

**MINUTES OF THE MEETING OF NEWTON & NOSS PARISH COUNCIL**  
**held on 11<sup>th</sup> December 2008**

PRESENT: Mr Brown Mr Carter Cllr Cooper Mr Cooper (Vice-Chairman) Mrs Hinchliffe  
Mr Hussell Mr Matthews Mr Stitson Mr Tubb Mr Young (Chairman)

ALSO PRESENT: Mr Lomax (RYDA) Mrs Eschbaeher (Clerk)  
One parishioner was present for part of the Meeting

APOLOGIES: Mr Buckland Mr Taylor Cllr Mumford PC Nolan PCSO Lawrence

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**POLICE REPORT**

Four crimes had been recorded involving the theft of two chained outboards from Bridgend; the details of three domestic incidents were confidential and had not been released.

**OPEN FORUM**

There were no items raised.

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**183/08 APOLOGIES FOR ABSENCE** The reasons for absence were noted.

**184/08 PREVIOUS MINUTES** The Minutes of the Meeting held on 12<sup>th</sup> November were confirmed and signed.

**185/08 PROPOSAL TO VARY THE AGENDA**

**185.1 RESOLVED:** That consideration of items concerning employment and tenders received were confidential and should be considered in Committee at the end of the Meeting. [Vote: all in favour]

**186/08 DECLARATIONS OF INTERESTS**

Members were invited to declare interests in the items to be discussed during the course of the Meeting; but none were recorded.

**187/08 COUNTY & DISTRICT COUNCILS**

**187.1 Cllr Mumford's** report had been received but referred to items included on the agenda. The Clerk was asked to query the following:-

- i) Ice on pavements – Did DCC have a responsibility for the safety of pedestrians?
- ii) Residential and care services: transfer of responsibility – Would Bishops Court be affected?

**187.2 Butts Park Crossing** – The Chairman, Clerk, Mr Cooper and Mr Taylor had looked at the safety issues with the DCC Road Safety Officer. He had confirmed the position of the existing crossing was far from ideal but for safety reasons could not support a “virtual path” on the Newton Downs side of the road. However, the unnecessarily wide road could accommodate a pavement for a short distance towards Gunsey Lane, allowing an alternative safer crossing point to a new path within the grass verge on the opposite side. A narrowing of the road would have the advantage of slowing the traffic. Thanks to Cllr Mumford, drawings and costings were being prepared by Highways for further consideration. **Agenda January**

**187.3 Collaton/Butts Park Link** – Members were updated as follows:-

- i) It was hoped that the planning application would be completed for submission in early January but further engineering detail was required from the appointed Contractor. The DCC Road Safety Officer had inspected the site of the proposed road crossing and had been satisfied with the position from a safety aspect. DCC Highways had agreed to re-position the signs in the verge at no cost to the Parish Council. It had been confirmed that there was no time limit on the grant funding.
- ii) The Parish Council's financial contribution was estimated to be in the region of £7,500 maximum, for which contingency funding had been set aside.
- iii) The financial details would be considered at the end the Meeting in Committee.
- iv) Confirmation of DCC grant funding had been received. **RESOLVED:** To authorise the Clerk to sign the formal Agreement when received from the County Solicitor. [Vote: all in favour]

**187.4 Pedestrian Safety** – Referring to the Walking Bus which had been introduced from The Fairway junction to the School, PCSO Lawrence and the DCC Road Safety Officer had asked Members to consider two safety concerns:-

- i) Court Road – Improvements to the surface of the footpath adjacent to Briar Hill Farm and beyond would provide a safer route (anyone with a pushchair accompanying the bus had to use the road).
- ii) The Green – A marked bus bay (opposite Dillons) would discourage parking and improve visibility for pedestrians crossing to the pavement on the opposite side.

i) Because the path was well used it was RESOLVED: That the landowners should be asked for permission to advance enquiries/grant funding for some surface improvements in consultation with DCC Highways.  
[Vote: all in favour]

ii) Objections to a bus bay were discussed:- There was considerable pressure for parking at The Green, parked vehicles tended to slow traffic and the record of parking restriction enforcement was poor. Therefore it was RESOLVED: Not to support the suggestion of a bus bay. [Vote: 9 in favour 1 abstention]

