

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

Held on 10 November 2016

**PRESENT MRS. ANSELL MR. COOPER CLLR. GREEN MR. LYNDON MR. HUSSELL  
MR. CARTER MR. PARRY-SMITH MS. ADAMS MR. TUBB MS. LONGWORTH**

**ALSO PRESENT;** Cllr. Hosking, 1 parishioner, Mrs. McDonough (Clerk).

**OPEN FORUM**

**Superfast Broadband update-**Mr. Matt Barrow, Connecting Devon & Somerset and Mr. Jeremy Brown, parishioner, were in attendance.

Mr. Barrow advised that a number of households which it had been expected to be able to receive Superfast Broadband had not been able to. Part of this was accounted for by a clutch of error records in the B.T. 1988 database system. 280-300 households could now access Superfast Broadband. Newton Ferrers Box 2 and the box in Stoke Road had not been included in the programme for Phase 1.

The aim of Connecting Devon & Somerset had been to enable 90% of premises under Phase 1 by the end of the year and under Phase 2, 95% of premises by 2017. Phase 1 had been conducted by B.T. only. Phase 2 had gone to full open public procurement through the summer. Bids had closed on Friday 28 October. The region had been divided into 6 different lots and multiple bids had been received for all of them involving fibre/wireless technologies. The contract would stipulate reaching 95% of premises. It was anticipated Phase 2 would reach 235 premises in Newton Ferrers and 295 in Noss Mayo. Mr. Barrow was unable to provide a list of the premises that Phase 2 would cover but if any residents were aware that they may be on the fringes, they should make contact with him. The successful contract bidder should be known by the end of the month. There would then be a 10 day contract standstill after the announcement to enable any challenges to be made.

Reference was made to the Broadband Voucher Scheme- the application deadline being 30 November. If premises received less than 2.9mbps they may be entitled to a voucher for £500 towards the purchase and installation to bring it up to more reasonable speeds. Applications should be made through the Connecting Devon & Somerset website. A speed test would be undertaken against the BT database. It was suggested taking screen shots. If an application was rejected, there was ability to appeal. This would have no impact in potential inclusion within Phase 2. It could in fact improve speeds until inclusion in Phase 2. The voucher had to be spent by the end of March 2017. Many communities had got together and "pooled" their vouchers to interest supplier in coming forward to set up schemes for their areas. In Coplington Somerset a supplier had come forward for 47 vouchers to enable 480 properties. The majority of the suppliers used wireless technologies. Mr. Brown advised he would be happy to help the Parish Council target the fringe areas in the Parish e.g. Netton, Stoke Beach, Membland, Caulston. Ms. Adams and Mr. Tubb said they would be happy to coordinate with Mr. Brown.

Phase 3 was due for completion by 2020. However there was currently no money on the table for funding.

**EE transmitter-** reference was made to the lack of mobile coverage. EE was aware.

**Police;** P.C.S.O. Andrew Potter had sent apologies. The Newton Ferrers and Noss Mayo Parish Council Police Report Oct 2016 was read out.

Newton Ferrers-between 3 -7 Oct unoccupied derelict building entered, property removed and left at location. CR/071983/16.

Noss Mayo-24 Oct, report of dog worrying sheep. Dealt with by way of restorative justice. CR/075599/16.

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**255/16 APOLOGIES FOR ABSENCE-** there were apologies from Cllr. Blackler and Cllr. Baldry.

**256/16 INTERESTS TO BE DECLARED** - members were invited to declare interests in the items for discussion during the course of the Meeting. None were declared.

**257/16 DISPENSATION REQUESTS-** none.

**258/16 VARIATION OF AGENDA** – RESOLVED: matters relating to grounds maintenance, play park repairs/refurbishment should be considered in committee. (*Vote; Unanimous.*)

**259/16 MINUTES** – the Minutes of the Parish Council Meeting held on 13 October 2016 were confirmed and signed as a correct record.

