**DRAFT**

**MINUTES OF MARLDON PARISH COUNCIL**

**VIRTUAL MEETING**

**MONDAY 14th September 2020 @7.30pm**

The Chairman read out the procedure for Marldon Parish Council’s Virtual Meetings. The Chairman also stated that there had been continued disrespect for the Clerk in the form of emails, there had also been an unprecedented amount of emails in a 28 days period which included 16 emails from one household. This detracted the Clerk from important Council business and the Chairman requested support for what the Parish Council and the Clerk were trying to achieve at this difficult time.

**PRESENT:** Via video link: Cllr. Page, Cllr.Webber, Cllr. Oliphant, Cllr. Clarke, Cllr. Ward, Cllr. Thorp.

The Parish Clerk/RFO – Susie Watt (video link)

21 members of the public attended via video link.

**1.9.20**  **APOLOGIES:** Cllr. Palk

**2.9.20** **DECLARATIONS OF INTEREST:** Cllr. Page, Cllr. Oliphant, Cllr. Clarke

**3.9.20** The Minutes of the Meeting held on 10th August 2020 were agreed and signed by the Chairman.

**4.9.20 PLANNING**

**Ref: 2675/20/HHO –** Approved

**Ref: 2441/20/FUL –** Refused

**Ref: 2448/20/HHO -** Refused

**5.9.20 TORFIELD PLAY PARK**: The Chairman asked the Clerk to give an update on the financial situation for the regeneration of the Play Park at Torfield. The Clerk stated that the Crowdfunding page was not creating the amount of interest and therefore, donations, as expected. Although, there had been a limited amount of gratefully received donations. It was explained that the DCC Application was linked to the Crowdfunding Page and it had been suggested by DCC to reduce the amount on the page to enable the 25% to be reached. The Clerk had done this. It was also reported that there has been an anonymous pledge to purchase the Storytelling Area with an agreed amount of £2,500. Applications had also gone into the Wooden Spoon grant funding organisation for £50,000 – there would no update from them until the closing date which was at the beginning of December. S106 funds – SHDC had now received all approvals and had stated that the Parish Council can now submit their application for funds towards the Play Park. The Public Works loan has not yet been applied for as it was prudent to wait to see how much funding might be forthcoming from bid applications and the Crowdfunding option as it was hoped that a reduced amount could be applied for.

**6.9.20 TORFIELD PLAY PARK 2:** Plan 3 had been chosen at the Extraordinary Meeting and the Contractor informed – Rhino Play. However, this was conditional on the Clerk obtaining reductions in the costings, the Clerk was pleased to report that Rhino Play’s original quote of £173,000 had now been reduced to just under £120,000 with possibly further reductions to follow. The way the Specifications had been requested was to allow removal of certain pieces of equipment and materials which enabled the Parish Council to remove and suggest different surfaces, along with advice from the Head of Parks at SHDC these suggestions had reduced the costs considerably.

The Chairman then requested a vote on the commencement of the Groundworks to hopefully start mid – October, the ground would need to settle for at least one month and the Contractor had assured the Parish Council that no further remedial works would be required if the ground was left until end of February ready for Stage 2. This would allow for the results of the grant applications and if need be, the application for a Public Works loan. It was proposed by Cllr. Page to commence the Groundworks and seconded by Cllr. Thorp. There was a unanimous vote and it was therefore RESOLVED to commence the Groundworks in October – so long as funds were available.

**7.9.20 TRAYE –** there had been a request from the Chairperson of TRAYE the youth charity which provided support and services to the youth of the Community, that the council consider an amount of £1000 to be donated to the Charity. The Chairman, under the current circumstances, where the Parish Council is trying to raise funds itself, requested a vote on two amounts. The first votes was for £1000 – there was one vote for this amount.

The second vote was for £500 – there was 4 votes for this amount.

It was therefore, RESOVLED to donate the sum of £500 to the TRAYE Charity.

* + 1. **Bowling Club:** A request to support the Bowling Club in an application for s106 funds had been received, however, there had been no project attached to the request. The Clerk suggested that this request be deferred until such time as a full proposal/project had been produced. Proposed Cllr. Page and seconded by Cllr. Oliphant, it was therefore, RESOLVED to defer the decision to a later meeting.

**9.9.20 CASUAL VACANCIES:** The Clerk reported that she had contacted the candidates who had submitted full Expressions of Interest back in February and who had been waiting for an invitation to interview, obviously this had been delayed because of the COVID crisis. All were willing to have their interviews held by a ‘virtual zoom’ option. The Clerk requested the Chairman to put forward a proposal to hold the interviews in this manner. It was proposed by Cllr. Oliphant and seconded by Cllr. Ward and after a unanimous vote it was therefore, RESOLVED to invite the candidates to a virtual interview to be organised by the Clerk.

