**DRAFT**

**MINUTES OF MARLDON PARISH COUNCIL**

**ANNUAL PARISH COUNCIL VIRTUAL MEETING**

**MONDAY 12TH APRIL 2021 @7.00pm**

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

Cllr. Sharland, Cllr. Thorp

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

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

15 members of the public attended via video link.

There were no questions from the Public.

The Chairman called for a Minutes Silence due to the death of HRH The Prince Philip.

**1.12.4.21**  **APOLOGIES:** Cllr. Palk and also the Clerk announced Cllr. Palk’s resignation due to ill health. Statutory Notice has been published.

**2.12.4.21** **DECLARATIONS OF INTEREST:** NONE

**3.12.4.21 CHAIRMAN’S COMMENTS:** Difficult year for everyone. COVID has affected everyone. The whole of society has been affected. Changes in behaviour have affected almost everyone. We need to work to ease this. Disagreements should handled professionally for the benefit of all our residents in Marldon and Compton. Welcome to Lesley Camden Ward and Trevor Pennington on their success as new Councillors on Marldon Parish Council.

**4. 12.4.21: ELECTION OF CHAIRMAN:** Cllr Thorp nominated Cllr. Page. 2nd by Cllr. Sharland. Unanimous vote. Cllr. Page duly re-elected as Chairman of Marldon Parish Council. Acceptance of Office to be signed in the presence of the Clerk as soon as possible. Those present agreed that Cllr. Page Chairs this meeting.

**5. 12.4.21: ELECTION OF VICE-CHAIRMAN:** Cllr. Clarke nominated Trevor Pennington. The Clerk explained that we are unable to accept that nomination as Trevor Pennington has not yet taken his seat. Further nominations were requested. Cllr. Thorp nominated Cllr. Andy Ward (the current holder of the post of Vice-Chairman), 2nd by Cllr. Hart. – Cllr. Clarke nominated Cllr. Sharland – there was no seconder. There being no further nominations. Vote: 5 in favour with 1 abstention. Cllr. Ward was duly re-elected as Vice Chairman of Marldon Parish Council.

**6. 12.4.21: ELECTION OF OFFICERS:**

1. Personnel Committee – Chairman plus 2 members.

Cllr. Ward proposed Cllr. Oliphant. 2nd by Cllr. Clarke. No other nominations. Vote: unanimous. Cllr. Oliphant duly re-elected as Chairperson of the Personnel Committee.

Two further members were nominated by Cllr. Oliphant – Cllrs. Ward and Sharland. 2nd by Cllr. Hart. Vote – Unanimous. Cllrs. Ward & Sharland duly elected as members of the Personnel Committee.

2. Election MEG Chairman & 2 Members: Cllr. Ward proposed Cllr. Page as Chairman. 2nd by Cllr. Oliphant. No further nominations. Vote: Unanimous. Cllr. Page duly elected as Chairman of MEG.

Proposals for 2 members. Cllr. Oliphant proposed Cllr. Clarke. 2nd by Cllr. Page. Cllr. Page proposed Cllr. Hart. 2nd by Cllr. Clarke. No further nominations. Vote: Unanimous. Cllrs. Clarke & Hart duly elected as members of the MEG Committee.

3. \*Village Hall Representative: Cllr. Oliphant nominated Cllr. Hart. 2nd by Cllr. Ward. Vote: Unanimous. Cllr. Hart duly elected as Marldon Parish Council’s representative on the Village Hall Committee.

4. Election of Youth Officer: Cllr Page nominated Cllr. Clarke. 2nd by Cllr. Oliphant. Vote: 3 for. 3 abstentions. Cllr. Clarke duly elected as Youth Officer.

5. Parks & Green Spaces Officer and Deputy: Cllr. Ward nominated Cllr. Hart as Officer. 2nd by Cllr. Sharland. There were no further nominations. Vote: Unanimous. Cllr. Hart duly elected as Parks & Green Spaces Officer.

Deputy Officer: Cllr. Clarke proposed Cllr. Page. 2nd by Cllr. Hart. Any other nominations: Cllr. Ward proposed Cllr. Sharland, however, Cllr. Sharland stated he did not have the time to devote to such a responsible Office. Vote: Unanimous. Cllr. Page was duly elected as Deputy Parks & Green Spaces Officer.

6. Election of Cemetery Officer: Cllr. Ward proposed Cllr. Hart. 2nd by Cllr. Oliphant. There being no further nominations. Vote: Unanimous. Cllr. Hart was duly elected as Cemetery Officer.

7. Allotments Officer: Cllr. Oliphant nominated Cllr. Thorp. 2nd by Cllr. Ward. There being no further nominations. Vote: Unanimous. Cllr. Thorp duly re-elected as Allotments Officer.

8. Disabilities Officer: Cllr. Page nominated Cllr. Sharland. 2nd by Cllr. Hart. There being no further nominations. Vote: Unanimous. Cllr. Sharland was duly elected as Disabilities Officer.

