

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

Held on 8 March 2018

PRESENT MRS. ANSELL MR. COOPER CLLR. GREEN MR. TUBB MR. LYNDON
MR. CARTER MS. ADAMS MR. ROGERS MR. PARRY-SMITH MRS GRANT
ALSO PRESENT; Cllr. Baldry, 0 members of the public, Mrs. McDonough (Clerk).

OPEN FORUM

Newton Ferrers and Noss Mayo Parish Council Police Report February 2018 - PCSO Andrew Potter had been at the preceding Annual Parish Meeting and had sent the following written report for the Parish Council meeting which was read out -

Newton Ferrers

1st. Report of theft of tools from van overnight 29th / 30th January CR/013227/18.

11th. Report of controlling/coercive behaviour CR/012954/18.

14th. Report of harassment, enquiries ongoing CR/015096/18.

23rd. Report of nuisance telephone calls, no further Police action CR/016329/18.

Noss Mayo - no reported crime.

35/18 APOLOGIES FOR ABSENCE - there were apologies from Cllr. Hosking, Cllr. Blackler, Mrs. Cooper and Mr. Tubb.

36/18 INTERESTS TO BE DECLARED - members were invited to declare interests in the items for discussion during the meeting. None were declared.

37/18 DISPENSATION REQUESTS - none.

38/18 MINUTES - the minutes of the 8 February Parish Council Meeting were approved as a correct record and the Chairman was authorised to sign.

39/18 VARIATION OF AGENDA - RESOLVED; matters relating to pre-planning/planning enforcement matters and quotes relating to play park maintenance, footpath improvements and Data Protection Officer appointment should be considered in committee. (*Vote; unanimous.*)

40/18 DISTRICT COUNCIL

40.1 Councillor reports

i) Cllr. Blackler sent apologies, due to health reasons, and the following written report;

“There will only be cashless payments at SHDC from 1st April saving the Council about £35,000.

There is only the possibility that SHDC may commence house building again, not yet fully confirmed.

SHDC will start at some time using less plastics.

We are to receive £80,640 grant for rural service delivery.

Council Tax will increase by £5 to give a figure of £160.42 to a band D property for 18/19 £6,072m will be collected.

SHDC are able to show savings of £689,350 over 12 months.

Total expenditure for 18/19 is about £8,983,000.

There will be a Budget gap for 19/20 of £0.64m

There will be no Government Support Grant next year.

There will be pay to enter toilets in future.”

ii) Cllr. Baldry gave the following report;

a) Weather - there had been no refuse collections during the snow. A decision had been made to start the refuse collections afresh rather than catch up.

b) Budget - South Hams District Council would be building social housing (formerly Council Housing) as a means of providing “affordable housing.” Some reserves were being used to invest in the provision of the housing. The housing would be administered through housing associations who would set the rent. Currently the term “Affordable Housing “ applied to both rental properties and those to buy, the rent/purchase price being set at the national rate of 80% of local market value.

c) Roadshows – the Localities Officer, Mr. Tim Pollard, was organising “Drop In” sessions to explain about managing Council Tax online to residents. He would be at the car park in Noss Mayo 19 April.

d) River Yealm - a Freedom of Information request had been submitted to South West Water by Mr. Martin Oates (who ran the fisheries at Brixton) enquiring into water quality. It was not looking good. It was going to be pursued, working in conjunction with the Environment Agency. South West Water did not appear to refuse housing planning applications in Yealmpton when consulted.

40.2 Public conveniences – budget proposals had been discussed and approved by SHDC including the proposal to close the public conveniences in Newton Ferrers from 2019, unless the Parish Council undertook responsibility for its management and maintenance. Noss Mayo had not been mentioned as being included in the proposed closures. Reference was made to the costs investigations made by the Parish Council when this proposal was previously put

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forward by SHDC in 2013/2014. The suggested costs to the Parish Council for the public conveniences to be maintained by SHDC had been substantial. Pay on entry had not been considered suitable for the conveniences in Newton Ferrers. Cllrs Baldry and Green would be resisting the proposals. SHDC would be writing to the Parish Council regarding the proposed closure.

