**MARLDON PARISH COUNCIL**

Minutes of the Annual Council Meeting of Marldon Parish Council held on

Monday 14th May 2018 at 7.30pm

**PRESENT:** Cllr J T Pennington – Chairman, Cllr S Veasey – Vice-Chairman, Cllr J A Clarke , Cllr M Oliphant, , Cllr F Palk, Cllr D Sutton and

Cllr R Thorpe.

**ALSO PRESENT:** 2 members of the public, and Clerk to the Parish Council, Mrs T J T Rowe.

Before the meeting started members of the public had the opportunity to air any concerns and ask questions, which would be noted by members and if necessary raised during the meeting.

A lady reported a peacock in Westerland and was concerned that its ownership was unknown. It was suggested that this may belong to Marldon Christmas Tree Farm but that the RSPCA should be informed.

Potholes in Westerland had been marked up by Devon County Highways but were getting worse.

Cllr Webber had asked that an abandoned vehicle at Cruel Cross which was marked with Police tape but had been pushed into the hedge should be reported as this could fall down the bank.

A gentleman reported that the wooden fence up to the middle gate into Broomhill Meadow off the Bridleway was badly rotted. It was very much a safety hazard to anybody relying on it for support or assistance up the approach slope. Robin Cox and Cllr Page hoped to make a temporary repair to make it safe but asked that the Parish Council consider getting quotations for the whole length to be replaced with a new wood or metal rail.

It was reported that a new dormer window had been installed in a property in Pembroke Park, the Clerk would check with South Hams District Council as to whether planning permission had been given.

The Chairman informed the meeting that former Parish Councillor Peter Ward had recently passed away. Mr Ward had been a Parish Councillor from May 1973 to October 1989 and again from March 1994 to May 1995 – just over 17 years’ service. Mr Ward was also Chairman of Marldon School Governors for many years. Cllr Pennington would inform members of the funeral arrangements when known.

**1. (05.18) APOLOGIES**.

County Cllr J Hawkins and Cllrs G Page and D Webber.

**2. (05.18 ELECTION OF CHAIRMAN.**

It was proposed by Cllr Sutton and seconded by Cllr Clarke and agreed by the meeting that Cllr Pennington be elected Chairman of the Parish Council for the ensuing year.

**3. (05.18) ELECTION OF OFFICERS AND COMMITTEE MEMBERS.**

Cllr Pennington proposed, seconded by Cllr Sutton, that the Council officers and Committee members be re-elected en bloc to the posts as listed below and this was carried unanimously:

|  |  |
| --- | --- |
| Position | Nominee |
| Chairman | Cllr Pennington |
| Vice- Chairman | Cllr Veasey |
| Finance Committee Chairman | Cllr Pennington |
| Finance Committee Members | Cllr Veasey  Cllr Webber  Cllr Page |
| Planning Committee Chairman | Cllr Veasey |
| Environment Chairman | Cllr Page |
| Public Grounds and Community Committee Chairman | Cllr Clarke |
| Public Grounds and Community Committee members. | Cllr Veasey  Cllr Palk |
| Allotments Committee Chairman | Cllr Thorpe |
| Allotment Committee members | Cllr Clarke  Cllr Oliphant |
| Cemetery Committee Chairman | Cllr Veasey |
| Cemetery Committee member | Cllr Sutton |
| Footpath Committee Chair | Cllr Page |
| Footpath Committee  Members | Cllr Veasey  Co-opted; R. Cox |
| Marldon Land Charity Trustee: | R Joinson  Mr Chidlow |
| War Memorial | Cllr Veasey |
| Road Safety Committee | Cllr Thorpe  Cllr Sutton  Cllr Webber |
| Neighbourhood Plan Chair | Cllr Sutton |
| Neighbourhood Plan Committee members | Cllrs Pennington, Page, Veasey, and Clarke |
| Neighbourhood Watch | Cllr Page |
| Tree Warden | Cllr Page |
| SHDC Development & Control users group | Cllr Clarke |
| Village Hall Council | Rev. S Jones |

Note that the Chairman and Vice-Chairman are automatically on all Committees.

