

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

Held on 11 May 2017

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

**ALSO PRESENT;** Cllr. Hosking, Cllr Baldry, 6 members of the public, Mrs. McDonough (Clerk).

**121/15 ELECTION OF THE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE-**

**RESOLVED:** Mrs. Alison Ansell was elected as Chairman of the Parish Council to serve until May 2018. (*Vote; 7 in favour, 1 abstention.*) Mrs. Ansell signed the Declaration of Acceptance of Office.

**122/15 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 2018. (*Vote; 7 in favour, 1 abstention.*) Mr. Cooper signed the Declaration of Acceptance of Office.

**OPEN FORUM**

**Creacombe Solar Farm-**Mr. Harry Lopes for Gnaton Farms, the applicants, attended and introduced himself. A short briefing document providing information about the submitted planning application, together with a site location map, design plan and Gnaton Ecological map had been circulated to the Parish Council Members before the meeting.

Yealm Community Energy (YCE) had approached the applicants four years ago with the intention of undertaking a community owned project. Mr. Lopes was a director of Solstice Renewables. The firm placed emphasis on community ownership and promoting biodiversity. The company had worked with Wiltshire Wildlife Trust and on projects in Chichester and Gloucestershire. Mr. Lopes and his partner had undertaken consultation for the proposals at the Yealmpton Show and at Yealmpton Village Hall. The levels of support were some of the highest he and his partner had seen in the 70 consultations they had undertaken. Over 100 had attended with 68 feedback forms being completed. 62 had been in support/strong support. None were against, 4 were ambivalent. The main comments had centred on community ownership and the thought and care gone into biodiversity and screening.

With respect to Community Benefits, Yealm Community Energy would own the asset. He was very keen to commit to a Section 106 Agreement such that it was community and not commercially owned. The proposal was for a Community Benefits Fund for Yealmpton/Holbeton- £1500 per megawatt per annum together with an education fund. It was understood Newton & Noss would be getting the majority of benefits from Newton Downs Solar Farm. If that was not the case this could be revisited. He was aware of issues with Newton Downs solar farm/Good Energy. The Community Benefit Society Fund would be open to the community and further afield though crowd funding. A return of 5-7% was expected.

He confirmed that his company's current projects included Plymouth Energy Co-operative and Synergy at Exeter. Returns had been good- 5 megawatts in Chichester.

Mr. Peter Brown from YCE confirmed that he had just had a board meeting with Mr. Lopes. YCE wished to support the scheme which was felt to be more positive than the Good Energy Project at Newton Downs. Newton Downs negotiations included Community Benefits of £10,000pa over 25 years but ownership was not guaranteed. Ownership could more than double the benefit. Negotiations with Good Energy had not been resolved nor the Section 106 Agreement. The market was now more stable given subsidies were no longer available. Whilst available, and whilst negotiations had been taking place with Good Energy, the market had been in turmoil. The price being discussed would have affected adversely the Community Benefits.

The Chairman suggested the Parish Council may wish for more time to consider the interaction between the Gnaton Farms project and Good Energy. The Parish Council had secured an extension to respond to the application to enable Members to consider the matter at their 25 May meeting if necessary.

Cllr. Baldry advised that South Hams District Council would be dealing with the Section 106 Agreement and Community Benefits which should be administered through a trust of which the Parish Council should be a member. Mr. Lopes confirmed that it had been agreed with YCE that the project would only be sold to a community group operating through a Community Benefit Society.

**Police**

PCSO 30540 Andy Potter had sent apologies and the following crime report for April;

Newton Ferrers-20<sup>th</sup>, dwelling burglary CR/029028/17

Noss Mayo-18<sup>th</sup>, assault, no further Police action taken CR/029520/17

**Overgrown hedges-**a parishioner raised concern about overgrown vegetation from private land on the left hand side going down Bridgend Hill in Newton Ferrers. The parishioner was advised that this could be reported direct to Devon County Council online using their "Report-a-problem" facility. The Clerk would report but the parishioner was encouraged to do likewise.

