

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

Held on 12 April 2012

PRESENT Cllr Cooper Mr. Cooper Mr. Taylor Mr. Carter Mr. Gough
ALSO Mr. Lyndon Mrs. Ansell Mr. Stitson Mr. Matthews Mr. Hussell
PRESENT Mrs. McDonough
(Clerk)
5 parishioners were present for part of the Meeting

OPEN FORUM

Police Matters- PCSO Potter made a report in respect of the following:

Jl/12/195- 13th March a salesman entered an elderly person's home uninvited and sold highly over priced cleaning products. Enquiries were ongoing.

Jl/12/223-overnight 11th / 12th March an outboard engine was stolen from a boat.

Jl/12/227 evening of 23rd March lead was stolen from the roof of a house. Enquiries were ongoing.

Orchard Cottage, Netton- the owner made representations in support of her application for change of use of her orchard/field for luxury camping ancillary to educational art and craft workshops. Her application had been modified reducing numbers to a maximum of 15 people on 6 pitches.

91/12 APOLOGIES FOR ABSENCE- there were apologies for absence from Mr. Tubb and Mr. Barnett.

92/12 INTERESTS TO BE DECLARED - Members were invited to declare interests in the items for discussion during the course of the Meeting. Mr. Matthews declared an interest in matters relating to the instruction of Trobridges Solicitors to effect the proposed transfer of SHDC land assets to the Parish Council.

93/12 MINUTES –the Minutes of the 8 and 22 March Meetings were confirmed and signed as a correct record.

94/12 PROPOSAL TO VARY THE AGENDA – RESOLVED: items relating to use of Bishops Court Consulting Room would be considered in Committee. (*Vote: Unanimous*)

95/12 COUNTY and DISTRICT COUNCILS

95.1 Highways/Transport- towable gritter- Mr. Barnett had received quotations for a private vehicle to tow a gritter. The costs varied between £340- £391. He had been advised that there would be no extra cost element to tow the gritter. Mr. Barnett had advised the Clerk that he would check on his renewal date.

95.2 District Councillor's Report- Cllr. Cooper advised that she had spoken with the landowner, in the presence of Mr. Gough, regarding his concerns about the negotiations for his land for the Village Housing Initiative on Parsonage Road. The landowner had expressed concern over lack of communication from Tor Homes/SHDC and that negotiations had been ongoing for over four years. SHDC had now approached the landowner wanting more land for the project. Mr. Gough had prepared contemporaneous notes of the meeting which had been sent to Cllr Mike Saltern, SHDC Executive Member for Affordable Housing. Cllr Saltern had laid a complaint to SHDC. The basis of the complaint was to be confirmed.

Members expressed concern about the delays in implementing the scheme, particularly in light of the number of people waiting for a home. RESOLVED: The Clerk should write to Tor Homes requesting an update and when construction was due to begin. (*Vote: Unanimous*)

It was agreed Cllr Cooper should feedback the strength of Members' feelings over the delays to SHDC.

95.3 SHDC Asset Transfer-Trobridges Solicitors had forwarded their instruction letter and terms and conditions which had been circulated to the working group and Mr. Carter. Mr. Matthews had not taken part. The instruction letter and terms and conditions were approved and signed by the Chairman and Vice Chairman. The Chairman, Vice Chairman, Mr. Gough and Mr. Carter had been made aware of money laundering regulations and the requirement to provide Trobridges with the required documentary evidence of their identity. RESOLVED: To authorise payment of £613.50 made payable to Trobridges on account of search fees. (*Vote: 9 in favour, 1 abstention*) It was agreed that it would not be necessary for Trobridges to conduct Neighbourhood Searches.

SHDC had responded to the Members' enquiry regarding charging structures for events held on SHDC land. It was agreed that Trobridges should be notified to raise the issue of the potential apportionment of any income which SHDC may derive from bookings taken for the respective land assets for events taking place after the transfers had been effected.