41/18 PLANNING

41.1 Newton & Noss Neighbourhood Plan – the inspector, Ms. Barbara Maksymiw had advised that her report was almost complete.

41.2 Community Land Trust - Ms. Adams advised that a first conversation had been held with a landowner whom they would be meeting in two weeks time. The Community Benefit Society should be in operation by then.

Planning decisions

41.3 3 Beacon Hill 4401/17/NMM - non-material amendment to planning consent 37/1621/15/F to allow smaller garage to that approved and replacement of dormer window with roof lights. **SHDC; Granted.**

41.4 Yealm Hotel 104 Yealm Road 4411/17/ARC - application for approval of details reserved by condition 14 (Natural England Licence) of planning consent 2975/17/VAR. **SHDC; Granted.**

41.5 Yealm Hotel 104 Yealm Road 2733/17/ARC - application for approval of details reserved by conditions 6 (Construction Management Plan), 7 (tree protection), 8 (access road), 11 (contamination), 12 (verification report) and 20 (ground investigation) of granted of planning consent 0607/17/FUL. **SHDC; Granted.**

41.6 Land adjacent to Parsonage Farm, Parsonage Road 3139/16/OPA - READVERTISEMENT (Change of description). Outline planning application for the erection of 12 dwellings to include 6 affordable units for the over 55's. **SHDC; Granted.**

41.7 Tamarinda, 11 Yealm View Road, 4421/17/HHO - householder application to re-build quay with boat storage and garden room. **Withdrawn.**

41.8 Orchard Brook, 21 Yealm Road 4174/17/FUL - planning application for the erection of a new dwelling. **SHDC: Granted.**

41.9 Landfall, Court Wood, 4105/17/OPA - demolition of existing derelict self-contained annex and replacement with detached dwelling. **SHDC; Refused.**

41.10 Briar Hill Farm, Court Road 4131/17/VAR - removal of condition number 5 following grant of planning permission 37/0518/15/F to allow the dwellings to become open market dwellings. **SHDC; Granted.**

41.11 3 Court Road 0579/18/TPO - T1: Oak - Fallen, unsecure, in residential area, blocking communal driveway, immediately dangerous to anybody using driveway and pedestrians, damaging trees in adjacent property, part resting on stone wall. **SHDC; Grant of Exemption.**

41.12 48 Yealm Road 0151/18/HHO - householder application for re-submission of 3949/17/HHO to replace existing roof and raise the ridge and eaves height to improve accommodation at first floor, replace studio to rear of property with a 2 storey extension linked to main dwelling, and create a new grass roofed garage at bottom of the drive. **SHDC; Granted.**

41.13 Proposed Development Site At Sx544482 The Fairway 2811/17/ARC - application for approval of details reserved by conditions 12, 14 and 18 of planning consent 1372/16/FUL. **SHDC; Granted.**

41.14 Woodville, Pillory Hill, 4062/17/FUL - proposal for 2 storey house with underground garage (amendments to consent 37/0735/15/F.) **SHDC; Granted.**

Planning applications received including;

41.15 Woodhaye, Membland 0358/18/FUL - construction of two-bay oak-framed timber garage DECISION; No objection. (*Vote; unanimous.*)

41.16 4 Noss Mayo 4252/17/HHO - householder application for two storey side extension with boat store below and kitchen dining area over. DECISION; **Objection;**

1. Overdevelopment- the property already adjoined a neighbouring property. To extend to the other side would leave no garden.

2. Visual impact

i) The property was within the 2008 Conservation Area Appraisal. It adjoined an unlisted building with positive impact. (Newton & Noss Neighbourhood Plan - N3P8 Heritage.)

ii) The fenestration was inconsistent with the cottage design of the property and adjoining property. (N3P 4.)

