**DRAFT**

**MARLDON PARISH COUNCIL MEETING**

Minutes of the Meeting of Marldon Parish Council held on

Monday 14th October 2019 at 7.15pm

**PRESENT:** Cllr S Veasey, Cllr. Page, Cllr M Oliphant, Cllr J T Pennington, Cllr. Ward. Cllr. Thorp, Cllr. Palk. Cllr. Clarke. Clerk to the Parish Council, Mrs S J Watt.

**ALSO PRESENT:** 7 Members of the public.

**NOTE:** For noting only: Cllr. Stevens was absent and has been for the last 5 Parish Council meetings. (4 ordinary meetings & 1 extraordinary meeting). No apologies have been received.

Two members of Marldon Village Hall Council expressed concern at the vote the council took against the payment of the first repair bill. The whole lead up and final repair was read to those present and they expressed concern at the lack of communication. The Chairman asked the Clerk to explain. The Clerk confirmed that no Councillor had been excluded from any meeting. It was also confirmed that the Council were undertaking Councillor Training as this had also been highlighted by the Solicitors of NALC.

The Clerk also explained that there had been a forced restraint in communication whilst awaiting advice from the Solicitors at the National Association of Local Councils after both herself and the Chairman had concerns regarding the decision taken by the Council against the payment of the first invoice. The Clerk read out the advice from the Solicitors, which also concluded that the Parish Council may wish to agree to pay for the sake of good community relations.

It was further explained, that a new vote would need to take place under suspended Standing Orders and also under the item Business at the Chairman’s discretion. The Clerk confirmed that she would keep Marldon Village Hall Council updated on progress, which could be a little while whilst other issues were being dealt with. The two representatives understood and thanked the Council for their support.

A member of the public again expressed disappointment at the way the Council was conducting its meetings and hoped that things would settle down for the benefit of all concerned. This member of the public and another member of the public expressed concern at the bullying attitude which was totally uncalled for. The Chairman confirmed that he too hoped things would improve.

A member of the public expressed concern at a proposed development at Westerland which appeared to have no regard for the environment and also light pollution. The Council had not received any Planning Application at this point in time, but would take the Member of the Public’s views into consideration. The Clerk suggested that maybe the Council should undertake its own Environmental study suggesting that Plymouth or Exeter University may action this as a learning exercise and therefore, free of charge. The Clerk was asked to investigate this possibility.

A member of the public complained about the hedge from the Christmas Tree Farm to Farthing Lane which is in need of clearing. Cllr. Veasey stated that he had spoken to a contractor and hopefully this will be cleared in the near future.

**1. (10.19) APOLOGIES**.

Apologies received from Cllr. Webber

**2. (10.19) DECLARATIONS OF INTEREST:** None

**3. (10.19) APPROVAL of MINUTES 09/09/2019 & 4/10/2019 -** both were approved as a true record of the meetings and duly signed by the Chairman.

**4. (10.19) MATTERS ARISING**. Cllr. Pennington enquired as to the response regarding the Bonfires, The Clerk reported that James Kershaw had left that role and a new appointee was to be announced. Cllr. Pennington enquired as to whether the Clerk had met with the Caretaker of Marldon Village Hall to discuss various issues, The Clerk confirmed she had and would discuss in her report. Cllr. Pennington also referred to the item regarding the Clerk’s Contract of Employment and duly handed over the copy he had had in his possession. Cllr. Pennington was thanked for complying with the request made at the last Parish Council Meeting.

**5. (10.19) POLICE MATTERS**. Cllr. Palk reported that Marldon Post Office had been broken into by raiders in the early hours of today (Monday 14th October 2019). They were wearing hoodies and masks. Only cigarettes were taken. All money is kept in the Safe. It was requested that The Clerk contact the police for updates and to reassure the Community.

**6. (10.19) FINANCE.**

The Clerk/Responsible Financial Officer read out the current state of finances. The bank accounts had still not been updated and the address had not been changed. The Bank of Ireland had now requested that the new signatories Passports and Driving Licences were verified by a professional i.e. Accountant, the police or Doctor. Fortunately, Cllr. Oliphant had managed to arrange with The Clerk that Dr. John Lowe attend tonight’s meeting to complete this request. It was also suggested that we continue with opening a Lloyds Bank account as well. The Clerk and The Chairman will work together to action this.