**123/17 APOLOGIES FOR ABSENCE-** there were apologies from Cllr. Green and Cllr. Blackler. Mr. Parry-Smith had advised he would be late.

1/11May2017.....Chairman

**124/17 INTERESTS TO BE DECLARED** - members were invited to declare interests in the items for discussion during the course of the Meeting. None were declared.

**125/17 DISPENSATION REQUESTS-** none.

**126/17/ VARIATION OF AGENDA** – RESOLVED: matters relating to consideration of the Clerk’s employment, Ground maintenance contract, Butts Park Play Park project quotations and planning enforcement should be considered in committee. (*Vote; Unanimous.*)

**127/17 MINUTES-** the Minutes of the 13 April 2017 Parish Council Meeting were confirmed and signed as a correct record.

**128/17 DISTRICT COUNCIL**

Cllr. Baldry congratulated the Chairman and Vice Chairman on their re- election. He had attended a full Council meeting that day when Cllr. Kathy Cuthbert, Councillor for Ivybridge, had been elected as the new Chairman.

**129/17 PLANNING**

**129.1 Neighbourhood Plan-** the Steering Group had met. The draft plan and policies should be sent out the following day to the Steering Group. The Section 14 statutory six week consultation would be starting in June. Consultation events would take place on 9 June (3pm-7pm) and 10 June (10am-5pm) in the WI Hall. Following the events, the documents would be available from 9-21 July in Tubbs the Chemists, 12 June-3 July Newton Post Office and 26 June-21 July, St. Peter’s Church, Noss Mayo.

The Steering Group had suggested that the Parish Council may wish to write to SHDC Development Management regarding the planning application at Parsonage Farm to the effect that it would be inclined to include the field at Parsonage Farm within the settlement boundary on condition that it included housing identified as being required in the Housing Needs Survey. The development proposals currently lay outside the current Village Development Boundary. Cllr. Baldry referred to the Parish Council having already objected to the planning application. There were other issues such as drainage and highways. He was in communication with the Housing Officer Cassandra Harrison. Cllr. Baldry noted the views about the Housing Needs Survey and the nature of the housing proposed for the land at Parsonage Farm. The Parish Council however agreed that it would not write to SHDC Development Management at this stage.

Following the County Council Elections it was agreed to request support from Cllr. Hosking for a Locality Fund application for £1000 to help address the shortfall for the Neighbourhood Plan costs. It was noted the Revelstoke Trust had declined the application for further grant funding.

**Planning applications received including;**

**129.2 Yealmbury, Stoke Road 1144/17/HHO-** householder application for construction of pitched roof over existing flat roof garage to provide a garden room. DECISION; No objection. (*Vote; unanimous.*)

**129.3 Land at OS 25425E 48000N, Yealm Road 0593/17/FUL-** re advertisement (additional plan). Application for proposed stairway. DECISION; No objection subject to;

1. The provision of a satisfactory construction environmental management plan.
2. Provided South Hams District Council Building Regulations department engineers are satisfied as to the stability of the river bank. (*Vote; Unanimous.*)

**129.4 Land east of Courtside, 85 Court Road 1187/17/FUL-** construction of new 3 bedroom dwelling and separate garage. A proposal was put forward proposing no objection subject to the tree screening being preserved on the south side boundary bordering Lower Court Road. The proposal was not carried. (*Vote; 3 in favour, 2 against.*) A subsequent proposal for “no objection” was put forward. DECISION; No objection (*Vote; 5 in favour, 3 against.*)

**129.5 The Collet, Parsonage Road 0690/17/FUL-** construction of single storey dwelling .DECISION; Objection. Poor access. Insufficient parking provision and lack of turning space. (*Vote; 5 in favour, 1 against, 3 abstentions.*)

**129.6 Land at Gnaton Farm, Yealmpton 1109/17/FUL-** the development of a new solar farm of up to 7.3MWp of generating capacity, comprising the installation of solar photovoltaic panels and associated infrastructure including electrical inverter and transformer cabins, switchgear and meter house, sub-station, access tracks, fencing, CCTV and landscape planting. South Hams District Council had agreed to an extension for the Parish Council to respond to 26 May. RESOLVED; to put consideration of the planning application back to the meeting on 25 May 2017 to enable discussions to take place with Yealm Community Energy. (*Vote; Unanimous.*)

**129.7 The Fairway 1393/17/HHO-** householder application to erect PVCU conservatory to the rear of the property. The planning application had been withdrawn.

