

Minutes of the Parish Council meeting held at the Village Hall on Monday 2nd September 2019 at 7.30pm.

Present: Ms J Hinder (Chair), Mrs V. Mercer, Mr Ian Mitchelmore, Mr C Staines, Mrs Shirley Sullock, Mr G Wollacott. Mr K. Widger,

In attendance, Cllr J Brazil, Lee Dennison

63-19 Apologies for absence – Cllr R. Foss, Mr D. Murphy, The Police.

64-19. Declarations of interest – None

65-19. Public comment – None.

66-19. Police report – None.

67-19. County & District Councillor reports

County report from Cllr J Brazil:

- Reported no DCC meetings over the summer break apart from a planning meeting held in August.
- Single Neighbourhood Plan project for Chilverston, Southpool, East Portlemouth. It was reported that Southpool PC had signed the terms of reference form to confirm participation. At this meeting Cllrs resolved to be included in the project (refer Minute ref: 72-19B below) and the Chair signed the terms of reference form to confirm. The process will commence as soon as all parishes have signed and is anticipated to be relatively swift to put in place after that point. Progress reports will be provided.
- Apologies were sent for the October meeting due to attendance being required at an SLP meeting held at the same time.

District report from Cllr R. Foss: None.

68-19. Minutes of the meeting held on 1st July 2019

It was proposed, seconded and *resolved* that the Minutes be signed by the Chair as a true and correct record.

69-19. Matters in abeyance

- Village flooding issues - Ongoing monitoring. Bi-annual drain cleaning arrangements in place to manage.
- Submit Traffic Management Grant application for £500 to District Cllr once requirements identified and approved by all agencies and grant availability advised.
- Submit Defibrillator Grant application to new District Cllr. Pending update from District Cllr on grant availability.
- New outdoor shelter request at Greenbanks bus stop – Roofing material discussed. ***Clerk to confirm requirements to Nick Mathias to finalise quote for discussion at October meeting.***
- Facebook page – It was agreed not to progress and instead to broadcast Council updates via a new 'News' section of the parish website that went live in August.

70-19. Planning applications

Ref 2226/19/LBC – Old Walls, Slapton TQ6 2QN.

Proposal: Listed Building Consent for refurbishment. Proposed works are for reinstatement of an original window.

No objection.

Ref 2449/19/AGR – Lea Valley, Slapton TQ72QG.

Proposal: Agricultural Determination.

No comment.

Decisions (for information only, see SHDC website for more information)

1079/19/ARC – Old Walls Sands Road Slapton Devon TQ7 2QN

Proposal: Application for approval of details reserved by conditions 3 and 5 of planning consent 3951/18/LBC.

Decision: Discharge of condition approved.

0167/19/FUL -Thorn Park Buckland Cross To Burlestone Slapton Devon TQ7 2RD

Proposal: Application for erection of a general purpose agricultural building.

Conditional approval.

0168/19/FUL - Thorn Park Buckland Cross To Burlestone Slapton Devon TQ7 2RD

Proposal: Application for erection of general purpose agricultural storage building.

Decision: Conditional approval.

1766/19/LBC - Hansel Slapton TQ6 0LN Slapton

Proposal: Listed Building Consent for repair of early windows and replacement of later windows with slim line double glazing.

Decision: Conditional approval.

2071/19/PDM - The Milking Parlour Poole Farm Slapton Kingsbridge TQ7 2RA

Notification for prior approval for a proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development (Class Q(a)&(b)).

Decision: Prior Approval Required and Refused.

71-19. Matters for discussion

- a) White Close Trust –3 year maintenance grant request. ***It was agreed to include as an item for public discussion at the October Parish meeting along with other matters requiring 2020 budget support. Clerk to update to Mr G Burton.***
- b) Village Defibrillator installation – Cllr G Wollacott advises that he is progressing arrangements with suppliers for a village First Aid Training event late Autumn. ***Cllr G Wollacott to publish dates as soon as available via the village notice boards and advise the Clerk to add to the PC website (Events page and news posts sections).***
- c) Unregistered Rights of Way. - All unrecorded footpaths and bridleways created before 1949 cannot be recorded after 1 January 2026. Government registration closing date is Dec 2026. The Chair confirmed a mention had been included in the September edition of the Slapton Lines asking parishioners to forward any known rights of way to the clerk to collate for submission to the Natural England/ Highways. ***Cllrs to forward any known rights of ways to the clerk for collation.***
- d) Autumn Drain and Road Sweeping arrangements. ***It was agreed for Cllr K Widger, Cllr V Mercer and Cllr I Mitchelmore to meet with a supplier to discuss village road sweeping requirements, in particular down the smaller back lanes. Clerk to arrange meeting within the next month.***
- e) South Dartmoor Community Energy Roadshow – Autumn/Winter. ***Clerk to advise the organisers they are welcome to arrange and promote a drop in session at the Village Hall and provide hall booking contact details.***
- f) Community engagement meeting – The community engagement proposal was discussed. A vote was held and the following approach agreed:
 - I. To include specific projects of interest within the Section 3 – Public Comment of the monthly meeting agenda's and encourage parishioner to attend to discuss. The meeting start time would be changed to 7pm to allow for adequate discussion. ***Clerk to liaise with Chair on October agenda items for 2020/21 precept expenditure and change the village hall booking times.***
 - II. To arrange a larger village meeting, (potentially include in the Annual Parish Meeting in March), to help share ideas for potential future village projects/gather feedback on

parishioners priorities for future precept expenditure.

