**DRAFT**

**MINUTES OF MARLDON PARISH COUNCIL**

**VIRTUAL MEETING**

**MONDAY 15th FEBRUARY 2021 @7.15pm**

**PRESENT:** Via video link: Cllr. Page, Cllr. ward, Cllr. Oliphant, Cllr. Clarke, Cllr. Thorp. Cllr. Hart. Cllr. Sharland, Cllr. Thorp (joined late due to technical issues)

County Cllr. Hawkins via Video. District Cllr. Pennington via Video

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

6 members of the public attended via video link.

There were no questions from the Public.

**1.02.21**  **APOLOGIES:** Cllr. Palk.

**2.02.21** **DECLARATIONS OF INTEREST:** Cllr. Ward – Item 11. Cllr. Page – Item 11.

**3.02.21 CHAIRMAN’S COMMENTS:** The Chairman commented on delays to the Play Park from the weather to Covid. 2nd Newsletter had been published and was full of interesting articles. The Council were asked if they wished to see any other items included and if so, to please forward them to the Clerk. Rhino Play (SW) Ltd had today, commenced with Stage 2 of the Play Park Regeneration and the Clerk will update further in Item 5. The Chairman stated that we should all be grateful for the efforts being made to enhance the Community and this should not be held up or hindered.

**4.02.21** **APPROVAL OF MINUTES:** The Minutes of the Meeting held on 11th January 2021 were approved as a true record and signed by the Chairman. All agreed.

**5.02.21 TORFIELD PLAY PARK UPDATE:** The Chairman asked the Clerk to provide the update. The Clerk stated that there had been a two week delay which in turn now meant that the opening of the Play Park would be pushed back to, hopefully, Saturday 3 April 2021 – this is Easter Saturday. The reasons being that Lockdown would not be fully lifted by 20 March and if the weather again became bad, then there would be further delays. The Clerk reported that she had received a communication from the Contractors that they had been given ‘some grief’ that morning after temporarily ‘blocking' the entrance to Torfield’ from the Ipplepen Road access. The Contractors had been bringing in their machinery etc., and the block was only temporary. They were not blocking any residents access and if that were the case, they would inform the property owners. The Clerk used a phrase stating that you ‘cannot make an omelette without cracking eggs’ and pleaded for people to be reasonable during the works and that apologies for any disruption had already been made. Furthermore, it was bad that Marldon was becoming a place known as being unfriendly when all the Contractors are doing is enhancing facilities for the Parish to which we should be grateful.

**6.02.21 PUBLIC WORKS LOAN UPDATE:**  The Public Works Loan application had been submitted over a month ago, however, the only communication had been to inform us that there was a backlog and our application would be assessed as soon as possible. They did ask if we had a deadline, which I have submitted as 1st March 2021 as we would need to instruct the Contractors to commence Stage 3 which is where the PWL application comes into the funding schedule. Currently Stages 1, 2 and part of Stage 4 is funded by s106 funds and does not impact on the Phase 3 funding. Some of the equipment will be installed under Stage 2, but this is our own equipment i.e. the roundabout which was donated in 2016 and the climbing frame.

**7.02.21 NEWSLETTER:**  The 2nd Newsletter had been published. Cllr. Clarke asked whether the Printers did the proof reading, it was explained that the printers printed the Newsletter, the proof reading was carried out by ourselves x 3 people. She stated that there was a spelling mistake and that she would be the fourth proof reader in future, the Clerk made a note of Cllr. Clarke’s offer, however, stated that all Councillors had copies prior to Publication and to inform the Clerk if they spotted any errors immediately, not after the Newsletter had been published. The Clerk stated that there had been a couple of problems with distribution, around 5 properties had not received copies and she was speaking with the Distributor to resolve this. Again, this was seen as a minor hiccup and the outcome of five missed properties was acceptable seeing that there were over 973 properties within the Parish. Those who had not received the Newsletter had a copy delivered by the Clerk or had been shown copies by neighbours, who stated that as this was not an essential journey we had to be careful as a Council as a Parish Council up Country had had 6 Councillors fined £200 each for delivering leaflets during Lockdown. The deadline for submissions and letters for Newsetter 3 is **Friday 5th March 2021** and can be sent to Newsletter@marldonparishcouncil.gov.uk