95.4 Community Orchard/Noss Play Park Improvement Project- RESOLVED: To authorise payment of the invoice from W Daniels Plant Hire received 29 March 2012 for additional drainage work undertaken in March 2011-(*Min 35/11 refers*) in the sum of £1332. (*Vote: Unanimous*)

1/12April2012.....Chairman

95.5 Village Housing Initiative- (*min 95.3*) refers

95.6 Collaton/Butts Park Link- it was agreed the Vice Chairman and Mr. Taylor would install the funders' plaques. It was further agreed that the Clerk would seek a quote to trim back vegetation from the entire length of the path to be effected one/two weeks before the planned opening on Friday 25 May.

95.7 County Councillor's Report- Cllr Mumford reported on the following;

- i) **Passage Woods-** concern had been raised regarding the gabions. DCC Highways department were investigating.
- ii) **Noss Mayo parking-** Cllr Mumford was aware of the parking difficulties on the hairpin bend on Revelstoke Road over the Easter weekend and the potential difficulties for emergency vehicles. The possibility of imposing double yellow lines in the area under a future Traffic Regulation Order was discussed. In the interim it was agreed that Cllr Mumford would make enquiries regarding the placement of no parking signs in the area utilising his residual budget. He was also asked whether similar signs could be placed above the bus stop at The Green due to difficulties caused to traffic flow by cars parked there during school drop off/collection times.
- iii) **Puslinch Bridge-** would be closed to vehicular for 8 weeks from 1 August to enable essential repair work to be undertaken. Members raised concerns regarding ruts on Puslinch Hill.

96/12 PLANNING-

Applications received:

96.1 48-49 Creekside Road 37/0574/12/F - householder application for the erection of summerhouse and decked area to rear of property and installation of balustrade to existing terrace at front of property. Application affected the setting of a Conservation Area. The site adjoined/affected a public right of way. A letter of objection had been copied in to the Parish Council. DECISION: Objection. Loss of privacy for neighbour. (*Vote; 6 in favour of objecting, 4 abstentions*).

96.2 Madge Point, Court Wood 37/0643/12/F -resubmission of householder application 37/3226/11/F for timber jetty with steps. Affected a public footpath or right of way. DECISION: No objection (*Vote; 9 in favour, 1 abstention*).

96.3 Orchard Cottage, Netton Farm 37/0606/12/CU -Change of use of orchard/field for camping site and erection of sanitation facilities. Neighbours had raised objections on the grounds of access and road safety, noise and visual impact, precedent setting, sewage infrastructure and coastal preservation area considerations. The application had been modified reducing numbers to a maximum of 15 people on 6 pitches. The Chairman, Cllr Cooper had also been advised by SHDC Development Control that it was against policy in an AONB area. DECISION: Objection. Valid planning objections raised by neighbours. Against policy in an AONB. (*Vote; 3 in favour of objecting, 7 abstentions*).

Correspondence:

98.4 Infrastructure Planning- South Hams and West Devon Strategic Planning Team had invited the Parish Council to express any concerns regarding infrastructure provision in the Parish. It was agreed to respond on the basis of concerns regarding water/sewage and the condition of Stoke Road.

97/12 NOSS HARD/BIG SLIP QUAY BOAT PARKING-

97.1 Noss Hard- following removal of an unauthorised kayak/canoe, the owner had been traced. The owner did not wish to pay the removal charges/storage costs incurred by the Parish Council. It was agreed that upon the Parish Council receiving an apology from the owner, the contractor should be authorised to release the canoe to him.

Agenda May

97.2 Big Slip- an invoice had been sent to the owner of an unauthorised dinghy for winter storage. The dinghy had subsequently been removed. A reminder to pay had been sent.

98/12 ADMINISTRATION

98.1 Clerk's employment- it was agreed to consider an update with respect to the Clerk's salary pay scale review in Committee at the end of the Meeting.

98.2 Assets Register- the draft schedule was considered and proposed amendments agreed.

98.3 End of Year Accounts- the accounts had been finalised and had been forwarded to the Chairman and Mr. Carter for review. It was hoped to circulate the accounts and Annual Return for year ending March 2012 prior to the next Meeting when the Parish Council would be asked to agree and approve the same subject to the internal audit. The Internal Audit was scheduled to take place on May 28. The Audit Commission had given notice of the annual audit, the Annual Return having to be forwarded to them by 11 June 2012.

