

Staverton Parish Council Meeting

Wednesday 5 February 2020 at the Victory Hall, Landscope at 7.15pm

Public Forum

Cllr Catherall (Chair) invited comments from members of the public. A Parishioner queried the location of the Parish Salt Spreader and reported that the sand container in Staverton was half full, which should be good for another 2-3 years. John Forte advised that the Show due to be held on the 7th had sold 70 tickets in advance.

DRAFT MINUTES

Present: Cllr Catherall (Chair), Cllrs Warren, Bloomer, Flaherty, Thorogood, Talbot and Watson, Karen Smith (Clerk), District & County Cllr Hodgson and 11 members of the public.

05.02.01 Apologies for absence. Cllr Nixon

05.02.02 To note declarations of interest and dispensations in items on the Agenda. None.

05.02.03 The minutes of the Full Council Meeting and Planning Committee Meeting held on 4 December 2019 and the Extraordinary Planning Committee Meeting held on 15 January 2020 were confirmed as a true record and signed by the appropriate Chair.

05.02.04 Councillor Vacancy

Cllr Catherall (Chair) invited Ed Vidler to expand on his background for the benefit of Parishioners present. It was then **RESOLVED** unanimously to co-opt Ed onto the Parish Council. At this point, Cllr Vidler signed his Declaration of Acceptance of Office and joined the meeting officially.

05.02.05 District & County Councillor Report

Cllr Hodgson presented a detailed report. Devon County Council (DCC) have had a welcome increase to their budget for the coming year, however DCC's current budget underspend on Highways remains unacceptable. The proposed Compulsory Purchase Order in relation to Bulliver Bridge, to allow the Totnes to Littlehempston Cycle Path, was originally dismissed by Cabinet but that decision is being revisited on Feb 14th. Parishioners should note the Stagecoach Bus Services Review and Public Consultation which ends on March 1st. The availability of £400,000 of New Homes Bonus Funding to set up emergency climate change projects was noted. A copy of Cllr Hodgson's detailed report is available from the Clerk.

05.02.06 Court Room and Playing Fields

- a) Cllr Bloomer presented a report from the Court Room & Playing Fields Committee, in the absence of Cllr Nixon. A possibility of some funding from Sports England towards resurfacing the tennis court is being explored. More subscribers are sought for the Staverton Community Lottery.
- b) As at Feb 2nd, the crowdfunding appeal for the Night Landing Site has had 28 donations and has raised £1320 of the £2000 target. It was **RESOLVED** to defer the decision on the requested grant of £500 and required top-up of any remaining shortfall until March, in the hope that with more publicity the funds might be found from within the Community. All Cllrs to raise the profile of this much needed asset in the meantime. Cllr Hodgson offered possible financial assistance, dependent upon other projects, and will advise.

05.02.07 Neighbourhood Plan

- a) Cllr Thorogood gave an update from the Neighbourhood Plan Steering Group (NPSG). Recent meetings have reviewed and updated the site assessments and commenced the site allocation process. Trying to align the site allocations with the aspirations of the NP, whilst keeping in conformity with the policies of the Joint Local Plan, has proved a difficult exercise. The NPSG have a number of questions to put to the SHDC NP Officer:
 - Is the site at Beara Farm, previously designated for affordable housing, eligible to be included in the plan and the overall target of 40 houses?

- How to deliver affordable housing, preferably through a community land trust, in view of the plan's vision to have mostly small developments that will be below the statutory threshold to include a percentage of affordable housing?
- Whether we can have a policy of including open-market single sites in hamlets, or possibly restricting these to affordable only or adopting a 'One Planet Policy' of allowing only zero-carbon development in these locations?

The next full NPSG meeting on March 2nd will review the Draft Plan produced by Lee Bray, NP Consultant. A date for the Open Consultation on the Draft Plan and Site Allocations will be decided once the meeting with the SHDC NP Officer has taken place and the questions raised at that meeting resolved.

- b) Cllr Hodgson confirmed she would be happy to receive a formal funding request for monies towards the Local Plan Process. Cllr Catherall will complete the relevant form.

05.02.08

Highways

- Cllr Flaherty gave apologies for his IT issues which have delayed recent communications.
- An acknowledgment from South West Water has been received and indicated that DCC will send out a Highways Officer to investigate. The Parish Council still await a formal response.
- A Parishioner present was thanked for his efforts in clearing the gully where the road floods between Fursdon and Bumpston.
- Jake Richards has made contact following receipt of the Parish Council's demand for reimbursement of his training monies. Cllr Flaherty will now liaise with Jake to co-ordinate some urgent lengthsman works.
- It was **AGREED** that the Road Warden Scheme would not be pursued, as it would be difficult to implement.

05.02.09

Finance

- The Financial Report for January was received and **APPROVED**.
- The payment schedule was **APPROVED**. All payments will be processed by BACS. It was **NOTED** that two payments were raised during the Dec/Jan break, both out of ring-fenced funds – Lee Bray for additional NP site assessment work and Lea Chidgey for clearance work at the allotments.
- The applications received for the annual PC Charity Grants were noted and the Finance Group's recommendation was debated. Cllr Catherall explained that the rules around Parish Councils being able to support the maintenance of churchyards have changed. Given that the Churches had been invited by the Parish Council to apply this year, it was felt appropriate to make a small award to both, but advise them that the Parish Council will be unable to assist in future.