9.\* RE- NOMINATION & VOTE on Village Hall Representative as Cllr. Hart’s responsibilities are going to take much of his time. Cllr. Hart agreed and stated that he would prefer to relinquish the Village Hall representation. All Cllrs. agreed to re-elect the position of Village Hall Representative. Cllr. Clarke nominated Cllr. Oliphant. 2nd by Cllr. Thorp. There being no further nominations. Vote: Unanimous. Cllr. Oliphant was duly elected as Marldon Parish Council’s representative on the Village Hall Committee.

10. Neighbourhood Development Plan Working Group: Cllr. Page explained that currently it was just himself and The Clerk (admin role) however, due to COVID and the delays experienced over the last 6 months, not much progress had been achieved. Cllr. Page asked the Clerk to take over. It was explained that a bid was being put together for NDP funding, that the working group needed to be expanded to at least two more Cllrs. Once the Working Group was established and Terms of Reference and a forward plan produced, a notice would go out to request members of the public to join the Working Group, which in turn, would create the new NDP Committee. The Clerk stated that there was no need to call for nominations as this was a working group and Cllrs. could request themselves from the floor now. Cllr. Clarke and Cllr. Sharland offered and all were in agreement.

**7. 12.4.21: APPROVAL OF MINUTES:** 8TH March 2021 and 23rd March 2021. The Minutes for both dates were agreed and approved. Cllr. Clarke objected to the approval of the minutes of 23rd March 2021.

**8. 12.4.21: Clerk’s Report:**

Annual Finance Update: The Clerk reported that it had been a tough year but also a positive year. Funding had been received. Both Audits had been successful. The need for an external Audit had been declared due to the Parish Council going over the £25,000 threshold. This was due to the £9,164.00 payment the council made to Marldon Village Hall for the 1st repair bill to the cliff face. All payments had now been made to A.R. Hood & Associates regarding the cliff face repairs. The 1st Stage payment had also been made to Rhino Play (SW) Ltd, even though they had not requested the payment, this was passed by Cllrs. at the last meeting. It was clear that the Parish Council was protecting the services and facilities it had a duty to provide and with the employment of the Village Ranger this would enhance even more the Parish Councils total commitment to ensure continued investment and maintenance of the Parish.

The Monthly Finance Sheet was agreed and approved and signed by the Chairman.

The Village Ranger had now started his employment. He has been welcomed by the Villagers. He has cycled the boundaries. Communicating well. School patrol will start next Monday and our local Police Sgt. will be in attendance as well. The Village Rangers role is one of observation and as a deterrent to illegal and inconsiderate parking and any anti social behaviour throughout the Parish. Once the Play Park is open his role will expand to ensure that area is protected.

Elections Update: It did not need to go to the election on May 6th as there were only two people who applied for the two positions; they automatically become new Cllrs. on Marldon Parish Council.

Cllr. Palk’s seat has now been published and the 14 day Statutory period has started. If there is no request for an election (which will be after the May 6th election) I will publish a 28 day Casual Vacancy Notice calling for letters of interest to be sent to the Clerk for consideration by the Parish Council.

Correspondence: Request to use the area behind the sheds in Jubilee Meadow as a Community Orchard. Explained that we had already applied to the NT to use the area as an extension to the allotments as we have many people on the waiting list. Request to use Jubilee Meadow for the Apple Pie Fair on Saturday 4th September 2021. I have given the OK under my delegated authority but have yet to receive the Application Form. Parish Council to have a stand there to promote the Newsletter and obtain opinions/ideas for the future etc., All Cllrs. were in agreement. Letter of thanks received from the Cricket Club for the excellent work on Jubilee Meadow regarding the trees and hedges. The Cricket Club stated that in 35 years there had never been such great maintenance which will benefit the area for a few years now. The Council had now completed their six months maintenance, the Cricket Club will take over the grass cutting until October and MEG will ensure the hedges are tidied as and when required.

A resident in Butterlake has requested the fence running parallel with properties was repaired. I have explained that the National Trust are responsible and have contacted them for assistance.

Quite a few emails regarding some ‘land grab’ on the bridlepath at Broomhill. It has also taken part of the Devon Hedge. Could Cllr. Hawkins assist please – email to be sent.

Posts for the 20 is Plenty signage is now on order. Apologies for the delay.

Interactive Sign at Westerland to be repaired next Friday. The SLOW BEND interactive sign will take longer as it is a different Contractor. We await an update from Highways.

Allotment Invoices will go out shortly with a plan for plot holders to identify exactly which is their plot. We can then allocate the three vacant plots accordingly.

Legislation: regarding Face to Face meetings. Last legal virtual meeting will be on Tuesday 4th May 2021. By which time we will hear what the Government will allow after the 6th May 2021.

No Public Questions or Representations have been received.

**9. 12.4.21: Broomhill Meadow/Bridlepath Update:** The Chairman stated that the parking was still an issue and we needed to take the Police advice. The Signage we had put up was stolen. Need to replace the signage. Discussion for the installation of bollards and chains. Agreed. Cllr. Hawkins – said he had already emailed Highways to assist with bollards. The Clerk will investigate options.