**260/16 DISTRICT COUNCIL**

**260.1 Councillor reports-**

Cllr. Baldry had sent apologies and sent a written report on the following;

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**i) Land opposite Thorndean, Stoke Road planning application-** Mr. Matt Jones of the planning department, had suggested the Parish Council may wish to write a similar email to the one SHDC had sent to PINS expressing concern about the Planning Inspector's Appeal decision.

**ii) Fairway planning application** –Cllr Baldry had suggested the matter must go to Committee. Wendy Ormsby had said it would not be until e November. They were waiting comments from Highways. The committee did not meet in December.

**iii) Parsonage Farm development proposals-** he had not yet found out what was happening with Parsonage Farm. Cllr. Blackler had sent apologies and the following report;

1. Learn to Live conducted by the Community Partnership were attending schools to point out to young people the consequences of their actions and had been experiencing some encouraging results.
2. Services at SHDC were slowly beginning to improve. The telephone technology installed so far was also showing good results.
3. The Locality Officers were being appreciated more for the items they were able to help with. Some very good reports were being sent in.
4. Approximately 140 enforcement cases were being dealt with at a time by the team of officers. The backlog was being reduced.
5. The planning department was now trying to deal with applications within 24 days, sometimes sooner. They did not necessarily give the decision at that time but acknowledged the application.
6. SHDC recycling has improved to 54%.
7. Improvements to SHDC vehicle fleet were being considered.

**Closed Public WC's, Newton Ferrers-** a report would be made to SHDC to the effect that the lights had been left on and a window left open. Ms. Longworth offered to make signs directing the public to the WC's available by the Harbour Office.

**The Fairway planning application-** Cllr. Green queried whether the officer's report had been received in respect of the development proposals for the end of The Fairway. Cllr. Baldry had asked the matter to go to Committee. This was queried if the case officer had yet to make a decision.

**260.2 Town and Parish Council Event Wednesday 30 November** – the Vice Chairman advised he may be able to attend.

**260.3 Street cleansing reflection-** in July 2016 SHDC had undertaken a I review of the street cleaning service as part of the T18 process to focus their resources better and be more flexible and efficient. The service now divided the District into four distinct areas covering Totnes and surrounding area, Dartmouth and surrounding area, Ivybridge and surrounding area and Kingsbridge and surrounding area. Each area had access to a set of resources including a small mechanical sweepers, a Rapid Response Team (a vehicle plus two crew) and a barrow man with one member of staff. The service was also supplemented by a large mechanical sweeper and three litter bins crews.

The Council had mapped all streets and paths identifying each with a 'zone'. These zones were linked to Defra Litter Code of Practice on Litter and Refuse and helped the Council direct resources to the areas of greatest need. There were three zones in which the villages and towns had been mapped. Zone 1 reflected high usage areas and had a response time of 4 hours. Zone 2 was 24 hours and zone 3 was two weeks. Members had been advised of the website which provided more detail about zoning and standards of cleanliness (or grades) upon which SHDC was now consulting. The geographically based crews covered their areas to ensure cleanliness was achieved to the standards recommended by the Code of Practice. Whilst there was a work pattern which crews followed, the service was output based so, they did not necessarily clean specific roads on specific dates, so whilst areas are scheduled SHDC did not clean areas which did not require the service.

SHDC was also reviewing the litter/dog bins located within the District. Their intention was to refresh the mapping of all their litter/dog bins located throughout the District and then review whether bins had been placed in the appropriate location for current need etc.

SHDC wished the Parish Council to consider whether it was felt there were any litter/dog bins that it was felt were under utilised, could be moved to a more appropriate place, could be replaced with a larger bin to reduce the frequency of collection or address the issue of overflowing bins.

Members had no comments to make in respect of the cleaning zones but it was agreed to request a larger dog bin for Noss Mayo car park which was often overflowing.

