

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

Held on 22 October 2015

**PRESENT MRS ANSELL  
MS ADAMS  
MR GREEN**

**MR COOPER  
MR CARTER  
MS. COVE**

**MR HUSSELL  
MS LONGWORTH**

**MR.TUBB**

**ALSO PRESENT; 3 parishioners**

**Mrs McDonough (Clerk)**

**Local Homes for Local People**

South Hams District Council Affordable Housing Enabling Officer, Cassandra Harrison, gave a presentation.

**Their role**-The role of the Affordable Housing Team was to help balance the housing market through; understanding the range of housing needs in the district (SHMNA),enabling a supply of affordable homes, Gypsy & Traveller site provision, older persons & vulnerable groups, ensuring right size, type, tenure and location of new homes, making best use of the existing stock, developing new opportunities for inward investment and developing housing policy – Homes Strategy & planning policies on affordable housing.

**National issues**- included changes to funding of affordable housing, welfare reform, Localism, economy, changes to national planning policy and the Housing and Planning Bill.

**Local issues**-AONB, multiple Sites of Special Scientific Interest, Dartmoor National Park, topography. In addition the house price / wage ratio South Hams was 16/1. Average earnings were low in the South Hams £17,368 but average house prices were £293,178. Second homes comprised 9.9% South Hams – the second highest in South West. Ms. Harrison confirmed affordable housing could comprise rented (80% of market rent), shared ownership, discount sale or starter home. Recently a 2 bedroomed shared ownership property in Salcombe had been priced at £84,000 for a 40% share with reduced rent of £282pm. The full value had been given at £210,000.

**Current approach in the South Hams-**

Targets - allocated sites

50% at Sherford and the Plymouth fringe

55% in towns

60% in villages

Targets - windfall sites

2 – 5 dwellings at 20% (off site)

6 – 14 dwellings at 35% (on site)

15 or more dwellings at 50% (on site)

Ms. Harrison advised that for every build in excess of 2 units, the applicant would have to pay an offsite financial contribution to enable SHDC to build more housing.

**Progress**-206 affordable homes had been provided over past 3 years. SHDC had introduced the Village Housing Initiative and had invested £1m in affordable homes. Funding had been secured for the Extra Care housing scheme in Totnes. Over £9m had been secured of developer contributions for affordable housing in SHDC. The District Council had introduced a new approach to local allocations and introduced the Community Housing Fund.

**Key challenges**-significant reform of social housing, changes to the planning system, welfare reform, less funding, and more for less (design, quality and sustainability). There were 50 active housing sites in the development programme. SHDC was liaising with 59 town and parish councils in addition to the demand for advice from community groups and viability appraisals. There was a high political profile for affordable housing. SHDC were also dealing with Sherford & other strategic sites. SHDC did not hold any housing stock but worked with housing associations and community groups.

**Initiative projects**-Empty Homes, the Village Housing Initiative (which had received national recognition and a visit & replication by Purbeck Council), Tenants Incentive Scheme (offering tenants incentives to downsize- the uptake of which could be slow), SHIRE Scheme, Parish Housing Surgeries and the Community Housing Fund. SHDC had also conducted an investment review – new approaches to investment; institutional, equity loans, council mortgages and the green agenda. SHDC were supporting alternative housing delivery models and Tenancy Strategy.

**Recent schemes**-Holne (7 homes), Slapton (7 homes),Thurlestone (4 homes Level 5 CSH), Ermington (8 homes),Avondale House, South Brent ( 6 homes), Brixton ( 6 homes), Malborough ( 8 homes),Yealmpton (30 homes for which the rent had been set at £550pm for a 2 bedroomed property and £650pm for a three bedroom).

**Future Schemes**-Extra Care Schemes in Totnes and Kingsbridge.50 housing schemes in the programme.

**Parsonage Road Village Housing Initiative**- the Vice Chairman asked if it was going ahead given doubts expressed in the previous days Development Management Committee Meeting that it was not going to proceed. He also made reference to the validity of the Housing Needs Survey undertaken by the Parish Council in 2008 which had been questioned at the first Development Management Committee meeting dealing with Collaton development proposals but which then had appeared to be relied upon at the previous days meeting by the Committee when approving the Collaton proposals. Ms. Harrison suggested the shelf life of Housing Needs Surveys was usually about five years. SHDC had been unable to make the Collaton developer undertake a new Housing Needs Survey.

