

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

Held on 9 May 2013

PRESENT Cllr. Cooper Mr. Cooper Mr. Taylor Mr. Carter Mr. Gough

ALSO Mr. Stitson Mr. Tubb
PRESENT 6 Parishioners Mrs. McDonough
(Clerk)

98/13 ELECTION OF THE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE-

RESOLVED: Mrs. Suzie Cooper was elected as Chairman of the Parish Council to serve until May 2014. (Vote; Unanimous) Mrs Cooper signed the declaration of Acceptance of Office.

99/13 ELECTION OF THE VICE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE-

RESOLVED: Mr. Alan Cooper was elected as Vice Chairman of the Parish Council to serve until May 2014. (Vote; Unanimous). Mr Cooper signed the declaration of Acceptance of Office

OPEN FORUM

Police Report-PCSO Potter had made apologies on behalf of himself and P.C. Robert Batchelor. He had sent the following report for April;

Jl/13/233. Burglary. Overnight 2nd / 3rd an unoccupied building had been entered. No property had been taken.

Jl/13/280. Assault. During the evening of 20th alleged assault. A suspect had been arrested. After enquiries the suspect had been released with no further action.

Clannicombe; a parishioner spoke of the planning application referring to the building as a permanent dwelling rather than a mobile home, a point he felt should be made to the authorities.

A neighbouring resident advised that the new plans had only moved the building a couple of feet. He requested that the SHDC Planning Committee be invited to consider the plans and attend a site visit. District Councillor Cooper advised that she would request the involvement of the Development Committee.

Broken Way; a parishioner advised that the grass had been cut in the area, which was thought to be a means of trying to establish a claim on the area. Fencing had been removed. It was suggested the Parish Council may wish to instruct a larger firm of solicitors to deal with the matter, who would have specialists in the land law area.

Woodville- a neighbouring resident advised that the owner had withdrawn his application. The revised submission was awaited.

100/13 APOLOGIES FOR ABSENCE- there were apologies for absence from Mrs. Ansell, Mr. Barnett, Mr. Hussell, Mr. Lyndon and Mr. Matthews.

101/13 MINUTES –the Minutes of the 11 and 25 April Meetings were confirmed and signed as a correct record.

102/13 INTERESTS TO BE DECLARED - Members were invited to declare interests in the items for discussion during the course of the Meeting. Mr. Tubb and Mr. Stitson declared interests in respect of the grant application for Regatta Fireworks by virtue of being on the Regatta Committee.

103/13 DISPENSATION REQUESTS- none were made.

104/13 PROPOSAL TO VARY THE AGENDA- RESOLVED: To vary the Agenda such that quotes relating to repairs to the bus shelter at Collaton be heard in Committee. (Vote; Unanimous)

105/13 COUNTY and DISTRICT COUNCILS

105.1 County Councillor's Report- Cllr. Mumford was congratulated on his re election. Cllr Mumford made the following report:

i) Elections- there had been an encouraging turnout for the elections in the Yealmpton Division- 35%. Devon County Council remained under Conservative Control. New roles were still under discussion.

ii) Budget- Fifty million pounds had to be saved in the next four years which would become increasingly difficult. Discretionary activities would come under scrutiny.

iii) Highways- the A379 from the Flete junction to Ermington would be closed in two weeks to enable surface dressing work. Diversions would be in place. The Cats Eyes would be replaced on completion.

A "No Parking" sign had been replaced in the bus turning bay by the Yealm Hotel.

At Butts Park, the number of car parking bays/hard standings had led to residents' complaints about difficulties caused for those who needed to park on the road. Cllr. Mumford had written to Tor Homes to see if some dedicated parking could be created for those houses for which it was not possible to create off road parking. A suggestion was made that a track

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could be formed at the back of the houses using part of the play park to enable residents to get access to their back gardens to park. Some members expressed concerns as it was an area in which children played.

Cllr. Mumford believed there was little hope of securing funding to create a "pinch point" on Parsonage Road by Butts Park as a traffic calming measure, in light of the present financial position. He suggested tying it in with the Community Housing Scheme which would save the Parish Council having to pay £3800 for a Traffic Regulation Order. He was also aware of concerns of the Health and Safety Department regarding the placement of obstructions in the road.

iv) Flood Prevention- the drain by Court Farmhouse had been cleared on the road side. The house owner was aware of the private drain and its need to be cleared.

