

**MINUTES OF THE MEETING OF NEWTON & NOSS PARISH COUNCIL**

held on 8<sup>th</sup> June 2006

PRESENT: Mr Brown *Chairman* Mr Buckland Mrs Cooper Mrs Hinchliffe Mrs Roe Mr Taylor  
Mr Tubb Mr Woodd-Walker Mr Young

ALSO PRESENT: Cllr Hallett and Cllr Mumford *Both attended the final section of the Meeting only.*  
Mr Lomax (RYDA) Mrs Eschbaecher (Clerk) Two parishioners Press

APOLOGIES: Mr Carter Mr Stitson Mrs Wilcox

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**POLICE REPORT**

P.C. Cook had been unable to attend and no matters were raised for his attention.

**OPEN FORUM**

**Trees at the Pumping Station** - There was a concern that insufficient ivy had been removed from the trees. As the remit had been to ring the growth from only the heavily infested trees, Mr Woodd-Walker was satisfied with the work undertaken.

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**99/06 APOLOGIES FOR ABSENCE** The reasons for absence were approved.

**100/06 PREVIOUS MINUTES** The Minutes of the Meeting held on 11<sup>th</sup> May were confirmed and signed.

**101/06 DECLARATIONS OF INTEREST**

Members were invited to declare interests in the items to be discussed during the course of the Meeting and these were recorded as follows:-

As a member of the Village Hall Committee representing the Parish Council, the Chairman declared a prejudicial interest in item 9 - the grant application from the Village Hall, and left the Meeting whilst the Vice-Chairman reported.

As a member of the Regatta Committee, Mr Tubb declared a prejudicial interest in item 14 – grant request, and left the Meeting during the discussion.

**102/06 COUNTY & DISTRICT COUNCILS**

**102.1 Parking difficulties in Noss** – The proposed site meeting had not been arranged. The Police bollards had been effective; it was proposed that they should be left in place during the summer. **Agenda: July Meeting**

**102.2 Coastal Car Parks – The Chairman and Mr Carter** would assess the additional signs required for consideration at the July Meeting. **Agenda: July Meeting**

**102.3 Butts Park crossing** – A reply from the DCC Head of Highway Management stated that the design provided “slightly more than the minimum desirable safe stopping distance on the most difficult approach to the crossing”; as there was no safety history, he considered further action would be unjustified. The Clerk reported that signing improvements were planned by DCC, the details of which were awaited. It was agreed that having made considerable efforts to obtain DCC’s agreement to some design improvements without success, no further action would be taken.

**102.4 B3186 request for road markings** – A reply from DCC was awaited.

**102.5 Hannaford Lane** – A planning application for approval to dump spoil had not been received.

**102.6 Local Transport Plans 2006-2011 for Plymouth and Devon** – Mr Buckland was disappointed that neither plans had made any reference to the Parish Council’s comments regarding the need for a park-and-ride facility to serve traffic entering Plymouth from the A379. A simple public transport system requiring low infrastructure costs was operated by Parry People Movers; the Chairman would make further enquiries.

**102.7 Pillory Hill** – The geotechnical report on the stability of the roadside bank had been prepared; a copy from DCC was awaited. **Agenda: July Meeting**

**102.8 Local Development Framework Examination** – Various meetings with the Planning Inspectorate had been timetabled and the Chairman would attend on 14<sup>th</sup> July regarding employment land; a Submission would be prepared. The Clerk would query why parishes had been excluded from the meeting to consider housing provision.

**102.9 Tarmac at The Green** – Following the resurfacing, a defect between the old and new surfacing was reported to DCC in March and chased in mid-May. It was reported that several people attending the WIC Hall were experiencing difficulties because the tarmac join was uneven. The Clerk would contact DCC again.