## **261/16 PLANNING**

**Newton & Noss Neighbourhood Plan-** the Chairman advised that the next Steering Group meeting would be held on 17 November. It was anticipated that draft Neighbourhood Plan and associated policies would be drawn up with professional help. Estimates would be sought to enable an application for Locality Funding to be submitted. Any Funding secured this year would need to be spent by 31 March 2017. RESOLVED; To authorise the five Parish Council Members of the N3P Steering Group to seek estimates for professional advice and assistance in drawing up the Neighbourhood Plan and associated policies and to make an application for Locality Funding. (Vote; Unanimous). Currently N3P funding stood at £973.81.

It was agreed to authorise payment of Mrs. Sarah Taylors expenses claim in connection with costs incurred for consultation events for the N3P.

**262/16 ADMINISTRATION**

**262.1 Policies-** a further draft of the proposed Health and Safety policy had been circulated to Members. The Chairman advised that she was prepared to act, on a temporary basis, as the Parish Council Health and Safety Officer. RESOLVED; to agree and adopt the proposed Health and Safety Policy and to appoint Mrs Ansell as the Health and Safety Officer for the Parish Council at this time. (Vote; Unanimous)

**262.2 Events applications-** none received.

**262.3 Clerk's employment-** the Clerk had submitted work hours to end of October to the employment working group. It was anticipated, based on hours to date, that there would be significant overtime worked before year end. It was agreed that in light of the Clerk's current work commitments that the agreed unused additional leave from 2015 could be carried forward to 2017. The Clerk's work hours for 2016 would be reviewed in January 2017.

**263/16 CORRESPONDENCE**

**263.1 RYDA- RESOLVED:** to approve a grant request from the RYDA for Annual Harbour Clean-up insurance in the sum of £35. (Vote; Unanimous). The RYDA had written to express one of their member's concerns about overhanging vegetation along Yealm Road. Members also expressed concern about the continuing use of the highway by contractors to store plant and materials. It was agreed to contact the Local Highways Officer about the vegetation and contractors' equipment and to advise the RYDA regarding the online reporting facility offered by Devon County Council for reporting highways concerns.

**263.2 Village Halls- RESOLVED:** To make a grant of £30 each to the WI Hall and Newton & Noss Village Hall towards the costs of Christmas trees and lights. (Vote; 7 in favour, 2 against, 1 abstention). Mr. Parry- Smith raised concerns from the Newton & Noss Village Hall Committee regarding the apparent disparity between bookings for Parish Council meetings – more being held in the WI Hall than the Newton & Noss Village Hall. Reference was made to the draft schedule of meetings having been circulated for Members' approval before being agreed by the Council. Venues would be reviewed towards the end of 2017 for 2018 bookings.

**263.3 South Hams CAB-** had circulated their Annual Report and Accounts 2015/2016 together with a grant request. Their report advised that they had dealt with 216 issues from the Newton & Yealmpton ward. RESOLVED: to make a grant of £75 to South Hams CAB to support their work. (Vote; Unanimous.)

**263.4 Mobile telephones-** reports had been received from parishioners and Members that there had been no EE no reception coverage for almost five weeks. A report had been made to SHDC but the Localities officer had felt it was not within the Council's remit. A parishioner had reported the matter to Gary Streeter M.P. There had been a similar prolonged absence of coverage in 2015, in respect of which the Parish Council had written to EE but received no response. Parishioners had received different reasons from EE as to the lack of coverage. Some parishioners on contract had received booster boxes from EE free of charge. Some had been offered refunds of their monthly contract fees of varying duration. It was not known when service would be reinstated- a suggestion was made that it could be January 2017. The Chairman had been invited to BBC Radio Devon to speak about the issue the following morning. It was hoped EE would provide a statement to the BBC about the problem. It was agreed the Parish Council should write to EE asking the actions parishioners could take during the period with no cover, a time estimate as to when cover will be reinstated and the action customers could take following re instatement of cover- to whom they should address correspondence and what information they would need to provide.

**264/16 COUNTY COUNCIL**

**264.1 County Councillor report-** Cllr. Hosking had not yet arrived. Cllr. Hosking had asked for an update on the position regarding the hand rails at Wide Slip and the surface of the Leas Path- which had been raised with the Public Rights of Way Department in February. Mr. Carter thought the issue regarding the handrails had been resolved but would check. The surface of the Leas Path was thought to be satisfactory.