**4. (05.18) DECLARATIONS OF INTEREST**.

There were none.

**5. (04.18) APPROVAL OF MINUTES** – 9th April 2018 meeting.

The minutes of the Parish Council meeting held on 9th April 2018 were proposed by Cllr Clarke and seconded by Cllr Veasey and signed by the Chairman as a true record.

**6. (05.18) MATTERS ARISING**.

a) **Village Hall Council joint meeting re room booking**.

A joint meeting was held on 26th April 2018 at 7.30pm at the Village Hall and Cllrs Oliphant, Page, Pennington and Veasey attended together with the Clerk. It was a very constructive meeting and the Village Hall Council explained that Tuesday evenings would be available to the Youth Group; this would be confirmed following the next meeting of the full Village Hall Council. Rev S Jones agreed to represent the Parish Council on the Village Hall Council. It was agreed that the following statement would be made:- The Parish Council acknowledges that there have been misunderstandings concerning the use and booking of Marldon Village Hall and that there has been a breakdown in communications between the Parish Council and Marldon Village Hall Council.  The Parish Council acknowledges that Marldon Village Hall caters for children of all ages and is very happy to cater for the youth group.

b) **Dog Bin Compton**

Cllr Oliphant had spoken to Tim Pollard at South Hams District Council who was waiting for Steve Mason to carry out a site assessment.

Cllr Oliphant had suggested a site near to the telephone kiosk.

c) **Speed Reduction**

Cllr Oliphant had received a reply from the police – the group would need retraining, as would the local PCSO. Cllr Oliphant was waiting for a date for the training to be set.

d) **Vacancy for a Parish Councillor**

The Clerk had posted the official notice of the vacancy which had a closing date of Friday 18th May 2018 for ten electors to ask for a by-election. After this date the Parish Council could co-opt a new Councillor.

The Clerk had already received 2 expressions of interest in the vacancy and as one of these was from someone who would be away on the date of the June Parish Council meeting it was agreed that this matter would be considered at the July meeting of the Parish Council.

e) **Annual Parish Meeting – Tuesday 22nd May 2018**

The Chairman had distributed copies of the notice of the meeting - Lisa Buckle, Strategic Finance and Section 151 Officer for South Hams District Council would be the Guest speaker.

**f) Snow Warden Scheme**

Cllr Page was dealing with this matter.

**g) Extension of the Churchyard**

Cllr Veasey would contact the Churchwarden Stephanie Webb as no reply had been received from the Parochial Church Council.

**h)** **South Hams Special Area of Conservation (S.A.C.)**

The Clerk told the meeting that the Parish Council had not received the full consultation document on the Special Area of Conservation.

**i) 0029/18/FUL The Bramblings, Kiln Road, Marldon (revised application)**

Cllr Pennington would contact the Planning officer Lucy Hall to enquire when this would be considered by the District Council’s Development Control Committee.

**7. (05.18) MARLDON APPLE PIE FAIR – SATURDAY 28th JULY 2018.**

The Clerk told the meeting that she had received a completed application form and a copy of the Public Liability insurance for the Marldon Apple Pie Fair to be held on Saturday 28th July 2018.

It was proposed by Cllr Veasey and seconded by Cllr Palk that the Parish Council give permission for this event provided that a copy of the appropriate electrical safety certificate was provided by the next Parish Council meeting in June.

**8. (05.18) POLICE MATTERS**.

There was no police report. The Clerk would ask PCSO Kirsty Powell to attend the Annual Parish Meeting.

