

MINUTES OF THE MEETING OF NEWTON & NOSS PARISH COUNCIL
held on 12th June 2008

PRESENT: Mr Brown Mr Buckland Mr Carter Mrs Cooper Mr Cooper (Vice-Chairman)
Mrs Hinchliffe Mr Hussell Mr Matthews Mr Taylor Mr Young (Chairman)

ALSO PRESENT: Cllr Mumford Mr Lomax (RYDA) Mrs Eschbaecher (Clerk) Four parishioners

APOLOGIES: Mr Stitson Mr Tubb P.C. Nolan PCSO Lawrence

POLICE REPORT

In the absence of P.C. Nolan, it was noted that six outboard motors had been stolen, two vehicles had been damaged with property stolen, and a bungalow at St Catherine's Park had been damaged.

OPEN FORUM

Design Statement – Members were asked to reconsider a Village Design Statement as a useful planning aid for the future. A detailed discussion followed and included the possibility of requesting an extension to the Conservation Areas to include Bridgend. It was agreed that the suggestion would be added to the July agenda.

Planning application – An objection to Lavender House, 16 Perches Close was noted. [Min.94.9 refers]

85/08 APOLOGY FOR ABSENCE Mr Stitson's reason for absence was noted.

86/08 PREVIOUS MINUTES The Minutes of the Meeting held on 8th May were confirmed and signed.

87/08 DECLARATIONS OF INTERESTS

Members were invited to declare interests in the items to be discussed during the course of the Meeting; the following was recorded:-

Mr Brown declared a prejudicial interest as a member of the Village Hall Management Committee.

88/08 REPORT FROM THE CHAIRMAN

88.1 Logo competition – The Chairman offered to underwrite a competition for a logo design for the Parish Council with a prize of £50 for the winning entry. RESOLVED: To accept the proposal for a decision in October. [Vote: all in favour]

88.2 Short and Long-term Targets – A list of ten proposed targets had been circulated to Members prior to the Meeting. Of particular note was the suggestion that all Parish assets should be inspected annually, including items of historical interest (e.g. horse troughs, mooring posts, etc.) – Mr Brown's offer to use a mapping system database was accepted and Mr Taylor would prepare an initial list. Referring to the Parish Plan, it was agreed that certain areas needed further work and protecting Bridgend within a Conservation Area should be investigated.

RESOLVED: To adopt the list.

Agenda: July

89/08 MEMBERS' RESPONSIBILITIES

Responsibilities for the forthcoming year were finalised.

90/08 COUNTY & DISTRICT COUNCILS

90.1 Cllr Mumford reported that the Safety Audit of the Butts Park crossing had recommended against a build-out to restrict traffic flow and slow vehicles as there were concerns that an accident might be created; it was proposed that the growth at the base of the hedge should be cut bi-annually and the Police would be involved [SCARF process]. Cllr Mumford was not satisfied with the outcome of the Audit and had requested an estimate for a build-out. On Bridgend Hill DCC had agreed to erect a temporary barrier and efforts were continuing to contact the landowners who were responsible for the collapsed wall. Potholes in Noss had been included on the maintenance list. Requests for hedge cutting had been noted but could not be dealt with during the nesting season. Plans for an extension of the cycle route had been published on the Sustrans website and comments were invited.

The Boundary Committee's recommendation would be published on 7th July; only one proposal was expected. Mr Brown queried why gullies were blocked but Cllr Mumford explained that with soaring costs and only a 1% budget increase, there was a huge backlog of work.

90.2 Cllr Cooper reported that the dog Warden had offered to assess whether any signs were required. Only a limited amount of grass cutting had been achieved so Cllr Cooper had arranged a site visit to review and clarify SHDC and DCC responsibilities; the Chairman, Clerk and Mr Brown offered to accompany her. Cllr Mumford would check with Yealmpton Parish Council regarding their possible intentions for managing grass cutting locally. Referring to the recent down-grading of care at Bishops Court, Cllr Cooper had discussed this with the Guinness Trust and planned to arrange a meeting with some of the residents and Friends Group. Members were concerned to learn that the special bath was not working so could not be used – potentially the equipment was a valuable asset for the village. It was agreed that the administration of the scheme and care offered should be closely monitored. It was noted that the planning application for Hockaday's Yard was supported by the Planning Officer and would be considered by the SHDC Planning Committee.