**264.2 Highways/Transport-** Ms. Longworth raised a query by a Butts Park resident as to whether the bus shelter could be moved to the area by the water tower to alleviate parking problems outside her house. Two properties were unable to build driveways to their houses. Ms. Longworth was advised that the Parish Council and Devon County Council had looked at this previously. It was believed, at that stage moving the bus stop would be inappropriate. In addition it would be unlikely Devon County Council would have funding available. M.s Longworth advised that she would review the minutes of the previous meetings regarding the matter.

**265/16 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 266/16. Earthwrights had made a reduction in their invoice for summer Noss play park repairs removing costs for repairing two monkey bars.

**266/16 AUTHORISATION OF PAYMENTS**

**Balance in Unity Trust Deposit account  
Santander Current Account :**

Total balance at 31/10/16

**£21000.41  
£67207.03**

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<b>The balance includes: Hedge Cutting Bond</b>	<b>£3000</b>
<b>Monies held on completion of Newton &amp; Noss Play Park Improvement Project</b>	<b>£36.02</b>
<b>Monies held in respect of the maintenance of the Revington Memorial Seat</b>	<b>£390</b>
<b>Sustainable Communities Locality Fund held for Butts Park Play Park refurbishment</b>	<b>£500</b>
<b>Butts Park Play Park Appeal</b>	<b>£1193.25</b>
<b>SHDC Section 106 monies for Butts Park Play Park refurbishment</b>	<b>£8775</b>
<b>Monies granted by Parish Council/ Revelstoke Community Trust/Ryda for Neighbourhood Plan</b>	<b>£973.81</b>

**The following cheques were authorised totalling: £8051.39**

Chq No	PAYEE		AMOUNT
2187	WI Community Hall	Hire fee NNPC Meeting 10 November 2016	£25.00
2188	Newton & Noss Village Hall	Hire fee NNPC Meeting 24 November 2016	£24.00
2189	S.McDonough	Net salary-October 2016	£1,224.86
2190	HM Revenue & Customs	Clerk's Tax and National Insurance October	£294.66
2191	Royal British Legion	Remembrance wreath and donation*	£125.00
2192	Tess Wilmot	Big Greenspace Challenge Funding consultation & advice	£450.00
2193	S. Taylor	Neighbourhood Plan expenses reimbursement	£85.41
2194	M.Hingston	Newton Voss and steps cleaning October	£82.00
2195	South Hams Garden & Property Services	Grass cutting; The Green 6 & 20 October 2016	£32.00
2196	South Hams Garden & Property Services	Noss Play Park partial sand refill and vegetation clearance	£231.00
2197	C. Woodd-Walker	South West Tree Warden Forum 2016 expenses	£15.00
2198	Sovereign Design Play Systems Ltd	Deposit for play park equipment	£5,153.76
2199	Earth Wrights Limited	Noss Play Park Repairs	£300.00
2200	PBS Accounting	Payroll processing Oct-Dec	£8.70
<b>Total</b>			<b>£8,051.39</b>

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

**267/16 MEETINGS ATTENDED:** to receive brief reports regarding the following:-

**267.1 Harbour Authority-** Mr. Carter advised that the procedure for advertising for a new Harbour Master had been invoked. 18 people to date had requested application forms.

**267.2 Halls-** Ms. Adam advised that there had been no meetings for the WI Hall. Investigations continued into the installation of internet connection for the hall. Mr. Parry Smith, on behalf of Newton & Noss Village Hall, advised that a full Health and Safety Policy was now in place. Both boilers had had up to date safety inspections and services. The electrical system had been subjected to a mandatory inspection of fixed and portable items. Faulty sockets had been replaced and some circuits improved. Four new convector radiators had been fitted and powered by the boilers. Grants had been obtained from Locality funding with the assistance of Cllr Baldry and Cllr Hosking. A new cupboard had been constructed on the balcony with a grant from the Revelstoke Community Trust. The roof had been inspected, repaired and guttering cleared. Painting and wood maintenance had been carried out. A larder fridge had been supplied courtesy of Luscombe Maye.