**8.02.21 Public Consultations:** Cemetery/Green Areas i.e. Torfield, Broomhill Meadow and Jubilee Meadow. The Clerk suggested that these Consultations be pushed back to the April edition of the Newsletter as it appeared that Lockdown would not be lifted sufficiently in March and the Parish Council could not be seen to encourage members of the public to venture out on unnecessary journeys i.e. to post or place Public Consultation responses in post boxes or the shops. It was unanimously agreed to delay the Public Consultations until April. Further, it was requested, that due to printing timelines that the Chairman and the Clerk be given the authority to make the final decisions on the contents of the Public Consultations after all Councillors had been given draft copies and the opportunity to submit additional questions etc. It was unanimously agreed to proceed with the Chairman and the Clerk having the final editorial content decision.

(at this juncture there was a disturbance and a derogatory statement made regarding the Clerk by a member of the public, the Clerk requested permission to put that person into the Waiting Room – this was agreed. There was general disbelief by Councillors and members of the public to what they had heard)

**9.02.21 CLERK’S REPORT:** The monthly Finance Report had been circulated prior to the meeting. The Chairman called for retrospective agreement. All agreed and was duly signed by the Chairman.

**MARLDON PARISH COUNCIL FINANCIAL STATEMENTS FROM 12/01/2021 to 15/02/2021**

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 29th January 2021:**

Bank of Ireland Main Account: £23,883.62

Bank of Ireland P3/MEG Account: £1,636.18

Bank of Ireland Marldon Fundraising Account: £ 772.46

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

Marldon Parish Council total balance as at 29th January 2021: **£38,468.78**

**EXPENDITURE: JANUARY 2021**

**MAIN**

11/01/21 Chq No. 973 Samuels Solicitors £1,920.00

11/01/21 Chq No. 974 Samuels Solicitors £1,099.80

28/01/20 Chq No. 975 SJ Watt (Zoom Meeting S/O, ink and Jotform x 2 mths) £129.25

 27/01/21 Clerk’s Salary – SO (Standing Order) see above\* £608.80

The Clerk further informed the Council that the VAT return had been received but had only found out that day, a total of £7,258.20 needed to be added to the main account total. This now enabled the Parish Council to pay the remaining balance to R. Hood & Associates; however, the VAT on that payment could not be claimed until the end of March i.e. the next VAT quarter.

The Clerk informed those present that there had been a couple of applications for the position of Village Ranger, Cllr. Clarke asked who they were? The Clerk informed that discussion regarding potential employees would be discussed under Confidential Matters at the next meeting, but details would be forwarded confidentially in the interim.

The Clerk informed those present that there had been communication from Highways regarding the traffic at Westerlands, unfortunately she had not had time to personally respond that evening to the two residents who had written regarding the 30 mph signs and the path from Moorview to Farthing Lane. The Clerk explained that the Highways had now agreed to repair both 30mph signs but had not given a date when this would be actioned, she also further informed, that the mobile Camera could now be installed at the cost of the Parish Council but with placement and authorisation of placement being given by Highways, however, if we had the camera’s they (Highways) would remove the 30mph signs. The Clerk had stated to Highways the 30mph signs were only one side of the road, i.e. from Totnes to Marldon, there was nothing the other side and therefore, could the camera’s been installed that side whilst retaining the 30mph signs on the other side, the answer was No !

There had been a letter from a resident in Church Lane requesting the completion of the hedge trimming, this is being looked into and we are dependent on the Contractor to complete. The resident stated they would take into their own hands if we did not cut the hedge. It was explained at the meeting that this would in fact, be criminal damage as the hedge belongs to the Parish Council.

A further letter had been received requesting an FOI (Freedom of Information Request) this had come from outside the Parish and requested, Bank Statements, contract between Rhino Play (SW) Ltd, the annual internal audited accounts and the external audit documentation, plus a copy of the Public Works Loan contract. The ICO had been contacted who stated that the Contract is protected under Commercial sensitivity, the Bank Statements are protected under GDPR and in fact all balances were published on website within the Minutes each month, the annual internal audited accounts are online and we have not received the final assessment from the External Auditors, once we do, that too, will be published online. Finally, we do not have a contract with the PWL as our application has not yet been approved.

