

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

**Held on 23 April 2015**

PRESENT Mr. Carter Mr. Tubb Mr. Matthews Mrs Evans Mrs. Ansell

ALSO Mr. Hussell Mr. Taylor Mr. Stitson  
PRESENT 1 Parishioner Mrs. McDonough  
(Clerk)

In the absence of the Chairman and Vice Chairman; RESOLVED- Mr. Tubb would act as Chairman of the Parish Council Meeting for 23 April 2015. (Vote; Unanimous)

**OPEN FORUM**

**Woodville 37/0735/15/F-** a neighbouring resident spoke of the views of herself and her husband regarding the new development proposals. It was their intention to remain neutral in respect of the proposals but would keep checks to ensure that the applicant kept to plan. It was their opinion that the proposals were for a three storey four bedroom house rather than the two storey three bedroom property described in the plans. Some windows would overlook their property which they would want removed. Mrs. Ansell advised that she had spoken with some of the other neighbouring residents from whom there had been no significant feedback.

**86/15 APOLOGIES FOR ABSENCE-** there were apologies from the Vice Chairman and Mr. Lyndon. Mrs. Evans had advised that she may be late.

**87/15 MINUTES** –the Minutes of the 9 April Meeting were confirmed and signed as a correct record.

**88/15 INTERESTS TO BE DECLARED** - members were invited to declare interests in the items for discussion during the course of the Meeting. Mr. Hussell advised of his interest in the planning application in respect of 79 Court Road by virtue of owning a neighbouring property.

**89/15 DISPENSATION REQUESTS-** none.

**90/15 VARIATION OF AGENDA-** RESOLVED: matters relating to automatic pension enrolment duties should be considered in Committee. (Vote; Unanimous)

**91/15 COUNTY and DISTRICT COUNCILS**

**91.1 Highways/Transport-**

**i) Butts Park playing field-**Devon County Council Highways Department had provided a costs quotation of £421.36 for warning signs on the highway adjacent to the playing field on the road towards Newton Downs Farm. It was agreed to include the work as part of the TAP funding for 2015.

**ii) Flashing speeding signs-**Devon County Council Highways Department had advised that the cost of a flashing 30mph sign varied but a rough guide would be approximately £3,500.00 and would need to be ordered through DCC. Anyone involved in moving the sign around would need to be qualified to work on the highway (Chapter 8) and the Parish Council would need to have a method of works statement. In light of the cost and qualifications needed, Members agreed to take no further action.

**91.2 SHDC Asset Transfer/Parish Asset Land Registration-**

**i) Legal matters-** there had been no update from Curtis Whiteford Crocker. The Clerk would contact SHDC on a direct basis.

**ii) Sports Pavilion/Butts Park Playing field-** Mr. Matthews had prepared draft Licences for which he was thanked. Mr. Tubb would send the drafts to the Cricket Club and Football Club for consideration. RESOLVED: To agree and accept the report prepared of the meeting held by the Sports Pavilion/Butts Park Playing Field maintenance working group dated 25 March 2015. (Vote; Unanimous.)

**iii) Trees-** Miss Cove, the Clerk and the Parish Tree Warden Mr. Woodd- Walker had visited Butts Park playing field/play park, Noss Green, Noss Tennis Courts, Noss Community Orchard and Noss play park. The report and draft tree management policy had been circulated to the Members. RESOLVED: To agree and accept the report of the meeting held in respect of trees on 14 April 2015. (Vote; Unanimous). The draft tree policy would be considered at the next Meeting.

**iv) Community Orchard-** the group who assisted the Parish Council in running the Apple Days in the autumn had been contacted by Orchard Link who were attempting to access funding. The working group had been short listed for close support and there could be funding available.

**v) Events-**a draft booking form had been circulated to the maintenance working group Members for approval.

1/23April2015.....Chairman

vi) **Adopt a Spot-** reference was made to an extract from a recent Parish Magazine article relating to an “Adopt a Spot Scheme” in the Parish twenty five years ago. It was agreed to include an article in the Parish Magazine to see if there was any renewed interest.

## **92/15 PLANNING**

### **Planning decisions.**

**92.1 The Ship Inn 37/0340/15/F-**retrospective creation of single garage (resubmission of 37/1948/14/F.)

Affected the setting of a Listed Building, the setting of a Conservation area and a public footpath or right of way.