- g) Clerks resources. An annual Clerks appraisal is now due. **Cllrs to provide feedback to the Chair to collate. Clerk to obtain DALC standard appraisal form for Chair to complete.**

72-19 Proposals for resolution

- a) To propose to rebook the Audit Alison Marshall for a 1 year contract commencing audit years 2019-2020 at £100 per audit plus expenses based on quality of audit service provided in the 2018-19 internal audit.

It was proposed and seconded by Cllr V Mercer and Cllr C Staines respectively to rebook Alison Marshall on the above terms. The Chair signed the contract. **Clerk to return the contract to A Marshal to confirm the Councils booking 2019/20 internal audit booking.**

- b) To propose for the council to adopt the terms of reference to enable participation in the Single Neighbourhood plan project.

It was proposed and seconded by Cllr V Mercer and Cllr C Staines respectively to participate in the project. The Chair signed the proposal which was handed to Cllr J Brazil.

- c) To propose to pay the annual 2019-20 Data Protection Fee licence by direct debit reduce the fee from £40 p.a to £35 p.a. Payment due 27/9/19. It was proposed and seconded by Cllr S Sullock and Cllr G Wollacott respectively to move to an annual direct debit payment. The Chair signed the DD mandate. **Clerk to post the mandate to the IOD.**

73-19 Clerk's report

- a) Beach Car Park – Spot fines update: June x 5 fines/£125, July x 6 fines/£150, August x 11 fines £275.
- b) Summer mowing took place 27/28 Aug with the bottle bank area cleared 2/9/19. Weather permitting, autumn mowing scheduled for 23/24th Sept and 21/22nd October.
- c) Tree Warden Update – Advert placed in Slapton Lines, pending applications.
- d) Road Traffic Warden update. Advert placed in Slapton Lines, pending applications.
- e) Slapton Line Partnership – A379. Additional consultation meetings are still taking place for parishioners to feedback thoughts on the future, should the A379 close. Event details on Parish website. Application for Stopping Up Notice 16-8-19, No further action required.
- f) Standards and Governance training – Thursday 3 October 2018. Agreed Cllr G Wollacott and the Clerk to attend. **Clerk to book places.**
- g) Village Assets Register Review – Now completed. **Clerk to add to the October agenda to resolve to adopt the revised register.**
- h) Highways Update – Carr Lane Drainage repairs scheduled 9-13th Sept 2019.
- i) Citizens Advice Free Wills Week 23-27th Sept. Posters have placed on the Parish website and notice boards to help promote.
- j) Devon and Somerset Fire and Rescue Service Review update. No response from the service to the Councils invite to attend the PC meeting. Cllrs and parishioners to feedback any comments directly by 31/10/19 to Lee Howell, Chief Fire Officer, Service HQ, The Knowle, Clyst St George, Exeter, EX3 ONW or email: safertogetherprogramme@dsfire.gov.uk
- k) SHDC Polling Districts and Polling Stations – Advised the Council of the Notice of Review taking place and closing date 20 September. Details are published on the parish website.
- l) Ash Die Back Disease. Guidance notices have been placed on the Parish website and notice boards over summer to help raise awareness of the matter and parishioners reporting responsibilities.

74-19 Chair's report

- a) Slapton All Stars club – Reported that two events were planning in the autumn being a Bell Ringing taster in the Village Church and a Low Ropes Course at the Start Bay Centre. Further details and notices will follow.
- b) Slapton Line Partnership, update on following matters:

- I. Traffic survey report. Pending reply from Highways. Chair has written requesting an update/decision ASAP.
- II. Beach bus shelter vandalism – Lee Dennison (FSC), advised had spoken to the police regarding the illegal campervan parking at the monument site on the August Bank holiday. The police had advised it is not possible to prosecute the van owner as no direct link to the burnt bus shelter wood specimen. **FSC to send images to Cathy Auberton at Highways to consider issuing a parking offence fine based on photos provided by parishioner.**

Beach Bus Shelter handover terms between the SLP, FSC, Whitley Trust. Lee Dennison reported that he had issued proposal paperwork to Head office. **Mr Dennison will follow up for a reply and forward this to the Chair.** Also reported a request had been sent to Highways for additional wooden posts to be installed on the land near the bus stop to prevent parking on the shingle and would update the Chair once a reply was received.