105.2 Highways/Transport -Butts Park- Min 105.1 refers.

105.3 District Councillor's Report- Cllr. Cooper advised that the Boundary Commission wished to reduce the number of District Councillors from 40 - 30. Two options for the Parish had been put forward- joining with Yealmpton/Ermington with that area having two Councillors, or joining with Holbeton for which there would be one District Councillor. It was agreed unanimously that geographically/demographically it would be preferable to join with Holbeton. Cllr. Cooper would advise SHDC. Cllr. Mumford advised that Holbeton had not discussed the matter as yet.

105.4 SHDC Asset Transfer/Parish Asset Land Registration- The working group was in the process of reviewing the contract documentation. The Clerk was waiting for an update from Trobridges regarding registration of existing Parish Council land assets.

105.5 Village Housing Initiative- the Chairman advised that the affordable housing team were waiting to hear from the landowner.

105.6 SHDC Public Conveniences-the Clerk provided details of cleaning expenses for public facilities which had been provided by Yealmpton Parish Council, but which had been stopped due to the level of costs and those rates currently being paid by the RYHA. SHDC had advised that their costings would be provided in due course. Two parishioners had written to SHDC to object to the seasonal closures. Members agreed that in principle the public WC's should remain open but this was subject to reviewing costings from SHDC.

106/13 PLANNING

Planning applications received

106.1 Revelarc, Riverside Road East 37/0914/13/CA- Conservation Area consent for the demolition of existing units and associated garages. Application affected a Conservation Area. DECISION; No objection subject to the Conservation Officer being satisfied with the proposed plans and subject to a condition being attached such that construction vehicles and building materials were transported using the tidal road and not Newton Hill (*6 in favour, 1 abstention*)

106.2 Clannicombe View, Widey Hill 37/0930/13/F-full planning application for demolition of existing dwelling and replacement with new dwelling. (Re-submission of planning application 37/1443/12/F).DECISION; Objection - loss of light, loss of privacy, loss of amenity, overlooking, design, appearance and materials. Only moving 1.5metres from original plans. Not a permanent dwelling. (*6 in favour of objecting, 1 abstention*)

106.3 Equestrian Centre, Newton Downs Farm 37/0937/13/F-full planning application for extension to existing barn for storage of straw and horses. No objection (*6 in favour, 1 abstention*)

106.4 Newton Down Farm- a letter to South Hams District Council dated 25 January 2013, appearing on the SHDC website, from a Solar Energy company concerning potential development was noted.

106.4 Neighbourhood Planning- correspondence from the RYDA dated 24 April 2013 requesting a public meeting was discussed. Some Members maintained concerns that Neighbourhood Plans were in respect of development rather than protecting against development. It was noted SHDC was offering some training in respect of Neighbourhood Planning in June/ July 2013. Members discussed the merits of holding a public meeting to which speakers could be invited to give a balanced view to the Parish. It was agreed Members would research potential speakers to invite, the matter to be considered further at the next Meeting. A letter would be sent to the RYDA to advise of the action being undertaken.

107/13 ADMINISTRATION

107.1 Members' Responsibilities –the list for the forthcoming year to April 2014 was reviewed. Members agreed that Members responsibilities would remain unaltered save for the following;

1. Removal of references to Collaton/Butts Park Link and Allotments.
2. Addition of representation for Dementia Friendly Parishes around the Yealm (Mrs. Ansell)
3. Addition of Mrs Ansell for the SHDC Design Panel, the Vice Chairman remaining in reserve.

107.2 Financial Risk Assessment Review- following a review by the Risk Assessments working group. RESOLVED; to approve the 2013 Financial Risk Assessment. (*Vote: Unanimous*)

107.3 Insurance –the working group had reviewed the annual insurance renewal and quotation. Members considered whether to obtain alternative quotes for insurance coverage. In light of the modest insurance premium increase and the service provided by the existing insurers it was agreed not to seek alternative quotes and not to enter into a Long Term Agreement at this stage. The insurance coverage would however need to be reviewed following transfer of SHDC land assets. RESOLVED: to approve the insurance arrangements proposed by Came & Co and to authorise payment of the renewal premium payable (£1135.22). (*Vote; Unanimous*).

107.4 Policies-it was agreed Mr.Gough would undertake reviews of the Council's Freedom of Information Policy and Data Protection & Information Security Policy. Mr. Matthews would be asked to review the Equal Opportunities Policy with the Vice Chairman reviewing the Affordable Housing Policy (with all Members' input) and Complaints procedure. It was agreed that the Snow Plan and Environmental Policy should stand. The Standing Orders and Financial regulations were

due to be reviewed in autumn. The Clerk had prepared a draft tree policy which the working group would review following transfer of SHDC Assets.