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SHDC had taken legal advice which suggested the results of the Housing Needs Survey should stand as no development had come forward in the interim. She confirmed that SHDC did want the Village Housing Initiative at Parsonage Road to go ahead. Cllr. Baldry advised that the revised planning application was due to be considered by the planning officer when he returned off leave. Some Dormice had to be relocated. Reference was made to the 2008 Housing Needs Survey having identified a need for 32 houses. 14 would be provided by the Village Housing Initiative at Parsonage Road. Those with a local connection would be prioritised. Collaton would meet a district wide need.

**Neighbourhood Plan**-Mr. Peter Pritchard from the Neighbourhood Plan Group advised the meeting that he had been in discussions about the completion of a new Housing Needs Survey with Plymouth University. He questioned whether the Housing Needs Survey and indeed whether a Neighbourhood Plan was needed given there would now be 35 affordable homes at Collaton in addition to the 14 provided by the Village Housing Initiative. Housing Need appeared to have been exceeded.

Mr Pritchard suggested there was no point in doing a Neighbourhood Plan if South Hams District Council decisions were in total opposition to planning policy. SHDC had “kicked the legs out” from under other aspects of the Housing Needs Survey and Neighbourhood Plan by signing up to the open market housing before any need had been demonstrated. SHDC had denied the Parish the opportunity of taking advantage of any planning gain to carry out other projects as part of the Neighbourhood Plan. A Neighbourhood Plan was supposed to be a positive exercise and not about stopping further development. A Neighbourhood Plan which was only designed to stop things happening would not get past the Independent Examiner.

Ms. Harrison advised it was still worth doing a further Housing Needs Survey. More developers would look to build in the Parish and a new survey would help with this.

The Vice Chairman was advised that the applicants had stated that they would be running the affordable housing scheme themselves. The Vice Chairman cast doubt on whether the affordable housing element would remain at 50% and asked how SHDC as the authority could ensure that the level remained at 50%. Ms Harrison advised that this would form part of the reserved matters application and would be ensured through a Section 106 agreement. The Vice Chairman was told that SHDC had looked at the viability of the applicants proposals to contribute to the bus service.

Cllr Baldry made reference to plans in the pipeline for land at Parsonage Farm. Mr. Pritchard suggested the Collaton decision would now affect their plans referring to SHDCs own survey favouring the Parsonage Farm site over Collaton.

Ms. Harrison suggested that Collaton was a Brownfield site. Mr. Pritchard referred her to National Planning Policy Framework Annex 2 and that it was not a Brownfield site. Mr. Pritchard suggested the views of the local community had been ignored, planning policies had been ignored, the development was in excess of the housing needs survey, it was a development in an AONB on a non-sustainable site. He asked what guarantees could be given that a Neighbourhood Plan and further housing Needs Survey would not be ignored. Mr. Pritchard suggested he would be considering leaving the Neighbourhood Plan Group as a result of the SHDC decision over Collaton.

Cllr Baldry suggested the 2008 Housing Needs Survey should have been updated. He also cast doubt on the affordability of the affordable homes- but this was set down on the National Planning Policy Framework and where was nothing SHDC could do.

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#### OPEN FORUM

**Briar Hill Farm, Court Road 37/2181/15/VAR-** the architect on behalf of the applicant advised that during the pre-application process the original planning officer had suggested that the owner's house should stand alone, which had been backed up by the legal department. There had been a change of planning officers who had not taken this into account and had erroneously placed a condition that the property be tied to the site when the planning decision had been made. The application was for the condition to be lifted.

**Hillside House, 64 Court Road, 37/2169/15/F-**a neighbouring resident advised that the proposed second storey addition would be very overpowering and would affect his property. He would like the opportunity of discussing alternatives with the planning officer and asked for the Parish Council decision to be delayed. The parishioner was advised that the Council needed to make a decision based on the proposals within the existing application. The consultation period ended on 30 October 2015.

**Westerley, Yealm Road-** a neighbouring resident had written to the Council expressing concerns about plans to demolish the existing building. He wished to remind the Parish Council of the reasons for refusal given by the planning Inspectorate in respect of the previous application. The building was considered to be iconic. He gave “Elstow”, Yealm Road as an example of a period building that had been sympathetically restored and extended. He did not wish to see the building pulled down and asked that his letter be taken into consideration when the planning application was submitted.