The Clerk reported that trying to issue the Finance Report alongside the Agenda was not practical. The Finance Report was usually completed on the day of the meeting to allow for late invoices to be included so that there was no chance of late payment/penalties etc. Cllr. Pennington stated that he wanted the reports earlier, the Chairman stated that it was best to leave the Finance Report as had previously been presented, i.e. on the night of the meeting. As was custom with any urgent items, the Clerk contacted the Chairman and arranged for the payments to be authorised. The Clerk has authorisation to progress with payments up to £350 without having to bring to full Council and these would be included retrospectively.

Cllr. Pennington then stated that the Clerks calculations were 26p out, however, on checking, that figure could not be found and the accounts and payments were agreed for payment.

The following payments were submitted for approval:

**Payments- Main a/c:**  £

Clerks Salary, expenses, office allowance and stationery sundries **£669.96**

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

Marldon Cricket Club – half year invoice for Jubilee Meadow Maintenance **£550.00**

Stephen Holley – Lengthsman (aug/sept/oct) **£470.00**

Opus Energy (electric) **£29.08**

**BANK ACCOUNTS as at 30 August 2019 \*NO STATEMENTS RECEIVED FOR SEPTEMBER**

Main Account as at 30 August 2019: £21,223.74

P3 Account as at 30 August 2019: £580.64

Environment Account as at 30 August 2019: £172.83

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

**Total Balances held by Marldon Parish Council at 30 August 2019: £42,995.93**

**7. (10.19)**  **Committees**  - **MEG:** Limitations of delegated authority were agreed as follows: Spending limit of £25 per week did not require prior approval up to maximum of £100 per month, this could be used whichever way was required. Further funds would need the approval of The Clerk. It was agreed that Robin Cox would receive 45p per mile on receipt of a mileage form presented on a monthly basis. This was proposed by Cllr. Veasey and 2nd by Cllr.Palk **Personnel:** The Clerk notified the Council that Cllr. Webber had resigned his position on the Personnel Committee as he was taking time out. Therefore, his replacement was required; Cllr. Palk proposed Cllr. Ward and this was seconded by Cllr. Veasey. All in agreement and Cllr. Ward accepted the position and was duly voted onto the Personnel Committee.

**8. (10.19)** **Neighbourhood Development Plan**:

Documentation now received. This item was deferred and agreed that a date must be agreed at the next Parish Council Meeting.

**9. (10.19) PLANNING:** Cllr. Pennington did not take part in this vote to due conflict of interest in his District Councillor role. However, in his role as District Councillor, Cllr. Pennington was asked to investigate the information email received regarding Planning Application **No: 2883/19/PDM** – change of use from agricultural dwelling house at Barn, at SX 864 624, Westerland View, Marldon Paignton. TQ3 1RU. Cllr. Pennington said he would investigate and forward the information to the Clerk tomorrow (Tuesday 15/10/2019)

**3062/19/LBC –** handrail in Rose Garden Steps – Compton Castle.

**RECOMMEND APPROVAL**

**3046/19/LBC –** Removal of sink and replacement with WC with new sink on adjacent wall. New frame to external door to make space habitable – Compton Castle.

**RECOMMEND APPROVAL**

**10. (10.19)MEG REPORT:** MEG report is attached.

**11. (10.19)**  **Highways:**

Cllr. Oliphant reported that more gravel had appeared after the rains, it was agreed that a letter to highways was sent to request regular clearance.

Cllr. Pennington also stated that Moor View was full of leaves and debris and needed clearance. He also stated that most of the roads in Marldon were in a dreadful state full of potholes etc. A letter would include this area along with a general regular sweep through for the village. The Clerk will action this.

The Clerk also informed the Council that a new scheme had just been launched, which was pretty much a self-help scheme for communities. It is called Autospeedwatch, which was developed successfully by a village in Somerset. Rather than have people standing dangerously on the road side this is an electronic box solar powered and connected to take data on speeding traffic, which can then be electronically transferred to the Police. This also saves the police time and resources. It is easy to fix and just needs to be placed in sunlight (for the solar power) and the unit registered. The cost is £295.

