

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

Held on 12 January 2017

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

ALSO PRESENT; Cllr. Baldry, Cllr. Hosking, 6 parishioners, Mrs. McDonough (Clerk).

OPEN FORUM

Land to the East of 85 Court Road-the applicants spoke in support of their planning application. They were aware of the planning history of the site. It was felt the new proposal for a 1.5 storey Skandihus, with Eco features would be more in keeping with the street scene and was not dissimilar in design from the neighbouring property. They had undergone the pre planning application process with a planning officer and consulted with their immediate neighbours. A comment was made as to whether the roof elevation proposed was higher than the proposal for which planning permission had already been given. The applicants advised that they had tried to keep the plans within the curtilage of the existing planning permission.

Whitegates Parsonage Road- the applicant spoke in support of his planning application for one detached and two semi detached properties. He was aware of the Parish Council's objections to the previous planning application based upon density and the bulk of the building affecting the neighbouring property at "Elmcroft". A new scheme had been developed with the objective to reduce the bulk and to develop a second detached house. It would be slightly in excess of the existing footprint. He had spoken with the adjoining neighbours. It was not thought they would be objecting. He suggested the new proposals were more in keeping with the general area and with the design of neighbouring buildings. A Member suggested that the proposals were out of character with the area- the neighbouring properties being bungalows. The applicant suggested that the ridge of the proposed houses was below the ridge of the houses at Archers Court. It was slightly higher than adjoining houses. The level of the floors had been reduced. The footprint of the proposals was about the same as the previous scheme.

County Council Elections- Cllr. Baldry introduced Mr. Antony Power the Liberal Democrat Candidate for the forthcoming Devon County Council Elections in May. Mr. Power introduced himself and advised he was endeavouring to get to know the division area.

Police-PCSO 30540 Andy Potter had sent apologies and the following report;

Newton Ferrers and Noss Mayo Parish Council Report December 2016

Newton Ferrers

7/12 assault, no further Police action taken CR/086215/16

19 – 29/12 attempt burglary to dwelling CR/092414/16

24 -29/12 burglary to derelict building CR/092414/16

Noss Mayo

26/12 assault, enquiries ongoing CR/091607/16

28/12 attempted theft of an outboard motor CR/091836/16

01/17 APOLOGIES FOR ABSENCE- there were apologies from Cllr. Blackler, Mrs. Cooper, Mr. Carter, Mr. Tubb and Mrs. Grant.

02/17 INTERESTS TO BE DECLARED - members were invited to declare interests in the items for discussion during the course of the Meeting. Mr. Hussell declared an interest in the planning application for Whitegates, Parsonage Road.

03/17 DISPENSATION REQUESTS- none.

04/17/ VARIATION OF AGENDA – RESOLVED: matters relating to the Clerk's employment should be considered in committee. (*Vote; Unanimous.*)

05/17 MINUTES – the Minutes of the Parish Council Meetings held on 24 November and 8 December 2016 were confirmed and signed as a correct record.

06/17 DISTRICT COUNCIL

06.1 Councillor reports-

Cllr. Baldry gave the following report;

- 1. The Deputy Leader of SHDC**- had stood down and three days later resigned from the Council. A Charterlands by-election would take place.
- 2. Citizens Advice**- SHDC had reached agreement with Plymouth City Council to allow non-Plymouth residents to use the Plymouth CAB.
- 3. Re cycling sacks**- the Council was reviewing the supply of blue and clear sacks.