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**221/15 APOLOGIES FOR ABSENCE-** there were apologies from Mrs. Cooper, Mrs. Evans and Mr. Lyndon.

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**222/15 INTERESTS TO BE DECLARED** - members were invited to declare interests in the items for discussion during the course of the Meeting. Mr. Hussell, Mr. Tubb and Ms. Longworth declared interest in the planning application for Briar Hill by virtue of owning adjoining properties.

**223/15 DISPENSATION REQUESTS**-none.

**224/15 VARIATION OF AGENDA** –RESOLVED: matters relating to planning enforcement and pre planning applications should be considered in committee. (*Vote; unanimous.*)

**225/15 MINUTES** – the Minutes of the 24 September Meeting were confirmed and signed as a correct record. (*Vote; unanimous.*)

### **226/15 PLANNING**

#### **Planning decisions**

**226.1 Woongarra, Lower Court Road, 37/2455/14/MIN**-non material amendment to planning consent 37/1051/13/F (changes to windows and glass balustrade) **SHDC:** Granted.

**226.2 3 Hillside Cottages, Noss Mayo 37/1731/15/F**-householder application for two storey extension to rear and single storey extension to front.**SHDC:** Granted.

**226.3 Proposed development site at SX 5423 4823 Beacon Hill 37/1752/15/DIS**-approval of details reserved by condition 7 (drainage details) for planning consent 37/0176/15/F.**SHDC:** Granted.

**226.4 Development site at SX 552 484, Archers Court, 37/1772/15/F**-change of use from agricultural & storage area for construction of single dwelling.**SHDC:** Granted.

**226.5 Southlands, 9 Yealm Road, 37/1813/15/MIN**-Non material amendment application to planning consent 37/2861/12/F. **SHDC:** Refusal.

**226.7 Wide View, 83 Yealm Road, 37/1825/15/DIS**-application for approval of details reserved by condition 4 (Scheme to mitigate loss of foreshore) and 5 (Construction Environment Management Plan) of planning consent 37/0675/15/F. **SHDC:** Discharge of condition approved.

**226.8 13 Rowden Court, Stoke Road 37/1843/15/LB**-Listed building consent to replace all existing window frames like for like with double glazed units in hardwood frames. **SHDC:** Granted.

**226.9 13 Rowden Court, Stoke Road, 37/1842/15/F**-householder application to replace all existing window frames like for like with double glazed units in hardwood frames. **SHDC:** Granted.

**226.10 The Oaks, Court Wood, Newton Ferrers 37/1965/15/MIN**-non-material amendment to planning consent 37/2746/13/F. **SHDC:** Granted.

#### **Planning applications received including;**

**226.11 Hillside House, 64 Court Road, 37/2169/15/F**-householder application for first floor extension. There had been one letter of objection. It appeared from Open Forum that the objector would like to reach a compromise. **DECISION;** Objection; overbearing and loss of light. (*Vote; Unanimous*)

*Mr. Hussell and Ms. Longworth left the Meeting.*

**226.12 Briar Hill Farm, Court Road 37/2181/15/VAR**-removal of condition 6 of planning consent 37/0518/15/F (to allow owner's accommodation to be stand alone property and not tied to the site.) The Council had raised objections in respect of 37/0518/15/F predominantly as the development was outside the Village Development Boundary. It was understood the applicant wished to sell the property. A suggestion was made that the planning officer had advised that the condition had been attached in error. It was suggested the house was an integral part of the holiday site. **DECISION;** Objection. The Parish Council wished condition 6 to remain, being an integral part of the site. (*Vote; 5 in favour of objecting, 1 abstention*) *Mr. Tubb took no part in the debate or vote. Mr. Hussell and Ms. Longworth returned to the meeting.*

**226.13 Aberford, Stoke Road 37/2225/15/F**- householder application for two storey rear extension (resubmission of planning consent 37/1445/15/F) **DECISION;** No objection. (*Vote; unanimous.*)

**226.14 Holy Cross Church, 37/1880/15/tw**- South Hams District Council (Parish of Newton & Noss) (no.28) Tree Preservation Order 2004- work to Tree Preservation Order trees. No date had been given for the suggested site visit. **DECISION:** The Parish Council agreed that the decision should rest with the Tree Warden and appropriate officer at South Hams District Council. (*Vote; unanimous.*)

