they see fit.
- h. Village Hall Car Park: The documents re the discharge of certain conditions are now finalised and will be sent to SHDC with the appropriate fee this month.
- i. Antisocial Behaviour: We have again been advised about antisocial behaviour in the parish, should anyone be affected by this please contact us if you require any guidance about logging and reporting any future incidents.
- j. Allotment invoices for the 2020/21 period have all been issued.

435 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders): No issues raised.

436 POLICE BUSINESS & CONTACTS

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We would like to remind residents that there are many ways to contact their local police.

- EMERGENCY CALLS 999.
- NON-EMERGENCY TELEPHONE 101
- SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
- INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
- RESEARCH LOCAL CRIME FIGURES HERE: www.police.uk

437 COUNTY COUNCILLORS REPORT:

a. DCC Finances:

DCC Council tax share now makes up 80% of its income.

- DCC employees 2010/11 = 6,600 & in 2020 = 4500 increasing a little for Covid
- Covid funding from Govt = £80 Million which basically covers DCC Covid expenditure.
- Budget for DCC 2020/21 = £541M with Adult social care £260M and children's services £146M
- Budget proposed for DCC 2021/22 = £578M = £11M/week or £1.5M/day
- DCC earmarked reserves = £120M (March 2020) being in middle of UK upper tier authorities.

b. Recycling depot privately registered vehicles (now) permitted free of charge & without a permit:

Cars, Pickups, Camper vans fully fitted, Minibuses fully fitted, People carriers, Hired vans to a private household, Motability type vans/vehicles.

Any privately registered panel van will require a permit giving up to twelve visits a year free of charge. You can apply online.

c. Covid related information including vaccination information and a weekly DCC video link continues to be forwarded.

d. Elections: Police commissioner and County Council elections are now set for May 6th Further information will be published. Anyone feeling comfortable going to a supermarket or post office should feel confident to attend a polling station in May.

e. A 379 Edmeston road works have started with some night closures from 19.00 hours.

f. Road Repairs: After so much rain and Covid-19 staff safety/absenteeism please be aware that work schedules may be delayed. Repairing potholes full of water or ice is not best practice and leads to complaints.

g. The volume of traffic on the roads since lockdown (comparison to January pre first lockdown) has reduced by the following: 46% less cars, 26% less light goods, 4% less heavy goods vehicles on the roads.

h. Cycle path to Salcombe: The plough to cut back to verges has now had a works order raised. I do not know when the work will be done.

i. Pinheys Hill drain cover has been reported again and Highways will be viewing the damaged area to see what works if any can take place.

j. Narrows on Salcombe Road, the issue with the potholes on one side will be followed up with Highways.

k. There's an issue with the road and leakage at Iron Railings Corner near Horseypool (heading in Malborough direction). This will be reported.

Cllr Gilbert left the meeting.

PLEASE report all highways issues ONLINE at:

<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>

If you do not have internet access, please contact the Clerk on 07704 941150

438 DISTRICT COUNCILLORS REPORT:

- #### a. Parishioners are encouraged to apply for postal votes at the forthcoming election. Noted that 42% of the votes made in the last election were postal.

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- b. The SHDC budget (which is balanced) has been passed. This includes the hiring of four new seasonal Locality Officers who, between them, will be working seven days a week between 6am – 8pm. They will help reduce issues with bins, litter, dogs, public toilets etc. They can take enforcement action via the issuing of fines if necessary. They will be able to be clearly identified and will also have body cameras.
- c. All breeches of visitors/second homeowners need to be reported to the local police. Noted that there are checks being undertaken at beach car parks as well as stops on the roads, particularly over weekends.
- d. In respect of elections no door to door canvassing or leaflet drops are allowed. SHDC are looking to hire more people to help with manning poll booths, full information is available on the website. Following the election, SHDC will be working on a skeleton staff with other staff all working on vote counts and associated work.
- e. SHDC have donated their used technology to four local secondary schools, this will help 31 children who currently don't have adequate technology
- f. Pay to use toilets across the district have been made free of charge for the period of lockdown.
- g. There is a new Team Devon initiative called Explore from Your Door – encouraging people to walk and not use their car.
- h. The new grant system will advise past applicants which grants they can now apply for. Regulations have also changed on certain grants to make them easier to obtain. Since 5th Nov £9.5m has been paid out in grants with more grants being processed daily. Parishioners and business owners are encouraged to revisit the site. If a previous applicant (from November onwards) logs on and inputs their unique reference number the system will advise which grants they are now eligible for. All applications must be made by end March with payments being made by end April.
- i. The new recycling vehicles have started to be seen around the parishes. A letter is being issued on 22nd February providing full information about the new system. Prior to commencement, new boxes will be provided one week prior to the service commencing with full instructions as to what can be recycled. The rollout of the new service will commence in March, by the first week in May everyone in the area will be on the new service.
- j. New technology programmes are being installed, this includes an updated planning service.
- k. The Government are now consulting on the New Homes Bonus, this is unlikely to affect the parish but may have an impact on SHDC.
- l. A request was made for the road sweeper to sweep the area from the garage towards Salcombe. Cllr Pearce will follow this up.