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- 4. The Development Management Committee** – the site visit for the planning application in respect of Land at The Fairway would be taking place the following Monday. (The Vice Chairman and Ms. Adams would be attending for the Parish Council). The Committee meeting was to be held on the Wednesday- Ms. Adams would be speaking for the Parish Council.
- 5. Noss Play Park-** the response from SHDC to correspondence regarding damage caused to play park equipment would be put back to the next meeting.
- 6. TAP funding-** the bids would be considered the following Thursday. The fund was oversubscribed. Cllr. Baldry would be attending and speaking. The Vice Chairman would be speaking in support of the Parish Council's application.
- 7. Village Housing Initiative-** the public information session had taken place the preceding Friday. During the time he was present, four people had attended, all of whom had applied for shared ownership. Many of those attending had wanted one bedroom properties which were not available. He was fairly confident that the allocations would go to those with a Local Connection.
- Cllr. Blackler-** had sent apologies and had had little to report, not having had any SHDC meetings for over a month. The Deputy Leader had resigned her position and as a Councillor. There would be a new way of collecting recycling bags with further details to follow.
- 06.2 Village Housing Initiative-** concern was raised regarding the condition of the grass verge on Parsonage Road being used by builders. It was accepted that confirmation had been received that the contractors would make good when the project was completed. It was agreed the Clerk should write again and remind of the necessity to reinstate the verge.
- 06.3 Public Space Protection Orders-** Ms. Honey Foskett had advised that there was a consultation document about to be circulated in the public domain that included feedback from the Parishes about Public Space Protection Orders (formerly Dog Control Orders.)The consultation did not appear to be on the SHDC website to date.
- 06.4 Domestic recycle bags-** a request had been received from SHDC for suggestions as to potential collection points in the parish for domestic recycling bags. It was agreed to suggest Newton Ferrers Post Office.

07/16 PLANNING

07.1 Newton & Noss Neighbourhood Plan (N3P) – the Chairman gave the following report;

1. A workshop had taken place the preceding Saturday for all working groups and involved some Parish Council Members. The event had been led by Mr. Peter Holt to help groups firm up their policy objectives. Twenty people attended each group giving a short presentation at the end. There was still work to be completed in each working group with Mr. Holt offering to assist.
 2. Mrs. Sarah Taylor and the Chairman had had a preliminary meeting with a planning specialist Mr. Lee Bray on Monday 9 January. This was helpful in assessing progress. A meeting would be taking place between the working group leads and Mr. Bray on Monday 16 January. Mrs. Marchant was investigating Community Land Trusts for which funding was available. Ms. Adams was going to visit the North Devon Community Land Trust. It was hoped to complete the Neighbourhood Plan in June/July.
- The Clerk asked if it was proposed that a planning consultant be formally instructed. If so the Parish Council would need to see the specification letters sent seeking quotes, any quotes received and the proposed terms of engagement. The Parish Council would need to authorise instruction of a planning consultant. It was agreed the Clerk should request the information from Mrs. Fleur Holt.

Planning applications received;

07.2 Pillory Hill Noss Mayo 3471/16/FUL-change of use of ancillary unit of self contained accommodation to permanent dwelling and minor changes to external terrace. Members discussed the planning history. The Council had objected to the original application because of this exact same eventuality. There had been concerns it would set a precedent and was using up more green space. It was believed someone was already living in the property.

Decision: Objection.

1. Planning history- the Parish Council objected to the previous planning applications to avoid just such an outcome of the land being used to develop a separate dwelling. A subsequent planning application for such a material change was not acceptable.
2. Over development of the site in dividing the land into two separate properties.
3. Cumulative impact- extending the house line in an AONB as opposed to the garden room as initially proposed and approved.
4. Access/traffic/safety- additional vehicle and foot access to two separate properties rather than one. (Vote; Unanimous.)

07.3 The Green House 3701/16/HHO-householder application for proposed detached outbuilding to be used as a boathouse. Queries were raised as to how a boat could be kept in the proposed building. DECISION: Objection

1. The Parish Council supported the objections raised by the South Devon AONB Estuaries Officer in his letter of 20 December 2016.
2. The negative impact on conserving the landscape and scenic beauty of the AONB.
3. Cumulative impact- likely to trigger other applications that would irrevocably change the character of the foreshore.
4. Visual impact- the structure substantially overhangs the foreshore. This was intrusive and not consistent with other "boathouses" in the area.
5. Light pollution over the water and impact on ecology. Copper was toxic to marine life.
6. This proposal would require a Marine Licence.
7. No construction Environmental Management Plan. (*Vote; Unanimous.*)

