

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

Present: Ms J Hinder (Chair), Mr J McPetrie, Mrs V. Mercer, Mr D. Murphy, Mr C Staines, Mrs Shirley Sullock, Mr G Wollacott.

In attendance, Cllr J Brazil, Cllr R Foss.

108-19 Apologies for absence –

- **Standards and Governance Training briefing: 7pm-7.30pm 2/12/19:** Mr J McPetrie, M.K Widger, Mr I Mitchelmore
- **Parish Council Meeting:** The Police, Mr Ian Mitchelmore, Mr K. Widger.

109-19. Declarations of interest – Mrs S Sullock – Kimmarder Planning Application.

110-19. Public comment – None

111-19. Police report – None.

112-19. County & District Councillor reports

County report from Cllr J Brazil:

- Single Neighbourhood Plan project for Chilverston, Southpool, East Portlemouth is now out for consultation – closing date 27-12-19. Further updates to follow.
- A379 road continues to remain vulnerable to breaching.
- Devon County Council and District Council are holding a climate change emergency meeting Thursday 5th December 2019. Slapton PC are invited to submit practical ideas that can help reduce carbon emissions by Wednesday 4th December 2019. **Chair to circulate list to Cllrs to comment/agree, clerk to submit by deadline.**

District report from Cllr R. Foss:

- 12th December elections – The period of Purdah continues to restrict DCC and SHDC to business administration and planning work only. The budget process remains on hold until 13/12/19.
- Cllr R Foss endorsed the Standards and Governance training run at the start of the meeting by Cllr G Wollacott and stressed the importance for all Cllrs to ensure they are not pre-determined or biased at meetings by following the code. DCC and SHDC Cllrs undertake the training annually due to its importance. The course will be re-run in April ahead of the meeting, for those Cllrs unable to attend the training session as this is at the request of the SHDC monitoring officer. **Cllr G Wollacott to arrange with the clerk.**
- Defibrillator Grant Application – Cllr R Foss confirmed this is approved. The Council expressed their thanks for supporting this. **Clerk to forward original application to Anna Gribble to process.**

113-19. Minutes of the meeting held on 4th November 2019

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

114-19. Matters in abeyance

- a) Village flooding issues - Ongoing monitoring. Bi-annual drain cleaning arrangements in place to manage.
- b) Submit Passive Traffic Management Grant application for £500 to District Cllr once requirements identified and approved by all agencies and grant availability advised.

- c) Standards and Governance training. Training briefing to be held for 30mins at start of April 2020 meeting from 7pm-7.30pm by Cllr G Woollacott.
- d) Monument relocation to Strete – Pending update.
- e) Plastic recycling scheme – Pending update on changes in 2020 parish recycling arrangements.

115-19. Planning applications

2660/19/FUL – Land Opposite Kimmarder, Slapton TQ7 2QT.

Proposal: Provision of a residential dwelling.

No objection but suggested condition to fully consider the implications of water run-off.

3503/19/HHO – Long Court, Alston Farm, Slapton TQ7 2QE

Proposal: Householder application for erection of an orangery.

No objection.

3573/19/TCA – Church View, Brook Street, Slapton TQ& 2PR

Proposal: Works to a tree in a conservation area. T1: Poplar- Remove; T2: Alder – Remove.

No comment.

Decisions (for information only, see SHDC website for more information) - None.

Planning Inspectorate APP/K1128/W/19/3222440 - Scarswell, TQ7 2RD

Appeal decision for 2827/18/FUL: The appeal is allowed and planning permission is granted.