**9. (05.18) NATIONAL TRUST IN COMPTON.**

Cllr Oliphant told the meeting that there was a problem with lack of parking for the National Trust in Compton. At the Bank Holiday at the beginning of May 2018 there had been 600 visitors to Compton Castle and vehicles had been abandoned in places blocking the road. Cllr Oliphant suggested that the National Trust be asked to make provision for parking or arrange a Park and Ride or have booked in advance parking only (as at Greenway).

Cllr Sutton proposed that a letter be sent to the National Trust using Greenway as an example and explaining that the village could not cope with the amount of vehicles visiting the castle at peak periods.

Cllr Oliphant would ask for visitor and parking space figures so that this matter could be discussed at the Annual Parish meeting.

**10. (05.18) FINANCE.**

The following payments were approved:-

**Payments- Main a/c:**  £ Clerk – Mrs T Rowe net salary April 2018 300.09

Office Allowance April 2018 12.00 312.09

Clerk PAYE to HMRC 74.80

Peter Tanner Ltd – Tor Field Slide repairs 378.00

Stephen Holley – Lengthsman 225.00

Devon Association of Local Councils - Membership fee 513.33

Plandscape (Landscaping & Grounds Maintenance Ltd) – April 114.00

Veasey Construction Ltd – Basketball repair Tor Field 168.00

Marldon Village Hall Council – Room Hire 99.75

**BANK ACCOUNTS as at 30th April 2018**

Main Account: £27,530.92

P3 Account: £674.21

Environment Account : £580.43

NS&I Investment Account Balance at 31.12.2017: £21,018.72

(gross interest p.a. for 2017 =£98.58)

Total Balance held by Marldon Parish Council £49,804.28

The Clerk told the meeting that the Parish Council’s usual Internal Auditor from Totnes was no longer working and the Clerk had sought the services of a new internal Auditor who was a retired Chartered Accountant and Parish Councillor from East Portlemouth. The Parish Council agreed to the appointment of Mrs Lindsey Lindley as their new Internal Auditor.

Cllr Veasey would chase Plandscape for more grass cuts.

**11. (05.18)**  **REPORTS:**

**M.E.G.**

Marldon Environmental Group Report

Work carried out in this month: April 2018

11th April

Six members went to footpath 13 to repair damage resulting from heavy rain. A paving slab was lifted, and damage repaired before relaying, water channels were cleared and about one ton of gravel was laid down to improve the footpath surface. One member litter picked around the village.

18th April

Three members went to the start of footpath 18 in Moorview and cut back the vegetation around the entrance wall. Several tree branches, which were leaning dangerously over the road and path, were cut down. Two members litter picked around the village. One member worked on the bridle path.

Steve Holley cleared more of the Vicarage Hill bank. Steve also transported some telephone box paint, donated by M.E.G. to Berry Pomeroy, for their restoration project of a kiosk into a village information point.

25th April

Three members went to Tor Fields and Slip Hill to cut back overgrowing brambles etc. from the footpaths, to roughen the stone steps off Village Road up to Tor Field and to inspect the fencing around the underpass.

Steve Holley cut the grass around the seating area on Village Road and the grass verges on Vicarage Hill.

Note: The left fencepost to the Tor play area is rotten and needs replacing, as do several fence slats, one on the gate has been taped up (presumably to stop children hurting themselves on jagged wood). Can Kirk Fencing be approached regarding a quote for repairs?

This month (up to 25th) 36 hours of voluntary work was completed.

It was proposed by Cllr Pennington and seconded by Cllr Veasey and agreed by the meeting that Kirk Fencing be asked to quote for the repairs to the fence post at Tor Field and for the repair required to the wooden fence up to the middle gate into Broomhill Meadow off the Bridleway; Cllr Veasey would contact Kirk Fencing.

**12. (05.18)**  **NEIGHBOURHOOD PLANNING.**

Cllr Sutton had arranged a meeting for Monday 21st May 2018 at 7.15pm .

Two contractors had met with members of the Neighbourhood Plan group at the site so far to produce quotes and additional quotes would be sought. The Neighbourhood Plan group were attempting to bring village groups together to communicate ideas e.g. the Historical Society working with youth groups on a heritage trail.

