

## **Minutes of Staverton Parish Council Meeting** **held at the Court Room, Staverton on Wednesday 6 March 2024 at 7.15pm**

**Present:** Cllrs Warren (Chair), Bloomer, Hornby, Joyce, Reece and Vidler  
**Attending:** District & County Cllr Jacqi Hodgson and Karen Smith (Clerk)  
**Members of Public:** 5

### Public Forum

The reason why works to improve the allotment entrance remain outstanding was queried.

**06/03/24: 01 Apologies for Absence.** Apologies were accepted from Cllr Prowse.

**06/03/24: 02 Declarations of interest and dispensations in items on the Agenda.** None declared.

### **06/03/24: 03 Minutes**

- a) The minutes of the Full Council Meeting and PC Planning Committee held on 07/02/24 were **APPROVED**.
- b) The minutes of the PC Finance Committee held on 20/02/24 were received.

### **06/03/24: 04 Councillor Monthly Reports**

#### a) **Allotments**

Report presented. It was hoped the allotment entrance would be repaired last week but the weather has not been conducive. Gary Pilbeam is simply waiting for a 3 day weather window. It was agreed no additional grass cut is necessary. First cut to be in April as per schedule.

#### b) **Highways**

Clerk Report presented. Recent works to the Penn area resulted in damage to the crossroads where the back axles from the lorries turning towards Parkfield had badly scoured the surface. This has now been sorted - Clerk to thank Alan Martin for prompt action. It was noted that £43.50 remains in this year's lengthsman funds.

#### **Upcoming Road Closures (March)**

21/03/24 – 22/03/24	Coppertree X – Parsonage X	Pole Replacement
<b>Future planned works include:</b>		
02/04/24 - 04/04/24	Memory X – Fursdon X	Pole Replacement
15/04/24 – 19/04/24	Parkfield – Gullaford	Patching
22/04/24 – 24/04/24	Sandy Lane, Staverton	Patching
29/04/24 – 03/05/24	Memory X – Portbridge X	Drainage works

#### c) **Parish Paths & Riverside**

Clerk Report presented.

- Cllr Reece to assist with costings for replacing the timber edging to Path 8 (west end of route from Church to Southford Lane). Figures to Clerk ahead of 15/03/24 for the P3 Bid Return.
- Bridleway 16 was discussed again. Cllrs wondered if the proposed reservoir might alleviate some of the issues. Paul McFadden is putting forward a separate proposal (details in Paths Report).
- Blocked track at 5 Lanes (near top of 36). Verbally updated that Highways have received an application for it to be added to the definitive map as a Byway, and this will be dealt with by the Def Map team in due course.
- Mike Alexander kindly offered to install the two new throwing line rescue buoys, which are to be sited at each end of the Riverside Walk.

- Advertising in the Bugle, Parish News and Website for a local handyman who could be on standby for the PC to call on was suggested.

d) **Playgrounds**

Verbal Report on Landscope. Cllr Reece has kindly fixed the seesaw rocker. Council will wait for S106 funds before proceeding with other outstanding maintenance matters at Landscope. Report presented on Staverton. Unfortunately, the swing seats need to be returned. The company are sorting replacements with appropriate fittings.

**06/03/24: 05 Working Group Updates**

a) **Sustainable Staverton** – report presented.

**06/03/24: 06 Staverton Community Spaces**

Report presented. It was clarified that the PC's contractors cut the grass in the Playground. Concern over the cost of maintaining the DAA lighting gantry was raised. Replacement of a faulty bulb has just cost the Committee £460. Agenda item for April re PC taking on the maintenance responsibility.

**06/03/24: 07 District & County Councillor Monthly Report**

Cllr Hodgson circulated a detailed Report. The Devolution Deal for Devon & Torbay is giving rise to some concerns at District Level. SHDC await the outcome of the Budget in regard to potential extra council tax on 2<sup>nd</sup> homes. CAB are dishing out Energy Vouchers. Jacqi is putting pressure on DCC Highways over Sparkwell Lane, the huge rut in the road towards Ashburton, and whether anything further can be done to assist repairing the verge at the allotment entrance. (Cllr Warren to provide JH with photo of allotment entrance, in knowledge that timing is key as PC are moving forward with works.) Cllr Hodgson reminded members of SCS present that locality funding is still available.