It was **RESOLVED** to make the following awards for the 2019/20 year:

Staverton Church	£100
Landscope Church	£100
SWCS	£325
Citizens Advice	£150
Totnes Caring	£155
Parish News	£100
Friends of Landscope School	£100
TOTAL AWARDED	£1030

- d) The contract from the Internal Auditor, Penny Clapham, was **APPROVED**.

05.02.10

Allotments

- The Allotment Report was received and **NOTED**. Cllr Warren will clarify regarding the hedges, which are still not cut at the allotments, but will pass on thanks for the work done at Landscope Playground. Cllr Warren reported that some fencing has been removed between a couple of allotments and the Clerk will write to the relevant allotmenters to query.
- The increased costs incurred in allotment clearance were clarified. £30 had originally been authorised in October, but in the event more clearance and disposal work was required and the final cost at £100 was **APPROVED**. This work has resulted in the Plot concerned now finding a tenant.

- c) The storage of the Noticeboard in the Court Room Basement was mooted. Cllr Catherall will first review whether it might be affixed to the Bus Shelter in Landscope.

05.02.11 Woolston Green and Staverton Playgrounds

The crossbar on the goalpost at Staverton has been fixed. The old goalpost remains in situ at Landscope and still requires removal.

05.02.12 Parish Paths

The Annual Survey of Parish Paths is underway. A tree has fallen near Bumpston Bridge – Cllrs Catherall & Thorgood to liaise. Building spoil has been deposited around Bumpston and Cllr Thorgood will clarify the purpose with the Parishioner concerned.

05.02.13 Grasscutting Contract

It was **NOTED** that this Contract is currently out for Tender and quotes will be reviewed in March.

05.02.14 Riverford Community Engagement

Cllr Catherall briefed the Parish Council on a proposal from Riverford as to how they would like to assist the local community. The following suggestions have been put forward:

- A sum of £1,000 a year for the next 3 years has been offered for the support of Community Projects which fit with the ethos of Riverford. Cllrs are to consider how this might best be allocated.
- A work experience programme, which might link to the existing schools scheme.
- Volunteer Days where Riverford might offer two members of staff for a minimum of 5 hours a day for two days to support organised community activities or provide sustainability advice/IT experience. This idea is very much in the formative stage and once again, Cllrs are to consider any potential implications eg. insurance liability.
- Exploring ways of better communicating with the local community and the possible provision of food for a community event that also benefits Riverford are also being looked at.

It was noted that there has been no further feedback from Riverford on the Traffic Survey.

05.02.15 Climate Working Group

- a) Cllr Talbot updated on recent activity by the Climate working group. Parishioners are encouraged to complete the Parish Energy Audit to enable accurate stats on domestic energy usage.
- b) The proposal of a 'Community Hitch a Ride scheme' was outlined, to which the Parish Council raised concerns around liability, potential theft of signage and safety aspects. Cllr Talbot will take these concerns back to the Climate working group and re-present the proposal in March.
- c) As there is a current enquiry regarding the last vacant allotment, it was proposed that an alternative location for setting up a proposed Community Tree Nursery might be found at the Playing Fields and this might be something that Riverford Volunteers could assist with. Cllr Bloomer will raise that location option with the Court Room & Playing Fields Committee.
- d) Following the Parish Council questioning in December the principle of referrals, DALC's advice has indicated that as long as careful wording ensures that no one supplier is recommended above another, in principle the approach would be fine. Cllr Talbot proposed some wording for the publicising of Energy Supplier Referrals: 'Staverton Climate Emergency Action Group are registered as a referrer, and any referral fees gained from this scheme will be put into a ring-fenced account for Climate Emergency Action Group use. Staverton Parish Council do not endorse any individual supplier and independent advice should be sought before switching.' This proposed wording was **SUPPORTED**.

05.02.16 Parish Council Administration

Cllr Nixon will take over from Cllr Talbot as PC Rep on the working group looking at the Proposed New Facility at Staverton Playing Fields.

- 05.02.17 Policies & Documents**
Cllr Bloomer updated on progress with the re-write of Standing Orders. Cllrs Talbot/Catherall were asked to look at the Finance Section and Cllr Bloomer will liaise with Cllr Warren regarding Data Protection.
- 05.02.18 Govt Consultation: Strengthening Police Powers to tackle unauthorised encampments**
It was **AGREED** not to make a full Council response to this Consultation, but if any Cllr wishes to take forward on an individual basis they should do so.
- 05.02.19 Correspondence**
Town & Parish Council Websites have offered a free GDPR Audit of the PC element of the Website. Clerk to advise and consult with Simon Oldridge.
- 05.02.20 Councillors Reports and Items for Future Agenda**
Numbers of teenagers in cars from outside the area are using the car park at the Playing Fields. It was suggested that the Parishioner reporting the matter might monitor the situation, taking down registrations and informing the Police. No Agenda Item.
- 05.02.21 Date of Next Meeting**
The next meeting is on Wednesday 4th March 2020 at the Court Room, Staverton.

Parishioners' Question Time

A Parishioner asked for clarification on the views of the NPSG on 'self builds'. The NPSG are all in favour, but as to whether land can be allocated for self build is up to the landowners.

A Parishioner assisting with P3 Path Surveys has photos of a broken bridge, and the dumped soil/material referred to under 05.02.12, which she will forward to Cllr Thorogood.

The public meeting ended at 9.20pm.

Signed:

Chair

Date

If you have any queries about these minutes or would like more information, please contact the Parish Clerk: Karen Smith on clerk.stavertonpc@gmail.com