It was agreed to go ahead with one unit initially and was proposed by Cllr. Oliphant and seconded by Cllr.Clarke. A unanimous vote was taken in favour. The Clerk to purchase. Resident Mr Rod Bromfield was asked if he would kindly install and he agreed. It was also agreed that a delegation would seek out the best location for the Autospeedwatch to be placed. Once we know the arrival date the Clerk will get this organised.

**12. (10.19) Committee Reports/ District & County Reports:**

**Allotments** – Cllr. Thorp reported that all was good and that it had been a very good season. The Pink Lady apples and Bramleys were all looking good too. Cllr. Thorp again thanked MEG for their help with the repairs and especially the repairs to the steps. There were two requests for plots and The Clerk requested these were sent to her direct to place on the waiting list. Cllr. Thorp also reported that due to the amount of rain lately, the SW Water bill would be low and there would be plenty of watercress !

**Public Grounds:** Cllr. Clarke reported that she had not held a meeting due to the uncertainty of the s106 funds. Kerry MaCabe the Youth Worker reported that they had had a busy summer. The Village Hall had been used a few times in September but they were now back at the Old Smokey House for their meetings. They had been doing a project called 5 Squared which encourages positive mental health and well-being. They also had a photography session booked. All is good and numbers are increasing. Cllr. Clarke stated that it is important that Marldon as a Village, take care of their young people and encourage them to exercise more, and for the council to spend more money on recreational facilities for their young people.

**District Report:** Cllr. Pennington reported on SHDC Medium Term Financial Strategy. Central Government Core Funding is being reduced by £4million. Parish Council grants to be reduced over a two year period by 50%. Marldon’s current grant is £555 this will reduce to £277.05

**County Report:**

No Report other than The Clerk reported that Cllr. Hawkins had sent an email to state that the road signs for Church Hill would be in place within 2 months.

**13.**  **(10.19) COMPTON REPORT:** Cllr. Oliphant said there was nothing to report other than the gravel on the roads.

**14. (10.19) s106 FUNDS UPDATE:**  Date previously arranged to discuss options for use of remaining funds i.e. Broomfield Meadow and Tor Field is Wednesday 16th October 2019 at the Village Hall. This is an informal working group meeting to decide the way forward and bring back to full Council. The Clerk informed all that whatever was decided, there would still need to be a Community Consultation where s106 funds were being used.

However, as the Council were having to use some of the s106 funds to pay for the repairs to the Cliff, to replace those funds, The Clerk was looking to obtain a grant, if that grant was not forthcoming, then The Clerk would have to apply to the Public Works Loan Scheme. This could also be the case if the application to use s106 funds failed. The Clerk therefore, requested agreement to go ahead with grant applications for the refurbishment of Tor Field to encompass three pitches i.e. Full size basketball court ,5-aside football pitch and a short-tennis badminton court – the Clerk handed around a design produced by Rod Bromfield which was received enthusiatically. The approximate costing are around £80,000 to £120,000 which included two living roof open changing rooms, new fencing, all weather surfaces, and the play area completely refurbished to include a disabled access Wizard of Oz path around the kiddies play area. This would come out of grant funding or a Public Works Loan Scheme and could be actioned now and work commence fairly quickly. It was proposed by Cllr. Veasey and Seconded by Cllr. Clarke and unanimously agreed that The Clerk works on these grants/loan scheme immediately.

BroomHill Meadow was also discussed with a few ideas from the public which included an adult training area, many more trees to be planted including Plane Trees which absorbed Carbon Dioxide on the side where the dual carriage way runs to block out some of the noise – obviously the benefits of this would take a few years. An all weather pathway around the Meadow so that wet weather did not deter walkers, dog walkers and people just wanting to relax on new tables and benches. MEG also required a further container to house the trailer and other equipment. Bird Boxes in the trees, a natural meadow in the middle of the meadow with wild flowers etc.

This would all be discussed and proposals made at the s106 Working Group meeting on Wednesday 16 October 2019 which will then be taken to the next full Council meeting for approval then a public Consultation where required. This was all positive and now action needed to be taken to give the community as a whole of Marldon something to be proud of and which they have required for a number of years.

The Clerk reported that there would be still around £128,000 of s106 funds left even after the Council had used some of the s106 funds to pay for the cliff repairs. It was also noted by the Clerk that the Parish Council would be using some of its Reserves to pay for these repairs, but that it must be noted that the Reserves could not fall with less than 12months annual operating costs in its Reserve Account.