Cllr V Mercer raised the matter of the foliage overgrowth onto the pavements at the junction of Sands Road and the A379 and restricted visibility and access for motorists and pedestrians. Mr Dennison advised that he would aim to have this cut back by the end of the week.

- III. Monument relocation –Relocation plan/timings. The SLP members have agreed in principle, (subject to an ordnance report, FSC landowner permission and SHDC planning consent), to a). Re-locate the war memorial behind the former hotel walled garden site below the SHDC car park at Strete gate b). Install a path so that the monument is accessible to all. The proposal from Peter Chamberlain dated 30 Aug 2019 was discussed, which requested that Slapton, Torcross and Strete PC councils provide a small budget to support the ongoing seasonal maintenance of the area. Slapton PC have agreed this support in principle, with FSC leading on the maintenance management Strete PC had already confirmed support. **Lee Dennison to provide further details once the dates / work involved are known and report back to the Chair.**

- c) Plastic recycling scheme update. It was agreed by the Council to add this to Matters in Abeyance.
- d) Village Phone Box usage. It was agreed by the Council to add this to Matters in Abeyance.

75-19 Councillors' reports

- a. Cllr J McPetrie – Raised concerns that the village was being over mowed. The matter was discussed and the council agreed the work was necessary to ensure public safety on the roads and pavements.
- b. Cllr V Mercer – Raised that the specimen honeysuckle plant on the bottle bank fenced would need to be re-located should the bottle bank be removed next year with the changes to SHDC recycling.
- c. Cllr Ian Mitchelmore –. Advised the painting of the village benches was in progress and would be completed by the next meeting. Also raised safety concerns on the overgrown foliage encroaching on to the pavements at the bottom of Sands Road junction with the A379. (Refer item 74-19 / b ii).
- d. Cllr C Staines – Raised the issue of speeding and parking issues in the village over summer.
- e. Cllr K Widger – Raised the parking issues in the village over summer.
- f. Cllr S Sullock – None.
- g. Cllr G Wollacott – None.

76-19. Financial matters

- a. Approve the following payments:

S/O	£195.40	L. Soothill-Ward, Clerks salary – July '19 (Paid 31/7/19 for noting).
S/O	£195.40	L. Soothill-Ward, Clerks salary – July '19 (Paid 1/8/19 for noting).
102/19	£17.94	Expenses Cllr I Mitchelmore (DALC course Car park £2.10, 36 miles @ 0.44p mile £15.84, TOTAL £17.94. (Paid 3/7/19 for noting).

103/19	£913.00	Action west Bus Systems. Laptop, printer, software, ink set up for role of Chair. Invoice 148952. Minute approval ref: 1/7/19, 57-19a. (Paid 3/7/19 for noting).
104/19	£66.00	DALC, Good Councillor training course Ian Mitchelmore 5/6/19. Invoice 1408 (Paid 3/7/19, for noting).
105/19	£220.00	Nick Mathias 22 July Mowing. Invoice 1105/20. (Paid 12/8/19 for noting).
106/19	£8.00	Village Hall Hire, 3 June, Invoice C07483/19. (Paid 12/8/19 for noting).
107/19	£36.00	DALC, Chairmanship Course, Julie Hinder, 8/7/19. Invoice 1559. (Paid 12/8/19 for noting).
108/19	£1824.0	Defibrillator, cabinet, pads and maintenance contract. Invoice 7365175 30/7/19. (Paid 12/8/19 for noting).
109/19	£8.00	Village Hall Hire, 1 July, Invoice C08493/19. (Paid 12/8/19 for noting).
110/19	£15.84	Expenses CllrJ Hinder (DALC Chairmanship course, 36 miles @ 0.44p mile £15.84. (Paid 12/8/19 for noting).
S/O	£195.40	L. Soothill-Ward, Clerks salary – Sept '19 (Paid 1/9/19 for noting).
111/19	£220.00	Nick Mathias August Mowing £185 +Banks £35 27/28th. Invoice 1107/20.
112/19	£225.00	Nick Mathias 28 th /30 th . Clearance of brambles around and within the bottle-bank area. Invoice 1108/20.
113/19	£48.00	DALC – Planning course fee Cllr G Wollacott 22/7. Invoice 1606.
114/19	£114.00	BVEC electricians - Defibrillator installation 21-9-19. Invoice 54332 22/8/19.

- b. Balance at Bank 23/8/19: £24,160.79.
- c. Council Tax Support Grant 2020-21. Noticed given of 50% reduction per annum over next 2 years wef: 1/4/2020. (From £176 in 2019/20 to £88 2020/21 and 2021/22 respectively).
- d. Mid-year bank reconciliation and half year financial risk assessment completed 12-8-19.
- e. IT Kit and Village defibrillator added to the Parish Insurance policy. IT kit will increase the 2020-2021 premium by £7.14pa – no charge to end of 2019029 policy term.

77-19. Date of next meeting – Monday 7th October 2019 at 7.30pm.

SIGNED Chair:

All meeting agenda's and minutes can be viewed at www.slaptonparish.co.uk