107.5 Sports Pavilion- the Clerk had received a quote for £80 to conduct the annual electrical inspection/PAC testing. RESOLVED: to authorise an annual electrical inspection/PAC Testing at a cost of £80. (Vote: Unanimous)

It was agreed Mr Stitson, Mr. Tubb and Mr. Lyndon would carry out an inspection including Health & Safety/Fire risk assessment.

It was agreed the Clerk would obtain a quotation for replacing the showers.

107.6 Clerks employment-it was agreed that it would be preferable to review with Mr. Matthews being present.

108/13 CONSULTATION/CORRESPONDENCE

108.1 Broken Way- correspondence from the landowner who had placed a bench, signs and fencing on the land was considered. The Council noted that the items had now been removed. In light of the correspondence it was agreed that the need for legal advice was pressing. The Clerk had requested an update from Trobridges for the Meeting but this was awaited. A neighbouring resident advised that there was doubt as to whether the landowner could claim the requisite number of years of "quiet enjoyment" to make a claim for adverse possession in light of the Parish Council's maintenance of the land in question. It was agreed the Clerk should contact Trobridges requesting a substantive progress report within seven days failing which the Parish Council would consider instructing another firm of solicitors.

108.2 Dementia Friendly Parishes- Maxine Kennedy, the Project Coordinator had been working with 9 families across the 5 parishes and arrangements were being made for them to link together. A meeting had been held with businesses in Newton and Noss to raise awareness about dementia and to provide information on involving people with dementia in daily activities e.g. shopping, catching the bus etc. Plans were in place to provide this in the 4 remaining parishes by the end of July. 19th -25th May was Dementia Awareness week and publicity promoting the project would be out in the villages. They wished to visit each Parish Council between May – August for Parish Councillors to meet Maxine and to look at how they could raise awareness in the parish together. Arrangements had been made for Ms. Kennedy to attend Open Forum at 23 May Meeting.

108.3 Luscombe May- it was agreed to accept an offer to provide a specimen oak tree to plant within the Parish to celebrate Luscombe May's 140th year in business. The location for planting would be considered at a later date.

108.4 Big Lunch- a request by a Member for provision of portable WCs for the Big Lunch on 2 June was considered. The Clerk had sought three quotations for WC hire and for insurance coverage. It was agreed that the Parish Council would not be organising the event this year limiting help to the provision of WC's. RESOLVED; to accept the quotation of £220 from Cornwall Conveniences for the provision of two event WC's and one disabled WC for the Big Lunch event on 2 June, together with authorisation for payment of temporary insurance costs of £25 for the portable WC hire period. (Vote: Unanimous)

108.5 Village Greens-concerns expressed by a parishioner regarding protection of Noss Green by registering the land as a Village Green were considered. The Parish Council had agreed at their Meeting on 12 January 2012 (*min. 07/12-07.2 refers*) to wait until ownership of the land to be transferred to the Parish Council by SHDC had been resolved. The land included Noss Green and Butts Park Playing Field. The Chairman advised that the remarks made by an SHDC officer regarding development at Noss Green was a passing remark and that as far as she was aware the land had not been formally identified as land for development by SHDC.

108.6 Healthwatch Devon- no Members were available to attend the launch event.

108.7 Revington Memorial Seat- Members welcomed the legacy of £500 left for the maintenance of the site on the Leas Path occupied by the Revington Memorial Seat left under the will of the late Derek Thomas Revington Martin.

109/13 GRANT REQUESTS-

109.1 Regatta Fireworks; RESOLVED: To make a grant of £50 towards the 2013 River Yealm Regatta Fireworks (Vote: 5 in favour, 2 abstentions)

109.2 St. Luke's Hospice-Mr. Taylor advised that he had attended the late Mrs. Jeanifer Woodcock's Memorial Service when he had spoken of her long service to the Parish Council and Parish. Donations to St Luke's Hospice had been requested in place of flowers. Mr. Taylor suggested that in recognition of her long service to the Community that the Parish Council may wish to consider a more lasting form of recognition. A suggestion was made to name the area of land maintained by the Parish Council by the Malhouses at Bridgend in her memory. Mr. Taylor advised he would speak with Mrs. Woodcock's family.

110/13 AUTHORISATION OF PAYMENTS – Cheque payments were authorised and signed in accordance with the schedule prepared by the Clerk, checked by the Vice-Chairman and listed in Minute 111/13.

