

MINUTES OF THE ANNUAL MEETING OF NEWTON & NOSS PARISH COUNCIL
held on 15th May 2007

PRESENT: Mr Brown (Chairman) Mr Buckland Mr Carter Mr Cooper Mrs Cooper
Mrs Hinchliffe Mr Hussell Mr Stitson Mr Taylor Mr Tubb Mr Young

ALSO PRESENT: Cllr Hallett Cllr Mumford (to report only) Mr Lomax (RYDA) Mrs Eschbaeher (Clerk)
Three parishioners attended part of the Meeting

APOLOGIES: Mr Matthews

Alan Cooper and Dominic Hussell were welcomed to their first meeting as elected Councillors.

OPEN FORUM

Conservation Area draft Appraisal – Susan Trebilco presented two copies of the draft for circulation and comment at the **June Meeting**. The document would form the basis of planning policies in the future. No significant changes had been recommended. However, the NNPC December Minute 192.4 had recommended that in order to protect the foreshore, all the riverbanks between Mouth Stone and Shortaflete Creek should be considered for Conservation Area status - the suggestion had not been adopted; a copy of the request would be sent to SHDC.

Tidal Waters, Noss – It was reported that vegetation overhanging the highway had been removed.

76/07 APOLOGIES FOR ABSENCE The reason for absence was approved.

77/07 DECLARATION & UNDERTAKING In accordance with the Code of Conduct, forms of Acceptance of Office and Undertaking were signed and handed to the Clerk.

78/07 REGISTER OF INTERESTS Completed forms were handed to the Clerk and would be sent to the Monitoring Officer.

79/07 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

RESOLVED: Mr Brown was elected as Chairman for the forthcoming year. [Vote: all in favour]

Mr Brown confirmed that this would be his final year as Chairman.

Mr Tubb reiterated that whilst he was working full-time, he would be unable to take over the role of Chairman, except on an "as required" basis. The appointment of a Vice-Chairman would be reconsidered. **Agenda: June Meeting**

80/07 URGENT BUSINESS

The Clerk advised that three planning applications should be added to the published list relating to "Tenemara", Yealm View Road, 35 The Fairway and 12 Butts Park.

81/07 PREVIOUS MINUTES The Minutes of the Meeting held on 12th April were confirmed and signed.

82/07 DECLARATIONS OF INTEREST

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

Mr Tubb declared a personal interest in item 13, the planning application at 9 Church Park but a response had already been submitted to the Planning Officer.

Mr Carter, Mr Stitson and Mr Tubb each declared an interest in item 15. a request from the Regatta Committee for a small donation towards the annual fireworks display.

83/07 MEMBERS' RESPONSIBILITIES

Responsibilities for the forthcoming year were agreed but would be finalised in June.

Agenda: June Meeting

84/07 VENUE FOR MEETINGS

It was suggested that alternate meetings should be held in Newton. RESOLVED: The Clerk would enquire whether the WIC Hall would be available.

Agenda: June Meeting

85/07 ANNUAL PARISH MEETING

The main items raised concerned the identified need for a safe link path between Butts Park and Collaton which was to be progressed, concerns about the possible impact of low-cost housing development, and wheelie bins stored adjacent to the highway. **Mrs Cooper** would make enquiries regarding bin storage and waste disposal arrangements for holiday homes.

86/07 COUNTY & DISTRICT COUNCILS

86.1 Cllr Mumford's report concerned:-

- i) **FP37 Church Steps** – DCC had been asked to resurface but the path was not considered to be top priority.
- ii) **FP13 Leas Path** – Following a slippage of the supporting bank, an initial inspection had been carried out by DCC which had established that the path was not thought to be in danger. Mr Taylor and Mr Buckland had since met DCC Officers; it has been agreed that it would be prudent to protect the toe of the slope to safeguard the bank and path in the long term. It was thought that DCC would discuss this with the landowner. Also it was noted that there was a sewer pipe below the path.
- iii) **Exeter City Council's** application for unitary status – Cllr Mumford outlined DCC's concerns about the proposal; a final decision was expected in July.
- iv) **Overgrown hedges** were a problem; landowners needed to be encouraged to keep boundaries tidy.

86.2 Noss Green – Confirmation had been received from SHDC that contractors would be forming the new entrance for the grass cutter. However, a resident had reported her concerns that more thought would have minimised the destruction of established hedging. Unfortunately the Parish Council had not been consulted about the design plans.

87/07 AFFORDABLE HOUSING

87.1 Community Land Trust – Funded Pilot Study – Regarding the recent application for inclusion in the Study, the promised decision had not been received.

87.2 General Discussion – For the benefit of the new Members, the Chairman outlined the current position with regard to the new planning documents [Local Development Framework], the preparation of which had fallen slightly behind the timetable for adoption. With regard to Briar Hill Farm, the Parish Council had supported the site's inclusion in the LDF (25 homes in theory) but no plans had been submitted by the landowner. However, several small sites had been identified as suitable in principle for future development.