**226.15 Development Management Committee Meeting**- the Vice Chairman gave a report of the meeting on 21 October.

*The proposed Collaton development for 70 houses had been granted outline planning). The DM committee had voted 7 for, none against, with four abstentions- being members who could not vote as they had not been at the previous meeting. All appeared to speak in favour of the scheme.*

*The planning officer had started off by saying that the 'need was not exceptional' to justify 70 houses in an AONB but if need had been demonstrated this was the best site available. The planning officer had said that sustainability was finely balanced as it was an isolated settlement. On balance he felt that it was 'just about' sustainable. His recommendation of refusal had appeared to be considerably watered down from the previous meeting.*

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Both District Councillors Keith Baldry and Ian Blackler, spoke in favour of the development. Cllr. Baldry had said his decision was 'finely balanced' but did add that he thought 70 houses were too many. He also said that the villages needed the houses for sustainability of the school which had pupils from outside the villages. He also hoped the recently cutback 94 bus service would be restored to what it was. Cllr. Blacker had been strongly in favour and had said he was voting in favour on 'humanitarian grounds.' He had also advised that, since the earlier committee meeting, some Parish Councillors from Newton and Noss had contacted him in support of the development. The Vice Chairman considered this to be irrelevant as the Parish Council had voted collectively to object to the scheme. The affordable housing officer referred to the Parish 2008 housing needs survey identifying the need for 32 affordable homes to support the scheme. At the previous meeting the Parish survey had been discounted as being out of date. It was now being used to support the building of 70 homes. She had also cast doubt on the Parsonage Road affordable housing scheme.

Committee Members had questioned the planners on the certainty of getting 50% affordable housing. They had said yes but later admitted the percentage could be reduced without the need to go back to committee. No breakdown of what type of affordable homes would be built was given.

Some Councillors had questioned the level of 'add ons' proposed. Affordable Housing, boat store, improved footpath to the village including the road crossing, high standards of sustainable construction, a large education contribution and financial support for the 94 bus for five years. The planners had reassured them that the Yonge's viability assessment did add up.

It was stated that no housing association would be involved with the affordable housing as the Yonge's intended to 'do it themselves.' The Vice Chairman suggested this could raise various problems in his view and could threaten the level of rented accommodation, which he considered to be essential. The Parish Council would need to be vigilant when the reserved matters application was presented to ensure the promises made were kept.

There had been a very good turnout of around 14 residents from Collaton and the RYDA Chairman Mr. Christopher Lunn. One resident had conducted a survey of every household at Collaton and only one had been in favour of the development. Frustration was expressed that there was no further opportunity to speak to address some of the comments made by the committee members. Cllr. Baldry advised he had some difficulties in being allowed to speak again.

The Development Management Committee had later approved the application made in respect of 3 Beacon Hill. Cllr Baldry had supported the Parish Council's objection to the development.

Cllr Baldry confirmed, upon being asked, that the Parish Council should be involved in Section 106 negotiations and suggested the Council get in touch with the planning officer Mr. Tom Jones. It was hoped Devon County Council would recognize the need to review the cuts to the No 94 service with the increase in population as a result of the development without having to use £125,000 of monies from the developer to subsidise the service. The Parish Council agreed to delegate negotiations in respect of the Section 106 agreement to the Chairman and Vice Chairman- final approval as to terms to be put before the Council.

**226.16 Newton & Noss Neighbourhood Plan** –the Steering Group had met and had agreed that a Housing Needs Survey should be undertaken. There was sympathy for Mr Pritchard's views. The previous survey had identified a housing need of 32. The Village Housing Initiative, Parsonage Farm development potential and Collaton would far exceed the needs identified in the previous survey. Cllr. Baldry advised that Housing Needs Surveys did become out of date. Yealmpton's survey had identified 29. By the time the housing became available 14 families had been left in bands A-D. People had moved in from other areas. Cllr. Green referred to the Neighbourhood Plan potentially covering the period to 2031. He suggested that if a Housing Needs Survey only had a shelf life of 5 years, this would leave 10 years without an apparent valid survey. The next Steering Group Meeting would be held on 18 November at 10am.

**226.17 River Yealm Hotel-** the Clerk would chase SHDC for the advice requested regarding the application process for a non-designated heritage asset. The Council felt the pine trees on the site did not merit a Tree Preservation Order in light of their age. The public footpath would need to be monitored.