91/08 REPORT FROM THE CLERK The following were noted:-

- i) Devon Rural Housing Partnership's Housing Awards - The Community Housing Working Group had been entered into the category: Most Effective Housing Working Group.
- ii) Primary School – Members had been invited to a morning visit on 10th July but several would be away or working. Mr Brown, Mr Hussell and Mr Matthews expressed an interest in attending.
- iii) A book celebrating the life of John Iliffe Poole 1888-1979 (known as "Tony" - Steward of the Reading Room from 1936) was due to be launched at the WIC Hall, date TBC. It was possible that a blue commemorative plaque would be sanctioned.
- iv) Items for the July Agenda:
 - Training: The Vice-Chairman and Cllr Cooper expressed an interest in attending the DAPC Planning Masterclass on 8th July.
 - Naming of the land alongside Pillory Hill at the Pumping Station (historically known as "Broken Place").
 - Network administration: To authorise an honorarium for clerical support.
 - Revelstoke Community Trust: A letter had been received asking whether the Annual Report and Accounts should be publicly available.
- v) CARP/UKIP Parish Poll – A letter had been sent to John Healey MP and copied to Gary Streeter MP expressing concern about the legislation relating to Parish Meetings and Polls.

92/08 AFFORDABLE HOUSING

92.1 Housing Needs Survey 2008 – At the beginning of the month a questionnaire had been delivered to each house.

RESOLVED: To authorise payment of CCD's invoice for postage and reclaim the costs from SHDC. [Vote: all in favour]

93/08 CONSULTATION DOCUMENTS The following notification had been received:-

93.1 Western Power Distribution – Mr Brown would review the Proposed Business Plan to 2015. **July Agenda**

93.2 Boundary Review – An invitation to meet Plymouth City Council had been received; it was agreed that the announcement on 7th July of the Boundary Committee's proposal would decide the response. A letter from County Hall was noted; no reply was necessary.

94/08 SHDC PLANNING DEPARTMENT

94.1 Newton & Noss planning policy request – There had been a disappointing reply from Mr Munday (SHDC) concerning changes to planning policies, although there might be some room for negotiation as existing policy documents were revised. With regard to design and access statements for Newton & Noss, there was only limited scope to include some suggested improvements which SHDC would consider.

94.2 Applications for TPO work – The Clerk would liaise with the Tree Warden concerning his recommended responses to applications at Irlwyn in Yealm Road, and Woodhaye, Memland.

94.3 Revelstoke Coombe, Hannaford 0815/08/F – Erection of garage/store. As the plans had not been returned to the Clerk, a recommendation had not been sent to SHDC. Mr Brown had been surprised that the drawings had been accepted by SHDC as they provided insufficient detail.

94.4 Woodside, Pillory Hill 0859/08/F – Re-submission of 0101/08 for alterations to dwelling.

Decision: No objection. [Vote: 6 in favour 4 abstentions]

94.5 Vine Cottage, Riverside Road West 0901/08/F – Garden room/boat store/shed ancillary to house.

Decision: Objection because the proposal would be inappropriate in the Conservation Area and interfere with views of the river from the road. [Vote: 4 in favour 2 objections 4 abstentions]

94.6 Inglewood, Court Road 0971/08/F - Extension to 2nd floor of property.

Decision: Support; the proposal would be an improvement.

Mr Buckland registered a personal interest in the following application:-

94.7 Orchard Brook, The Brook 0978/08/F – Renewal of approval 0665/03/F for extension to dwelling.

Decision: No objection.

A projector was used to view the plans and photographs of the following application as an illustration of how effective and useful photographs could be to determine controversial planning applications. Mr Brown offered to present future plans as required, an idea which was welcomed.