**102.10 Middlecombe Lane** – The potholes were not considered by DCC to be sufficiently serious to warrant attention at the present time. Because the drainage pipe under the road had collapsed, the Lengthsman had been unable to clear the blockage; a repair would not be carried out until funds were available. A drainage problem in a nearby field was being attended to – in theory this would reduce the volume of water draining to the lane below.

**102.11 Local Service Office** – With regard to the seasonal parking difficulties and formal restrictions at Yealm Steps, Cllr Mumford explained that the formal Traffic Order did not correlate with the yellow lines; this discrepancy was delaying the review of signs and lines which had been requested by the Parish Council in 2005. The extreme traffic difficulties and public safety issues at Yealm Steps were reiterated but Cllr Mumford assured Members that the defective Order was high on the priority list.

Mr Halliday had been concerned to have received a request under the Freedom of Information Act [Min.82/06.9 refers] and had offered to meet the Parish Council; the Chairman had responded by explaining the reason for the request. However, Cllr Mumford felt a visit from Mr Halliday would be useful. After discussion, it was agreed that Mr Halliday would be invited to attend the October Meeting although it was expected that the outstanding issues would have been completed by that time.

**Agenda: September Meeting**

### **103/06 AFFORDABLE HOUSING**

**103.1 Meeting with Cllr Beer** – The Chairman, Clerk, Mrs Cooper and Cllr Hallett had met with Cllr Beer who had been keen to support local proposals; he felt that positive progress could be made in Newton & Noss. Mrs Cooper was making enquiries to estimate the number of local people who were included on SHDC's Housing Register but a formal Housing Needs Survey was currently in progress. It was suggested that Mrs Cooper should look at the results of the Housing Needs Assessment undertaken by the Community Council in conjunction with the Parish Plan Questionnaire.

**103.2 Community Housing Working Group** – The members were Robin Hogg (Chairman), Robin Geldard, Chris Bradley, Paul Francombe, Suzie Cooper (Parish Council representative), and Nicky Tewson. Minutes of the initial meeting had been circulated to all Members of the Parish Council together with Terms of Reference for the Group and copy for the July edition of the Parish Magazine. These items would be included on the Parish Council's website.

It was agreed that the Chairman should write to Robin Hogg confirming that the formalities of the Development Trust should be in place fairly soon in case of need; it was noted that the members of the CHWG would not act as Trustees. It was confirmed that in accordance with the Terms of Reference, the CHWG was working on behalf of and reporting to the Parish Council and required clear guidelines.

**103.3 Correspondence** – The Chairman outlined his replies to four letters from residents and copies were available to Members if required. The Chairman would also reply to an enquiry received from a local developer.

### **104/06 CONSULTATION DOCUMENTS**

**104.1 Local Authority Byelaws in England** – There were no comments to submit.

**104.2 Local Government White Paper** – DCC had invited comments prior to the publication of the White Paper into the future of Local Government – for reply by 31<sup>st</sup> July. Details were passed to the Chairman. **Agenda: July Meeting**

**104.3 Regional Assembly: Draft Regional Spatial Strategy** – For reply by 30<sup>th</sup> August. This important document would be circulated to Members for comments and then returned to the Chairman. Bearing in mind the significance of the RSS, it was noted that the timing was behind the Local Development Framework. **Agenda: July Meeting**

### **105/06 BISHOPS COURT**

**105.1 Lease negotiations** – The latest draft Lease was being returned direct to Signpost for amendment in line with the terms previously agreed.

**105.2 Licence negotiations** – The terms of the Licence had been agreed with the Health Centre.

### **106/06 SHDC PLANNING DEPARTMENT**

**106.1 3 Beacon Hill** – erection of shed. The Planning Officer's report to the SHDC Planning Committee recommended approval.

**106.2 Wren Cottage, 63 Yealm Road** – Following the site meeting, Members had agreed to support the neighbour's privacy concerns. SHDC had approved the application for an extension and alterations.