88/07 CONSULTATION DOCUMENTS

88.1 Yealm Estuary Management Plan 2006-2011 – Mr Buckland and Mr Young had submitted comments to SHDC.

88.2 Conservation Area Appraisal – [Open Forum refers]. **Agenda: June Meeting**

88.3 Bishops Court – The Consultants had recommended several improvements, the most significant of which was the formation of a Friends Group. The date of the next marketing meeting was 18th July at 10.30am.

88.4 Shoreline Management Plan Review – No response had been considered necessary.

88.5 Yealmpton Parish Council's Transport Plan would be circulated. The following points were noted, namely that parking space was sought by Newton & Noss residents using Yealmpton as:-

- i) An informal meeting point,
- ii) A useful transport link for buses, both east and west, and
- iii) Accessible Post Office services (particularly for those with mobility difficulties).
- iv) Lack of after-school transport links to/from Ivybridge was a problem shared with Newton & Noss and Brixton.

88.6 DCC Minerals & Waste Development Framework Draft SCI – The document was passed to Mr Cooper and Mr Hussell for general interest – no comments were necessary.

88.7 Exeter City Council: Application for Unitary Status – Comments had been invited by 22nd June.

89/07 SHDC PLANNING DEPARTMENT

89.1 Land south of Yealm Road/Leas Path 0605/07/F – Formation of access stairs, platforms, equipment shed. It was noted that the application had been withdrawn.

89.2 Nymet, Pillory Hill - Boathouse – The Meeting welcomed the Conditions included in the recent Planning Approval which referred specifically to the protection of the foreshore; all construction materials would be delivered via the garden.

89.3 Coach House, Membland 0741/07/LB – Renewal and replacement of clock tower cupola.
Decision: No objection.

89.4 9 Church Park 0781/07/F – Extension and alteration.
Decision: Objection - the scale was considered to be overdevelopment to the detriment of neighbouring properties.
Note: In view of his interest as owner of the neighbouring property, Mr Tubb had not commented on the plans.

89.5 10 Passage Wood Road 0782/07/F – Garden room beneath car parking area.
Decision: No comment.

89.6 Coombe Down TV Mast 0806/07/F – 6 Antennas on existing tower with 3 cabinets and gantry.
Decision: No objection.

89.7 38 Butts Park 0840/07/F – Conservatory.
Decision: No comment.

89.8 23/25 Yealm Road 0886/07/F – Demolition of existing dwellings/replace with one new dwelling.
Decision: No comment.

89.9 1 Coastguard Cottages 0899/07/F – Conversion of garages to annexe accommodation.
Decision: No objection but the accommodation must remain ancillary to the main house and should not be subdivided in the future.

89.10 35 The Fairway 0969/07/F – Construction of conservatory and removal of existing porch.
Decision: No objection.

89.11 Tenemara, Yealm View Road 0943/07/F – Resubmission of 0574/07 to enclose balcony.
Decision: Support.

89.12 12 Butts Park 0988/07/F – Extension.
Decision: No objection.

90/07 CORRESPONDENCE RECEIVED The following items concerned:-

90.1 Youth Nights in Ivybridge – Details of the Friday night events at the Leisure Centre had been received with a suggestion that neighbouring Councils might pool resources to provide transport.

90.2 Devon Association of Parish Councils – Mr Young would enter the ballot for the County Committee.

90.3 Harbour Authority – A resident's letter of concern was read and would be kept on file when the Parish Council representation was reviewed in March 2009.

90.4 Sewage System – A reply from South West Water confirmed that work to the rising main would be undertaken during the current financial year. A major investigation of the infiltration into other parts of the sewer network would also be conducted. Comments from the owner of Quay Cottage were awaited.

90.5 A.379 Cluster Group – The Chairman would attend a meeting called by Yealmpton Parish Council to discuss the finer details of the proposed Sherford development.

90.6 Collaton – Telephone kiosk (the door had been removed by B.T. in January) – Confirmation had been received that the door was beyond repair so could not be replaced.

91/07 GRANT REQUESTS

91.1 Regatta Committee – RESOLVED: To grant £50 towards the annual fireworks display. [Vote: 8 in favour and 3 abstentions] [LGA 1972 s.137]

Mr Carter left the Meeting.

91.2 Annual Harbour Clean-up – RESOLVED: To grant £55 towards the RYDA's costs of £213.
[Vote: all in favour] [LGA 1972 s.137]

92/07 COMMUNITY LEARNING – NEWTON & NOSS NETWORK

92.1 Update – An “Awards for All” Lottery application for £7,000 was being compiled. Plans for the Autumn/Winter programme were well advanced but some assistance would be required to process the course registration records and payments. The Committee would meet later in May.

92.2 Payment to be authorised – RESOLVED: To authorise payment of stationery costs - £30.97.

93/07 FOOTPATHS

93.1 Annual Inspection – Forms were distributed for return to Mr Taylor at the **July Meeting**. Digital photographic evidence would be useful.

93.2 Donkey Path – As none of the adjacent landowners supported the removal of the hedge, there was agreement for a short handrail on the wall (Mrs Chambers had given her written consent). **Mr Buckland, Mr Hussell and Mr Taylor** were asked to progress the scheme.