**129.8 Durlston, Stoke Road 1399/17/HHO-**householder application for addition of second floor and room on the roof, creation of new balcony and terrace to front of property, creation of new parking area and steps access to property. Revised plans had been received that day. It was agreed to put the application back to be considered at the next meeting 25 May 2017.

**129.9 Development Management Committee meeting**-the Vice Chairman had attended the meeting as had Cllr. Baldry. Although scheduled for 2pm the application in respect of the Cottage at 97D Court Road had not come before the Committee until 5.30pm when the members had decided to hold a site visit.  
*Mr. Parry- Smith arrived at 8pm*

### **130/17 ADMINISTRATION**

**130.1 Members' Responsibilities**-were reviewed and agreed and would be displayed on the Parish Council website.

**130.2 Investment strategy** Members were reminded of Department for Communities & Local Government issued Guidance on Local Government Investment which had been circulated previously. Interest on the Unity Trust Deposit Account for the previous financial year was noted as was the current balance in the Santander current account. 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.*)

Any further transfers to the Unity Trust would be reviewed after the conclusion of the Butts Park Play Park Project.

**130.3 Risk assessment review**- the schedule had been circulated prior to the meeting and was agreed. Members were asked to review the outstanding risk assessments.

**130.4 Insurance** –renewal arrangements were discussed. Came & Co had sent renewal documentation for consideration which had been circulated prior to the meeting. It was agreed to include new Butts Park Play Park equipment being installed under Phase 2 comprising 8 pieces of outdoor gym equipment, swings, Table Tennis table, basketball hoop and two gates and to authorise payment of the premium payable.

**130.5 Local Council Advisory Service**- the LCAS had been approached only once the previous year for advice-upon which they had felt unable to assist. RESOLVED; the annual subscription for the Local Council Advisory Service should not be renewed. (*Vote; Unanimous.*)

**130.5 Policies**- the policy review schedule was discussed. It was agreed to request Cllr. Green to review the Council's Tree and Environmental policies. The Chairman would review the Complaints Policy, Mr Parry-smith the Ant-Fraud and Corruption policy, Ms. Adams the Filming/Media Policy and the Clerk the Data Protection/Freedom of Information policies. The Code of Conduct was reviewed and agreed no changes were necessary.

**130.6 Financial Regulations/Standing Orders**- were reviewed. It was agreed no changes were necessary.

**130.7 Parish Council vacancy**- no requests had been made for a By-election. The Council was free to fill the vacancy by co-option. It was agreed to advertise the vacancy with a deadline for submission of applications by 1 September. The Parish Council would consider applications at their meeting 28 September.

**130.8 Events applications**- an application was anticipated in respect of the St. Peter's Church Fete in August.

**130.9 Land Registration**- the new solicitor from Curtis Whiteford Crocker had advised that an application for First Registration of Noss Play Park had been submitted. Applications for First Registration in respect of Big Slip Quay and Ferry woods were outstanding. Documentation had been requested relating to land at "The Green".

### **131/17. CORRESPONDENCE**

**131.1 Dementia Friendly Parishes**-Mrs. Caroline Hirst had sent the following report;

In March, Plymouth University had hosted its sixth International Dementia Conference chaired by celebrity TV presenter and Alzheimer Society Ambassador, Angela Rippon. Broadcast live from the Guildhall by BBC Radio Devon, a message of hope and inspiration had come through. Those who attended from Dementia Friendly Parishes around the Yealm had been proud to hear that in the South West they were at the forefront of the international work and academic research to become dementia friendly. Delegates from China, Japan, Belgium and Italy shared the start of their journeys but the real joy had been hearing of the ground-breaking work that was leading the world and already succeeding here at home.