**SHDC Granted.**

**92.2 River View, Riverside Road East 37/0165/15/MIN-**non material amendment to planning approval 37/0118/05/F (external cladding). **SHDC: Granted.**

**92.3 Woodlands, Revelstoke Road 37/0455/15/F-**householder application for creation of off-road parking area (resubmission of 37/1236/14/F). Application affected the setting of a Conservation Area, the setting of a Listed Building and a public footpath or right of way. **SHDC: Granted.**

**92.4 Development site to the east of 85 Court Road 37/0355/15/F-**erection of dwelling with 2 No parking spaces.

Affected a public footpath or right of way. **SHDC; Refused.**

**92.5 Proposed development site at SX 5423 4823 Beacon Hill, 37/0176/15/F-**change of use of land from agriculture to residential (C3) and erection of single storey dwelling. **SHDC: Granted.**

**92.4 Revelarc, Riverside Road East 37/0249/VAR-**variation of condition 14 (Landscaping) of planning consent 37/0262/13/F for the demolition of existing units and associated garages and the erection of 3 cottages with garages and associated external works. Application affected a Conservation Area and a public footpath or right of way.

**SHDC: Granted.**

### **Planning applications received:**

**92.5 Development site at SX550478, Woodville, Pillory Hill, 37/0735/15/F-**demolition of existing 3 bedroom house and erection of new two storey 3 bedroom house with off-street garage. Application affected the setting of a Conservation Area. DECISION No objection. Whilst the Parish Council considered the proposals to be over development of the site there was no objection provided the following were addressed;

1. Given the sensitive nature of the site and road width and access issues, the applicant should provide a robust construction management plan.
2. A couple of windows on the east elevation would overlook neighbouring residents.
3. Permitted development rights should be removed. (*Vote; Unanimous.*)

*Mr. Hussell left the meeting.*

**92.6 79 Court Road, 37/0758/15/F-** householder application for construction of rear decking. (Resubmission of 37/0110/15/F.) DECISION: No objection provided the neighbours' concerns regarding the height of the fence were addressed and taken account of. (*Vote; Unanimous*)

*Mr., Hussell returned to the meeting*

**92.7 Neighbourhood Plan –** there was no update.

*Mrs. Evans arrived.*

**92.8 Newton Downs Farm-** the exhibition in respect of proposals for a solar farm was due to take place on 30 April.

## **93/15 ADMINISTRATION**

### **93.1 End of Year Accounts 2014/2015-**

i) The year end check had been performed by Mr. Carter and Mrs. Evans. The accounts for year ending 2014-2015 had been circulated and received by the Council together with the year end budget comparison, draft Annual Return for year ending 31 March 2015 and the contingencies/earmarked funds schedule. The accounts and supporting papers were due to go to the internal auditor, Mr. Ken Abraham, for audit on 30 April. RESOLVED: To approve the accounts for the year ending March 2015 following the annual review and subject to the internal audit. To authorise the Chairman to sign the same. (*Vote: Unanimous*)

RESOLVED: To approve the contingencies/earmarked funds schedule for the year ending March 2015 following the annual review and subject to the internal audit. (*Vote: Unanimous*)

ii) The Statement of Accounts and Annual return had been received by the Council. RESOLVED: To approve the Annual Return for the year ending March 2015 in accordance with the figures prepared by the RFO and approved by the Accounts inspections working group. The Chairman and the RFO were authorised to sign the Annual Governance statement and Statement of Accounts for submission to the Auditors by 25 May 2015. (*Vote; Unanimous*)

iii) Subject to the Internal Audit - RESOLVED: To authorise the Clerk and the Chairman/Vice Chairman to make any recommended amendments to the accounts, statement of accounts or Part 2 of the Annual Return if necessary following the internal audit. (*Vote; Unanimous*)

**93.2 Investment strategy-** the Budget working group had considered the position. The Members were reminded of Department for Communities & Local Government issued Guidance on Local Government Investment which had been circulated previously. RESOLVED: the Guidance on Local Government Investment was noted but it was agreed it was not considered necessary to have a formal investment Strategy in place. (*Vote; Unanimous*)

