

Minutes of the Parish Council meeting held at the Village Hall on Monday 3rd February 2020 at 7.30pm.

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

In attendance: Cllr J Brazil, Cllr R Foss, Kate Gill (Chair Strete PC), Helen Darch (Clerk FSC), Lesley Cowley (Cllr Stokenham FSC), Ros Davies (DCC Parish Paths Liaison Officer), Peter Chamberlain (Environmental Manager Devon County Council).

137-20 Apologies for absence –Cllr I Mitchelmore, Cllr D Murphy, Mr Lee Dennison (Regional Site Manager FSC), Kate Payne (Centre Manager FSC), Paula Doust (Chair Stokeham PC), Gill Claydon (Clerk Stokenham PC), The Police.

138-20. Declarations of interest – None.

139-20. Public comment – None.

140-20. Police report – None.

141-20. County & District Councillor reports

Devon County Council (DCC) report from Cllr J Brazil:

- **2020 budget process underway.** A cabinet meeting will be held on 14/2/20 to discuss funding recommendations ahead of the full DCC meeting 20/2. Adult social care, special educational needs and road maintenance services are all under pressure and awaiting confirmation of additional funding promised for these areas from central Government.
- **Single Neighbourhood Plan project** for Chivelstone, Southpool, East Portlemouth. No replies to the consultation which closed 27-12-19. Cllr J Brazil to follow up on next steps with DCC.
- **Climate change emergency now declared at County level.** The Citizens Assembly is currently being formed with meetings planned over the next 2 weeks to take statements of ideas which will be assessed to form an action plan. Timetable for rollout tbc.
- **Coleridge Association-** Conversations are in progress to re-engage the 10 parishes within the Association to work together on the Climate Change Emergency programme (including community compost scheme) and re-location of the beach war memorial monument.

District report from Cllr R. Foss:

- £400K allocated in the budget for climate change emergency work. As part of the rollout plans, SHDC planning department are looking at the removal of gas boilers from large housing development plan applications and replacing with green energy equivalents.

142-20. Minutes of the meeting held on 6th January 2020

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

143-20. 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) Monument relocation to Strete Gate– Discussed, refer minute ref 145.20 (b).
- d) Plastic recycling scheme – Pending update on changes in 2020 parish recycling arrangements.
- e) Village Map – Reprint due in the spring – **Clerk and Chair to progress artwork amends.**

- f) Slapton Line Magazine – Chairs next editorial copy deadline **18/2/20**. ***Cllrs to submit items for inclusion to the Chair by 18/2/19.***

144-20. Planning applications

4192/19/HHO – Watergate Cottage, Start, Slapton, TQ7 2QD

Proposal: Householder application for proposed extension to dwelling and provision of two conservation roof lights. **No objection.**

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

145-20. Matters for discussion

a. SHDC P3 Scheme

A 10 minute presentation was made by Ross Davies, SHDC Parish Paths Liaison Officer, on the Parish Paths Partnerships scheme and benefits of joining. The key points covered are below:

- i. There are 5 miles of registered paths comprising of 8 rights of way (7 trails and 1 bridleway) within Slapton Parish which are eligible for an annual maintenance grant of £150 (subject to completion of an annual survey and submitted paperwork).
- ii. Grants and advice are also available for the purchase of a strimmer and PPE kit plus free access to regular strimming courses.
- iii. Mr Paul McFadden (based in Ivybridge), is the dedicated DCC public rights of way warden for Slapton and regularly walks the paths and ensure these are maintained to the minimum safety standards.
- iv. On joining the scheme and following an annual inspection of the pathways by Mr McFadden and an appointed P3 parish co-ordinator, any identified damage repairs or improvements to paths and gates/styles/signposts can be submitted for a one-off grant application. Grants are paid annually in April. Once funds are approved, the Parish Council or DCC can then arrange for the works to be undertaken to the required standards. Grants are calculated on path mileage, work involved, balance available on the central P3 account and completion of the annual survey and paperwork.
- v. Copies of the presentation, parish registered paths map and leaflets were handed out for all parish Cllrs to review.
- vi. It was confirmed that the path from the village to the beach was a 'footway' and not 'footpath' and so would not be covered in the scheme as under the management of Highways.
- vii. The Council agreed to discuss the scheme again in May. ***Clerk to add P3 Scheme to Matters in Abeyance. Cllr S Sullock to discuss with the Slapton Strollers the potential of taking on the role of P3 Parish Co-ordinator.***

b. WW2 Monument relocation:

- i. Peter Chamberlain presented a status report of the monument relocation project to Strete Gate and put forward the proposed contract terms between the parishes and landowner (FSC) for the ongoing maintenance and upkeep of the monument at its new location along with provision of a float for unforeseen urgent costs. PI Insurance was already in place and would be covered by the FSC. The terms were discussed by Strete, Stokenham and Slapton PC's and broad agreement reached to support in principle in conjunction with the other parishes named on the monument. It was proposed that Strete PC co-ordinate the finance arrangements for all parishes.
- ii. It was agreed that Cllr J Brazil would call a meeting within the month, to discuss the matter further with all parishes named on the war memorial and ascertain their agreement and commitment to providing an ongoing annual contribution to the ongoing upkeep of the memorial so that these could be discussed / agreed with the FSC.
- iii. Peter Chamberlain advised that only when an agreement has been obtained between all parties, can DCC progress the planning application, contractor booking and secure a move date which needs to be outside of the busy Easter and Summer holidays.

Cllr J Brazil to confirm the next meeting date of Wednesday 26th February, 7pm at Stokenham Village Hall and to also discuss the issues raised over costs and

practicalities of removing the existing concrete base from the beach with DCC.

- c. **Annual Parish Meeting Wed 11 March 2020:** The content and format of the APM presentation slides was discussed and agreed by the Council. ***Clerk to contact the FSC to hire the projector/screen and arrange for the posters to be displayed around the village and on the PC website on Monday 7th March 2020. Cllr S Sullock to arrange the catering with the Village Shop.***
- d. **SLCC Safeguarding Policy** – The policy document amends were discussed and the Council approved the document for resolution and adoption at the next meeting. ***Clerk to add to next meeting agenda and arrange for training quotes from local training supplier.***
- e. **Climate emergency statement:** The Council approved the PC's climate emergency statement document for resolution and adoption at the next meeting. ***Clerk to add to next meeting agenda.***
- f. **Spring Drain and Roadside weed clearance:** An update from SHDC Highways and local agronomist Mr Chris Tucker was presented by the clerk on the official position re weed management on public highways –only the use of Round-up is approved. The quote to commercially apply Round-up around the village was presented. The Council agreed to discuss the matter at the APM and ascertain the thoughts of parishioners on use of chemicals v's regular manual removal. ***Chair to include in the APM presentation. Clerk to carry forward the proposed dates of 21st and 22nd April 2020 to the next meeting once discussions have taken place and to provisionally book these with the contractor.***
- g. **1 year parish Lengthsmens trial.** The Council agreed to add this to Matters in Abeyance so that the composting arrangements could be discussed at the APM on 11 March as essential to have in place before commencing the trial. ***Clerk to add to matters in abeyance and prepare a draft work schedule for review at the next meeting. Chair to discuss at the APM with parishioners.***
- h. **Defibrillator hosted at the FSC.** Contract expires 1 March 2020. Request from SWAST if the PC with to renew or the FSC to adopt and renew (£1800 / 4 year contract). The Council agreed not to renew the contract but wished to thank the FSC for hosting over the past 8 years. Cllr G Wollacott confirmed the defibrillator would be removed shortly after its expiry date. ***Clerk to write to the FSC on behalf of the Council to thank for their support.***
- i. **Model SLCC Parish Council Complaints Policy** –The document content was discussed and the Council approved the document for resolution and adoption at the next meeting. ***Clerk to add to proposals for resolution at the next meeting.***

146-20 Proposals for resolution:

- a. To propose to join the SHDC 'Community Road Warden Scheme' and adopt the formal agreement with SHDC. This will enable access to the 'Maintenance Community Enhancement Fund' and self-sufficiency over minor road and pavement repairs within the parish. This scheme is endorsed and encouraged by Devon County to enable parish councils to provide local road repair maintenance support.

*It was proposed and seconded to join the SHDC Community Road Warden Scheme. **Chair to sign the formal agreement document and the clerk to issue to SHDC.***

- b. To propose to join the SHDC P3 Scheme and adopt the 'Parish Paths Partnerships Agreement' contract. This will enable the ability for the PC to bid for annual grants for pavement, signposts, signage maintenance, repairs and improvements and have access to an annual maintenance allowance based on the number of registered pavement and bridleway mileage within the parish for equipment and supplier contracting.