**226.18 Change of use consultations-** Sophie Hosking Executive Director (Service Delivery and Commercial Development) had written to South Hams parishes in response to comments raised by several parish and town councils. She wrote to reassure parishes regarding SHDC consultation arrangements for the weekly list of planning applications and the publication of the associated plans and documents on the Councils website. SHDC would continue to inform parish and town councils of all applications through the weekly lists as usual. With regards to prior notifications and prior approvals, although there was no statutory requirement to consult with parish councils on these, SHDC would still be notifying parishes through the weekly list. Whilst their future intention was to cease sending paper copies of these and instead rely on the online copy of the documents, SHDC did experience occasional problems with the planning search function on the website so they would continue to send paper copies to parish and town councils for the time being. SHDC was in the process of developing a new improved website with better planning search functions which would be launched later this year. Once this was fully functional, and as other new IT systems came online, it was their intention in the longer term to move to paper-free consultation with parish and town councils. They would keep parishes fully informed of these changes and give plenty of time to

prepare. They would be offering support and training to make this transition to a more efficient and environmentally friendly method of consultation as easy as possible.

### **227/15 COUNTY and DISTRICT COUNCILS**

**227.1 County Council** – no matters had arisen.

#### **227.2 Highways/Transport**

**i) Primary School parking-** a report on Primary School parking from Mrs. Evans would be put back. The meeting was advised that parking difficulties at the school had been reported to the police. The School had asked the caretaker to be on hand to guide people to appropriate parking places.

**ii) Wrights Lane-**the Clerk was continuing to press SHDC for an update regarding Rosemount and the lane closure on Wrights Lane.

**iii) Road signs-** the Parish Council agreed that revised quotations for highways signs at Butts Park and Membland did not need to be considered in Committee and no further quotes should be sought. Devon County Council Highways Officer had liaised with South West Highways on behalf of the Parish Council with designs and approved locations for the signs. **RESOLVED:** to accept the quotations from South West Highways for two warning signs by Butts Park playing field and two place names/warning signs for Membland in the total sum of £925 plus VAT. *(Vote; Unanimous.)*

#### **227.3 District Council-**

**i) Cllr. John Green-** Cllr. Baldry passed his congratulations to Cllr. John Green who had been elected to SHDC as representative for Totnes.

**ii) Newton Downs Solar Farm-**the planning officer was in contact with the AONB to negotiate agreement with them. Wembury Parish Council had withdrawn their objection.

**iii) Village Housing Initiative-**Cllr. Baldry advised that all £8000 under the Section 106 agreement would be put towards recreation. The money would not become available until the homes were built. In consultation with the Parish Council some monies could be directed towards the Butts Park Play Park redevelopment.

**227.4 SHDC Locality Officer meeting-** the Clerk advised the Council about the helpful meeting with Mr. Tim Pollard the Locality Officer for the area. Issues including Dog Control Orders, tennis courts management, play park maintenance/inspections/refurbishment and risk had been addressed. The play park signs were on order as was the sand for Noss Play Park which the Clerk had requested be actioned prior to the Community Orchard Apple Day. Highways grass cutting and weed spraying had been discussed together with fly tipping and car abandonment.

**227.5 TAP Funding 2016-** the application for funding for the Butts Park play park redevelopment would be submitted the following week after a small consultation had taken place with the parents at the Primary School regarding support for the proposals.

**227.6 SHDC Asset Transfer/Parish Asset Land Registration-** Curtis Whiteford Crocker had confirmed that they would be in a position to deal with first registration of the Parish Councils pre- existing land assets shortly and had provided a quote for the fees and disbursements. The Council agreed that the matter should not be considered in committee and no further quotes should be sought to reduce further delay. **RESOLVED;** to accept the quotation from Curtis Whiteford Crocker to effect First Registration of the Parish Council's land assets (including land at Ferry Wood and land at Riverside Road East – Big Slip Quay) in the sum of £150 plus VAT per property and land registration fees of £80 per property. *(Vote; unanimous.)*

### **228/15 ADMINISTRATION**

**228.1 Events applications-** a request had been received from a member of the Newton & Noss Village Hall Committee for the use of Noss Green for car parking for wedding events at the hall. **RESOLVED:** to decline the request to make Noss Green available for car parking for Village Hall events. *(Vote; Unanimous.)* The Parish Council were mindful that Noss Green could be prone to becoming "boggy" on occasions in addition to being a well-used recreation area. It was felt car parking would inhibit this.

