**MARLDON PARISH COUNCIL MEETING**

Minutes of the Annual Meeting of Marldon Parish Council held on

Monday 10th JUNE 2019 at 7.15pm

**PRESENT:** Cllr S Veasey, Cllr J Clarke, Cllr M Oliphant, Cllr G Page, Cllr F Palk, Cllr N Stevens, Cllr R Thorp, Cllr J T Pennington, Cllr Webber, County Cllr. Hawkins

**ALSO PRESENT:** 9 Members of the public, and Clerk to the Parish Council, Mrs S J Watt

Before the meeting could be started, the Council were interrupted by Cllr. Pennington who persisted in reading a statement regarding the status of a Chairman after an election; this was reference to a previous meeting. Cllr. Pennington was requested to refrain by Chairman Veasey, however, Cllr. Pennington continued.

**1. (06.19) APOLOGIES**.

There were no apologies

**2. (06.19) DECLARATIONS OF INTEREST:** Cllr. Webber – Planning Application 1548/19/OPA

**3. (06.19) APPROVAL of MINUTES 28/05/19**

The minutes were approved and duly signed by the Chairman as a true record.

**4. (06.19) MATTERS ARISING**.

Cllr. Pennington questioned the Clerk in a continuous manner relating to matters from the minutes of the previous meeting. The Clerk responded by saying all matters being directed at her would be answered in her Clerk’s Report. Cllr. Pennington then went on to try and discuss the Clerk’s Employment contract whilst in the presence of the public and also against the Code of Conduct, in which a matter previously discussed and agreed by the Council could not be re-raised for six months. Cllr. Hawkins made this clear to Cllr. Pennington who continued to be abusive towards the Clerk. The Clerk, requested Cllr. Pennington to stop shouting at her, at his fellow Cllrs, and in front of members of the public. Cllr. Pennington persisted, to the point where a fellow Cllr. stood up and requested Cllr. Pennington stop immediately. After which Cllr. Pennington did then desist.

**5. (06.19) POLICE MATTERS**. The Clerk reported that there still had been no communication from the police and would continue to try and make contact.

**6. (06.19) FINANCE.**

The Clerk/Responsible Financial Officer read out the current state of finances. The Annual Accounts and AGAR were handed to the Chairman to sign and the Exemption Certificate was also signed ready for the Audit. The Clerk confirmed that new auditors had been found who could complete the Audit in the legally required time line. The cost would be approximately £150.00

The Clerk was given delegated authority to action payments up to £350.00 retrospectively without having to wait for the next Parish Council meeting, this was to assist with sundry requirements and urgent actions.

The following payments were submitted for approval:

**Payments- Main a/c:**  £

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Clerk – Mrs S J Watt net salary for June 2019 payable by 30/06/2019 TBC as notification from SHDC Payroll had not been received.

Office Allowance £12.00

Phone Allowance £10.00

O/Time – maximum 8 hours: to cover Audit/additional meetings/ **TOTAL TBC**

**(**Policies for Health & Safety, Equal Opportunities, Grievance Procedures etc.)

OPUS ENERGY – Electric **£19.28**

Plandscape – Grass Cutting for May **£119.70**

**HMRC Payments for April/May and June will be received in time for July payment**

**BANK ACCOUNTS as at 30 May 2019**

Main Account as at 30 May 2019: £27,202.81

P3 Account as at 07 May 2019: £580.64

Environment Account as at 07 May 2019: £172.83

NS&I Investment Account Balance at 31/12/2017 £21,018.72

**Total Balances held by Marldon Parish Council at 30 May 2019: £48,975.00**

**7. (06.19)**  **Personnel Committee Formation**

The Clerk informed the Council that they needed a Personnel Committee as they had an employee. Cllr. Pennington objected to this and abstained from the vote. The Council voted in favour of establishing a Personnel Committee to ensure confidentiality and the welfare of employees including those under self-employed status. The Clerk then requested the Chairman proceed to raise nominations for a Chair and two Committee members. Cllr. Veasey nominated Cllr. Mary Oliphant as Chair and was seconded by Cllr. Clarke. Cllr. Oliphant accepted the post and is duly elected as Chair of the Personnel Committee. Cllr. Oliphant then nominated Cllr. Clarke to the Committee and was seconded by Cllr. Veasey. Cllr. Oliphant also nominated Cllr. Webber and was seconded by Cllr. Stevens – both accepted and were duly elected as committee members.