In March 6 Chinese students and their tutors had spent a day with the committee and people with dementia and their families who were involved with the project explaining together what the project did.

Sunday May 7<sup>th</sup> Afternoon Tea had taken place at Wembury Village Hall from 2.30 - 4.30 pm; entertainment with May at the piano. An evening of delights was planned for Saturday July 15<sup>th</sup> at Kitley House at a Summer Soiree

There were opportunities for everyone to be involved with social and exercise activities in the local community. The 'Hobby Tree' Craft and Hobbies Group met on Monday 15<sup>th</sup> May from 10.30 - 12.30pm at Yealmpton Community Centre. The Shared Reading Group met every Thursday morning from 10.30 - 12.00 midday at The Parish Room, Yealmpton. Singing for Fun for everyone around the piano on Friday 19<sup>th</sup> May from 2.00-4.00 pm at St. Marys School, Brixton with afternoon tea. Gentle Exercise met every Tuesday morning at Venn Court, Brixton from 11.30 - 12.30pm. Tea at Kitley House Hotel on Friday 26<sup>th</sup> May from 3.00 - 4.30 pm. For further details about Dementia Friendly Parishes around the Yealm contact Maxine on 07450206312.

**131.2 Allotments**-a parishioner had suggested that enquiries be made of the estate of a recently deceased resident into the availability of land for allotments. The Council agreed that it be suggested the parishioner advise the Parish Council should the land become available.

### **132/17 COUNTY COUNCIL**

**132.1 County Council report**-Cllr. Hosking had not yet arrived.

**132.2 Highways/Transport**-

3/11May2017.....Chairman

**i) Creekside Road-** Devon County Council Highways had been asked by Building Control to close the road a few weeks ago due to concerns 41 Creekside Road was a “dangerous” building and a danger to the public. Building Control was advised that the owners would need to make the application for road closure. It was a Listed Building so necessary permissions would need to be sought. SHDC had managed to collect refuse by using a smaller lorry. The Chairman had telephoned the Agent for the owners who advised that two engineers were to undertake a site visit the following Monday and would advise of any decisions taken following the meeting.

**ii) Butts Park-** Mr. Lyndon advised that residents were consistently using the parking reserved for visitors. The Housing Association had been asked to reinstate appropriate signage.

**iii) Noss Car park-** the silver Peugeot was still parked in the car park. A suggestion was made to turn the car park into “Pay and Display”. Business rates implications would need to be researched.

**133/17 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 134/17.

**134/17 AUTHORISATION OF PAYMENTS**

<b>Balance in Unity Trust Deposit account</b>		<b>£21005.65</b>
<b>Santander Current Account :</b>	Total balance at 30/4/17	<b>£55516.11</b>
<b>The balance includes:</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>Awards for All grant Butts Park Play Park</b>		<b>£9990</b>
<b>One Family Foundation grant- Butts Park Play Park</b>		<b>£4500</b>
<b>Tesco Bags of Help funding –Butts Park Play Park</b>		<b>£1000</b>
<b>Big Greenspace Challenge</b>		<b>£487.20</b>
<b>Appeal monies-Butts Park Play Park</b>		<b>£2457.55</b>
<b>Monies granted by Parish Council/ Revelstoke Community Trust/Ryda/Community Rights Programme for Neighbourhood Plan</b>		<b>£40.39</b>
<b>Community Rights Programme Neighbourhood Plan (17/18)</b>		<b>£4361</b>
<b>The following cheques were authorised totalling:</b>		<b>£3079.12</b>