**228.2 Community Orchard Apple Day-** Ms. Longworth advised that the event had been very successful with 50 adults and 30 children attending. The storyteller had been popular, together with campfire cooking, crepes and apple pressing. The four year pruning and tree maintenance had been undertaken. Some of the trees had fruited for the first time.

**228.3 Budget-** the quarterly budget review had been circulated to Members. The accounts inspection was due to be completed by Mrs. Evans. The Vice Chairman suggested two items for inclusion in the contingency figures for 2016/2017-a contribution to the Butts Park Play Park improvement project and a new Housing Needs Survey. Locality funding could be available for the Housing Needs Survey which it was thought would cost in the region of £3500- £4500. In respect of the play park it was agreed to include a contingency figure of £5000 and in respect of the Housing Needs Survey £1000.

#### **228.4 Bishops Court;**

**i) Night care provision-**a letter from Mr. Tim Golby, Head of Social Care Commissioning dated 12 October regarding night care provision at Bishops Court had been circulated to the Members. It was agreed, upon Cllr. Green's request that further specific clarification be sought;

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1. That residents' future needs for night time care would be assessed by Devon County Council upon request.
2. If a resident was assessed as being in need of night time care, and they met the financial criteria, then Devon County Council would meet the costs of their care.
3. The criteria for assessments would not change.

**ii) Meeting with Yealm Medical Centre**-the Chairman and Clerk had met with Yealm Medical Centre Practice Manager Ms. Claire Richardson and Ms. Catherine Parker Spectrum Housing Officer.

**Key/security**-Yealm Medical Centre now had the new key. The cleaners also had a key. On 18 September Ms Richardson advised the door had been left open and unlocked again. The Practice was responsible for the computer and equipment. Ms. Parker agreed to find out why the door had been left unlocked. A sign would be put on the door that it must be kept locked. She would also ask a responsible resident at Bishops Court to check daily that the door was locked. It was accepted that there had been many complaints by the Practice about this issue. No one else apart from the practice had use of the room.

**Parking space**-A bollard has been ordered for which the Practice would have a key. The Scheme staff would also have a key and use the space when not required by the Practice. The Practice would send a surgery rota to Ms. Parker.

**Surgeries**-Ms. Richardson would mail rota dates to the Clerk so that it could be put in the Parish Magazine. Ms. Richardson advised that the surgeries may need to be cancelled from time to time and patients should check on the Bishops Court noticeboard. There had been some incidents of patients arriving in Yealmpton when they were supposed to have their appointment at Bishops Court. The appointment cards could not accommodate the Bishops Court venue. The Practice advised that the venue was handwritten on the cards but that they had also ordered a stamp. Some surgeries were not being filled. The Practice routinely asked if patients live in Newton/Noss and were offered appointments on that basis. Chaperone- it was agreed the receptionist could ask patients wanting an appointment at Bishops Court if it was likely a chaperone would be needed.

**Hygiene/cleanliness**-Ms. Parker advised the cleaners came twice per week. It was agreed efforts would be made to tie in the cleaners with surgery dates. Ms. Parker would also try and check the room before surgeries. The WC was communal. A cleaning rota and specification would put up so doctors could see the cleaning regime.

**Heating**-Ms. Parker had advised that an order had been put in for the noise in the room to be investigated. Ms. Richardson advised that there had been no recent reports of noise by the doctors. Ms. Parker assumed it had been investigated and remedied.

**Computer**-there had been difficulties with the computer but Ms. Richardson accepted that was the responsibility of the Practice.

**Waiting room furniture**-a complaint had been made by a patient that the room had been congested with furniture. Ms. Parker pointed out that it was the residents' lounge and they could arrange it as they wished. People had different expectations.

**Review**-it had been agreed a quarterly/six monthly review would be helpful. Ms. Richardson would email Ms. Parker with any ongoing problems and copy the Parish Council in.

**Licence**- Ms. Parker and Ms. Richardson were advised of the Parish Council's reasons for the decision to exercise the break clause in the lease with Spectrum in June 2016. It was understood notice had been served on Spectrum. The Clerk would liaise with the Parish Council's solicitors as to why the Notice had not been sent to Yealm Medical Centre. The Parish Council wished to actively encourage Yealm Medical Centre to enter into their own negotiations with Spectrum to continue surgeries at Bishops Court.