07.4 Williams Quay Lower Court Road 3904/16/HHO-householder application for extension to garage and provision of new turning space. DECISION: No objection. (*Vote; Unanimous.*)

07.5 54 Yealm Road 3780/16/HHO- householder application for single story extension at rear and internal alterations. DECISION; No objection. (*Vote; Unanimous.*)

07.6 Land to the East of 85 Court Road 3874/16/FUL- construction of a new 3-bedroom dwelling and separate garage. Members considered the planning history for the site. A query was raised as to whether the ridge height for the proposed new building was higher than the building for which planning permission had been given. Members also queried whether the building would have a larger footprint with consequent loss of green space and impact on neighbouring properties. DECISION: No objection subject to tree screening being preserved on the south side boundary bordering Lower Court Road. (*Vote; 6 in favour, 2 objections.*)

07.7 Whitegates Parsonage Road 3976/16/FUL- demolition of single dwelling and the erection of two detached dwellings. Mr. Hussell took no part in the debate or vote. The Chairman commented that there was minimal improvement on the previous application and that the Parish Council's previous objections should remain - overdevelopment of the site, overbearing and impact on the neighbours, over shadowing and affecting the street scene. Members discussed parking issues and whether there would be sufficient parking for the properties. One of the proposed new properties was to be for a local resident. Ms. Longworth advised that she was keen for people to remain in the village but queried why a four bedroomed house was needed next to a two bedroomed house, her preference being for bungalows or if the house was smaller, rather than over development. Members discussed the Housing Needs Survey and the great need in the parish for 2-3 bedroomed houses. Cllr. Green suggested that certain areas of the village had quite dense housing and did not believe the proposals would be out of keeping with the area. DECISION: No objection. (*Vote; 4 in favour, 2 objections, 1 abstention.*)

07.8 Former Yealm Hotel, 104 Yealm Road, 4120/16/TPO Work to Tree Preservation Order Trees-T1: Cypress - Fell. T2: Yew - Fell. T3: Holm Oak - crown reduction over site by 3m. T4: Monterey Pine - remove major deadwood over site. T5: Beech - crown raise to 5m. G1: Holm Oak - Fell trees on bank and top of bank. DECISION: The Parish Council would wish to follow the recommendations of the South Hams District Council Tree Officer but would request that the Tree Warden's views about the preservation of the Yew Tree be taken into consideration. (*Vote; Unanimous.*)

07.9 Land at the Fairway 1372/16/FUL – the Vice Chairman and Ms. Adams would attend the South Hams District Council Development Management Committee site visit with Ms. Adams attending the subsequent Meeting.

08/17 ADMINISTRATION

08.1 Events applications- no applications had been submitted.

08.2 Budget 2017/2018-the third quarter's account inspection had been undertaken by Mr. Carter and was due to be undertaken by Mr. Parry-Smith. The third quarterly budget comparison had been circulated. The draft budget, cashflow forecast, anticipated routine expenditure schedule with draft contingency plan had also been circulated. SHDC had confirmed the Council Tax Support Grant for 2017/2018 should be £1123. In order to meet increased expenditure to meet the costs of assuming grounds maintenance responsibility for the land transferred by SHDC in 2015, the working group had suggested a Precept request of £48,640. This would involve a 23% increase from the Precept request for 2016/2017. It was anticipated that the Band D cost per person would be £43.17, an increase of £7.61 (21%).

RESOLVED; to agree the budget requirement and contingency schedule for financial year 2017/2018 recommended by the budget working group. (*Vote; Unanimous.*)

RESOLVED; to make a Precept Request of £48640 from South Hams District Council for the financial year 2017/2018, to authorise the Chairman to sign the Precept Request on that basis and for it to be submitted to South Hams District Council (*Vote; Unanimous.*)

08.3 Financial Risk Assessment- for 2017 had been circulated. RESOLVED; to agree and adopt the Financial Risk Review for 2017. (*Vote; Unanimous.*)

08.4 Risk assessment- the Parish Council risk schedule review had been circulated. The review was agreed. Members/working groups were asked to review and update their risk assessments where indicated on the schedule.