**13. (05.18) PLANNING.**

**0688/18/OPA** – Outline application (with all matters reserved) for construction of single storey dwelling with garage under and alterations to existing vehicular access – **Land adjoining Westerland Dale, Westerland, Marldon.**

**Recommend Approval.**

**1310/18/VAR** – Variation of condition 2 (approved plans) following grant of householder consent 1196/16/HHO (householder application to demolish existing extension and build new single and two storey extensions with alterations for amendments to design – **Martlets, Marldon TQ3 1RR.**

**Recommend Approval.**

Cllr Veasey gave a report on the South Hams District Council Planning Training on “Permission in Principle” held on 25th April 2018. Cllr Veasey explained that this was to reduce the length of time for planning applications and to reduce “land banking” by developers. The Clerk had circulated slides from the presentation by email to Councillors.

**14. (05.18) GENERAL DATA PROTECTION REGULATIONS (GDPR).**

The Clerk reported on the Devon Association of Local Council’s training held on 19th April 2018.

The following points were raised:-

1. A review of the personal information held by the Parish Council would need to carried out.
2. Members of the public should not be named in Parish Council minutes
3. Permission should be sought to hold personal data
4. A new privacy notice would be added to the Parish Council website.

**15. (05.18) CORRESPONDENCE.**

The Clerk had received notification from South Hams District Council that would no longer accept cheques in payment for invoices. The Clerk had requested details of how the Parish Council could make payment in future and a reply was awaited from the District Council.

**16. (05.18) LEISURE AND PUBLIC GROUNDS.**

Public Grounds Report from Cllr J Clarke:-

Cllr Clarke had been unable to attend the joint meeting with the Village Hall Council but had asked Rev S Jones to attend in her absence. She had believed that the Youth Group had been allocated the large hall on a Tuesday evening but had now been informed that this had still to be confirmed by a meeting of the Village Hall Council.

Cllr Clarke was very pleased to report that the Totnes Rural Area Youth Engagement (T.R.A.Y.E.) had appointed two new youth workers Chelsea church to cover Rattery and Harberton and Sharon Leyton-Boyce to cover Dartington, Marldon and Staverton.

Cllr Thorpe told the meeting that allotment plot number 3 needed attention as it was overgrown; the Clerk would write to the allotment holder for this plot.

There was a vacancy on plot 12 and the Clerk would contact the next person on the waiting list.

Cllr Sutton told the meeting that Tor Field was very overgrown and she asked that Plandscape be contacted for dates when grass cuts would take place so that the Parish Council could ensure that subject to bad weather the field would be in good condition for school and Bank holidays. Cllr Veasey was to contact Plandscape.

**17. (05.18) HIGHWAYS AND MAINTENANCE.**

Cllr Palk told the meeting that Devon County Council Highways had spent £70,000 on claims from motorists for repairs to their vehicles caused by potholes in the last year.

The following Highways matters were reported:-

A pothole in the middle of the Totnes Road by the junction in Westerlands.

Potholes in the passing areas in Ipplepen Road.

A pothole in Kiln Road by the Horse mounting block.

Numerous potholes in Widdicombe Lane which was nearly impassable.

Potholes in Gropers Lane and at Five lanes Road.

Cllr Pennington proposed that he send a strong letter be sent to the Head of Highways at Devon County Council and this was seconded by Cllr Sutton and agreed by the meeting.

**18. (05.18) BUSINESS AT DISCRETION OF CHAIR (for noting only)**.

Cllr Oliphant told the meeting that there was a problem with access to a field behind Frensham House in Compton, with a hedge to a neighbouring property leaning over and blocking the field access. The meeting agreed that this was a civil matter and not a matter for the Parish Council.

**19. (05.18) DATE OF NEXT MEETING.**

Monday 11th June 2018

The meeting closed at 9.45 p.m.