93.3 Handrail – Newton Hill – Mr Young would endeavour to obtain a quote for a galvanised rail as a matter of urgency. **Agenda: June Meeting**

93.4 Court Road – The edging stones had not been replaced, leaving the path edge vulnerable to further damage and erosion. Also, the surface could be improved – **Works Committee** to report. **Agenda: June Meeting**

93.5 FP28 Coast Path – Initially the Clerk would contact the DCC Footpath Officer concerning the locked gates.

93.6 FP37 Church Steps – Regarding the request for new tarmac, a formal response from DCC was awaited.

94/07 MAINTENANCE

94.1 Popes Quay – The Clerk had written to Mr Hockaday accepting his quote. No further action was required for the time being.

94.2 Sports Pavilion – RESOLVED: Mr Shepherd’s account for £280 was authorised.

94.3 Bus shelters – RESOLVED: Mr Shepherd’s account for £280 was authorised. It was noted that in view of the Parish Council’s duty to minimise the opportunities for vandalism, broken glass had not been replaced in the shelter at Butts Park; Perspex was suggested as an alternative. **Agenda: June Meeting**

94.4 Youth facilities – This item would be considered later in the year. **Agenda: September Meeting**

95/07 EMERGENCY PLAN

95.1 Mr Carter was updating the contact information. **Agenda: June Meeting**

96/07 MEETINGS ATTENDED

96.1 Harbour Authority – The main items of Mr Tubb’s report concerned a saving of £10,000 since the introduction of the flat-rate VAT scheme, the election of Andrew Matthews and Rodney Carter as Chairman and Vice-Chairman respectively, and the retention of the old launch as a stand-by; also potholes on Bridgend Quay had been filled and moorings were being mapped digitally. The Harbourmaster understood that fouling on the foreshore was an offence under the Dogs (Fouling of Land) Act 1996. Responses to the questions raised at the AGM were also mentioned; these had related to the public display of draft minutes, and the availability and allocation of moorings.

96.2 Halls – The Chairman reported that a large proportion of the loans to the Village Hall were being repaid and the Hall was proving to be a popular and well financed venue. Negotiations were continuing between the W.I. and Management Committee of the W.I.C. Hall.

97/07 ADMINISTRATION

97.1 End of Year Accounts 06/07:

i) **Accounts Check** – The end-of-year balances and supporting papers had been checked by Mrs Hinchliffe and Mr Carter; the balances were correct. A summary of the income/expenditure figures were circulated to each Member and explained. A careful watch was recommended concerning the costs relating to Bishops Court and the Learning Network.

ii) **Annual Return** – The figures represented the financial position. RESOLVED: To sign the Return and submit the Accounts for audit. [Vote: all in favour]

97.2 Insurance Renewal – The Policy Schedule had been checked and appeared to be satisfactory; the Sports Pavilion sum assured was £31,450. RESOLVED: To accept the renewal terms. [Vote: all in favour]

97.3 Charging Policy – Consideration of the hire charge for the projector was postponed. **Agenda: June Meeting**

97.4 New Member Training – Mr Hussell and Mr Cooper would attend an event at Follaton House on 13th June.

97.5 Account Signatory – RESOLVED: Mr Stitson would replace Mrs Roe as a signatory to the Current Account.

97.6 Clerk's Contract of Employment – The Contract had been prepared in accordance with the latest SLCC/NALC Terms & Conditions but the implications would require further consideration before the document was signed. **Agenda: July Meeting**

98/07 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.99/07.

99/07 FINANCIAL SUMMARY

Alliance & Leicester Current Account	balance at 1.05.07	£	5,821.96
Portman Building Society Capital Fund	30 days' notice	£	54,780.33
Portman Building Society Gratuity Fund		£	11,432.82

The following cheques were authorised totalling		£	3,229.93
--	--	---	-----------------

R Wooderson	Cleaning: Newton Voss and steps	72.50
J Allen	Cleaning: Noss Voss/Pope's Quay	40.50
J Eschbaecher	Net salary	953.65
J Eschbaecher	Expenses: postage/flowers	44.94
Newton & Noss Village Hall	Hire: Annual Parish Meeting 24 th April	30.00
Garden Services	Grass cutting: The Green March	14.50
Devon Association of Parish Councils	Annual subscription: Local Council Review	13.50
St Francis Playgroup	Grant: Village Hall hire for Toddlers	130.00*
J Young	Sports Pavilion: paint brushes	3.60
Community Transport Association	Grant: 2007/08	110.00
C Smith	Expenses: Network stationery	30.97
River Yealm & District Association	Grant: Annual Harbour Clean-up	55.00*
Ricoh UK Limited	Photocopier: rental + copies	54.60
Fairway Electrical	Pottery Kiln electrical installation	100.00
N Shepherd	Maintenance: two bus shelters and Sports Pavilion	560.00
Devon Housing Aid Centre	Grant to "Shelter"	50.00*
Allianz Cornhill	Insurance renewal	966.17

s.137 payments: £235.00 [Total to date: £ 1,609.83]

