

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

Held on 8 January 2015

PRESENT Mr. Cooper Mr. Tubb Mr. Matthews Mrs. Ansell Mr. Taylor
ALSO Miss. Cove Mr. Carter Mr. Hussell
PRESENT 2 Parishioners Mrs. McDonough
(Clerk)

In the absence of the Chairman the meeting was chaired by the Vice Chairman, Mr. Alan Cooper.

OPEN FORUM

Newton Ferrers and Noss Mayo Parish Council Police Report December 2015

PCSO 30540 Andy Potter had sent apologies. No reported crime.

Collaton development proposals: a Collaton resident brought in copies of an Intervisibility map which had been commissioned and funded by the Collaton residents. He had received the map the day before and sent it to the Clerk shortly before the Meeting which had then been circulated to the Members. The report had been prepared by Lovell Johns Ltd, an independent organisation. The light blue areas on the map showed from where the black dot, representing the proposed Collaton development, would be seen by someone of 1.8 metres height. The line of sight took no account of trees/foilage. There had been surprise at the extent. The Parish Council was invited to forward the map to South Hams District Council in support of the Council's previous objection.

01/15 APOLOGIES FOR ABSENCE- there were apologies from the Chairman, Mr. Stitson, and Mrs. Evans.

02/15 MINUTES –the Minutes of the 11 December Meeting were amended at Min 287.2 in accordance with Mr. Matthews suggestion to reflect that the agreement to maintain Meetings using the village halls was to avoid an unfair burden on the Primary School and at Minute 292.4, Mr. Matthews having agreed to take a look at the land adjacent to Noss Voss public footpath. The Minutes were then confirmed and signed as a correct record.

03/15 INTERESTS TO BE DECLARED - members were invited to declare interests in the items for discussion during the course of the Meeting. None were declared.

04/15 DISPENSATION REQUESTS- none.

05/15 PLANNING

Planning applications received

05.1 Proposed new dwelling at SX 548 480 Orchard Brook, 21 Yealm Road 37/3141/14/F- construction of new three bedroom dwelling with 4th bed/study. Application affected the setting of a Conservation Area. It was understood the owners had spoken to neighbours, none of whom objected. The owner had advised that some trees would be taken back, but the majority would remain to maintain the mature setting. The owner confirmed that the proposed property would be as well screened as envisaged in the photographs within the application. DECISION; No objection. (*Vote; 6 in favour, 2 abstentions.*)

05.2 Orchard Brook, 21 Yealm Road 37/3142/14/F- householder application for alterations and extension to dwelling. Application affected the setting of a Conservation Area. DECISION; No objection. (*Vote; unanimous.*)

05.3 Elstow, 60 Yealm Road 37/3139/14/F- householder application for swimming pool, pump house and car port (part retrospective). It was understood noise from the pump house would not affect neighbours. DECISION; No objection. (*Vote; unanimous.*)

05.4 Rear of 17 Perches Close, Membland 37/3135/14/tw- South Hams District Council (Parish of Newton & Noss) (No.7) Tree Preservation Order 1983- work to Tree Preservation Order Trees. DECISION; Support for the Tree Warden's recommendation. Support for removing T1 –pine. Objection to felling T3 oak. (*Vote; unanimous.*)

05.6 Elec Sub Station, Hillhead, Noss Mayo 37/3152/14/TCA- works to trees in a Conservation Area. Reduce Sycamore.

The Tree Warden was in support. DECISION; No objection. (*Vote; unanimous.*)

05.7 Additional information;

i) Proposed Employment Units at SX5729 4982 adjacent to Collaton Cross, Yealmpton 37/2547/14/F and SX5670, 4944, West of Collaton Park, 37/2548/14/O - further information received from the applicants and forwarded by South Hams District Council was considered. The Council also noted the Intervisibility Map commissioned and funded by the Collaton residents. RESOLVED; No further comment to be made in respect of the applications save that the Intervisibility Map commissioned and funded by Collaton residents would be forwarded to the South Hams District Council planning officer giving the background information provided by the Collaton resident attending the Meeting (*Vote; Unanimous.*)

The Collaton resident agreed that he too would forward a copy of the Intervisibility Map to South Hams District Council Planning Department.