94.8 Charnwood, Stoke Road 0992/08/F – Lower ground floor extension to create new bedroom.

Decision: No objection.

94.9 Lavender House, 16 Perches Close 0998/08/F – Alterations and extension to dwelling to include a new garage and the conversion of the existing garage to a music/play room. Two copy letters of objection had been received.

Decision: Objection because the mass of the garage would be too imposing and have an unacceptable impact on the neighbouring property (no.15). Regarding the boundary wall, Members were concerned that there had been a breach of planning regulations for many months. [Vote: 9 in favour 1 abstention]

94.10 39 The Fairway 1065/08/F – Single storey extension to include replacement garage.

Decision: No objection.

94.11 22 Noss Mayo 1078/08/F and 1077/08/LB – Change of use and extension to Annexe of 22 Noss Mayo to provide shop and internet café with owners' accommodation over. The alteration to the listed building would be minimal. Historically, the premises had been used for commercial purposes.

Decision: Strong support; the application was in line with the Parish Plan and would return a trading service to Noss after an absence of approximately ten years. The business would also provide employment opportunities.

[Vote: all in favour]

95/08 CORRESPONDENCE RECEIVED The main items received had concerned:-

95.1 Hannaford Meadow – The Landowner offered part of his land for a composting scheme. It was agreed that the Clerk should suggest he contacted Peter Brown.

95.2 Devon Playing Fields Association AGM – The Parish Council would not be represented.

95.3 Riverhaven, Riverside Road East – In order to reduce the volume of materials through the village, JDC Builders had requested permission to pump concrete via a 5" flexible pipe from Church Park via the Donkey Path to the Riverhaven site; work would commence in September and 5 - 6 deliveries were anticipated. The site would be left clean and tidy and some enhancement work to the path had been offered in return. The Clerk had discussed the proposal with Mr Davies (JDC) with particular reference to the status of Church Park and the use of large vehicles on the unadopted road. RESOLVED: To accept the proposal provided all the neighbours affected had been consulted and given their approval.

[Vote: 9 favour 1 objection]]

95.4 Play facilities – Three letters had been received; a fourth letter had been signed on behalf of four families. The Parish Council was asked to improve the play facilities. It was agreed that the most sensible approach would be to invite interested parents to a meeting to discuss how to proceed. The Chairman and Clerk would attend.

96/08 GRANT REQUESTS

96.1 Reading Room – Following the last Meeting, the Chairman, Mr Brown and Mr Taylor visited the premises with Mr Sizer and were confident that the grant offer of £2,500 would be well spent. Therefore, a cheque for £2,000 was authorised to pay for building work which had been completed. An invoice to support the balance of £500 + VAT would be presented when the electrical work had been completed. LGA 1972 s.137

96.2 Regatta Committee – RESOLVED: To grant £50 for the Firework Display. LGA 1972 s.137

[Vote: 9 in favour 1 abstention]

96.3 R.Y.D.A. – RESOLVED: To grant £55 towards the cost of the Annual Harbour Clean-up (total costs had been £219). LGA 1972 s.137 [Vote: all in favour]

97/08 MAINTENANCE

97.1 Popes Quay – Owing to concerns that the crack had worsened, Mr Hockaday had agreed to start work almost immediately. Stage payments had been requested. **Agenda: July**

97.2 Car park at The Green – In response to the suggestion that the car park would benefit from some marked bays, Tor Homes had agreed to consider the request during a general review of their car parks and when the budget allowed.

As a user of the Pavilion, Mr Cooper declared an interest in the following item and abstained from voting..

97.3 Sports Pavilion – Mr Matthews would prepare an Agreement as guidance for the use of the Pavilion by the Football Club. As previously reported by the Chairman, the Pavilion would need to be extended to meet current day standards and plans were presented for consideration. The building costs had been estimated at approximately £40,000 but savings could be made. Permission from SHDC as landowners would be required. A planning application would also be necessary. Grant funding applications would have to be submitted.