111/13 FINANCIAL SUMMARY

Santander Current Account :	Total balance at 1.05.13	£75458.12
The balance includes: Hedge Cutting Bond		£3000
Monies held on completion of Newton & Noss Play Park Improvement Project		£36.02

The following cheques were authorised totalling: **£2735.54**

Chq No	PAYEE	AMOUNT
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1638	WI Community Hall	Hire- NNPC Meeting 9 May 13	£22.00
1639	WI Community Hall	Hire- NNPC Meeting 23 May 13	£22.00
1640	J Allen	Cleaning: Noss Voss & Popes Quay April 2013	£50.00
1641	S.McDonough	Net salary-April	£1,106.00
1642	HM Revenue & Customs	Clerks monthly Tax & National Insurance	£263.32
1643	RYDA	Grant; Harbour Annual Clean Up 2012 insurance costs contribution*	£55.00
1644	Broker Network Ltd	Parish Council Insurance Renewal 2013-2014	£1,135.22
1645	M.Hingston	Newton Voss & steps cleaning April 2013	£82.00
		Total	£2,735.54

*Section 137 Local Government Act 1972 payments:£55 Total to date;£55

112/13. MEETINGS ATTENDED:

112.1 Harbour Authority- Mr. Carter advised that the Annual General Meeting had taken place when the Chairman and Vice Chairman had been elected.

112.2 Halls- the Vice Chairman advised there had been no meetings of the WI Hall committee. £60,000 to date had been raised towards refurbishment out of £130,000 needed.

113/13TWINNING- the Vice Chairman advised that the recent Twinning visit had been very successful. The plaque at the River Yealm Harbour Office had been unveiled with many people attending. The event at Newton & Noss Village Hall on the Saturday evening had been very good with a visit to Cotehele taking place on the Sunday.

114/13 MAINTENANCE

114.1. SOUTH WEST WATER- a Hydraulic Modeller from Pell Frischmann had advised that Upstream Pipeline Services Ltd would be carrying out additional survey works on the South West Water public sewer located in the estuary to Noss Mayo pumping station on Friday 10 May 2013. The works were a consequence of the previous survey findings and should have little disruption to the normal working operation of the sewer. No dye testing was to be carried out and there should be no impact to the river other than disturbing river sediments.

114.2 Routine Spring Maintenance- it was agreed that the area around the Maltheuses should be excluded from the invitation to tender subject to the contractor who was currently undertaking work in the area confirming that the routine annual maintenance was being undertaken as part of his work. Subject to this the invitation to tender would be sent out, with Mr. Taylor and Mr. Carter offering to meet contractors on one stipulated evening.

It was agreed the Clerk would seek a quotation from Mr. Philip Hingston for the verge/hedge trimming for the Collaton/Butts Park link. The invitation to quote was to be approved by Mr. Taylor.

114.3 Annual Footpath Inspection- forms were issued to Members with a request that the inspections be undertaken by the start of the school summer holidays.

Mr. Carter agreed to look at the Holy cross Church kissing gate (Yealm road side) and to trim back any weeds obstructing the gate.

114.5 Leas/Cinder Path- Devon County Council had confirmed that quotations had been received to undertake the repair works which had been passed to the Public Rights of Way Officer. Confirmation was awaited as to whether funds could be allocated to enable the works to commence.

114.6 Newton Voss- M& S Garden Services had agreed to clean the Voss twice per month for the same cost as the previous year (£124pm). Mr. Carter would arrange a site visit. Members discussed liability for the Voss, insurance requirements and possible advisory/warning signs. It was agreed to advise Devon County Council Public Right of Way Department of a report of a slip on the Voss in April 2013.

114.7 Other areas for consideration

Members were advised that following a report from South West Grounds Maintenance and a site visit by Mr. Taylor, the contractor had been instructed to remove a bench, placed in the memory of the late Mrs Bilson, given Health and Safety Concerns. The plaque was to be given to the Clerk. The contractor had provided a quotation of £35 for its repair. Mr. Taylor advised that the state of the bench was such that he did not think it merited repair. Investigations would be made into a replacement bench.

In committee

114.8 Bus Shelter- Collaton-.RESOLVED: to authorise South West Grounds Maintenance to repair the window of the Collaton Bus Shelter using acrylic at a cost of £107.50 plus VAT. (*Vote; Unanimous*)

The Meeting closed at 9.15pm

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