1/8 January 2015.....Chairman

05.8 Neighbourhood Plan –

i) Funding- the Clerk confirmed that the Parish Council had written to the RYDA following the last Meeting in the terms instructed. The Parish Council had been copied in on a letter sent by Mr. Peter Pritchard to Ms. A. Wilcock, Director Partnerships and Innovation Community Development Foundation dated 7 January 2015, in which he had acknowledged receipt of the Neighbourhood Plan Bridging Grant of £3000 to the Newton and Noss Neighbourhood Plan which had been received into the River Yealm and District Association (RYDA) bank account. Mr. Pritchard advised that this body was the limited company appointed by DCLG to administer all Neighbourhood Plan Grants. Mr. Pritchard had confirmed in the letter to Ms. Wilcock that they had now taken Hoot Media Limited under contract in order to complete the work described in the bid and that all invoices would be settled on or before 31st March 2015. Mr. Pritchard advised Ms. Wilcock that he had been asked by Newton and Noss Parish Council to draw her attention to the fact that, as the Parish Council was not acting as banker for this project, the Parish Council was not the responsible financial body for the funding. That task was being undertaken by the Treasurer of the RYDA. No reference had been made in the letter regarding clarification as to whether the funding application had been made in the name of the Parish Council.

The Clerk advised the Parish Council that the matter should be resolved by the Parish Council contacting DCLG/ Ms. Wilcock on a direct basis for clarification of the Parish Council's position. The Council was referred to the fact the funding monies were due to be spent by the end of March 2015. Some Members felt Mr. Pritchard should have the opportunity of clarifying matters with the funding body first- by the date of the next Meeting. It was agreed that if the Parish Council was considered to be the applicant for the funding then the awarded monies should not be paid to a third party and should be paid to the Parish Council. There was an obligation to safeguard public funds. Concerns were voiced about the costs of £3000 to set up the Neighbourhood Plan website for which one quote only had been obtained.

RESOLVED: The Parish Council would write to Mr. Pritchard noting that whilst his letter advised that Newton & Noss Parish Council were not acting as either the banker nor the responsible financial body for the funding, it did not address the point that Newton & Noss Parish Council did not make the funding application and therefore should not be viewed as the applicant. The Parish Council wished to receive an acknowledgement from the funders, in writing, that the application for funding was not in the name of Newton & Noss Parish Council. If Newton & Noss Parish Council was viewed by the funding body as the applicant then the funding monies should be paid to the Parish Council. Until the point had been clarified and resolved, the Parish Council did not wish any of the funding monies to be spent. It was understood, from Mr. Pritchard's letter to Alice Wilcock, that invoices to be paid using the funding must be settled by 31 March 2015. The Parish Council therefore sought clarification of the position by 22 January 2015 being the date of their next Meeting. *(Vote; Unanimous)*

The Clerk suggested that the Parish Council consider acting as the Responsible Financial Body for future funding applications made in respect of the Neighbourhood Plan.

ii) Steering Group- had not been formally constituted and no meetings had taken place. The Parish Council had agreed those Members of the Parish Council who would be appointed to the Group but had been waiting to hear from the RYDA as to the other non-Parish Council Members who were to be put forward in order for the group to be constituted and ratified.

iii) Public consultation event- had taken place on 5 January 2015. A number of questions had been posed to those attending who had then gone into groups to discuss. Details of the outcome of the meeting were awaited.

iv) Neighbourhood Plan risk assessment- a draft had been prepared by the Clerk and circulated to Members. It was agreed to discuss the matter at the next Meeting.

v) Future Homes Conference 6-7 February- no Members were available to attend the two day conference.

06/14 COUNTY and DISTRICT COUNCILS

06.1 County Councillors Report- Cllr. Hosking reported on the following;

i) Community Energy Acceleration Fund-Cllr Hosking wished to ensure the Parish Council was aware. Cllr. Hosking was advised that Mr. Ray Holland, Yealm Environment Group, had made contact to advise that he was working with Mr. Peter Brown on proposed Yealm Community Energy projects. The matter was on the agenda for discussion.

ii) Highways- Cllr. Hosking had noted that Puslinch had been patched. He was advised that patching work at Bridgend and Membland was due to start shortly. The Parish Council appreciated the work undertaken to date.

06.2 Highways/Transport:

i)30mph signage Mr. Nick Colton, Devon County Council Highways Department, had advised that it would not be possible to move the existing 30mph signing without advertising a new Traffic Regulation Order and he did not believe it would meet current policy to move them from their present location. There were also cost implications when advertising a TRO and he estimated the works costs would be in excess of £6,000.00 even without the policy complication. It was agreed the Clerk should contact Mr. Colton to enquire into the possibility of placing Playing field warning signs at each end of the playing field on the road from Butts Park towards Newton Down Farm.

ii) Pillory Hill road closure- A. D. Williams Building and Civil Engineering Contractors Limited had notified the Parish Council of an application for road closure to a small stretch of road on Pillory Hill, Noss Mayo 23rd - 28th February to carry out a new sewerage connection. The application was being processed by the Highways Management Department of Devon County Council. They had attached a drawing detailing the location, the Parish Council being asked if there were any concerns over the road closure. Members had no concerns.