3. The development required dedicated bin storage.

4. Access/traffic/highway safety. This property had no parking. Any increase in size would exacerbate this issue if the property was to be enlarged. This should be addressed. (*Vote; unanimous.*)

41.16 76 Court Road 0267/18/HHO - householder application for extension to rear of existing garage, together with replacement of existing roof structure with a single duo-pitch roof with raised eaves. DECISION; No objection. (*Vote; unanimous.*)

41.17 Gamehouse Cottage, Membland 0274/18/HHO - householder application for new outbuilding comprising garage/boatstore and ancillary (granny annex) accommodation to Gamehouse Cottage. Some members had found the plans difficult to interpret. There was potential for the building, once developed, to become self-contained with its own access. The Council was referred to the deadline for submissions in respect of the consultation as being 9 March 2018. RESOLVED; to write to Development Management/the planning officer to enquire/advise –

1. The plans were unclear and difficult to determine.

2. How did Building Regulations differ for the construction of a "granny annex" as opposed to a house/dwelling?

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3. Which Listed Building could be affected by the development proposals?

4. The Parish Council would like to postpone its decision until the Parish Council meeting 12 April and would request clarification in the interim. *(Vote; unanimous.)*

41.18 Yealm Hotel 104 Yealm Road 0598/18/VAR - variation of condition number 1 following grant of planning permission 2975/17/VAR to allow changes to approved plans. (Change in ridge height of new build Block B apartments and change in construction type of car deck and parking area to front of former hotel building.) The planning agent, Mr. Evans, had contacted the Chairman to advise that there would be a ridge height difference of 0.7 metres. He had advised that this would still be lower than the original approved plans where the design had been set to mimic the appearance of the former hotel. Bedrock had been hit and would need to be dug out. This had the potential to destabilise the bank where trees deemed important to preserve were situated. There were changes to the car deck giving a gentler slope. The original plans had been for blockwork fenced construction. **DECISION; No objection.** *(Vote; 9 in favour, 1 abstention.)*

41.19 The Cruach, Stoke Road 0606/18/HHO - householder application for extension to detached garage. **DECISION; No objection.** *(Vote; unanimous.)*

41.20 Riverholm 103 Court Road 0436/18/CLP - Lawful Development Certificate for Proposed conversion of garage into craft studio. (For information.) Noted.

41.21 Development Management Committee.

i) The Old Sail Loft, Newton Ferrers 2833/17/VAR - variation of condition numbers 2, 4 and 5 following grant of planning permission 2424/16/VAR. The planning officer had recommended refusal. Decision: **Conditional Approval.**

The Committee had stipulated a condition for the bay window such that it had obscured glass for a two year period to allow surrounding planting to grow. The top of the main fence was to have trellis work to bring it up to a two metre height.

ii) Land at The Fairway, The Fairway, Newton Ferrers, PL8 1DP 2929/17/VAR - variation of condition number 2 following grant of planning permission 1372/16/FUL to allow for changes to plans of plots 1 and 2. Ms. Adams had attended and spoke on behalf of the Parish Council. Decision: **Approved.**

41.22 South Devon Area of Outstanding Natural Beauty Management Plan Review – the Management Plan was being reviewed to develop a revised plan for 2019-24. It was agreed five members would complete their survey as requested.