**17. (10.19) CLERKS REPORT:**

Review of Standing Orders date to be deferred but it must be noted that it is a legislative requirement to review on an annual basis and is usually completed shortly after the annual audit.

Devon Tree Services had been contacted and inspected the overhang of the tree in St Peters Crescent. It was agreed that a 3mtr Crown Lift was required. The Clerk instructed DTS to proceed to apply for the relevant permissions as the tree had a TPO attached. This will take between 6-8wks. The homeowner is aware and will co-operate with access etc.

There is a further tree within St Peters Crescent which will be felled due to disease and rot, this tree also has a TPO but is within the owners land who have been granted permission. It is conditional that a new sapling is planted to replace the loss of this tree.

A request for support for a Bus Link between Dartmouth and Torbay Hospital via Totnes, Berry Pomeroy and Marldon has been received by the Clerk. All RESOLVED unanimously to support this initiative. Cllr. Thorp said he would promote this over the Hospital Radio.

The Clerk reported that she had received an incurred cost warning from SHDC for the Election in May in the sum of £87.20 this would be invoiced in April 2020 but had to be included in the new budget.

There is a broken post on the fencing in the children’s play park reported by Allianz. The Clerk will ask Rod Bromfield if he could kindly assist in replacing or repair.

A.R Hood had now sent the invoices in the name of Marldon Parish Council, these only arrived on Saturday 12 October 2019. This meant the Clerk is now in a position to apply for the s106 funds to pay the outstanding balances, however, it had been brought to her attention that there was also another boundary to which the owners are possibly liable for some of the costs. The Clerk said it was important to get confirmation as to reduce the Parish Council’s costs.

The Clerk requested again any requests for the Annual Budget which would be presented at the November Parish Council for discussion and approval. Cllr. Veasey

stated the need for cement stone wall repairs with perhaps set mtr repairs over a couple of years – the Clerk will obtain quotes. Cllr. Oliphant requested an annual payment towards the hire of a skip to clear debris etc., along with another request for Notice Boards and a box for salt in the winter.

Any further requests or thoughts need to be sent to the Clerk during the next week. The Clerk also requested that the next Parish Council Meeting be pushed back a week to allow quotes etc. to be collated so that the draft budget can be completed will full requirements included. This was agreed by all present.

The request for the hire of Jubilee Meadow needed to be concluded as the lady concerned should be provided with a courtesy response.

It was RESOLVED that Jubilee Meadow should be hired out as a form of additional funds for the Council. Proposed by Cllr. Veasey and seconded by Cllr. Palk. The Fee for those with a local (i.e. Marldon ) connection would be £150 to include electricity. A listing of hire charges would be published on the website together with the new terms and conditions. However, the terms and conditions need to be revised to include no Glasses and clearance in full by 10am on the following day providing the Meadow was not being used earlier. Futhermore, the current request is agreed subject to the Cricket Club fixtures for that date, 5 September 2020 or the day after if the clearing and clean-up clashed with fixture timings. The Clerk to produce amended terms and conditions, including non-refundable deposits etc.

**18. (10.19) BUSINESS AT DISCRETION OF CHAIR :**

Standing Orders were suspended to allow a new vote to be taken regarding the payment of the £10,164.00 to Marldon Village Hall. This was also dependent on Cllr. Pennington agreeing to a ‘virtual’ transfer to the Parish Council of the £1000 he gave the Village Hall to assist with the repairs. This was not concluded and it was left to await Cllr. Pennington to inform the Clerk of his decision.

In the interim the Clerk would speak to the Village Hall and seek out a way forward. It was therefore, RESOLVED that the Parish Council agreed 7 – 1 in favour of paying the £10,164.00 or whatever was finally agreed between the Village Hall and The Clerk relating to the £1000 as previously noted.

Cllr. Thorp informed those present of the passing of a much loved and active member of the Community, Helen Neil it was requested the Clerk send a Card of Condolence to Helen’s family.

**20. (10.19) DATE OF NEXT MEETING.**

Monday 18th November 2019 @ 7.15pm

The meeting closed at 10:05hrs

Signed By.................................................. Cllr. Veasey (Chairman) – 18th November 2019