06.3 Locality Budget proposals- Cllr. Cooper was not present to advise about her Locality Budget. The Clerk would contact Cllr. Cooper to enquire about potential funding available. Cllr. Hosking would be asked if there was funding available for play equipment for Butts Park.

06.4 District Councillor's Report- Cllr. Cooper had sent apologies.

06.5 SHDC Asset Transfer/Parish Asset Land Registration- Curtis Whiteford Crocker had confirmed that the terms of the transfer pursuant to the contract had been agreed and he would get an engrossment out to the Council for signature preparatory to exchange and completion. He would have this in the mail by Friday 9 January.

06.7 SHDC TAP funding 2013/2014- a meeting had been arranged with South West Highways for Friday 16 January 2015 to discuss the contract work. The Clerk would attend. Mr. Hussell advised that he would be happy to meet the contractors on site to discuss. It was agreed to seek a quotation from South West Highways for work to rectify the drainage problems by the bus stop by the Pollexfen Archer Memorial at The Green. It was thought the difficulty could be rectified by building a kerb stone to direct water down the highway and away from the bus stop. The Vice Chairman, Mr. Hussell, and Mr. Matthews advised they would be happy to meet the contractor on site to discuss the additional work.

06.8 Super Cluster Meeting – the Vice Chairman agreed to attend on Wednesday 11 February 2015. The bid for TAP funding for 2014/2015 had been submitted by the Wembury Parish Clerk.

07/15 ADMINISTRATION

07.1 Financial Risk Assessment-- a review had been undertaken by the risk assessments working group and circulated to Members. RESOLVED: The annual consideration of financial risk 2015 was considered and approved. (Vote; Unanimous)

07.2 Statement of Internal Control- the Risk Assessment working group had reviewed internal audit procedures which had been subsequently circulated to the Parish Council. The Council reviewed the effectiveness of internal audit procedures. RESOLVED: The Council approved and adopted the Statement of Internal Control for 2014/2015. (Vote; Unanimous)

07.3 Annual Payments Review — RESOLVED: The following payments were agreed;

1. CONTRIBUTION TO CHAIRMAN'S EXPENSES: (no change) **£150**

2. CONTRIBUTION TO CLERK'S OFFICE EXPENSES :(no change) **£400**

BT telephone and internet charges for Parish Council line paid by Direct Debit quarterly.

Photocopier/printer lease and costs for copies paid quarterly.

3. NEWTON VOSS AND STEPS:

One clean per month last Sunday in October-last Sunday in March

£82.00 pm

Two cleans per month April- October

£124pm

4. NOSS VOSS:

£50.00pm plus VAT

5. BOAT CHARGES:

£35.00 per outhaul per annum (if 2 share the charge is £17.50 each)

£5.50 per foot on Big Slip Quay

£2.75 per foot against the wall of Big Slip Quay

6. ITEMS FOR HIRE:-

Projector **£5.00**

Display Panels **£10.00**

7. ANNUAL MEMBERSHIP COSTS ; Devon Association of Local Councils (including some publications), Ivybridge & District Association of Parish Councils, CPRE, Society of Local Council Clerks, NALC – LCR Magazine subscription, South Hams Society, GetMapping PLC/Parish Online, Community Council for Devon(now Devon Communities Together)

8. BISHOPS COURT

Rent: **£342.93 pm.** (Service Charge £33.51pm). Subject to increase in June of each year. Paid by Standing Order.

(Vote; Unanimous)

07.4 Standing Orders/Financial Regulations- were under review by Mr. Matthews.

07.5 Bishops Court- licence arrangements with Yealm Medical Centre were reviewed. Yealm Medical Center currently paid £110 pm in addition to a contribution for telephone charges. It was agreed not to increase the rental payments. It was anticipated that steps would be taken by the Parish Council to surrender the lease upon the tenth anniversary of undertaking the lease in 2016 upon giving six months notice. It was suggested that the Council make contact with Yealm Medical Centre/ the Patients Group closer to the time to advise of the Parish Council's intention. It would be open to Yealm Medical Centre to enter into their own lease arrangements with Spectrum Housing Association at that time.