**Chq**

<b>No</b>	<b>PAYEE</b>		<b>AMOUNT</b>
2286	WI Community Hall	Hire fee NNPC Meeting 11 May 2017	£25.00
2287	WI Community Hall	Hire fee NNPC Meeting 25 May 2017	£25.00
2288	S.McDonough	Net salary-April 2017	£1,243.66
2289	HM Revenue & Customs	Clerk's Tax and National Insurance April	£291.36
2290	Lee Bray	Neighbourhood Plan-planning consultant fees April	£1,101.85
2291	PBS Accounting	Payroll services April-June 2017	£8.25
2292	South Hams Garden & Property Services	Grass cutting; water tower and Parsonage Road verge	£50.00
2293	South Hams Garden & Property Services	Noss play park sand refill	£220.00
2294	South Hams Garden & Property Services	Grass cutting; The Green 6 & 20 April 2017	£32.00
2295	M.Hingston	Newton Voss and steps cleaning April	£82.00
		<b>Total</b>	<b>£3,079.12</b>

\*Section 137 Local Government Act 1972 payments:£0 total to date;£195

DD	EDF	Sports Pavilion	<b>£10.00</b>
DD	B & C E Financial Services Ltd	Employee/employer Pension contribution	<b>£16.88</b>
SO	Reading Room	Storage facilities	<b>£40.00</b>

**135/17. MEETINGS ATTENDED:**

**135.1 Harbour Authority-** Mr. Carter advised that the new Harbour Master Mr. Bob Reed would be taking over at the end of May.

**135.2 Halls-** Mr. Parry-Smith advised that the application by Newton & Noss Village Hall to become a Charity Incorporated organisation had been sent to the solicitors to be passed on to the Charity Commissioners. Ms. Adams made enquiries into parity between the village halls as top charging rates.

**135.3 Yealm Estuary Management Group-**Mr. Carter advised that the main concern raised was regarding Pacific Oysters. Working groups were hoping to destroy them

**136/17 MAINTENANCE**

**136.1 Maintenance working groups-**

4/11May2017.....Chairman

**i) Sports Pavilion**-.RESOLVED; to accept the quotation from Yealm Electrical Services Ltd to undertake the annual electrical inspection and PAC testing in the sum of £120. (*Vote; Unanimous.*)

SHDC had provided the grass cutting schedule to 30 June which had been circulated to the Cricket Club and Revelstoke Rangers. During the last grass cutting SHDC had caused some damage to the rope around the cricket square which they had offered to replace or pay for. The Clerk was liaising with Mr. Barrie Furzeland from Yealm Cricket Club.

Mr. Larry Finch had completed refurbishment work on the Sports Pavilion

Work undertaken –

6 x new electric showers – 3 per changing room

1 new toilet and cistern – home changing room

Clean down exterior walls and woodwork and paint with white masonry paint and blue gloss kitchen – new base and wall units, new worktop, stainless steel sink and tap, hooks, dustbin and general kitchen equipment including crockery, glasses and storage

10 x folding spectator chairs

Budget as estimated - £2648.04

Extra work completed –

Painting of kitchen area and back of pavilion - £335.00

Supply and fit of new tap in shower area in home changing room – for hosing out after games,

plumbing in of new tap in kitchen -

£88.00

Supply and fit of new sealed unit light fitting in the kitchen supply and fit extractor fan in the kitchen - £180.00

Total cost - £3251.04

Funding from DCC - £2300.00

Donations by Yealm Cricket Club and Revelstoke Rangers - £600.00

Overrun on budget - £351.04

Donation by Mr. Larry Finch - £351.04

Mr. Finch had submitted an invoice for the work completed to the Pavilion and mower shed roof including removing corrugated sheets and nails from roof along with ivy, brambles and weeds, repairing roof supports, disposing of sheeting into midi skip, re-fitting new corrugated sheeting x 8 sheets, supplying and fitting slates for main pavilion roof in the sum of £698.40.

The Parish Council appreciated the considerable work that had been undertaken by Mr. and Mrs. Finch on the main Sports Pavilion building both in securing the funding and the work which had taken place on a voluntary basis.