08.5 Statement of Internal Control- the Statement of Internal Control for the financial year 2016-2017 had been circulated. Members reviewed the effectiveness of internal audit procedures. RESOLVED; to agree and adopt the Statement of Internal Control for the financial year 2016/2017. (*Vote; Unanimous.*)

08.6 Annual Payments Review – had been circulated. RESOLVED: routine payments and charges for 2017 were agreed in the following terms;

1. CONTRIBUTION TO CHAIRMAN'S EXPENSES: (no change) **£150**
2. CONTRIBUTION TO CLERK'S OFFICE EXPENSES :(no change)
To reflect the costs of light/heat/power/Council Tax for one room (no change). **£400**
(B.T. telephone and Internet charges for Parish Council line paid by Direct Debit by the Council.
3. NEWTON VOSS AND STEPS:
On 10 October 2013 the Parish Council agreed that there should be one clean per month from last Sunday in October-last Sunday in March each year- £82 pm £410
Two cleans per month April- October £124pm **£868** **£1278**
4. NOSS VOSS/POPE'S QUAY:
£50.00 plus VAT per clean –approx. once every 2 months **£300 approx.**
Includes regular cleaning of Pope's Quay to which RYHA contributed £115 for Oct-15/Oct-16 for cleaning.
5. BOAT CHARGES: last increased in 2008: -
£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. EVENTS

Charity Community Events	No Charge
Commercial Events or Trading ★	£240 per day *
Circus/Funfairs	£240 per day £60 per set up and stand down day
Private parties	£10 per hour £5 per hour per set up and stand down.

★ To include wedding receptions

* Can be reduced at discretion of NNPC where specific benefits to NNPC priorities are identified by the event organiser.

8. SPORTS PAVILION

Football and Cricket Clubs £150 p.a. per club.

9. ANNUAL MEMBERSHIP/FEES COSTS:-

- £433.51** Devon Association of Local Councils (inc some publications)
- £4** Ivybridge & District Assoc of Parish Councils
- £36** CPRE
- £167** Society of Local Council Clerks)
- £17.00** NALC – LCR Magazine subscription
- £00.00** South Hams Society
- £33.60** GetMapping PLC/Parish Online
- £50.00** Community Council for Devon (now Devon Communities Together)
- £35.00** Information Commissioner
- £189** M. Grundy website maintenance
- £60** Vantech Media domain name newtonandnoss-pc.gov.uk for 2 years
- £95** Vantech Media DIY Hosting package annual fee
- £800** RYHA contribution to WC Cleaning

PBS Accounting payroll services £28.79 per quarter

10. NEWTON FERRERS READING ROOM Storage facilities £40 per month

(Vote; Unanimous.)

08.7 LCAS – RESOLVED: to book two places for the risk assessment seminar planned for Callington and to authorise payment of the fee of £30 plus VAT. (Vote; *Unanimous*)

08.8 Internal Audit arrangements- Mr. Ken Abraham had been undertaking internal audits for the Parish Council for a number of years. Parish/Town Clerks had been notified by the local SLCC representative that Mr. Abraham was very ill and would no longer be undertaking internal audit work. The Clerk had not been notified by Mr Abraham direct to this effect although had emailed him to clarify the position (no response had been received.) The Clerk had made enquiries of local accountants to see if they had capacity but neither were taking on such work. The Clerk had received a recommendation from Bickleigh and Dartmouth Councils – IAC. A quotation had been received. **RESOLVED;** to engage IAC to conduct the annual internal audit for Newton & Noss Parish Council and to accept the quotation of £280 plus VAT. The Chairman/Vice Chairman were authorised to review, and if appropriate, sign any letter of engagement. (Vote; *Unanimous.*)The Clerk would notify Mr Abraham.