**187.5 Riverside Road East** – The following items were discussed:-

i) Application for a disabled parking bay - It was understood that DCC Highways had queried whether the road was wide enough and the cost had been estimated at £200, to be borne by the Parish Council. After consideration it was RESOLVED: That because the expense could not be justified, the request for a bay was not supported. [Vote: all in favour]

ii) Redevelopment of Riverhaven – Several complaints had been received which Members agreed had been fully justified. It was agreed that more could and should have been done at the planning approval stage to impose conditions which would have minimised the adverse effect of this major redevelopment and the scale of the clearance required on such an inaccessible site. Damage had been caused by contractors' vehicles, not only to nearby property but also to infrastructure. There was concern that the damage to property had not been reported and attempts at mud clearance had been half-hearted. [Mud on the road had been a problem in Yealm Road - as a result of the redevelopment of "Berberis" - and the Coast Road at Caulston Farm].

It was noted that following a breach of condition 10 of the planning permission, the Planning Officer had advised the Contractors that the terms of the Work Method Statement should be followed strictly in order to minimise disruption to residents and negate traffic problems. The delivery of construction materials should be ".....transferred from large lorries to small dumpers and transit size vehicles, away from Riverside Road East and any part of the village where any damage and congestion is likely to occur. Outside the village would be preferable."

RESOLVED: Letters of complaint would be sent to the main Contractor together with a claim for damage to the Revelstoke railing, DCC Highways, SHDC Planning and the landowner. The Police would be informed that some of the damage had not been reported. [Vote: all in favour]

**187.6 B.3186 Layby** – It was agreed that progress with this item should be deferred until the new link path had been finished.

**187.7 Report from Cllr Cooper** – There were no additional items reported.

**187.8 SHDC Parish Cluster Meeting** – Members had been invited to attend a Meeting in Ivybridge on 13<sup>th</sup> January to consider the Boundary Review implications. However, in view of the Committee's revised timetable, it was anticipated that the meeting would be postponed until February.

## **188/08 AFFORDABLE HOUSING**

**188.1 Working Group** – It was agreed that the Group would meet on 5<sup>th</sup> January to consider a Parish Council policy review; the Group's recommendations would be considered at the January Meeting. **Agenda January**

**188.2 SHDC Vision DPD** – As part of the LDF programme, SHDC had invited the Parish Council to consider future housing development potential. The document was passed to Mr Brown and submissions for consideration by the Forward Planning Dept. were required by 30<sup>th</sup> January. **Agenda January**

**188.3 Update** – Cllr Cooper understood that negotiations between the Planning Department and a landowner were continuing; SHDC was supporting the housing project as a pilot scheme.

## **189/08 SHDC PLANNING DEPARTMENT**

**189.1 SHDC Design Panel** – Cllr Cooper explained that when important plans were considered by the Panel, the Parish Council and Ward Member would be invited. It had been suggested that Denise Marchant was suitably qualified and should be invited to be co-opted in order to represent the Parish Council's opinions.  
RESOLVED: The Clerk should write to Mrs Marchant. [Vote: all in favour]

The following five planning applications had been considered at the first meeting of the Working Group. The Members attending had agreed that the opportunity to consider and discuss plans together had been useful.

**189.2 Pool Mill Farm 2142/08/F** – Erection of glasshouse to replace polytunnel. The original application had been superseded by amended drawings but the Working Group had recommended support for the original drawings.  
*Decision:* No objection but there was a preference for the original design. [Vote: 7 in favour 3 abstentions]

**189.3 64 Court Road 2166/08/F** – Replacement porch.

*Decision:* No objection. [Vote: 7 in favour 3 abstentions]

**189.4 Sports Pavilion, Butts Park 2196/08/F** – Alterations and extension as submitted by the Parish Council.

*Decision:* Support. [Vote: 9 in favour 1 abstention]

**189.5 Seven Stones, Newton Hill 2225/08/F** – Retrospective application for deck, balcony, stair and bay window

*Decision:* The applicant had invited the Parish Council to view the structure from the house, being the only vantage point. The Clerk would accept the invitation and arrange a site meeting for 16<sup>th</sup> December.

*Site Meeting decision:* No objection.

**189.6 South Bishop, Newton Hill 2226/08/F** – Deck and balcony to rear

*Decision:* The Clerk would arrange a site meeting for 16<sup>th</sup> December, to be viewed from “Seven Stones”.

*Site Meeting decision:* No objection.