*Refer to 145-20 above. The council agreed to add to matters in abeyance for further discussion at the May meeting. **Clerk to add to matters in abeyance.***

147-20. Clerk's report:

- i. **Highways 'planings' drop at Park and Walk (Delivery 17-1-20/ Surface laying work undertaken 22-1-20).**

The clerk reported the contractor had advised the task had been significant due to the amount of planings delivered and had taken an additional 2 hours to complete. Also that it was necessary to roller the area to compact and level the surface and finish the works properly and requested approval of additional budget to hire in the roller plus up-to 1 days labour time. The Council agreed to pay the additional 2hrs labour costs and discussed various approaches to completing the works. It was agreed to leave the surplus scrapings in the current location for use on the bottle bank area when this was removed in the Autumn. **Cllr Widger to report back at the next meeting with a formal proposal for completion. Clerk to contact the existing supplier to provide a further quote to complete the work and also to ask to invoice for the 2 hrs additional time.**

- ii. **Road Warden programme. Road Warden Training confirmed 24/2-25/2. Clerk to progress Personal Protective Clothing requirements for delegates.** (A budget of up-to £300 has been pre-approved as part of the 2020 budget process).

For information only:

Highways:

- iii. Dog Bins redistribution update – Approval received from SHDC waste collections team, 22 Jan 2019. Pending date for the relocation works.
- iv. Highways Response to Park and Walk drain / Footpaths between south grounds farm and the park and drains outside the FSC – chased 15-1-20. No update, Highways have advised resources are currently focussed on winter emergency flood management.

Other Matters:

- v. 2020 Electoral Register is now published – Digital copy received and Public Notices posted. On PC notice boards.
- vi. Beach Car Park – No spot fines update - out of season.
- vii. Cllr S Sullock and Cllr K Widger booked attended the DALC Good Councillor short evening course on Monday 27th January 2020.

148-20. Chair's report

- Reported that preparations for the APM were underway and the Chair had met with the Clerk to prepare the slides that had been shared and approved by the Council at this meeting.
- Requested that the Standards and Governance training be completed by all the Council ahead of the next March meeting. **Cllr J Mcpetrie and Cllr I Mitchelmore to confirm availability at 7pm on Monday 2nd March to the clerk. Cllr G Wollacot to re-run the training. Clerk to book the room once confirmed.**
- Requested that all Cllrs confirm availability to attend the Safeguarding training on Monday 6th April at 7pm and if unable to attend, to provide alternative available PC meeting dates. **Cllrs to confirm available dates to the clerk by 14th February.**

149-20. Councillors' reports

- a. Cllr V Mercer – Raised again if trees should be encouraged to be planted in the village to help with climate change. It was agreed to add to the APM meeting agenda to ascertain parishioners' requirements. **Clerk to add to APM slides**
- b. Cllr C Staines – Raised that speeding still continued in the village.
- c. Cllr S Sullock – Reported that the Cllrs training course had been informative and fed back to the council some of the matters discussed re S137 budget code and Dispensation for Cllrs to allow to set the precept. **Clerk to check current dispensations in place.**
- d. Cllr K Widger – None.

- e. Cllr J McPetrie – Raised concerns over the footpath between the park and walk and South Grounds Farm and safety to pedestrians given the rate of decay. **Clerk to draft a letter from the Chair to send to Highways to request an urgent response to the November repair requests as the path falls under their maintenance. Clerk to also draft a letter for parishioners to sign at the APM and send to Highways should no response be received by then given the importance and urgency of the matter.**
- f. Cllr G Wollacott – None.

150-20. Financial matters

The below payments were approved. Note: The DALC Invoice is outstanding and will be paid upon receipt.

S/O	£199.20	L. Soothill-Ward, Clerks salary – Jan 20 (<i>Paid 1/2/20 for noting</i>).
134/20	£9.00	Village Hall Hire 2/12/19. Invoice C01539/20. (<i>Paid 8-1-20 for noting</i>).
135/20	£344.40	Nick Mathias - Park and Walk surface repair 22/1/20 - Hire of machinery and labour costs. Quote 18/1/19 approved 19-1-19 by Chair, x 2 Cllrs and Clerk due to works urgency/PC meetings timings. Invoice 1136/20 31/1/20
136/20	£72.00	DALC Good Councillor 27/1/20. Course fees Cllrs S Sullock and Cllr K Widger. Invoice: 1827 dated 31/1/20
137/20	£15.84	DALC Good Councillor evening course, car mileage expenses Cllrs S Sullock and Cllr K Widger.

- a) Balance at Bank 27/1/2020, £22,856.15.
- b) 2020 Precept Application sent to SHDC ahead of submission deadline of 31/12/19.
- c) Brookings Hire - Bi-Annual Road sweep and drain clean 10+11th Dec 2019. Invoice 19395 dated 14/12, ref 131/20. Approved on Jan Agenda to pay on receipt. Paid 20-1-20. Original quote £1,320 inc Vat, actual invoice £900 inc Vat.
- d) 2018-19 VAT reclaim due to be submitted by end Feb 2020 estimated at £1,175.00. This has been allowed for in the 2020 precept setting.

151-20. Date of next meeting – Monday 2nd March 2020 at 7.30pm.

SIGNED Chair:

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