**106.3 Rowden House 0864/06/LB** – conversion of redundant barn to ancillary accommodation.  
*Decision:* No comment.

**106.4 Quay Cottage, Bridgend 0890/06/LB** – demolition of extension to boathouse.  
*Decision:* To object to this alteration; the listed building was integral to the character of the historic Revelstoke Estate architecture; the extension should be retained and repaired. [Vote: all in favour]

**106.5 50 Creekside Road 0975/06/LB** – construction of open porch.  
*Decision:* No objection provided the porch was in keeping and in proportion with the porch at Voss Cottage.

**106.6 SHDC Decisions** – It was noted that planning approvals expired after three years, not five as previously.

**107/06 CORRESPONDENCE RECEIVED** The following items concerned:-

**107.1 AONB Annual Forum invitation** – Mr Woodd-Walker and Mr Young would attend the Annual Meeting.

**107.2 Newton & Noss Village Hall** – An update on the refurbishments was noted. Invoices which were not Zero rated would be submitted for payment by the Parish Council and a final invoice from the Structural Surveyor was expected shortly.

**107.3 Noss Fountain** – The Parish Council had been asked to consider whether the design of the metal grille (c.1995) met the current public safety regulations. After discussion it was agreed that Mr Lomax would check South West Water's practice and the Clerk would make enquiries with DCC and SHDC. **Agenda: July Meeting**

**107.4 Ivybridge & District Association of Parish Councils** – Mr Young would attend the AGM.

**107.5 Sustainable Communities Bill** – Details were passed to Mr Tubb for his recommendations. **Agenda: July Meeting**

**107.6 Ivybridge & District Community Transport Association** – Mr Buckland would attend the AGM.

**108/06 NOSS HARD**

**108.1 Access for dinghies/gigs** – As Mr Stitson was absent, this item would be deferred. **Agenda: July Meeting**

**109/06 SEATS**

**109.1 Maintenance: RESOLVED:** Mr Leonard's account was authorised in line with the tender submitted - £450.

**109.2 Newton Hill** – It was agreed that the space outside Bishops Court would not be suitable for a small seat.

**110/06 FOOTPATHS**

**110.1 B3186 Link - Collaton/Butts Park** – A response from the Collaton residents was awaited.

**110.2 Signing** – RESOLVED: To provide a simple plastic sign at Axworthy Steps. Mr Taylor would liaise with the Clerk regarding the design details.

**110.3 FP21 Hangman's Hill - Bridgend to Rowden** – It was noted that visitors were still having difficulty following the correct line of the footpath and safety issues were a concern. The landowner had declined his permission for a permanent marker at the midway point. The Clerk would discuss the options and public safety with DCC.

**110.4 Annual Inspection** – Forms were distributed for return to Mr Taylor by 14<sup>th</sup> September.

**110.5 FP41 Newton Wood** – Erosion at the cliff edge had been reported to DCC and The Woodland Trust for further attention.

**111/06 MAINTENANCE**

**111.1 Kilpatrick Steps – outhauls** - This item was deferred in Mr Carter's absence. **Agenda: July Meeting**

**111.2 Sports Pavilion** – This item was deferred in Mr Stitson's absence. **Agenda: July Meeting**

**111.3 Bus Shelter opposite Plymco** – Tenders would be invited for repainting in blue. **Agenda: July Meeting**

**111.4 Repairs to FP7 Newton Voss steps and FP15 Boathouse Steps** – RESOLVED: To accept Mr Leonard's repair estimates of £200 and £140 respectively. [Vote: all in favour]

**111.5 FP7 Newton Voss Steps** – Mr Leonard had carried out urgent repairs and his invoice for £40 was authorised.

**111.6 Stoke Road Milestone** – Damage had been caused to the historic milestone relating to the distance from Bridgend to Membland Hall (8/1 - hence the Nine Mile Drive). As the roadside was not a sensible position, it was agreed in principle that the stone should be moved to a safer site. **Agenda: July Meeting**

It was noted that the stone wall at the road edge at Bridgend was also being damaged by vehicles.