42/18 ADMINISTRATION

42.1 Events applications - **RESOLVED;** To approve, in principle, an application made by the RNLI to hold a hog roast on the The Green outside the WI Hall, in April, subject to the requisite application form, risk assessments and insurances being provided. *(Vote; unanimous.)*

42.2 General Data Protection Regulation - a detailed note had been circulated to members prior to the meeting with drafts of the following documents referred to below.

i) Cllr. Training - the guidance suggested training was undertaken by Councillors. To date members had been provided with/given access to the documents received by the Clerk as part of the webinar training organised by the SLCC, advice about information available on the Information Commissioner's website, National Association of Local Council's GDPR toolkit and training courses offered by Devon Association of Local Councils. A company offering to act as Data Protection Officer for the Parish Council had offered to provide training at an additional cost. The Clerk had enquired with DALC as to whether any webinar training was likely to be offered. Members were requested to advise of their training requirements and strongly advised to familiarise themselves with the GDPR.

ii) Personal Data Audit – had been undertaken by the Clerk and was approved. Members had been advised that NALC guidance suggested Councillors too should complete their own audit. The audit may be subject to amendment by any Data Protection Officer appointed by the Parish Council.

iii) Data Protection Officer - the guidance suggested it would be necessary to appoint an external Data Protection Officer. Two companies had offered their services which would be considered in committee.

iv) Draft template of the Parish Council's Register of Processing Activities - was approved. The template could be subject to any amendment from any Data Protection Officer appointed by the Parish Council.

v) Draft Privacy Policy. **RESOLVED;** to approve and adopt the updated Privacy Policy in place of the existing Data Protection and Information Policy subject to any amendments by any Data Protection Officer appointed by the Parish Council. *(Vote; unanimous.)*

vi) Draft Privacy Notice - General. **RESOLVED;** to approve and adopt the General Privacy Notice subject to any amendments by any Data Protection Officer appointed by the Parish Council. *(Vote; unanimous.)*

vii) Draft Privacy Notice - Parish Council/staff. **RESOLVED;** to approve and adopt the Staff / Councillor Privacy Notice subject to any amendments by any Data Protection Officer appointed by the Parish Council. *(Vote; unanimous.)*

viii) Draft consent form. **RESOLVED;** to approve and adopt the Privacy Consent Form subject to any amendments by any Data Protection Officer appointed by the Parish Council. *(Vote; unanimous.)*

ix) Draft Data Subject Access Policy. **RESOLVED;** to approve and adopt data Subject Access Policy subject to any amendments by any Data Protection Officer appointed by the Parish Council. *(Vote; unanimous.)*

x) Data Processors. **RESOLVED;** the Clerk was granted authority to seek any necessary contract addendum terms with the Parish Council's payroll service provider, pension providers and website manager to ensure compliance with the General Data Protection Regulation in their role as Data Processors for the Parish Council. *(Vote; unanimous.)*

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xi) Other policies. It was suggested the Parish Council may wish to consider the drafting of a Security Incident Response Policy, Bring Your Own Device Policy, Remote Access Policy, Acceptable Use/Internet Policy and Email Communication Policy.

xii) Cyber security improvements. It was suggested the Parish Council may wish to consider.

xiii) Fees - currently a £35 p.a. fee was paid to the Information Commissioners Officer for Data Protection Registration. The fee set up was due to change. Details were awaited.

42.3 Annual Parish Meeting - matters relating to concerns about the footpath to Cellars Beach would be raised with Devon County Council Public Rights of Way. A copy of the Primary School Road and Traffic Plan would be made available to a parishioner.

42.4 Parish Council meetings - it was agreed the Parish Council would meet once per month apart from August. The matter would be further reviewed in September.

43/18 CORRESPONDENCE

43.1 Dementia Friendly Parishes - Mrs. Caroline Hirst had sent a report which had been circulated to members prior to the meeting. Reference had been made to the possibility of people with a diagnosis of dementia being eligible for a 25% discount on their Council Tax bill subject to meeting specific qualifying criteria. Events in March had been detailed. For more details about Dementia Friendly Parishes around the Yealm or if they could help in any way to contact Maxine on **07450206312** or visit their website www.dementiayealm.org.

43.2 Collaton/Butts Park footpath - a meeting with Devon County Council Public Rights of Way, the Chairman of the Collaton Residents' Association, the Vice Chairman, Mr. Hussell and the Clerk had been arranged for 19 March.