**8. (06.19) CONCERNS REGARDING PLAY AREA-**

All concerns were duly noted and Cllr. Clarke had provided the Clerk with contact details so that she can obtain the required number of quotes to make good, repair and/or replace as soon as possible. It was agreed that the Clerk be given delegated authority to action this as soon as possible to ensure the safety of the children using the play area.

**9. (06.19)**  **NEIGHBOURHOOD PLANNING.**

Cllr Stevens told members that he was still needing to obtain further information before he could get the Neighbourhood Plan back on track. He stated that there were lots of things to consider including re-designating the boundaries which may need to be changed to avoid cross-overs with other Councils. There would be an update by the next Parish Council Meeting on 8th July 2019.

**10. (06.19) MEG Report:** Cllr. Page reported that the Group had been active on five occasions during May. The full report is attached as an appendice to these minutes. It was also noted that a member who voluntarily provided upkeep had been verbally abused for maintaining the hedgerows. It was agreed that a Notice to be placed at the entrance requesting respect for those that assisted in maintaining the area. The Clerk to arrange.

**11. (06.19) NEIGHBOURHOOD WATCH UPDATE:** It was agreed that no formal group needs to be created as the current system was working well with Robin Cox reporting most incidents and as was with Village life this was working sufficiently and effectively.

**12. (06.19) COMMITTEES AND REPORTS FROM DISTRICT/COUNTY**

Cllr. Clarke confirmed that the Children’s play area in Tor Field was being dealt with and hopefully resolved within a couple of weeks. In the interim, she had asked the Environmental Group if they could assist with making safe the danger points by the kiddies climbing frame by covering over the exposed areas.

Cllr. Clarke reported that she had had communication from the Youth Leader, Kerry McCabe who confirmed that the club has been allowed to use the large hall in the Village Hall between April and September, but after that time they will have to resume their meetings in a room at the Smokey House Pub. Kerry reported that the young people are enjoying the sessions and have recently been learning about Italy and India and cooking foods from both those countries. They have also recently had a trip to Splash Down Quay West where over 30 young people attended and said it was brilliant to see them all enjoying the water slides.

They are setting up their Summer Programme and will be holding a stall at the Apple Pie Fair. They need some new equipment for the Youth Club, A Pool Table or a Tennis Table or both. They are lacking in resources in Marldon unlike other villages. There maybe someone in the village who may have one or the other and would like to pass them on.

Cllr. Clarke stated she will be calling a meeting of the Public Grounds Committee before the next Council meeting to discuss the wishes of the Parishioners for new recreational facilities with what is left of the s106 monies from the Moorview development, which the Developer specifically earmarked for Recreation.

Cllr. Clarke stated they will have to find ways to match fund the money left to provide the young people and adults with the recreational facilities they want and deserve. Cllr. Clarke stated that we all need to get outside and promote activity, as inactivity increases all sorts of health risks including obesity, arthritis and heart conditions in the young and old alike. So let’s get this show on the road and then we can all get out and play!

**Cllr. Thorp – Allotment Committee:** All ok with a visit by the bees which was dealt with. All allotments are in good order. There has been a request by new residents to be placed on the waiting list.

**County Councillor Hawkins** congratulated Cllr. Pennington being re-elected as District Cllr. for Marldon and Compton and gave commiserations to Cllr. Veasey. However, Cllr. Hawkins congratulated Cllr. Veasey on his Chairmanship of Marldon Parish Council, and also congratulated and welcomed the excellent new Clerk.

Cllr. Hawkins stated that he was still working to drive the implementation of the 20mph zone.

Cllr. Hawkins also offered £500 from his Locality budget to assist with the required upgrade and urgent repairs in the Play area at Tor Hill. The Clerk will complete the application form once received. Cllr. Hawkins was thanked for his contribution.