A response including the above has been sent to the requester within the FOI timeline.

**10.02.21 PLANNING APPLICATIONS:**

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| Reference: | 4217/20/HHO – 3 Bampton Close - **APPROVED** |
| Reference: | 3836/20/HHO – 36 Pembroke Park - **APPROVED** |

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| Reference: | 0039/21/FUL - Westerland Hill House - **APPROVED** |
| Reference: | 0159/21/LBC - Castle Barton - **APPROVED** |
| Reference: | 0154/21/HHO - Oakwood House, Smallwell Lane - **APPROVED** |

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| Reference: | 0247/21/FUL - Provision of general purpose agricultural building (application 1 of 2) Land at SX 856 650 **APPROVED SUBJECT TO CONDITIONS: Concerns raised regarding the access as was at a dangerous junction with poor visibility. Cllr. Hawkins requested the Clerk write to Mr Jackson at DCC Highways Planning with the Parish Council’s concerns.** |
| Reference: | 0248/21/FUL - Provision of general purpose agricultural building (application 2 of 2) Land at SX 856 650 **APPROVED SUBJECT TO CONDITIONS – as above.** |
| Reference: | 0165/21/HHO – 5 West View Road - **APPROVED**  |
| Reference: | 0025/21/HHO – 7Belfield Close - **APPROVED** |

**11.02.21: MEG REPORT:** There was no report from MEG as due to Lockdown they are still unable to work in pairs.

**12.02.21: COMPTON REPORT –** Cllr. Oliphant: nothing to report.

Standing Orders were suspended:

**13.02.21 County Report/District Report:**

County Report - Cllr. Hawkins Confirmed he and the Clerk had been in correspondence with Highways regarding the Interactive signs at Westerland will be repaired as a matter of urgency.

COVID – DCC & SHDC very busy during the current Lockdown and reminded everyone that there are Grants available for residents and businesses. Contact Jonathan for further information.

Free School Meals continuing for this half-term and Easter and hopes it will continue indefinitely.

DCC/SHDC Carbon Neutral Plan has less than 24hrs until the Consultation closes, available online.

DCC Recycling Centres are still operating during the current Lockdown.

Cllr. Hawkins has around £400 available from his Locality fund for a local Parish Charity or group. Please contact the Clerk.

**Cllr. Pennington** – (District Report) Stated the SHDC had approved the Council Tax Budget with an increase of just £5 per annum which equated to just 10p per week or £175.92 on a Band D property.

He stated he had given £1000 to Berry Pomeroy Parish Church from his Locality Budget for the Church clock to be changed to an electronic winding up system. He has also given £800 to Marldon Village Hall to replace chairs and tables. He still had a couple of £100 left but gave no indication of how that was to be applied for.

Cllr. Pennington then went on talk about Marldon Parish Cemetery, it was explained that this item was not on the Agenda and as he was no longer a Parish Councillor it was inappropriate for him to continue, he refused to stop and demanded he, the Parish and the Church meet to discuss. It was explained that the Parish Council were already in talks with the Church and that a Public Consultation was to take place, Cllr. Pennington became aggressive and demanded he was listened to in the name of Democracy for the people of Marldon. Cllr. Pennington was eventually asked to desist by the Chairman.

Standing Orders reinstated:

**14.02.21 Business at the Chairman’s Discretion:** NONE, however, Cllr. Thorp wished to speak and was given permission to do so. Cllr. Thorp apologised that he had missed most of the meeting due to a technical issue but wished it known that he was 100% dedicated to the Parish Council and its Parishioners.

It was unanimously agreed that the next meeting would be on MONDAY 8th MARCH 2021 via VIRTUAL ACCESS with the Emergency Plan still in place.

The Meeting Closed at 20:20hrs

Signed.................................................................................Date: 08.03.2021

The Chairman, Cllr. G Page