44/18 COUNTY COUNCIL

44.1 County Council report - Cllr. Hosking had sent apologies. The following report was received after the meeting;
*"1. **The Devon County Council Budget 2018/19.** Devon County Council received a few welcome announcements of additional funding in the run up to the Local Authority Settlement for 2018/19. Despite this additional funding it is still going to be challenging to meet our budget and we will be seeking innovative ways of managing increased demand for Social Care.*

Devon County Council core funding from Central Government has been reduced to £115.2 million in 2018/19. This is a reduction of £13.1 million on 2016/17 (taking into account the additional £10 million from the Improved Better Care Fund announced in 2017).

The additional funding announced includes;

- a) The County in partnership with our eight District and two Unitary Authorities has been made a Business Rates Retention Pilot in 2018/19. This is estimated to increase potential funding to the County by £16.6 million, £6.6 million more than anticipated;*
 - b) Rural Services Delivery Grant has not been reduced as expected but has been increased by a further £1.5 million to a total of £7.5 million;*
 - c) Anticipated changes to the New Homes Bonus Scheme have not been introduced and Devon County Council (DCC) will benefit by an additional £300K to a total of £3.8 million.*
 - d) An additional £2.2 million Adult Social Care Support Grant has been allocated to DCC specifically for Adult Social Care;*
 - e) The County has received £2.1 million to compensate for a change in the inflationary increase on Business Rates as announced in the Autumn Budget;*
 - f) We are permitted if required to increase our Council Tax Precept (excluding the Social Care Precept capped at 2%) by an additional 1% to 3% before triggering a referendum.*
- 2. Increased Spending.** *In response to demand we therefore plan to increase spending for the following services;*
- g) an additional £6.5 million on Children' Services;*
 - h) an additional £13 million on Adult Services;*
 - i) an additional £6.5 million on maintenance and repair of drainage, patching and potholes on our highways.*

3. With the additional funding we have been able to restrict the increase in our Council Tax Precept to 4.99% rather than the maximum 5.99% permitted by Central Government. This is a small but we hope helpful limitation on necessary increases in Council Tax.

4. I hope the snow did not cause too much disruption or damage in Newton & Noss. May I express on behalf of Devon County Council a huge thankyou to everyone who helped in whatever way to keep the residents and visitors to Newton & Noss safe, to check on their neighbours and the vulnerable and help them get on with their daily lives and business in this exceptional weather.

5. I attended a briefing on the Winter Service recently and represented your concerns regarding insurance for Snow Wardens and their vehicles. As a result I have volunteered to join a Task Group to look at the adequacy and operation of our Winter Service to include the cost and resource implications for gritting Primary School Bus routes and the availability of insurance for Snow Warden volunteers and their vehicles. I will be pleased to take any further views you have on this subject to the Group for consideration?

6. Please report to me any particular issues you experienced in the village through the bad weather ensuring the safety of vulnerable people or access for emergency services.

7. Pleased to confirm that your TAP fund allocation was £2,000."

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44.2 Highways/Transport-

i) Salt spreader insurance/Snow Plan arrangements – Cllr. Hosking had raised the insurance issue with Cllr. Stuart Hughes at Devon County Council. A suggestion had been made to contact A1 Insurers. The Clerk had made an enquiry but received no response. It was agreed that if Devon County Council was unable to assist with insurance provision, Devon County Council should be invited to buy the salt spreader from the Parish Council. The Snow Warden, Mr. Paul Clark, had confirmed that all the grit bins had been checked following the recent snowfall. Seven out of ten bins were empty and would be refilled. The remaining bins needed a top up. Mr. Simon Cawse had been out two consecutive mornings at 5.30am spreading salt. It appeared that parishioners had taken the initiative in difficult circumstances. The Snow Warden and parishioners who had stepped forward and volunteered to help people in the Parish were commended - including those who had gone out of the village to fetch prescriptions and shopping.