116-19. Matters for discussion

- **Agree 2020 Precept Budget Plan for resolution Jan 2020.** The Council discussed the 2020 precept budget plan. Unfortunately due to general inflation costs, central Gvt devolution of road / drain cleaning services and increased PC administration, maintenance work, it was voted to put forward a resolution to increase the 2020 budget. This will be the first time in 3 years and the Council agreed to use some unallocated reserve to help offset the full cost of the required budget. **Clerk to add agreed parish budget terms for resolution on the January PC meeting agenda.**
- **SLCC Safeguarding Policy.** The Chair presented the Cornwall Council safeguarding policy as a good public sector example. **Chair and Cllr G Wollacott to present an adapted draft for discussion at the January meeting.**
- **Autumn Road Sweeping –** The Council agreed the project work on 27-28 November 2019 had been done to a very good standard. The arrangements for the remaining village road sweep/drain clean on Dec 10th and 11th were discussed. Cllr D Murphy was thanked for his work in producing the laminated notices and posting around the village. **Clerk to place notices on cars windscreens Sunday 9th to provide parishioners with alternative parking arrangements over the cleaning days. Cllrs to advise Clerk asap, who will be available to sign off the contracts work evening of 10th or 11th.**
- **SLP Passive Traffic Management –**Cllr D Murphy, Cllr V Mercer and the clerk met with John Fewings and Lisa Edmunds from Highways on 26th November 2019. The issue of the Park and Walk flooding, drainage and pavement edges and surface deterioration, speed and road signs and the Brook Street recent drain repair were discussed. **Clerk to circulate meeting minutes to all attendees and the Council to follow up agreed actions.**
- SHDC declaration of climate change emergency - Parish submission by mid-December. **Chair to summarise ideas by Tues 3 Dec to Cllrs for checking, clerk to submit to Cllr J Brazil by Weds 4 Dec.**
- Agree Councillors attendance at the Devon Communities Together 2020 Resilience Forum events re parish emergency planning, support and assistance available. The date of the meeting was 27-11-19. Cllrs and parishioners can view full details of DCC and the resilience plans / support at: <https://devoncommunities.org.uk/resilience-forum-resources>

117-19 Proposals for resolution:

- a) To propose the re-appointment of Brookings Hire Ltd to clear the narrow lane running alongside Sunway's property, to clear the old stone trough on Carr lane and the surrounding land and undertake the bi-annual village road sweeping and drain clearance at a maximum cost of £2650+vat / 4 days on

the terms stated in the quotation. **It was proposed and resolved to re-appoint Brookings Hire on the above terms.**

- b) To propose to increase the clerks monthly hours from 20 to 25 with effect from 1st February 2020 to support the administration demands of the council and to adopt the NALC model contract 2011 including terms of employment and job description. **It was proposed and resolved to increase the clerks monthly hours to 25 and adopt the NALC model contract. However it was felt this is best actioned wef 1/4/2020, as easier to transition new terms at the start of a financial year.**

118-19 Clerk's report:

1. To discuss:

- a) Mowing contract:
- i. Update on end of season cutting programme. Now completed.
 - ii. Supplier response to Council 2020 mowing brief/schedule. Supplier confirmed acceptance of the schedule/terms but advised that a longer length cut would mean strimming not mowing and there would be more cuttings on the curbs. **The Council noted the advice and agreed this would be acceptable.**
 - iii. Road Warden update – 2 village contractors have confirmed interested in the training. **Clerk to investigate dates and liaise with contractors.**
- b) Highways meeting 26-11-19; Brook Street drain repair, park and walk, traffic calming, pavements. **Clerk to circulate meeting minutes to the Council and Highways.**

For information:

c) Highways:

- i. DCC stopping up order A379 – Now in place.
 - ii. Dog Bins redistribution update – Still in progress
 - iii. Beach Car Park – No spot fines update
- d) General election public notices – Now posted.
- e) Plymouth and South West Devon Supplementary Planning Document consultation - now open.
- f) DCC Engaging Rural Micro business trial- Details on the PC website. **Deadline for applications 27th December 2019.**