#### **112/06 GRANT REQUEST**

**112.1 Regatta Fireworks Display** – RESOLVED: To grant £50. [LGA. 1972 s137]

#### **113/06 MEETINGS ATTENDED**

**113.1 Harbour Authority** – The main items reported by Mr Tubb concerned the following:- The mooring waiting list was still under review, moorings were being digitally mapped, £75 had been paid to the RYDA as a contribution to the harbour clean-up insurance, and the production of the draft Estuary Management Plan had been delayed. Anyone noting a speeding offence was asked to report the incident to the Harbourmaster with photos if possible – the mooring licence would be removed from anyone not complying with the harbour speed limit.

**113.2 School Governors** – A new teacher would join the School in September together with another full-time Learning Support Assistant. The Community Learning Working Group would meet on 21<sup>st</sup> July.

**113.3 Village Hall** – Building work had commenced and was going to plan. A slight slippage of ground on the stream side could be repaired.

**113.4 W.I.C. Hall** – As expenses exceeded income, charges were being increased. Negotiations concerning a renewal of the Lease were extremely slow – successful grant applications were dependent on the Lease from the W.I. It was noted that the W.I. members were entitled to use the hall without charge.

#### **114/06 ADMINISTRATION**

**114.1 End of Year Accounts** – The final figures had been agreed by Mr Carter and Mrs Hinchliffe, in accordance with the Cash Book and banking records, not the full underlying documentation. All the documents required had been sent to the Internal Auditor. The Clerk would report to the July Meeting prior to the District Audit. **Agenda: July Meeting**

**114.2 Administrative costs** – The Clerk felt the Council should be aware of the rising cost of administration. The salary agreed at the May Meeting for 1,000 hours per annum was SCP31 £12,840pa (£1,070pm). The amount of backpay from April 2005 to date amounted to £1,914; this figure had been checked and agreed by Mrs Hinchliffe. Between 2<sup>nd</sup> January and 11<sup>th</sup> May, the Clerk had recorded 70 hours of overtime and had 24 days of annual leave plus one public holiday remaining (100 hours). In addition, work to complete the portfolio for the Certificate of Local Council Administration by December, as required for the Quality Status application, was estimated to require a further 50 hours.

**114.3 Parish Council Website** – The Clerk had submitted several improvements which would be added to the site. RESOLVED: To accept Mr Manford's estimate of £180 per six months to maintain and develop the site; his estimate would be subject to revision in line with actual time spent. [Vote: all in favour]

#### **115/06 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.116/06.

## 116/06 FINANCIAL STATEMENT

<b>Alliance &amp; Leicester Current Account</b>	balance at 1.06.06	£	<b>16,815.10</b>
<b>Portman Building Society Capital Fund</b>	30 days' notice [£6,000 transferred to A&L Account]	£	<b>34,191.77</b>
<b>Portman Building Society Gratuity Fund</b>		£	<b>9,006.70</b>

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**The following cheques were authorised totalling** £ **5,189.50**

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ProTree Limited	Professional Services – Pillory Hill	3,290.00
R Wooderson	Cleaning: Newton Voss/steps	68.75
J Allen	Cleaning: Noss Voss/Pope's Quay	39.00
J Eschbaecher	Net salary and back-pay	1,083.00
J Eschbaecher	Expenses: postage, anti-virus renewal, mileage to audit	55.05
Tilly Institute	Hall hire: January to June – 8 meetings @ £10	80.00
Garden Services	Grass cutting: The Green – April	29.00
River Yealm Regatta	Grant for fireworks display	50.00*
John Leonard	Seat maintenance <i>as per tender</i>	450.00
John Leonard	FP7 Newton Voss Steps - urgent repairs	40.00
Devon County Council	Photocopies re Annual Inspection of footpaths	4.70

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\* s.137 total paid £50.00      \* s.137 payments to date £400.00

*The Meeting closed at 9.00pm*

5/06/06.....Chairman