Cllr. Hawkins also stated that District Cllr. Pennington had approximately £2.500 in his locality budget, but Cllr. Pennington said he no longer had that much as he had given £1000 to Marldon Apple Pie Fair.

**District Cllr. Pennington** in his report informed the Council of a fund via Devon Wide Housing – Better Care Fund to assist people to remain in their homes when ill, this would in turn ease the strain on the NHS. There were grants available up to £30,000 for various needs. Application information is available from SHDC.

**13. (06.19) PLANNING.**

**1548 /19/OPA**  - Land adjoining WESTERLAND DALE, Westerland, Marldon. Cllr. Webber left room whilst this was being discussed. It was agreed unanimously to **Recommend Approval** and the Clerk was requested to send a letter of support to the Planning Department.

**14. (06.19) SCHOOL USE OF JUBILEE MEADOW:** The Clerk reported that the person who requested the use of the Meadow had made a mistake with the date, which was now confirmed as Thursday 25th July 2019 – it was agreed to move the date from the original date of 18th May. The Clerk would inform the School.

**15. (06.19) s106 Funds Update:**  It was agreed to defer any decision until a meeting had been arranged between the Village Hall Council and the Parish Council to establish the current situation and also to enable the Clerk to speak with the Contractors as there had been some duplication of costs on the invoices which needed to be rectified. The Council also needed to be reassured of the Village Hall’s sustainability before it made any decision on the use of s106 funds for the repairs to the cliff as this was not what the s106 funding was allocated to. The Clerk would liaise with the Village Hall to establish a date and time within the next two weeks for the discussion meeting.

**16. (06.19) CO-OPTED COUNCILLORS:** It was agreed to defer this item until the next meeting as there were potentially more candidates wishing to be considered. This will be itemised on the next agenda.

**17. (06.19) CLERKS REPORT, PROCEDURES, NEW BANKING, ADDITIONAL SIGNATORIES and CORRESPONDENCE.**

1. The Clerk again reported that procedures needed to be strictly followed to enable the Council to operate legally, transparently and not be open to criticism. This included all correspondence, letters and leaflets being scrutinised and in some cases created by the Clerk before public viewing or distribution. All quotes should go through to the Clerk to be obtained. All meetings should be organised via the Clerk and updates on Committee meetings should be reported to The Clerk.

2. The Clerk reported that she had received photographs from a member of the public as requested to enable an evidence based letter to be sent to the relevant authorities including the Police, Highways and Marldon Primary School. It was hoped that some response with relevant actions would be received by the next Council meeting.

3. There had been no response to date from SHDC Environmental department regarding the bonfire situation. However, Cllr. Hawkins requested an email to be sent to him to enable him to assist. The Clerk would action.

4. The Clerk reported that the Council were hoping to have a discussion meeting to make a plan for the use of the s106 funds to encompass the needs of the Village, which in turn would then be discussed at full Council meeting to plan a date for a full consultation with the Parishioners for their thoughts, ideas and eventually endorsement of the use of the s106 funds.

5. It was agreed to defer the meeting to discuss the amendments to the Standing Orders until late summer.

6. The Clerk stated that she was still awaiting the required instructions from Lloyds bank for the new account. She also stated, that although contact had now been made with NS&I , there was still a way to go with getting the required information in time for the auditor. The paperwork had been received for the new signatories and the change of address and these were duly signed.

7. Procedure – there was not enough time to discuss and go through these and was deferred for another meeting to be arranged.

8. Correspondence had been discussed earlier i.e. Allotment request.

**18. (06.19) BUSINESS AT DISCRETION OF CHAIR (for noting only)**.

It was requested that the Clerk contacts the Cricket Club to ensure the square is cordoned off securely before the Primary School event on Thursday 25th July. They will need the electric, and the Clerk will inform them that Cllr. Page has the key to the electric store.

Also, the potholes at Westerland were getting worse and the Chairman requested the Clerk writes to Highways to request repairs.

**19. (06.19) DATE OF NEXT MEETING.**

Monday 8th July 2019 @ 7.15pm

The meeting closed at 21:30hrs.

Signed By.................................................. Cllr. Veasey (Chairman) – 8th July 2019