09/17 CORRESPONDENCE

09.1 Dementia Friendly Parishes- the update from Mrs. Hirst had been circulated. In November 2016 Dementia Friendly Parishes around the Yealm had held workshops in each parish; learning together about the impact of dementia for the individual and their family and how the group could help with greater understanding in the communities. The emphasis had been on how the community in their parishes and villages could continue to work together to become even more dementia friendly building on the excellent progress in all 5 parishes in the last 4 years. In November the BBC’s ‘**Country File**’ team visited and filmed the Shared Reading Group in Yealmpton. The television presenter and the crew had been very impressed by the work of Dementia Friendly Parishes around the Yealm.

Yealmpton & Brixton WI had raised £500.00 at a very successful, well attended and friendly coffee morning on the 19th November.

A monthly Sing-along in the Community Room at St. Marys School, Brixton would start in January. A community singing event, around the piano with Jenny George and the Brixton Village–airs, would be held on Friday the 20th January from 2.00 - 4.00pm.

Other opportunities to join in included all the activities going on in the local community. In addition in the New Year the Hobby/Craft Group would meet on Monday 16th January from 10.30 - 12.30pm at Yealmpton Community Centre. Everyone was welcome for coffee, a chat and to take part in or try a new hobby. The Shared Reading Group met every Thursday morning from 10.30 - 12.00 midday at The Parish Room, Yealmpton giving people with dementia and their carers the pleasure of familiar books and poetry. Gentle Exercise continued every Tuesday morning at Venn Court, Brixton from 11.30 - 12.30pm open to anyone wanting to build up strength, stay active and prevent falls. A Tea would be held at Kitley House Hotel on Friday 27th January 3.00 - 4.30pm.

09.2 Broadband- in accordance with the Council’s instructions, the Clerk had written to the twenty contractors listed on the Connecting Devon & Somerset website on 9 December regarding residents entitled to vouchers, pooling their vouchers, to enable Superfast Broadband Coverage in areas not covered by Phase 1 Broadband rollout. The companies had been invited to contact the Clerk as soon as possible and had been invited to attend a public information session organised for 24 January at 6pm in the WI Hall. No companies had responded. It was agreed to ask Mr. Jeremy Brown if he may be prepared to contact the companies on a direct basis. If this was unsuccessful it was agreed that the public information session would need to be cancelled, due to lack of interest from contractors, the decision being delegated to the Chairman and Clerk. It was understood some residents at Alston had been in touch direct with one contractor and the Clerk had linked them in with residents at Carswell, Netton and Stoke. The Parish Council had been copied in on a letter from Mr. Jeremy Brown to the Programme Director for CDS regarding BT records showing some properties within easy access to the new cabinets had no access to Superfast whereas other premises were shown on the CDS site as having availability, when they did not. Some residents who had applied for vouchers were refused because they were advised they had access to high speed fibre from a commercial supplier when they did not. Amongst other matters, Mr. Brown had asked in his correspondence, if those potentially notified incorrectly would be told they could have vouchers and if the expenditure deadline would be extended. He asked when residents could check if they would be included in Phase 2 and if there was a mechanism for residents to allow communities to correct any inaccurate information held to ensure they are not excluded from Phase 2.

09.3 Community Council for Devon- (now Devon Communities Together) – had sent details of three projects being run to help reduce energy costs- the Big Energy Saving Network, Smart Meters and the Devon Oil Collective. Yealm Environment Group had held a talk in the Yealm Yacht Club regarding these matters on 11 January.

09.4 Plymouth City Council- Members had no response to make in respect of the consultation on school admission arrangements.

09.5 BT phone box- confirmation had been received that the box at Butts Park would be removed.

09.6 Collaton- a Collaton resident had written to the Parish Council to express concern about low water pressure. Since contacting the Council the water pressure had improved, South West Water having located two leaks. Their concerns remained that the improvement would not last and that the development in Parsonage Road and at Collaton would affect them adversely. It was agreed to write to SWW to see if their forward planning had taken into account the developments at Parsonage Road and Collaton and the effects on water pressure.