**iii) Lease termination**- Spectrum had acknowledged the break notice for the lease to terminate on 25 June 2016. It was agreed the Licence with Yealm Medical Centre should terminate on 24 June 2016. It was agreed a check would be undertaken of the room approximately 2 months before the end of the lease with Ms. Parker the Spectrum Housing Officer to ensure that the room was in order and that they did not require any repairs to be effected or any redecoration undertaken. Yealm Medical Centre would need to clear the room unless they had come to arrangements to carry on the surgery with Spectrum direct. The Parish Council would need to take steps to cancel the telephone line at Bishops Court – Yealm Medical Centre may wish to negotiate direct with BT for line arrangements.

With respect to alternative storage, Spectrum had been approached to see if the Council could continue to use the storage facilities behind the communal lounge. It was suggested the school be approached to see if the display panels could be stored there. Mr. Tubb would look at the possibility of storing papers at the Reading Room.

## **229/15 AUTHORISATION OF PAYMENTS**

Cheque payments were authorised and signed in accordance with the schedule prepared by the Clerk, checked by Mr. Hussell and listed in Minute 230/15.

## **230/15 FINANCIAL SUMMARY**

**The following cheques were authorised totalling:**

**£330.69**

Chq

No PAYEE

AMOUNT

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2006	L. Finch	Cleaning Noss Voss, Pope's Quay 2 September 2015	£50.00
2007	Royal British Legion	Donation & Remembrance Wreath*	£125.00
2008	Ricoh UK Ltd	Photocopier rental/invoice for copies	£155.69
<b>Total</b>			<b>£330.69</b>

\*Section 137 Local Government Act 1972 payments: £125 total to date; £200

**231/15 MAINTENANCE**

**231.2 Maintenance working groups-**

**i) Play parks-**a meeting of the working group had taken place.

Funding for Butts Park play park redevelopment- it was agreed to make an application to Cllr. Blackler's Locality Fund towards the costs of an item of play park equipment. . Miss Cove had been investigating a double flat seat swing at a cost of £1010 plus VAT. Funding opportunities through Tesco's and the Revelstoke Trust were outlined with possibility of lottery funding being available. It was agreed to support funding applications by the working group, if the group thought appropriate, having investigated. Ms. Adams referred to funding available through a community scheme operated by the Co-op. It was suggested checking current availability with Mr. Lyndon.

Noss Mayo play park- the Locality Officer had suggested some play parks were installing metal cuffs at the base of timber play park equipment to prevent water ingress damage caused by strimmers. It was agreed to seek a quote.

RESOLVED; to co- opt Mr. Scott Dooley to the play parks maintenance group as a non-Parish Council Member. (Vote; Unanimous)

**ii) Sports Pavilion ad playing field-**the draft risk assessments which had been circulated to the group remained to be completed. Arrangements were made for the Clerk to have access to the Sports Pavilion to meet with a contractor who dealt with the provision of fire equipment. The group would contact the cricket and football clubs regarding the Licences, risk assessments, insurance and the tidiness of the changing rooms.

**iii) Signage-** South West Highways, on provision of mock ups, had increased their quotation price to make the signs legible. It was not thought necessary to go into committee nor seek alternative quotes. RESOLVED: To accept the revised quotation from South West Highways for signs for Noss recreation Area and Butts Park at £42 each and Big Slip Quay at £48, with £10 installation costs per sign plus VAT. (Vote; Unanimous)

**232.2 Other areas for consideration-**

**i) TAP Funding-**The Clerk advised that just over £1000 of the TAP Funding allocation (2015) remained available to carry out self-help projects in the Parish on minor work to existing footpaths, verges, channels and signs. Works needed to be completed and paid invoices submitted to SHDC by end February 2016. It was agreed that the steps from Passage Road to Noss Voss were in need of attention. It was agreed the Chairman and Mr. Carter would investigate and decide upon a works specification in respect of which quotes would be sought before the next Parish Council Meeting.

**ii)Collaton- Butts Park footpath-** RESOLVED; to authorise payment for 2 padlocks in the sum of £17.56 to insert into the gate chains on the Collaton/Butts Park footpath to enable contractors to gain entry for maintenance work.(Vote; unanimous.)

**iii) Pollexfen Archer bus stop-** a start date from South West Highways was still awaited. The Clerk would chase again.

**In committee**

**232/15. PLANNING ENFORCEMENT/PRE APPLICATIONS**

Planning enforcement matters within the Parish together with two letters from parishioners were considered.

*The Meeting closed at 9.05pm*

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