It takes two minutes to report a problem, please help keep our community beautiful

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

439 PLANNING:

- a. **Applications** received by the Parish Council and under discussion and consideration for the last period. Any recommendation by the Parish Council to the Planning Department is noted after the application details. Those without comment remain under discussion.
1. 0314/21/VAR Hi Ho, Variation of Condition Two. **MPC Support.**
 2. 0296/21/HHO, West Soar House, alterations to dwelling. **MPC Support.**
 3. 0156/21/HHO, 76 Cumber Close, extension to dwelling. **MPC Support subject to the bush at the front being retained.**

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4. Devon Hedgerow being created along the side of cycle track. There is a query over the tipping license being used to create the bank. There are also problems with the amount of mud being left on the roads. Cllr Long will provide a response in due course.

NOTE: When providing a response to applications, the Malborough Neighbourhood Plan will be referenced.

b. Decisions:

1. **3656/20/TCA**, 3 Alma Terrace, Cherry crown reduction on all sides by 0.5m **No Decision.**
2. **Secretary of State Appeal**, Barn at Higher Soar, Malborough. **No Decision.**
3. **2842/20/ARC** Alston Gate, Discharge of Conditions **No Decision**
4. **0905/20/ARC**, Winters Marine, **No Decision.**
5. 4250/20/HHO, West Soar, Replacement windows/doors. **No Decision.**
6. 4207/20/FUL, Land South of Shute Park, Retrospective Application, **No Decision.**
7. 4261/20/HHO, 5 Luckhams Lane, addition of single storey rear extension. **No Decision.**
8. 4227/20/HHO, Westercot, resubmission of 3203/20/HHO. **Conditional Approval.**
9. 3964/20/OPA, Higher Broadmoor Farm. **Withdrawn.**

c. Enforcement issues: Continue to be dealt with.

Please will all parishioners provide the Clerk with full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

Cllr Pearce left the meeting.

440 BUSINESS TO BE DISCUSSED:

- a) Proposal to purchase a small paper shredder and fireproof cabinet.
Proposed Cllr Goodhead, seconded Cllr Harrod approved unanimously.
- b) Proposal to purchase a condolence book, paper, black tablecloth, photo and frame.
Proposed Cllr K Yeoman, seconded Cllr Syrett approved unanimously.
- c) Proposal in respect of the area by Malborough Park where the tree protection order was not confirmed. A parishioner has written to SHDC to open communications in respect of the potential removal of the problem tree and replace it with other smaller, more appropriate trees. A letter will be forwarded from MPC in support of this proposal.
Proposed Cllr Pedrick, seconded Cllr Kendall approved unanimously.
- d) Proposal to purchase grit scoops for the bins.
Proposed Cllr Goodhead, seconded Cllr Pedrick approved unanimously.
- e) Proposal to update the Allotment Tenancy Agreement to include GDPR.
Proposed Cllr K Yeoman, seconded Cllr Harrod approved unanimously.
- f) Proposal to approve a quotation of £140 and proceed with Road Sign Cleaning in Malborough.
Proposed Cllr Sampson, seconded Cllr K Yeoman approved unanimously.
- g) Proposal to approve Clerk attendance, March Virtual Training Seminar £45 + VAT
Proposed Cllr K Yeoman, seconded Cllr J Yeoman approved unanimously.
- h) Climate Emergency: Amenity Land in Malborough. The conditions associated with the land were discharged following receipt of an inspection and maintenance proposal, there is no evidence that either have taken place and the land is in poor condition. South Huish Parish Council have contacted the District Council to request that the land be managed as agreed by the owner.
The Malborough Wood will be tidied up and better utilised. The Village Hall Committee have given approval for Pitman Trees to undertaken one day of work in the wood, the cost for this will be met by the Committee.
- i) Village Hall Update: Minutes are approved one month in arrears; these can be found on the village hall website.
- j) Monthly checks have been undertaken on the defibrillators and skate park. The meters were read and updated readings given for the toilet utilities. The allotment reading is outstanding. Mr Allan continues to look after the play areas for us.

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441 FINANCE & GOVERNANCE:

- a. The accounts for 2020/21 month 11 were received, shown as year-to-date **Appendix A**. A mandate sheet and transaction record will be signed in respect of the e-payments at our next actual meeting:

Accounts to pay – Clerks Salary £779.07, Zoom February Payment £14.39, SSE Public Convenience Water £45.81, SSE Public Convenience Electricity £40.85, Donations to Hope Cove Lifeboat £500, Citizens Advice Bureau £150, Royal Voluntary Service £150, Bibby Heating & Plumbing £100, Malborough Garden Services £151.20, Nick Walker Printing £287,

The payments were proposed by Cllr Goodhead and seconded by Cllr Sampson and approved unanimously.

b. **Governance:**

1. **Precept:** In January the Council concluded that they needed to increase the precept by 7.5% to £31,780 so the average household will pay £66.17 per year (i.e.: £1.27p per week). This has now been submitted to SHDC for processing.