10/17 COUNTY COUNCIL

5/12January2017.....Chairman

10.1 County Councillor report- Cllr. Hosking had not yet arrived.

10.2 Highways/Transport

i) Stoke Road – the Parish Council had been copied in on and noted a letter from a Stoke Road resident to Devon County Council Highways Department about parking and accident risk, requesting that double yellow lines be repainted and questioning when planning permission was given, why conditions are not attached to improve adjoining substandard sections of road, site values permitting.

ii) Community Enhancement Fund- guidance notes had been circulated.

iii) Bridgend- concern was raised about the safety of the road fencing on land adjacent to the Greenhouse, Bridgend Hill. This would be raised DCC Highways.

iv) Membland signage- Mr. Nick Colton had responded to the request for additional signage at The Green and Bridgend to Membland. At the sign at The Green, if he were to add Membland he would have to leave out one of the other previously signed destinations as current legislation stated only a maximum of three destinations should be signed on each arm. He suggested that Bridgend may be the best to leave off if the desire was to sign Membland as the other two destinations are Noss Mayo and Stoke Beach. There was an existing Membland sign at Bridgend. Members agreed to preserve the status quo.

10.3 County Councillor Report- Cllr. Hosking advised on the following;

i) Phase 2 Broadband- he had seen a copy of the plan and it appeared parts of Newton & Noss were included. Parishioners should be able to access the plan on the Connecting Devon & Somerset website. It was anticipated Gigaclear, under Phase 2, would achieve 95% rollout by the end of 2017. BT had fallen 1000 premises short under their contract. Additional savings had accumulated a budget for CDS which could mean funding for Phase 3.

ii) Schools funding- Devon had been hoping for a significant improvement. The recent Government announcement had meant a slight negative for larger schools such as Newton Ferrers Primary School (who would receive less per student) and a positive for smaller schools.

iii) Devolution-Devon County Council bid involved representing the whole of Devon with no appetite for having a Mayor. There were rival bids.

iv) Puslinch- patching work had been completed. A pot hole action fund could be available this year. Puslinch was one of the 2 schemes selected for special treatment from last years scheme. A member suggested that short term repairs would lead to long term problems in the future. There would be a huge backlog. Cllr. Hosking was thanked for his efforts in arranging the Puslinch repairs.

11/17 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 12/17.

12/17 AUTHORISATION OF PAYMENTS

Balance in Unity Trust Deposit account		£21003.65
Santander Current Account :	Total balance at 31/12/16	£64814.55

The balance includes:

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	£390
Sustainable Communities Locality Fund held for Butts Park Play Park refurbishment	£500
Butts Park Play Park Appeal	£2338.25
SHDC Section 106 monies for Butts Park Play Park refurbishment	£8775
Devon County Council Invest in Devon Grant Butts Park Play Park	£2000
Revelstoke Community Trust Butts Park Play Park	£1500
Awards For All grant Butts Park Play Park	£9990
Monies granted by Parish Council/ Revelstoke Community Trust/Ryda for Neighbourhood Plan	£888.40

The following cheques were authorised totalling: **£1979.52**

Chq No	PAYEE		AMOUNT
2219	WI Community Hall	Hire fee NNPC Meeting 12 January 2017	£25.00
2220	WI Community Hall	Hire fee NNPC Meeting 26 January 2017	£25.00
2221	S. McDonough	Net salary-December 2016	£1,224.66
2222	HM Revenue & Customs	Clerk's Tax and National Insurance December	£294.86
2223	Dementia Friendly Parishes Around the Yealm	Grant*	£100.00
2224	Black Swan Printers (Dawlish) LTD	Newton & Noss Neighbourhood plan leaflets	£228.00
2225	M. Hingston	Newton Voss and steps cleaning December	£82.00
		Total	£1,979.52

*Section 137 Local Government Act 1972 payments:£100 total to date;£470

DD	EDF	Sports Pavilion	£10.00
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DD	B & C E Financial Services Ltd	Employee/employer Pension contribution	£16.88
SO	Reading Room	December	
		Storage facilities	£40.00
DD	BT	Phone services	£118.12

*Section 137 Local Government Act 1972 payments: £100 total to date; £470.