RESOLVED: To support the proposal in principle. [Vote: 9 in favour 1 abstention]

97.4 Handrails

Agenda: July

- i) **Swan Steps** – Although a handrail could be fitted to the stone wall (on the RHS looking towards The Swan), there were concerns about children's safety if they tried to climb the wall. It was agreed that more thought was required so the Chairman, Mr Brown and Mr Stitson would meet to review the proposal. It was suggested that the Brewery might contribute.
- ii) **Newton Voss steps** – The Chairman would approach the owners of Binnacle House.
- iii) **Donkey Path** – Mr Taylor would contact Mr Studd.

97.5 Milestone – The suggestions of an alternative site nearer The Malthouse was accepted. Garden Services would be invited to set the stone into the wall. [Vote: all in favour]

97.6 Mooring Post – The Chairman would discuss a simple repair with Mr Stitson.

97.7 The Malthouse – RESOLVED: To invite Garden Services to tidy the area surrounding the Taylor memorial seat.

98/08 MEETINGS ATTENDED

98.1 Harbour Authority – Mr Carter had nothing to report.

98.2 Boundary Review – The Chairman, Mr Brown and Mr Cooper had attended a briefing meeting at Ivybridge. As the Devon County unitary proposal was not favoured because of its size and doubts about the proposed area boards, it was agreed that the West Devon/ South Hams/Teignbridge proposal appeared to be far more acceptable. RESOLVED: A draft letter of support would be circulated to Members for comment; the Chairman was authorised to sign the final version for dispatch to the Boundary Committee as soon as possible.

98.3 Halls – There were no items reported.

99/08 ADMINISTRATION

99.1 Accounts 2007/08 –

- i) **Internal Audit:** The Accounts had been checked and agreed by the Internal Auditor and his invoice for £170 was authorised. As required by the amended Audit Regulations, a review of the Internal Audit had been undertaken, a copy of which had been circulated to Members prior to the Meeting; no concerns were raised.
The Auditor's Risk Assessment had concluded that the overall risk was low and all tests had been satisfactory, with the exception of three minor queries which the Clerk had explained to the Chairman and Auditor.
- ii) **Financial Risk Assessment:** The Clerk had prepared a financial risk assessment which had been circulated to Members prior to the Meeting; no amendments were suggested.
- iii) **Annual Return:** The Clerk had completed the Annual Return for the Chairman's perusal.
RESOLVED: To approve the Accounts and authorise the Chairman and R.F.O. to sign the Statement of Accounts.
RESOLVED: To authorise the Chairman and Clerk to sign the Annual Governance Statement.

- iv) **District Audit:** The Annual Return and supporting documents would be submitted to the District Auditor on 30th June.

100/08 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.101/08.

101/08 FINANCIAL SUMMARY

Alliance & Leicester Current Account	Balance at 1.6.08	£ 15,542.29
Nationwide Building Society Capital Fund		£ 47,104.29
Nationwide Building Society Gratuity Fund		£ 14,084.71

The following cheques were authorised totalling	£ 4,620.31
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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	997.41
J Eschbaecher	Expenses: postage	12.66
J Young	Training: Chairmanship fee + mileage	82.80
Garden Services	Grass cutting: The Green – April	30.00
K Abraham	Internal Audit fee for 07-08 Accounts	170.00
Vantech Media	Website: maintenance of domain name for 2 years	50.00
R.Y. Harbour Authority	Cleaning public WCs. Interim payment for 2008	376.00
S.W. Water Limited	Tap: Pillory Hill	5.94
Network: WIC Hall	Hire: enrolment evening on 25.9.08	15.00
Network: A James	Tutor fee: balance of UP1	160.00
Newton Ferrers Reading Room	Grant for building works	2,000.00*
<i>Network - Awards for All Grant expenses:</i>		
K Guy	Sailing	70.00
J Sluce	Sailing	70.00
Mount Batten Centre	Safety training	360.00
R.Y.D.A.	Contribution to Harbour Clean-up expenses	55.00*
Newton & Noss Regatta Committee	Contribution to annual fireworks display	50.00*

s.137 payments : £2,105

5/06/08Chairman

The Meeting closed at 10.30 pm