98.4 Standing Orders/Financial Regulations- Mr. Matthews offered to review the revised first edition NALC Standing Orders for Local Councils should the Council wish him to do so in the autumn. **Agenda September.**

98.5 Statement of Internal Control- the Parish Council reviewed the effectiveness of internal audit controls having received a report of internal financial control procedures. RESOLVED: The Parish Council was satisfied with the effectiveness of internal audit and internal control procedures to which there should be no amendments. (*Vote: Unanimous*)

98.6 Parish Online- RESOLVED: to authorise the renewal costs for the subscription for online mapping with ParishOnline/ Getmapping (£20 +VAT). (*Vote: Unanimous*).It was agreed to request the website manager to advise on what applications could be linked to the Parish Council website and to ascertain the number of hits the website was receiving on an annual basis. **Agenda May.**

99/12 CORRESPONDENCE

99.1 Defibrillator- the merits of having access to a defibrillator in the Parish were considered. It was agreed to undertake no further investigations at this stage.

99.2 Parish Plan Review- an offer of assistance from the Community Council of Devon with respect to reviewing and updating the Parish Plan was considered. It was agreed to take no further action in view of the fact the plan had last been updated in 2009.

99.3 Bandstand Marathon- it was agreed to circulate details of the event planned for 9 September 2012 to the Parochial Church Councils for St Peters and Holy Cross.

100/12 DIAMOND JUBILEE

100.1 Commemorative Mugs-RESOLVED: To authorise payment of the invoice from Insignia Ltd for 250 commemorative mugs in the sum of £849.02. (*Vote: Unanimous*)

RESOLVED: to authorise the Clerk to spend up to £75 on appropriate packaging for the commemorative mugs. (*Vote: Unanimous*)

100.2 Rally-Mr. Matthews reported that arrangements for the rally were proceeding but a few more vehicles were needed.

100.3 Beacon- Mr. Stitson advised that the owners of Worswell Farm were having a Beacon on their private land above Warren Cliffs. A charge was proposed to be made by the owner should parishioners wish to go on to his private land to see the Beacon. The Beacon would be capable of being seen from the public footpath. It was agreed that the Parish Council should proceed with the Beacon proposed for the Old Tea House, Beacon Hill. It was reported that the landowner was keen to hold the Beacon lighting at The Old Tea House and had offered help and parking. Mr. Matthews confirmed that the Beacon lighting had been cleared by the Parish Council's insurers and a risk assessment had been approved. Mr. Matthews would speak with the landowner and register the Beacon lighting by the end of the month.

101/12 FOOTPATHS/NOTICEBOARD/SEATS

2011 Annual footpath Inspection -Mr. Taylor advised that there was no further report to be made in respect of 2011 inspection. It was agreed that a full inspection should now take place every two years, with Members/parishioners being invited to make ad hoc reports to the Parish Council if anything was amiss.

102/12 MAINTENANCE

102.1 Big Slip Quay- Mr. Carter advised that he had visited the Quay and noted the condition of the slipway. He did not consider it required attention at this stage.

102.2 Noss Voss- Mr. Carter and Mr. Taylor were waiting to hear from a local contractor with regard to possible resurfacing.

102.3 Annual Asset Inspection- it was agreed Mr. Taylor would provide the Clerk with a list of further benches which required attention to be included in the invitation to tender for maintenance work as a result of the 2011 annual assets inspection. **Agenda May**

102.4 Other areas for consideration-

i) Newton Voss-it was reported that Newton Voss was very slippery. It was agreed Mr. Carter would speak with M & S Garden Services.

ii) Noss Hard-It was suggested that advisory signs regarding the tidal nature of Noss Hard be investigated as a result of several cars being flooded over Easter weekend.

iii) Kilpatrick's- concern regarding the highway had been raised by a Parishioner. It was agreed that the matter should be reported to Devon County Council Highways Department.