13/17 MEETINGS ATTENDED

13.1 Harbour Authority- Mr. Hussell advised that Mr. Bob Read had been appointed as the new Harbour Master from 27 March.

13.2 Halls- Mr. Parry Smith advised that Newton & Noss Village Hall was trying to achieve charitable status. The Parish Council was thanked for the Christmas tree donation. There would be a £1000 surplus to add to the reserves. There was an ongoing programme to undertake energy saving projects as and when finances permitted. Ms. Adams advised that contact had been made with BT regarding internet connection. A committee meeting would be taking place in March.

14/17. MAINTENANCE

14.1 Maintenance working groups-including

i) Sports Pavilion-no report.

ii) The Green/Dillons Green- no report.

iii) Play parks-

Butts Park Play Park-the Vice Chairman advised that the working group would be meeting the following Tuesday to discuss progress. The funding application to the Community Reinvestment Projects Fund had been submitted. The nest swing, zip wire and rota net were being installed. A complaint had been made to SHDC by a Butts Park resident regarding the position of the zip wire. Ms. Longworth and the Vice Chairman had made a site visit. The zip wire was approximately 6 metres in from the boundary. The trees would act as a screen, particularly in the summer. The contractor had confirmed the zip wire used nylon bearings which mitigated against noise. It was agreed the Clerk would respond to the resident, the letter to be approved by the working group. **RESOLVED;** to authorise the WI Hall Hire Fee for the working group meeting on Tuesday 16 January. (*Vote; Unanimous*) Quotes were being sought for equipment signage.

Noss Play Park- SHDC had responded to the letter from the Parish Council regarding damage caused to the play park equipment by the use of strimmers by SHDC operatives. It was agreed to discuss the response with Cllr. Baldry at the next appropriate meeting. The repair work to be undertaken by Earthwrights and the sand topping up by South Hams Garden & Property Services was due to be undertaken once the weather was dry.

Noss Recreation Areas-

iv) Tennis Courts- a skip belonging to the contractors employed by the Tennis Club remained in the car park. No notice of the intention to use the car park for a skip had been given, nor the details/when the resurfacing work had been due to be carried out. The Licence from the Tennis Club was awaited.

v) Community Orchard- workshops to construct the bench planned for the orchard would be taking place in January/February.

297.2 Other areas for consideration-

i) Bottle recycling- the skip had been overflowing following the Christmas break. SHDC had now cleared the overflow. Recycling had been left in the car park.

ii) Bins- a suggestion was made to move the bin in Noss car park for placement near the dog bin to make it more prominent. It was agreed to contact the Locality Officer and request a site visit. It was suggested copying in Mr. Neil Greenhalgh at SHDC who had overall responsibility.

iii) Memorial seat- the Vice Chairman advised that there had been a request to site a memorial bench on Parish Council land. Members were asked to consider potential sites.

iv) Grounds Maintenance Contract- the Clerk was in the process of preparing a draft. It was agreed to delegate approval of the draft contract and any amendment negotiations with South Hams Garden & Property Services to the Vice Chairman and Mr. Parry- Smith. Final approval for the contract would rest with the Parish Council.

14.2 Parish asset Inspection- it was agreed the Clerk would allocate areas and send the schedule out to the Council. It was hoped to undertake any work in the spring.

14.3 Footpaths- Mr. Hussell confirmed he would address footpath inspections in the spring.

14.4 Tree Inspections- Mr. Hussell had looked at the trees at Butts Park Playing field and did not believe any action was necessary. It was agreed to put back the matter to the next meeting regarding any further inspection/ work at Kilpatrick's.

15/17. CLERK'S EMPLOYMENT

It was agreed to delegate a review of the Clerk's work hours for 2016 to the employment working group.

The Meeting closed at 9.20pm

7/12January2017.....Chairman