.119-19 Chair's report

- a) Clerks annual appraisal. – This was held 25/11/19 at the village hall. A review of the past year was discussed and objectives for 2020 set. **Chair to issue updated paperwork to the clerk.** New contract terms of 25 hrs per month to commence 1-4-2020. **Clerk to issue updated contract to Chair for signing.**
- b) School Bus drop off/collection at Greenbanks. The Chair advised discussions are underway with TallyHo to move the school bus stop into the estate. **Update next meeting.**
- c) Green Banks Bus Shelter – Rob Sekula at SHDC asset management has confirmed permission to install a 'Youth Shelter' at Greenbanks but the Council would need to fund and maintain this. Mr Sekula also advised that; any wooden play equipment could not be insured, concrete is very expensive, a metal basket-ball hoop and Zip Line is allowable as is a BMX cycle dirt track but the PC must install and maintain these. Funding would need to be via fundraising and grants. **Chair to arrange for a formal consultation with the parish to consult on requirements and provide evidence of need.**
- d) Pocket Park Grants: The deadline is 31/12/19 but this may continue into 2020. The council have a strong business case for a play park equipment grant as the Village playing field is under-utilised **Chair to follow up with the clerk at Buckland St Touts for best practice in grant applications.**

120-19 Councillors' reports

- a. Cllr J McPetrie – Reported that he had viewed the pavement from South Grounds farm to the Park & Walk and advised it looked possible to install a new path through the trees to move this away from the road.

- b. Cllr V Mercer – Updated that they had attended a public meeting on climate change and the advice given was for people to plant more trees locally. **Cllr V Mercer to investigate costs of trees** as no available grants from the Woodland Trust.
- On 14th + 15th December, 11am-5pm, a free 'Lost Lives archaeological walk is planned. Meeting point is Start Point car park.
- c. Cllr C Staines – Reported the village map was out of date. Cllr D Murphy/Cllr V Mercer confirmed the current location of the village shop could now be included in updated artwork. **Cllr Staines to provide stock levels to Clerk who will then arrange for revised artwork to also reflect the A379 new bus stop location.**
- d. Cllr D Murphy – None.
- e. Cllr S Sullock – None.
- f. Cllr G Wollacott – None.

121-19. Financial matters

The below payments were approved.

Note: The Village Hall invoices are still outstanding and will be paid upon receipt.

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| S/O | £199.20 | L. Soothill-Ward, Clerks salary – Nov '19 (Paid 1/12/19 for noting). |
| 121/19 | £7.25 | Village Hall Hire, All Stars Karate event 19/5/19. Invoice C06477/19. From Sports fund. (Paid 6/11/19 for noting.) |
| Cheque 752 | £18.50 | RBL Poppy Appeal, Remembrance Day Wreath. Cheque no 752. |
| 122/19 | £100.00 | Nick Mathias - Bi-annual buddle hole clearance 13th Nov. Invoice 1126/20 |
| 123/19 | £220.00 | Nick Mathias - End of season October mowing plus bank clearance 10-11-19. Invoice 1125/20. |
| 124/19 | £60.00 | Kingsbridge websites- 1 year website hosting renewal 6/10 - Overdue invoice as not received no 1883. |
| 125/19 | £20.00 | Kingsbridge websites- Website update - New news page / relocation of 7 blogs 21/8. Overdue invoice as not received no 1863 |
| 126/19 | £61.30 | Cllr Expenses, Mr I Mitchelmore. Re-imburement of paint costs for village bench painting summer 2019. Invoice S112479231. |
| 127/19 | £18.00 | Village Hall Hire, PC Meeting, 4 Nov and 25 Nov, Chair and Clerk Meeting Invoice C12531/19. |

- a) Balance at Bank 25.11.19, £26,761.38
- b) 2020-21 Precept Plan proposal based on national parish council referendum terms and Cllrs guidance on allocation of spend within this (refer minute reference: 7.10.10 / 80-19(f) and budget discussion document) and proposal for resolution Jan 2020 meeting.
- c) To note receipt of the 2019 Parish Council local election costs invoice. £85.12 will be collected April 2020.

122-19. Date of next meeting – Monday 6th January 2020 at 7.30pm.

SIGNED Chair:

All meeting agendas and minutes can be viewed at www.slaptonparish.co.uk