**10.9.20 CLERK’S REPORT:** The Clerk reported as above, that there was now final approval of the Deed of Variation produced by SHDC to allow a much wider use of the s106 funds which ultimately allowed for the Parish Council to use some of those funds for the repair of the Torfield cliff face. They were now waiting for engrossments and signatures and it is hoped that a conclusion to the current impasse will be imminent.

The External Auditors have received all the relevant documentation for the external audit and required no further documents.

The bank account amendments had been completed and a vote will be included during the Monthly Financial statement.

A grant had been found which could assist with the funding of the Interactive Signage at Westerland, interactive Signage at Five Lanes, Interactive Signage by the school along with possible sleeping policeman and a school patrol (the Village Ranger). It was agreed that that Clerk pursue this grant, the minimum sum of which is £20,000.

The Clerk suggested that Marldon Parish Council run a competition for the Parish to produce a Logo which can be used on Parish Council business correspondence and publicity. It was agreed the Clerk should pursue this.

**Correspondence:** There had been a number of emails the majority of which were positive regarding the Play Park and thanking the Parish Council for what they are trying to achieve, there were many offers of fundraising support. There were also some negative emails, requesting that Play Park be moved to Broomhill Meadow or the flat area of Torfield. This had been discussed by the Parish Council and dismissed as not practical. There were further allegations that the Parish Council had not been transparent, had not held a Public Consultation and had not communicated. The Clerk explained that the tender process was confidential, that all information was on the website, both on the home page and a bespoke page for Torfield.

**PUBLIC REPRESENTATIONS & QUESTIONS:** There had been a couple of requests to become Councillors, it had been explained to the correspondents, that the process for submitting an Expression of Interest had closed in February and that the current process was part of that procedure. Therefore, there were no current Casual Vacancies. The Clerk had been contacted by SHDC to confirm that there had been emails sent to the Elections office questioning whether the process had been legally conducted, the Elections Office confirmed that the Clerk in her role as the Proper Officer had carried out the procedure correctly and the legally required notifications had been received and publicised.

The monthly financial statement had been distributed to Councillors a few days prior to the meeting, it was proposed by Cllr. Page and seconded by Cllr. Ward that Monthly financial statement including the amendments to the bank accounts were approved. A vote was taken 5 in favour 1 against. It was therefore, RESOLVED that the Monthly Financial Statement and the bank amendments were approved.

**MARLDON PARISH COUNCIL FINANCIAL STATEMENTS TO 31/08/2020 AND PAYMENTS TO 14/09/2020**

Note: Clerk’s salary is paid via standing order operational from 27th April 2020 in the sum of £608.80 which includes monthly salary of £586.80 + £12.00 Office Allowance + £10 Phone Allowance. Sundries including stationery/printing etc., are paid by cheque retrospectively on the production of the relevant receipts.

**Bank Account Balances as at 31 August 2020:**

Bank of Ireland Main Account: £15,161.84

Bank of Ireland P3 Account: £1,096.32

Bank of Ireland Marldon Environment Group: £ 226.48

NS & I Reserve Account (June 2020) £12,176.52

Marldon Parish Council total balance as at 31 August 2020: **£28,661.16**

**EXPENDITURE: JULY/AUGUST 2020**

**MAIN**

09/09/20 Chq No. 944 Mrs S J Watt – Stationery/Zoom/HP ink £61.20

09/09/20 Chq No. 945 Stephen Holley (Lengthsman final) £600.00

09/09/20 Chq No. 946 VOID VOID

09/09/20 Chq No. 947 Marldon Cricket Club Donation £250.00

Ref: Minute No. **5.8.20 (6)** of 10 August 2020

09/09/20 Chq No. 948 Marldon Parish Church Flag Donation £80.00

\*Retrospective Approval required: Approval received via email, must be endorsed 14.09.20

27/08/20 Clerk’s Salary – SO (Standing Order) see above £608.80

Chq No. 949 - Pending Donation TBC

09/09/20 Chq No. 950 Plandscape – Grass cutting Torfield/Petersfield (August) £125.69

12/09/20 Chq No. 951 Mrs S J Watt – Stationery: Printing of PLAN 3 revised plans from Torfield Play Park Contractor /A4 Envelopes and 2021 Planner £71.24

**P3 ACCOUNT**

09/09/20 Chq. No. 000061 Robin Cox various essential items plus mileage\*\* £96.89

09/09/20 Chq.No. 000060 Robin Cox various essential MEG items plus mileage £26.13

\*\*NOTE: Chq.No.000060 from the MEG a/c last month, was returned, as the MEG a/c balance had been transferred to the P3/MEG a/c prior to the presentation of the cheque. A formal complaint has been made to BOI for not informing us of the date the amendments would happen.