Members considered whether any funds should be transferred from the Santander current account to either the existing savings account held with Santander (in October 2014 the Council had been advised by Santander that the gross interest rate would be 0.50%, net rate 0.40% - variable) or whether Members wished research to be undertaken into alternatives. **RESOLVED:** to maintain funds in the Parish Council Santander current account given the forthcoming SHDC land asset transfer, diminishing reserves and low rates of interest. *(Vote; Unanimous)*

**93.3 Insurance-** renewal quotes had not been received as yet.

**93.4 Parish Council Election-** 11 Members had been elected on an uncontested basis leaving one vacancy. The Parish Council was advised that the Council had 35 days from the day of the Election, excluding Saturdays/Sundays and Bank Holidays to fill the vacancy by co option. Members agreed it would be inappropriate for the exiting council to put co option arrangements in place and that the new incoming Parish Council should consider the position at the Annual Parish Council Meeting on 21 May. The Clerk was to write to SHDC Electoral Services to advise.

**93.5 General Election-** the Hustings Meeting arranged by the Parish Council on 10 April had been well attended. **RESOLVED;** The Parish Council would be responsible for the hire costs of the WI Hall for the Hustings meeting and would not seek reimbursement from the candidates. *(Vote; Unanimous)*

**94/15 CORRESPONDENCE**

**94.1 DALC-** the Parish Council had no nominations to put forward for the election of County Committee 2015-2019 for Devon Association of Local Councils.

**94.2 BT-** Mrs. Evans agreed to look into the "Adopt a kiosk" scheme further.

**94.3 Magna Carta-** the Governments plans to encourage celebrating 800th Anniversary of the signing of the Magna Carta (15 June 1215) on Sunday 14 June were noted.

**95/15 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 96/15

**96/15 FINANCIAL SUMMARY**

**The following cheques were authorised totalling: £2219.29**

Chq No	PAYEE	AMOUNT
1935	South West Highways Limited    Twinning signs	£252.00
1936	Ricoh UK Ltd                            Copier lease 1 4/15-30/6/15 & invoice for copies 1/1/15-31/3/15	£164.65
1937	L. Finch                                    Noss Voss & Pope's Quay cleaning Jan & March 2015	£120.00
1938	NALC                                        LCR subscription renewal	£17.00
<b>Total</b>		<b>£553.65</b>

\*Section 137 Local Government Act 1972 payments:£0 total to date;£75

**97/15. MAINTENANCE**

**97.1 Annual Spring maintenance-** a revised draft schedule had been circulated to Members. Mr. Taylor suggested liaising with the relatives of the late Mr. Martin who had left a bequest to maintain the Revington seat and area to discuss the planned maintenance. Mr. Taylor would secure the relatives' address.

**97.2 Footpath/Parish Asset inspection-** Mr. Taylor advised that he had passed footpath documentation to Mr. Hussell. Mr. Taylor was thanked for all his work over the years in respect of Parish footpaths.

**97.3 Other areas for consideration**

**i) Tennis courts seat-** Mrs. Evans advised that the seat by the tennis courts (car park side) may need attention. Mrs. Ansell advised she would inspect.

**ii) Doctor's Steps- RESOLVED;** The Clerk would arrange for the nettles and vegetation to be trimmed back subject to the total cost not exceeding £50 plus VAT. *(Vote; Unanimous)*

**iii) Noss Hard-** the Council was advised that demand for space on the Hard had exceeded supply this year. Difficulties were being experienced with the use of space both on the Hard and on the canoe rack- some families using more than their one space allocation provided for by the rules laid down by the Parish Council. The Members advised that the one space per family rule was fair and should be adhered to by boat/kayak/canoe owners. Canoes and kayaks should not be chained to the outside of the rack. Failure to comply with the rules would result in the kayaks/canoes/boats being removed.

**iv) Sustainable Market-** the first market on 18 April had been successful.

**In committee**

**98/15 CLERK'S EMPLOYMENT**- automatic pension enrolment duties were discussed. RESOLVED: Mrs. Evans would be added as a point of contact for the Pensions Regulator and would assist the Clerk with compliance with automatic pension enrolment duties and the setting up of an appropriate pension scheme. (*Vote; Unanimous*)

*The Meeting closed at 8.10pm*