ii) Traffic Sensitive Streets - Devon County Council had a legal duty to coordinate works activities on the road network. As part of this duty they could designate certain streets as 'Traffic-sensitive' which meant they could better regulate the flow of traffic by managing timing of road works. The last full review undertaken in 1994 needed to be updated to ensure designations were fit for purpose and effective. The Parish Council had been consulted. It was agreed to request B3186 from Yealmpton to Newton Ferrers be requested as designated yellow "All Year All Day."

iii) Community Road Warden - Devon County Council had acknowledged the nomination of Mr. Barnett. As a minimum Devon County Council expected the Road Warden to have undertaken the Highway Safety Awareness e-learning module or agreed equivalent. Mr Barnett would be given access to the course. If work was carried out on the live carriageway (open to traffic) then those carrying out the works must have undertaken their SWQR Unit 2 Signing, Lighting and Guarding qualification (or equivalent) at a ratio of 1:2 (one qualified worker to 2 unqualified). DCC would provide free training for 3 representatives per organisation. Special consideration would be given to requests that exceeded the limit. It was recommended that any volunteer wishing to sign up for the Chapter 8 training undertook the Highway Safety Awareness course first.

iv) Newton Ferrers Primary School Road & Traffic Plan - had been forwarded to the Parish Council and passed on to Devon County Council Local Highways Officer. It was agreed to write to the Primary School to congratulate them.

45/18 AUTHORISATION OF PAYMENTS – cheque payments were checked by Mr. Hussell authorised and signed in accordance with the schedule prepared by the Clerk, and listed in Minute 46/18

46/18 AUTHORISATION OF PAYMENTS

Balance in Unity Trust Deposit account	balance 28/02/18	£25018.66
Santander Current Account	balance at 28/-02/18	£47156.61

The balance includes:

Monies held in respect of the Butts Park Play Park Improvement Project	£2088.32
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Monies held in respect of the maintenance of the Revington Memorial Seat	£390
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Big Greenspace Challenge	£406
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Monies granted by Parish Council/ Revelstoke Community Trust/Ryda/Community Rights Programme for Neighbourhood Plan	£670.39
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The following cheques were authorised totalling:	£3162.93
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Chq No	PAYEE		AMOUNT
2436	S.McDonough	Expenses reimbursement- willow den materials	£34.97
2437	South West Water	Sports Pavilion 11/11/17-19/2/18	£20.36
2438	M.Carruthers	Salt spreader storage	£208.00
2439	South West Water	Public Tap Pillory Hill 30/11/17-19/2/18	£14.08
2440	South Hams Garden & Property Services	Grounds maintenance February	£554.50
2441	South Hams Garden & Property Services	Bench repairs Butts Park Play Park	£15.00
2442	South Hams Garden & Property Services	Bus shelter repairs Butts Park	£15.00
2443	South Hams Garden & Property Services	Flail hedge trim Butts Park/Collaton footpath	£210.00
2444	Natural Solutions Co Ltd	Algae Cleaner for tidal footpaths	£197.40
2445	WI Community Hall	Hire fee NNPC Meeting 8 March 2018	£30.00
2446	AJ Watkinson	Newton Voss and steps cleaning February	£82.00
2447	S.McDonough	Net salary-February 2018	£1,243.66
2448	HM Revenue & Customs	Clerk's Tax and National Insurance February	£291.36
2449	EJ Sanford	Willow den construction	£236.60
2450	AJ Watkinson	Newton Voss- trial with new Algae Cleaner 18/1/18	£10.00
		Total	£3,162.93

*Section 137 Local Government Act 1972 payments: £0 total to date; £790

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DD	BT	Broadband charges	£84.96
DD	EDF	Sports Pavilion	£10.00
DD	B & C E Financial Services Ltd	Employee/employer Pension contribution	£17.06
DD	Hoot Hosting	N3P website hosting	£20.00
SO	Reading Room	Storage facilities	£40.00

47/18 MEETINGS ATTENDED:

47.1 Harbour Authority - Mr. Carter advised that the RYHA had turned down an application by the developer of the former River Yealm Hotel for an extension of the wooden quay.