**267.3 Yealm Estuary Management Group-** a meeting had taken place the preceding Tuesday. The main concern had been the "invasion" of oysters, People/dogs had been cutting their feet/ paws. A particular area affected was between Wide Slip and Ferry Cottage. 1 tonne of oysters had been taken away to date. Cllr. Green advised that there were concerns that run off from the Wolfram mine at Hemerdon would go into the River Yealm with the subsequent environmental impact concerns. A consultation was being conducted on the Devon County Council website. South West Water continued to conduct work by The Ship Inn on the drains. Illegal netting was being undertaken from Wide Slip.

## **268/16. MAINTENANCE**

**268.1 Maintenance working groups**-including

**i) Sports Pavilion-** dates for use of the Sports Pavilion and Playing Field for a football summer school were awaited from Mr. Golding. The new goalposts had been ordered and the contribution requested from the Revelstoke Rangers. Revelstoke Rangers had agreed to facilitate the removal of the old goalposts.

**ii) The Green/Dillons Green-** Ms. Longworth raised the possibility of turning Dillons Green into a car park. The meeting was reminded that this had been discussed by the Parish Council following a meeting with the local Devon County Council Highways officer and Cllr. Hosking when it was decided not to pursue the matter in light of potential

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overage provisions included in the Agreement for Sale with SHDC and the potential business rates which the change could attract.

### iii) Play parks

**Butts Park**--an update from Mrs Penny Wheatley, Voluntary Grant Funding Co-ordinator had been circulated. The work funded by the Big Greenspace Challenge had started on 7 November with the construction of the mound. Tree planting would take place in the next 2-3 weeks. It was agreed to send letters of thanks to NOV Completion and Production Solutions for donating the pipe for the mound, to ETB Ltd for donating tyres and to Ullman Sails for donating the Toy Sale banner.

A number of grant funding applications were pending determination. Members had been encouraged to vote on line in respect of the One Family foundation application. The Toy Sale would be taking place in the WI Hall on 12 November.

Ads had appeared in November Parish Magazine & Signpost Magazine. A progress report delivered to all Butts Park Residents 2<sup>nd</sup> & 3<sup>rd</sup> November with an update in Up the Creek, Primary School Newsletter and December Parish Magazine.

The Vice Chairman had contacted Sovereign playgrounds who had agreed to reduce the costs for the new play park installation by £1000. A couple of details were to be clarified with Sovereign. It was agreed to hold back the deposit Cheque until the timings for the installation/funding deadlines had been resolved.

AD Williams Building Contractors had offered 10 Heras Fences for the play park equipment installation. 36 were needed for the project. It was agreed to thanks AD Williams Contractors for the offer but to utilise the fencing supplied by Sovereign under the contract terms.

## 269/16 COUNTY COUNCIL

### **Cllr Hosking reported on the following;**

**i) Superfast Broadband-** B.T. had been contracted to supply 277,878 premises by December 2016. B.T. was running to contract. Tenders had been received for Phase 2 to cover the next 5% of premises. An announcement would be made later in the year. Rollout would start in early 2017. The remaining 5 % was an unknown quantity at present- Connecting Devon & Somerset was aiming for 100% coverage.

**ii) Civil Parking Enforcement Report 2015/2016-**was in deficit by £63156 when it was inherited two years ago dealing with issuing parking tickets for parking on double yellow lines. There was now a £335208 surplus from parking fines recovered in Devon. The surplus would be used for parking improvement and public transport.

**iii) Grit bins-** an online facility was now available to show locations and enabling requests to be made for refills. Devon County Council would not be undertaking inspections of the bins at the beginning of winter..

**iv) Budget-** DCC was 7 million pounds over budget accounted for by the issue of funding relative to the additional responsibilities of integrated social care. Special measures may need to be invoked to balance the budget. This could result in a reduction in expenditure.

**v) Highways meeting-** Cllr. Hosking was happy to take feedback following the site meeting with the Local Highways Officer and Parish Council members.