07.6 Budget 2015/2016- SHDC had advised that Precept Requests were to be submitted by 30th January 2014. SHDC had advised that the potential Council Tax Support Allocation for Newton & Noss would be £1383, described as indicative only and to be confirmed by SHDC in February 2015. The Parish Council budget requirement for 2015/2016 was £39846. RESOLVED; to agree the budget and to confirm the Precept request for £38463 (£39846-£1383) for 2015-2016 and to submit the Precept request to South Hams District Council. (Vote; unanimous). The Vice Chairman as Chairman of the meeting fixing the Precept signed the Precept request.

07.7 May Parish Council Meetings- in light of the General/Parish Council Elections on 7 May, it was agreed to change the dates of the Parish Council meetings to Wednesday 6th May and Thursday 21st May(Annual Parish Council Meeting).

08/15 CORRESPONDENCE/CONSULTATION

08.1 Parish Polls- the Government's proposals to modernise parish poll regulations had been circulated to Members and were considered. Members had no comment to make in respect of the proposals.

08.2 Rural Communities Energy Fund- Mr. Ray Holland, Yealm Environment Group, had made contact to advise that he was working with Mr. Peter Brown on proposed Yealm Community Energy projects. They were aware of the Rural Community Energy Fund (RCEF). One of the purposes of the modest funding that they had secured from the REGENSW and DCC was to prepare a proposal for funding from RCEF for specific community projects, when they had identified solid opportunities. The (substantial) funding available from RCEF was to support the project preparation and planning application costs for communities. They intended to hold the first meeting of those who had expressed interest in the potential community renewables projects on 15 January in Yealmpton.

08.3 RYDA- RESOLVED; to make a grant of £55 to the RYDA by means of financial assistance towards the insurance costs of the Annual Harbour Clean Up 2014. (*Vote; Unanimous*)

09/15. 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 10/15.

10/15 FINANCIAL SUMMARY

Santander Current Account :	Total balance at 1.01.15	£57121.20
The balance includes: Hedge Cutting Bond		£3000
Monies held on completion of Newton & Noss Play Park Improvement Project		£36.02
Monies held in respect of the maintenance of the Revington Memorial Seat		£500
The following cheques were authorised totalling:		£1557.81

Chq

No	PAYEE		AMOUNT
1894	WI Community Hall	Hire fee NNPC Meeting 8 January 2015	£25.00
1895	WI Community Hall	Hire fee NNPC Meeting 22 January 2015	£25.00
1896	WI Community Hall	Hire fee pre General Election meeting 10 April 2015	£30.00
1897	S. McDonough	Net salary-December	£1,184.08
1898	HM Revenue & Customs	Clerks monthly Tax & National Insurance	£293.73
		Total	£1,557.81
SO	Spectrum Housing Group Ltd	Bishops Court rent January 2014	£342.93
DD	BT	Bishops Court line quarterly rental & usage charges	£76.63
DD	BT	Clerk's office line quarterly rental & usage charges	£77.89

*Section 137 Local Government Act 1972 payments:£0 total to date;£382

11/15 MEETINGS ATTENDED:

11.1 Harbour Authority-Mr. Carter advised that there had been no meetings.

11.2 Halls- a letter had been received from the WI Hall Committee thanking the Parish Council for their contribution towards the Christmas tree. The Vice Chairman advised that the Revue at the W.I. Hall had been very successful with a full house each night. Mrs. Ansell advised that there had been no meetings of the Newton & Noss Village Hall Committee but the Parish Council was thanked for their donation for the Christmas tree lights.

11.3 Youth Engagement South Hams District Council- Miss Cove had attended the meeting at the end of November. Discussions had taken place about how to keep Youth Clubs going- the nearest one was in Yealmpton. There had been no definitive answer to meet the funding shortage. Suggestions had been made to apply for TAP funding though the Cluster meetings.

12/15 MAINTENANCE

12.1 Canoe Rack Noss Hard- Mr. Matthews had inspected the canoe rack. One of the supports was bent. Mr Matthews, Mr. Stitson and Mr Carter would meet to see if the rack could be jacked up and the support put back in place.

12.2 Other areas for consideration

i) Noss Voss- it was agreed that a quote would be sought to tidy area adjacent to the path leading from Passage Road to Noss Voss which had recently had trees felled.

ii) Noss Voss signage-Mr. Taylor advised that the signs on both ends of the Noss Voss footpath needed attention and to be attached. It was agreed the Clerk would report the matter to DCC Public Rights of Way Department.

iii) Riverside Road West- the sign to the foreshore had disappeared. Mr. Tubb would make enquiries.

The Meeting closed at 8.45pm

4/8January2015.....Chairman