47.2 Halls - Mr. Parry - Smith advised that an asbestos survey had been carried out on Newton & Noss Village Hall. The results had been fine. The Revelstoke Garden would be opening in May with a barbecue and Pimm's. There was no report for the W.I. Hall.

48/18 MAINTENANCE

48.1 Maintenance working groups,

i) Sports Pavilion/playing field - no matters were reported. The Clerk was waiting for information from SHDC to publicise the new Public Space Protection Orders.

ii) The Green/Dillon's Green - the Vice Chairman and Mr. Parry Smith had approved the Client Care letter and Terms and Conditions to instruct Wolferstans for the land transfer of the triangle at The Green.

iii) Play parks -

Butts Park Play Park - the Chairman, Vice Chairman, a volunteer parishioner and Clerk had assisted with the construction of the willow den 23 February. Mr. Lyndon would look at the play park following reports of a resident's fence having collapsed and fallen in to the park.

Noss Play Park - it was thought the water reported to have collected at the bottom of the slide would dry out as the weather improved. No further action would be taken at this time.

iv) Noss Recreation Areas - RESOLVED; to accept the quotation from South Hams Garden & Property Services to effect further repairs to the car park fencing at Noss Mayo in the sum of £75. (Vote; unanimous.) Mr. Goodchild would also be asked to inspect the car park fencing in its entirety. A date for the Community Orchard Apple Day was to be confirmed.

48.2 Footpath inspection - Mr. Hussell asked that members report any faults with the Parish footpaths.

48.3 Annual asset inspection - it was agreed areas would be allocated to Members to inspect by the next meeting.

48.4 Other areas for consideration

i) Parsonage Road - the Vice Chairman had reported a blocked drain direct to Cllr. Hosking.

ii) Noss Hard - the Chairman advised South West Water had been checking surface drains at Noss Hard.

iii) Western Power Distribution - had been undertaking work in a field abutting the road to Newton Downs Farm which accounted for the mud on the roads.

In committee

49/18 DATA PROTECTION OFFICER - two companies had offered Data Protection Officer services RESOLVED; to accept the quotation from Audit IAC to act as Data Protection Officer for Newton & Noss Parish Council for a single Annual Retainer fee of £75 plus VAT based on a minimum 3 year appointment. (Vote; unanimous.)

It was envisaged that a very limited review of GDPR compliance would be added to their standard audit programme. This would not be a full audit as may be required under GDPR but would query whether at a high level the Council had addressed the GDPR requirements. It was not envisaged that there would be any additional fees for this. Separate detailed audit work to ensure compliance with GDPR would be charged at their standard audit rates (£380 per day). They anticipated that the initial audit would be 1 person day. Going forward they expected to undertake additional compliance audits either as part of their annual audit work, or as specific GDPR audits on a pre-agreed frequency. As with the existing audit arrangements they would only levy charges for additional work with prior approval of the Council.

50/18 PLAY PARK MAINTENANCE - it was agreed to put back consideration of the matter to the next meeting.

51/18 TAP FUND / FOOTPATH IMPROVEMENTS - the TAP fund application had secured funding potential of £2000. South Hams District Council had advised that the project was unlikely to be suitable for funding under Section 106 of the Plymouth Sounds and Estuaries SAC. There was a considerable shortfall to repair the steps leading from Passage Road to Noss Voss. It was agreed to approach Devon County Council Public Rights of Way Department to see if they could assist with the repairs. The Clerk was authorised to sign and return the TAP Funding Agreement to South Hams District Council.

52/18 PRE-PLANNING APPLICATIONS/ PLANNING ENFORCEMENT

Planning enforcement matters were considered.

Meeting closed at 9pm

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