**vi) Hemerdon Mine-** Cllr. Green understood that there was a risk that plans for change could result in run off from the mine going into the River Yealm rather than the Plym. He understood that members of the Development Management Committee were making a site visit later in the month. Cllr. Hosking confirmed this would be taking place on 22 November. The Committee was looking at the conditions and an application to relax conditions. He had not yet looked at the agenda. As a member of that Committee Cllr. Hosking had no comments to make. Cllr. Hosking did not know about the pollution concerns and suggested this was a planning and environment issue. Cllr. Green asked if parishes likely to be affected could attend the site visit. Cllr. Hosking advised that someone may be able to attend but not participate. The Parish Council agreed and advised that they would like Cllr. Green to attend if possible.

### *In committee*

## 270/16 MAINTENANCE

**270.1 Noss Play Park-** a report of the site visit with Earthwrights on 8 November, attended by the Chairman, Vice Chairman, Ms. Longworth, Mr. Parry Smith and the Clerk was given. Whilst there SHDC operatives were weeding and edging the sand areas. Earthwrights had been advised of the agreement reached with SHDC regarding sand replenishment and this would no longer need to form part of their quote. Disappointment had been expressed by the Chairman at the condition of the equipment so soon after installation. Strimmer damage was discussed. Subsequent to the meeting Earthwrights had suggested a reduced price for repairs by email. The Chairman suggested that Earthwrights should be invited to submit an amended quotation with breakdown. It was agreed the flagpoles should be removed.

No response had been received from Eden Design. It was agreed to email Eden Design.

### **270/2 Noss Recreation Areas-**

**i) Tennis Courts-** a further meeting had taken place with the representatives from the Tennis Club and the Vice Chairman/Mr. Parry-Smith. Members discussed the draft Licence terms. It was agreed that use of the tennis courts should be preserved exclusively for the use of playing tennis and that access must be preserved for members of the public as well as for use by the Tennis Club. It was agreed the Clerk would submit a final amended draft to the

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Tennis club The Licence terms were based on the following understanding;

1. That the Tennis Club would forward its insurance details as a matter of urgency.
2. That the risk assessments detailed in the Licence would be undertaken shortly after the Licence was entered into.
3. The Tennis Club would continue to administer bookings for both its members and the public.
4. That booking fees would be ring fenced and used towards maintenance of the courts.
5. That the tennis club would provide details of bookings fees received from June 2015 to date and thereafter would provide an account on a quarterly basis.

The Parish Council would review the matter on Thursday 8 December. If terms were not agreed by that date, the Parish Council would consider alternative arrangements for administering the tennis courts.

**ii) Orchard-** it was agreed to delegate approval of the design for new benches for the orchard to the Chairman and Mr. Parry-Smith.

**iii) Noss Green-** SHDC had confirmed they were supportive of the proposal to register Noss Green as a village Green and would be confirming the position to Devon County Council.

**270.2 Other areas for consideration-**a resident at Butts Park had raised concerns about parking. Mr. Lyndon advised that he had tried to see the resident on three occasions. The issue was parking on SHDC land. It was suggested the resident contact SHDC and ask for the parking areas to be marked out.

**In committee**

**270.3 Grounds maintenance-** the tender report had been circulated to members. RESOLVED; To accept the quotation from South Hams Garden & Property Services dated 29 September 2016 to conduct grounds maintenance for the Parish Council for an intended contract period of three years (subject to annual review) on basic costs of £13195.50. This was subject to agreeing formal contract terms and the provision of insurance confirmation, Health & Safety Policy, confirmation of compliance with Control of Waste Regulations, risk assessments, method statements, conduct statement and confirmation of compliance with the Parish Council's Environmental and Tree Management Policies. *(Vote; Unanimous.)*

The Clerk advised the Parish Council that she had no experience in drawing up a grounds maintenance contract and it was something upon which the Parish Council may wish to seek legal advice.. The Clerk was asked to draw up a draft contract for consideration by the Parish Council.

*The Meeting closed at 9.10pm*