**10. 12.4.21: Torfield Play Park:** The Chairman stated that because of the delays, we are a little behind schedule. New potential dates for opening are either beginning or end of May dependent on the delivery of the railings and also the grass will have to take root. So it is more than likely that Whitsun will be the target opening date. Contractors will be on site over the next few weeks with double teams working. The Clerk stated that we had been put on Notice by a member of the public, regarding what has been done with the old play park equipment, they want to know where each piece has gone, who has it, how much was paid for it and who has the money ! We have not disposed of any of the equipment at this time. There have been two requests for three pieces and those people will make a donation into the Parish Councils Fundraising account. None of the old equipment other than the Roundabout, the Swings and part of the climbing frame was suitable for repair or reuse as per the RPII report of October 2020.

Cllr.Thorp suggested that the Park be named after Prince Philip. The Clerk is requested to investigate the possibility. However, the Clerk stated that the naming of the Play Park should be put out to the public for suggestions.

**11. 12.4.21: Jubilee Meadow:** The Chairman stated that the Sheds are in a dangerous state. As it was agreed at the last meeting was there an update from the Clerk. The Clerk stated that she had submitted the application to replace the sheds with a pavilion style structure to the National Trust who had responded by stating that a pavilion was a permanent structure, even though the pavilion would be on runners. A couple of other designs have been forwarded. Two quotes had been obtained and awaiting a third. A further application will then be made to the NT. It would be good to have this completed at least in time for the Apple Pie Fair.

**12. 12.4.21: Public Consultation/Newsletter:** Public Consultation big document. Delays in completing due to outside influences. Will cover Sport, Recreation and Leisure for the whole community. Bespoke section for the youth. Kerry from TRAYE is going to help coordinate this with the Clerk. Newsletter will not be out until mid May at the earliest and will hold the public consultations.

**13. PLANNING APPLICATIONS:**

Ref: 2901/20/HHO - Approved.

Ref: 0611/21/HHO – Approved with 1 abstention (Cllr. Thorp)

Ref: 0705/21/CLE – REFUSE What implications for the environment or area and also open the flood gates for others.

REF: 0410/21/HHO – Approved with 1 abstention (Cllr. Clarke)

**14.12.4.21: Compton Report:** Cllr. Oliphant. Sewerage works have started. Road Closure signs when there isn’t and not put up in time, not put up until 10am that morning. Why are we not being told in advance. Cllr. Hawkins stated that the signs would not normally go up before. Cllrs. stated they should have been put up earlier. Letter to go to Highways to complain about lack of notice - Actually needs to go South West Water not Highways.

STANDING ORDERS SUSPENDED

**15. 12.4.21:** Cllr. Hawkins: Last report of this last 4 yrs. Thanks to the Council. Thanks to Susie for all the hard work she does working with myself at District and for you as a Council and the Parish. Who finds grants etc., and works so hard for the benefit of the Community and the Council. Play Park is going to be stupendous. Amazed at what has been achieved. Interactive signs being worked on. Furzegood Road resurfaced in the not too distant future. DCC central Government has given County £91million of central government funding to handed out to a number of businesses and residents during the COVID period. DCC budget set on Highways and Adult Social Services over the next 12 months. The Dedicated Schools Grant Project deficit, is £30.1 million overspend, annual overspend carried over from one year to the next. DCC is providing Free School Meals and requests MPC lobby MP to continue this during all school holidays in the future. The Clerk thanked Cllr. Hawkins for 4 years hard work.

Cllr. Pennington: SHDC – overview and scrutiny Committee of which I am a member.1. Reviewed s106 grants – local communities for sport, leisure and recreation and request liaison with Parish Councils. 2. Sustainable locality fund – each District Cllr. gets £2000, there was a move for another £300 to be added to be approved. 3. Code of Conduct must be observed by all Cllrs. County, District and Parish. Bullying must be reported to the Monitoring Officer, if she cannot deal with it, it will be forwarded to Overview and Scrutiny Committee to deal with !

Cllr. Hawkins requested to speak. He reminded that Cllr. Pennington had another £3000 to distribute to his three parishes under the Climate Change Emergency fund for parishes to apply to for projects dealing with Climate Change.

STANDING ORDERS REINSTATED

**16. 12.4.21:** CONFIDENTIAL MATTERS: After a discussion it was agreed 5 -2 that the Public should remain for the update.

The insurers were awaiting an assessment from the Barrister. A person had been given a verbal warning under The Harassment Act 1997.

**17. 12.4.21: Business at the discretion of the Chairman.** NONE

**18. 12.4.21: Date of Next Meeting:** Tuesday 4th May 2021 with the Emergency Plan running alongside in the interim.

Meeting Closed at 21:13hrs

Signed.................................................................................Date: 4.05.2021

The Chairman, Cllr. G Page