The Council noted no prior authority or quotations had been submitted for the work on the Pavilion or mower shed roof. RESOLVED: With respect to the invoice for the additional work on the mower shed and Pavilion roof work the Parish Council was prepared to authorise payment on this occasion in the sum of £698.40. However, for future reference, Mr. Finch was to be advised that the Council must adhere to its budget, Standing Orders and Financial Regulations in spending public money. The Parish Council's prior approval needed to be sought before work could be undertaken, for which the Parish Council was expected to pay. (*Vote; Unanimous.*)

Thanks were to be passed to Mr. and Mrs Finch for all the hard work for which the Parish Council was very grateful.

**ii) The Green/Dillons Green**-no report.

**iii) Play parks-**

**Butts Park Play Park**

The Vice Chairman advised Phase 2 was to start 15 May. Discussions had been taking place regarding the positioning of the gym equipment. Use was restricted to those over 4 ft. 6 or 9 years +. A certain distance needed to be maintained between the gym equipment and other play park equipment under Best Practice guidance. Plans were put before the Council. It was agreed to delegate the decision regarding the positioning of the gym equipment to the Vice Chairman.

Positioning of the new swings away from the main path was being reviewed. The Vice Chairman had spoken to a Butts Park resident who had expressed concern regarding the proximity of the swings to his back gate

The Clerk had been advised by SHDC that the costs for the monthly/annual play park inspection would be £130 plus VAT per play park. A letter was due to be sent out in June.

The Vice Chairman and Clerk had noticed that SHDC had been strimming around the wooden bases of the zip wire. Photographs had been taken and sent to SHDC.

*In committee*

Quotes had been received from Caloo and Play Inspections for the post installation inspection. RESOLVED; to accept the quotation from The Play Inspection Company in the sum of £295 plus VAT. (*Vote; Unanimous.*)

The Clerk was continuing to liaise with Sovereign over the remedial work. A quote had been received from Sovereign for additional grass guard for the Rotanet area. On the basis of the quote it was agreed Caloo continue with the work.

*The Parish Council came out of committee.*

**Noss Play Park**

The Clerk was liaising with SHDC regarding repairs which were supposed to have been undertaken to the basket swing. The Clerk had forwarded the Allianz annual inspection report to Earth Wrights. Their response was awaited.

**iv) Noss Recreation Areas-**

**Tennis Courts-** the Chairman and Mrs Grant would be contacting the Tennis Club Chairman direct to discuss the signs/windbreaks causing concern to some local residents.

**136.2 Parish Asset Inspection-**the draft schedule was considered. Mr. Tubb advised that local residents Mr. and Mrs. Baldock had asked Mr. Howard Swift to repair the public benches at The Brook at their expense Mr. Parry-Smith and Mrs Grant would review the draft work schedule so far as it applied to Noss Play Park and would report back at the next meeting.

**136.34 Other areas for consideration-**the Vice Chairman referred to a large branch left in a lay by on Bridgend Hill. It would be reported to Devon County Council Highways.

**137/17 COUNTY COUNCILLOR'S REPORT**

Cllr Hosking was congratulated on his re-election.

**i) A379-** patching repairs were due to be carried out that day/the following day on the most badly affected 90m squared area between Yealmpton and Brixton. The whole area was due to be resurfaced after September once the embankment had settled in.

**ii) Creekside Road-** the position was outlined to Cllr. Hosking and the concerns about the effects on residents, businesses, emergency vehicle access and refuse collections. Cllr. Hosking advised contacting the Listed Building officer at SHDC.

**iv) Collaton-** concerns were raised about the visibility splay at Collaton. The vegetation was very high. It has been reported online the previous month. Highways had advised in April that it would be cut "shortly".

**v) Puslinch-** patching grids appeared to have been marked out. Cllr Hosking would follow up.

*In committee*

**137/17 CLERK'S EMPLOYMENT**

The employment working group would review the Clerks terms of employment and consider whether an appraisal was necessary.

**138/18 GROUNDS MAINTENANCE CONTRACT**

The clerk confirmed the signed contract had been received from South Hams Garden and Property Services to commence 1 July 2017.

**139/19 PLANNING ENFORCEMENT**

A planning enforcement matter was considered following a parishioner's concerns. The matter would be referred to SHDC planning enforcement to consider.

*Meeting closed at 9.30pm*