## **190/08 SPORTS PAVILION**

**190.1 Meeting with SHDC** – At the request of SHDC, the Chairman, Clerk, Cllr Cooper and Mr Cooper had met Mr Kennerley to discuss the ownership, maintenance and funding of the Pavilion and Sports Field. A follow-up letter from SHDC was awaited – proposals to formalise the current arrangements were anticipated. **Agenda: February**

**191/08 CORRESPONDENCE RECEIVED** The main items received had concerned:-

**191.1 Co-op redevelopment** – Members had been invited to attend a private viewing of the plans between 5.00pm and 6.00pm on 22<sup>nd</sup> January, prior to the public exhibition between 6.00pm and 8.00pm that evening.

**191.2 CPRE Anti-litter campaign** – The “Stop the Drop” pack was handed to the Chairman.

**191.3 Annual Parish Meeting** – The Chairman had received confirmation – that a local Magistrate would be invited to give a short presentation on 24<sup>th</sup> March.

## **192/08 FOOTPATHS**

**192.1 Doctor’s Steps** – RESOLVED: To invite Mr Wooderson to sweep the steps to remove fallen leaves.

**192.2 FP13 Leas Path** – RESOLVED: To accept the quotation from Garden Services to improve the surface in line with the work recommended to the November Meeting. Mr Taylor would liaise. [Vote: all in favour]

## **193/08 MAINTENANCE**

**193.1 Collaton Cross bus shelter** – RESOLVED: To authorise payment of Mr Leonard’s invoice for replacing Perspex - £120. [Vote: all in favour]

**193.2 Handrails** – In the absence of John Allen, it was agreed that the Chairman should telephone him concerning the quotation for the handrail to be fitted at Swan Steps.

**193.3 Bus shelters** – RESOLVED: To invite Mr Wooderson to sweep and clean the three bus shelters.

## **194/08 NEWTON & NOSS NETWORK**

**194.1 Update** – The Vice-Chairman, Mr Brown and the Clerk had attended a meeting to finalise the terms of a draft Constitution which would be presented to the first AGM for ratification, probably in April. The aim of the Constitution was to enable the Network to function independently and widen the scope for attracting external funding. In the event of the Network’s dissolution, it had been agreed that any surplus funds should be handed to the Parish Council but this point needed clarification. Following confirmation that the grant application to the DCC Airport Fund had been successful, an order for dinghies had been submitted to take advantage of a competitive price. As a condition of the grant, the dinghies would be owned by the School but available for use by the wider community.

**194.2 Payments to be authorised** – Seven payments from Network funds were authorised as listed in the Financial Summary.

## **195/08 MEETINGS ATTENDED**

**195.1 Harbour Authority** – Mr Carter reported that fees would increase by 2.4% but the recent reduction in VAT would have a small positive effect.

**195.2 Halls** – The stage lighting would be installed soon; the Parish Council's grant had been appreciated by the Committee. The Chairman had provided a Christmas tree above the main entrance of the WIC Hall but some work was required to provide power and an RCD for the lights.

**195.3 South Devon Coastal Local Action Group** – The Chairman and Vice-Chairman had attended a useful meeting and hoped to access funds for the Pavilion extension and/or other spending plans. However, there was much bureaucracy and a substantial administrative cost attached to the limited funding; many organisations were expected to apply for financial assistance.

**195.4 Primary School** - Mrs Hinchliffe outlined the successful bid for funding which had to be spent by 31st August 2009. A building would be provided for extra curricular activities (subject to planning approval) because the design of the main school building was not ideally suited for use by community/adult education groups, e.g. Network classes, School Clubs, etc. Mrs Hinchliffe confirmed that the building would be an additional resource and would not threaten the Playgroup or other uses/bookings of the existing community buildings. Planning approval was required. Referring to other possible routes for the Walking Bus, it was noted that the DCC Road Safety Officer had rejected Bridgend Hill as too dangerous. It was suggested that efforts to improve pedestrian safety should be a priority and a contingency figure would be included in the 2009/10 Budget.

#### **196/08 GRANT REQUEST**

**196.1 Modbury Tourist Information Office** – RESOLVED: Not to support the request for financial assistance.  
[Vote: all in favour]

#### **197/08 ADMINISTRATION**

**197.1 Pope's Quay** – RESOLVED: To ask RYHA to consider:-

- i) Contributing to the cost of repairs undertaken by Mr Hockaday (total £2,410), and
- ii) Whether a summer mooring time limit should be introduced in the interests of residents who use the quay, e.g. for crabbing, swimming, etc.