\*\*\* Retrospective Approval for the amalgamation of the MEG and P3 accounts – renamed P3/MEG and the MEG account – renamed MARLDON PARISH COUNCIL FUNDRAISING ACCOUNT. This was to enable clear and transparent ring-fenced funds for the current Torfield Play Park funding campaign, to accept direct donations, donations via the Crowdfunding Page and funds from s106 (when applied for) and any successful grant funding applications. Approval was received via email, must be endorsed 14.09.20. It is explained that the fundraising monies in any form, were subject for only for a specified project, that the Parish Council would need to provide statement evidence to Grant Fundraisers that those monies had been allocated and managed specifically for the purpose they were granted. Hence, all fundraising monies need to kept and ring-fenced in a bespoke account and not to be mudlled or managed within the Marldon Parish Councils Main receiving and paying account. The Parish Council were unable to open a new account with the Bank of Ireland as they are no longer accepting new accounts from Mainland UK. This does not affect the accounts already held by Mainland UK account holders.

**11.9.20 COMPTON REPORT:**  Cllr. Oliphant stated there were numerous problems in Compton namely fly-tipping, possibly by a private household and it was requested the Clerk write to SHDC to assist with contacting them and clearing the rubbish. Cllr. Hawkins requested that DCC Highways was also contacted and to cc him in the email.

The roads were also a bad state and again, Cllr. Hawkins requested an email be sent to Highways and that he is cc’d into the correspondence.

The Clerk was also asked to request a gulley sucker as many drains were blocked.

There is a major road closure from Marldon to Compton between 5th- 9th October 2020 which a diversion in place. Cllr. Oliphant had assisted in informing all those residents affected by the day time closure.

**12.9.20** County Report: Cllr. Hawkins confirmed that all SHDC and DCC meetings were to held ‘virtually’ until at least May 2021 in line with the current Government Legislation which also included Local Councils.

Cllr. Hawkins further confirmed that he had been working with Cllr. Oliphant regarding the drainage problem in Compton and was pleased this was now going to be resolved.

Cllr. Hawkins also confirmed that the DCC had approved the Interactive Signs for Marldon, however, the Parish Council would have to fund them, he noted the Clerk was already actively working on this. Cllr. Hawkins also requested that the Clerk find out who owns the hedge and foliage currently covering the 30 MPH sign coming into Marldon from Totnes, once this was cleared, he would arrange for Highways to clean the mould from the surface of the sign along with the one outside the Christmas Tree Farm.

Cllr. Thorp requested again a new grit bin for the bottom of West View – it was explained that this was already in hand and the Parish Council were funding this bin if one could not be moved from another area. Cllr. Thorp also again requested the yellow lines be re-painted at the entrance of West View as many vehicles were parking illegally and blocking view of those, especially children, crossing the road. It was noted that Highways had already carried out a survey which resulted in no action required. Cllr. Hawkins requested the Clerk write to Highways again with concerns for safety.

There was no District Report as there had been no communication from Cllr. Pennington.

**13.9.20 CEMETERY:** The Clerk reported that she had been in contact with the Parish Church who had informed that the last burial plot in the Cemetery had been filled. There was now an urgent requirement to use the field purchased by the Parish Council for burials and cremated remains to be prepared. The Clerk explained, that the Bishop had stated that there would be no need for full consecration of the land, and each plot as it was being used would be blessed by the attending Clergy at the time. It was suggested that at least 10 plots were prepared now as Villagers, during the November Community Involvement Day had made comment that they wanted to know they could be buried in their own Village. The Parish Council in the very near future would be offered the Management of the Cemetery, if it declined, this would move to the District Council who could effectively open the cemetery to anyone who wished to be buried there. Whilst this was a massive undertaking for the Parish Council, the Clerk, stated that first and foremost, a Public Consultation should be held and all options explored to assist the Parish Council. The Cemetery would also provide a form of income for the Parish Council but there would have to be some initial outlay. There was an objection from one Councillor stating that if it was going to cost the Council money then to let SHDC manage the facility. The Chairman then called for a vote to allow the Clerk to explore the costs for at least 10 plots to be made available as a matter of urgency to provide the Villagers with a place of rest and to put together details of a public consultation on the wider issue. The proposal was proposed by Cllr. Page and seconded by Cllr. Oliphant and therefore, RESOLVED by a vote of 5 with one abstention to proceed.

**14.9.20** Police Report: The Clerk reported that Sgt Tim Perrin was looking to set up monthly ‘virtual’ meetings for all local councils to attend and discuss issues and concerns. The Clerk would attend the first meeting once confirmed, but requested that maybe a Councillor would assist for future meetings.

**15.9.20** Date of Next Meeting: 12th October 2020

It was unanimously agreed that the next meeting would be on MONDAY 12th October 2020 via VIRTUAL ACCESS with the Emergency Plan still in place. At this meeting there would be a discussion & vote regarding re-instating the Public Forum.

The Meeting Closed at 21:36

Signed.................................................................................Date: 12.10.2020

The Chairman, Cllr. G Page