103/12 MEETINGS ATTENDED: To receive brief reports regarding the following:-

103.1 Harbour Authority-Mr. Carter advised that new pontoons were now in place. The AGM would be taking place the following Thursday.

103.2 Halls- the Vice Chairman advised that the Knitathon fund raising event for the WIC Hall had been very well supported raising in excess of £4000. Mrs. Ansell reported that Newton & Noss Village Hall had written Cllr. Mumford a letter of thanks for the cheque from his Locality Budget for the new crockery.

104/12 AUTHORISATION OF PAYMENTS –. Cheque payments were authorised and signed in accordance with the schedule prepared by the Clerk, checked by Mr. Stitson and listed in Minute 105/12.

105/12 FINANCIAL SUMMARY

| | | |
|---|--------------------------|------------------|
| Santander Current Account : | Total balance at 1.04.12 | £53740.14 |
| The balance includes: Hedge Cutting Bond | | £3000 |
| Monies held on behalf of Newton & Noss Play Park Improvement Project | | £2100.65 |

The following cheques were authorised totalling: **£5,038.64**

3/12 April 2012.....Chairman

| Chq No | PAYEE | | AMOUNT |
|--------------|----------------------------------|--|------------------|
| 1460 | Newton & Noss Village Hall | Hire NNPC Meeting 12 April 2012 | £20.00 |
| 1461 | Newton & Noss Village Hall | Hire- NNPC Meeting 26 April 2012 | £20.00 |
| 1462 | J Allen | Cleaning: Noss Voss & Popes Quay March 12 | £50.00 |
| 1463 | S.McDonough | Net salary-March inc increased hours(from 1 /1/ 12) | £1,227.64 |
| 1464 | Insignia ltd | Diamond Jubilee Mugs* | £849.02 |
| 1465 | DALC | Membership Fees 2012/2013 | £402.99 |
| 1466 | Devon Playing Fields Association | Membership Fees 2012/2013 | £36.50 |
| 1467 | M.Hingston | Cleaning: Newton Voss & steps March 12 | £82.00 |
| 1468 | S.McDonough | Reimbursement expenses: postage | £80.56 |
| 1469 | Signpost Housing Association Ltd | Bishops Court Building Insurance 5/11/11-4/11/12 | £6.83 |
| 1470 | Signpost Housing Association Ltd | Bishops Court rent- April 12 | £265.56 |
| 1471 | Signpost Housing Association Ltd | Bishops Court- outstanding amount following rent increase June 11 -June 12 | £12.54 |
| 1472 | W.Daniels Plant Hire Ltd | Noss Play Park drainage work March 2011 | £1,332.00 |
| 1473 | Getmapping PLC | ParishOnline Annual Fee 30/3/12-30/3/13 | £24.00 |
| 1474 | NALC | LCR annual subscription | £15.50 |
| 1475 | Trobridges | SHDC Asset Transfer-search fees | £613.50 |
| Total | | | £5,038.64 |

*Section 137 Local Government Act 1972 payments:£849.02 Total to date;£849.02

106/12. BISHOPS COURT.

105.1Rent/Service Charges –Signpost had advised of temporary changes in rental payment arrangements following new changes being introduced to their systems. Rent in respect of April, May and June would need to be paid by cheque rather than by Direct Debit. Buildings Insurance had been charged at £6.83 to cover period 5/11/11- 4/11/12. Signpost Housing Association had suggested the proposed service charge from 1 April 2012 would be £1701.72 representing a very significant increase. The Clerk had queried the figure and was waiting to hear from Signpost.

In committee

105.2Room usage –the Clerk advised that there may have been unauthorised use made of the consulting room which gave cause for concern from a security perspective. It was agreed that users would now need to return their keys make alternative arrangements for access with the Clerk.

107/12 CLERKS EMPLOYMENT

The Clerk left the meeting

The employment working group briefed the council on the Clerks proposal for salary progression.

The council agreed a proposed way forward and the clerk's employment working group would meet with the clerk to discuss the way forward and timescale to a decision point

The Clerk returned to the Meeting.

The Meeting closed at 10.00pm

4/12April2012.....Chairman