2. **DALC Councillor Courses:**

Roles & Responsibilities: Wed 3 March 2021 Lunchtime course 1-2pm, Zoom Webinar

Roles & Responsibilities: Mon 8 March 2021 Evening course 6-7pm, Zoom Webinar

Powers, Duties & Precepts: Wed 10 March 2021 Lunchtime course 1-2pm, Zoom Webinar

Powers, Duties & Precepts: Mon 15 March 2021 Evening course 6-7pm, Zoom Webinar

Local Council Meetings: Wed 17 March 2021 Lunchtime course 1-2pm, Zoom Webinar

Local Council Meetings: Mon 22 March 2021 Evening course 6-7pm, Zoom Webinar

Councillors to advise the clerk if they want to proceed with any of the above.

3. **Proposal to open a new bank account:**

Proposed Cllr Goodhead, seconded Cllr Kendall approved unanimously.

MEETING ENDS 20.55 Hrs

DATES FOR THE DIARY: 17th March, **Zoom**, 19.30 hrs.

Signed as a true record: _____

Print Name & Date: _____

Agenda Items and Updates; where possible please could these be submitted to Mrs Katharine Harrod 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 Mrs Katharine Harrod for distribution) together with their apologies.

Distribution List: All current Parish Councillors

For Information: e-circulation to: County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, Salcombe Police Station, Jamie Rundle (Tree Warden), Mr Tony Lyle (Climate Emergency Sub-Committee), Malborough Parish Council Notice Board,, Malborough Primary School, Malborough Village Hall Committee, National Trust, SVRA

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APPENDIX A: Malborough Parish Council Finance: Month 11

Category	Descriptor	Date	Month No. of Report to Council	banked	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year							27,148.31
Receipts	Syrett Feast ADVERT MESSENGER	19/01/2021	11	Y	15.00		117,676.24
Payment	PTFA Payment	22/01/2021	11	Y		438.65	117,237.59
Payment	Zoom January Payment	22/01/2021	11	Y		14.39	117,223.20
Payment	Malborough Garden Services	22/01/2021	11	Y		151.20	117,072.00
Payment	Lockshop Direct	22/01/2021	11	Y		90.25	116,981.75
Receipts	Burial Ground Reservation	25/01/2021	11	Y	250.00		117,231.75
Payment	January Clerks Salary & HMRC	29/01/2021	11	Y		634.87	116,596.88
Receipts	Lyle Allotments	05/02/2021	11	Y	27.50		116,624.38
Receipts	Carr Allotments	05/02/2021	11	Y	27.50		116,651.88
Receipts	Butler Allotments	05/02/2021	11	Y	27.50		116,679.38
Receipts	Pollard Allotments	05/02/2021	11	Y	27.50		116,706.88
Payment	PTFA Consortium Payment	10/02/2021	11	Y		141.59	116,565.29
Receipts	January Gross Interest	11/01/2021	11	Y	1.07		116,566.36
Receipts	February Gross Interest	09/02/2021	11	Y	0.93		116,567.29
TOTALS YTD Financial year 2019/20							£ 116,567.29
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d							£ 116,567.29
Balance at bank at end :							10-Feb-21
Revenue Accounts							116,567.29
Unpresented Items							-
							-
							£ 116,567.29
							-
£s	RESERVE FUNDS		ACCOUNTS FOR PAYMENT				Variance
£ 2,000.00	Gritter Repairs		K Harrod Salary	DD Month End			-779.07
£ 3,500.00	New Gritter Purchase/Climate Adaptations		HMRC NIC				incd in above
£ 200.00	Signage						
£ 2,000.00	Bus stop Installation			Zoom February Payment		-	14.39
£ 1,000.00	Replacement Defibrillators			Malb. Garden Services		-	151.20
£ 7,000.00	Toilet Cleaning Fees			SSE Public Conv. Water		-	45.81
£ 4,500.00	Toilet Repairs/Maintenance			SSE Pubic Conv. Electric.		-	40.85
£ 2,000.00	Environmental Improvements			Hope Cove Lifeboat		-	500.00
£ 1,000.00	Fencing Improvements			Citizens Advice Bureau		-	150.00
£ 150.00	Election Costs			Royal Voluntary Service		-	150.00
£ 25,000.00	Maintenance of Malborough Park			Bibby Heating/Plumbing		-	100.00
£ 62,769.69	S106 Funds Malborough Park			Nick Walker Printing		-	287.00
£ 111,119.69	SUB TOTAL						
£ 5,447.60	General Holding Funds						
£ 116,567.29	Total Funds:						
Receipts & PAYMENTS REPORT TO COUNCIL							
MEETING DATE							17/02/2021
Prepared By:							K Harrod for Malborough Parish Council
Date:							16/02/2021