**197.2 Employment** – Details concerning the appointment of the new Clerk would be considered in Committee at the end of the Meeting.

RESOLVED: Following an assessment of the items required, the purchase of office supplies and equipment was authorised provided the cost was within budget. Mr Brown offered the loan of a laser printer if required. A work station assessment would be required.

RESOLVED: To order a training pack "Working with your Council": £195.

**197.3 Draft Budget 2009/10** – Having received contingency figures, Members discussed the Council's projected financial commitments; in view of the current national economic difficulties, a 0% increase in the Precept was suggested. The figures would be adjusted for further consideration and a final decision in January. **Agenda January**

**197.4 Freedom of Information Act** – RESOLVED: In line with section 20, to adopt the updated Publication Scheme w.e.f. 1<sup>st</sup> January 2009 which would be valid until further notice.

**197.5 Circulating information to Members** – In response to the suggestion that the Green Box should be left at a public place for the convenience of Members, the Clerk would make enquiries.

**197.6 Stationery** – The new letterhead style would require further consideration but it was noted that the final choice should be suitable for black and white as well as colour printing.

#### **198/08 APPROVAL OF PAYMENTS**

Cheque payments were authorised and signed in accordance with the schedule prepared by the Clerk, checked by Mrs Hinchliffe and listed in the Financial Statement Min.199/08.

#### **199/08 FINANCIAL SUMMARY**

<b>Alliance &amp; Leicester Current Account Balance at 1.12.08</b>	<b>£ 10,235.86</b>
<b>Nationwide Building Society Capital Fund</b>	<b>£ 47,104.29</b>
<b>Nationwide Building Society Gratuity Fund</b>	<b>£ 14,084.71</b>

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**The following cheques were authorised totalling****£ 3,829.97**

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R Wooderson	Cleaning: Newton Voss and steps	73.75
J Allen	Cleaning: Noss Voss/Pope's Quay	41.75
J Eschbaecher	Net salary	1,054.33
A Cooper	Mileage and photographs for planning application	16.50
Society of Local Council Clerks	Membership renewal	133.00
Tilly Institute	Hire for meetings in 2008 – 7 x £10	70.00
Garden Services	Grass cutting: The Green - October	46.50
J Leonard	Collaton Bus Shelter – fitting replacement Perspex	120.00
A Haworth	Sports Pavilion: preparation of planning application	331.78
South West Water	Tap: Pillory Hill	8.86
J Leonard	Point Steps repair	45.00
<i>Network payments:-</i>		
J Thorne	Part honorarium in lieu of hours worked	99.00
A James	Tutor: Upholstery UP2	400.00
D Hotchkiss	Tutor: Digital Photography DP3	225.00
G Roberts	Tutor: Split Cane Weaving SCW1	125.00
J Johnson	Tutor: Watercolour WC5	300.00
M Carruthers	Tutor: Pottery PT3	400.00
S Barton	Tutor: Get Confident with Computers CW8	320.00
M Carruthers	Pottery PT3 : materials	19.50

\*s.137 payments: nil    Total to date: £2,958.74

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**In view of the confidential nature of the items to be discussed, it had been agreed that the following should be considered in Committee:-**

**200/08 TENDERS RECEIVED**

**200.1 Collaton-Butts Park Link** – Having considered the tenders received it was RESOLVED: That Mr Cooper, Mr Taylor and Mr Carter would invite the preferred contractor to a site meeting to discuss the scheme in detail before the Council made a final decision. [Vote: all in favour] **Agenda January**

**200.2 Tidal Waters, Noss** – RESOLVED: To accept the quotation received from South West Highways to upgrade and resurface the footpath: £1310 + VAT. [Vote: all in favour]

**200.3 Bridgend** (adjacent to The Malthouse) – RESOLVED: To accept the quotation received from Garden Services to cut and clear growth between the seat and the end of the slipway, to include tidying the roadside wall; also, surplus soil would be removed from the top of the slipway: £360. [Vote: all in favour]

**201/08 EMPLOYMENT**

Members were updated on the outcome of the recent interviews and the appointment of Mrs McDonough who would assume the full responsibilities of Clerk and Responsible Financial Officer with effect from June 2009, following a period of training commencing on 8<sup>th</sup> January. Mrs Eschbaecher would assist the new Clerk until February 2010.

*The Meeting closed at 10.00 pm*