**06/03/24: 08 TRAYE**

Report presented. The Memorandum of Understanding will be a reference document only, Councils will not be required to sign. Agreement for 24/25 has been reached with most, one Parish still awaited. The TRAYE AGM will take place on Friday 22/03/24 in the Court Room from 3-5pm.

**06/03/24: 09 Finance (documents in meeting papers)**

- The monthly financial report to February 2024 was received. Cllr Vidler queried the amount of £650 paid under Contingency, which was for the urgent removal of the lime tree, released after Cllr Warren had spoken again with the Contractor.
- It was **RESOLVED** to approve the monthly payments schedule - BACS total £777.44.
- Council **APPROVED** the recommendation of the PC Finance Committee and, under Section 137, awarded the 23/24 Charity Grants from £1000 budget as follows:
  - £300 – Staverton Wildlife Conservation Society
  - £200 – Landscope Church \*
  - £100 – Staverton Church \*
  - £150 – Citizens Advice South Hams
  - £250 - Totnes – Buckfastleigh Cycle Route Project (via Sust Stav, Transport sub-group)
 \* Awards for churchyard mowing were made on the basis that the churchyards are viewed as a community amenity.
- Grant Application & Monitoring Process for TRAYE – this item was missed, so will be revisited next month.
- It was **RESOLVED** to approve the Reserves Policy, which sets reserves at 75% of precept.

**06/03/24: 10 Tree Survey Report**

- Cllr Warren has met the contractor. There are stones present in the stump which caused chainsaws to break, so the stump will not be removed any further. Suggestions were invited on what to do with the remaining stump. Cllr Warren liaising with parishioner to remove the remaining lime tree bits from the Green.

- b) Two next priorities - T3, Horse Chestnut on Woolston Green and T6, dying oak at the Riverside.
  - Spencer Keys, local Tree Warden, cannot verify the existence of any Time Capsule under T3 on Woolston Green. Clerk is to seek 2<sup>nd</sup> opinion from Rupert Baker regarding removal of T3 or whether it might recover if simply reduced?
  - With T6 at the Riverside, the photograph in the Tree Report has been clarified with the Consultant. The Clerk has confirmed existence of TPO and will contact Lee Marshall, SHDC for advice on minimum diameter/circumference before TPO applies. Full Tree Report to be copied to Lee Marshall. Riverside Walk being in a Conservation Area to be clarified. Mike Alexander offered to remove this tree when permission granted.
- c) When to schedule the next Tree Survey will be brought back. Cllr Warren will research and clerk to seek Lee Marshall's advice on this and insurers current recommendation.

#### **06/03/24: 11 Policies/Documents**

- a) The draft Biodiversity Policy presented was regarded as aspirational. Cllrs' input to the Action Plan was requested – email Cllr Bloomer. Deferred to April.
- b) It was **RESOLVED** to ratify and adopt the new Accessibility Statement for the new website.

#### **06/03/24: 12 New PC Website**

- a) The website will go live on 11/03/24. It was reiterated that it might take a couple of days to settle. Anyone then attempting to access the old website will find a link to the new. New local images have been requested from the Parish. Ongoing constructive feedback on the new website will be welcomed. The new website will continue to evolve.

#### **06/03/24: 13 Admin & Correspondence**

- Clerk to thank parishioner & team for their work on renovating Landscope Phone Box.
- Two current consultations were noted.
  - Martyn's Law consultation is open until 18/03/24 [Six-week Martyn's Law consultation launched - GOV.UK \(www.gov.uk\)](#)
  - DCC consultation on the Devolution Deal for Devon is open until 24/03/24 [Devon and Torbay's deal - Devon and Torbay Devolution Deal \(devontorbaydeal.org.uk\)](#)
- It was noted that free framed portraits of the King are available – no action was requested.

#### **06/03/24: 14 Councillors Reports and Items for Future Agenda**

- Cllr Joyce - Power outage in Landscope. (Not in remit for PC Agenda)
- Cllr Bloomer - Proposal wording re DAA Gantry to come out of 07/03/24 SCS meeting
- Cllr Vidler - Lease coming up in 2025 between PC & SCS over Court Room. Ed to provide brief.

#### **06/03/24: 15 Date of Next Meeting**

The next meeting is scheduled for Wednesday 3 April 2024 at the Victory Hall, Landscope.

#### **Parishioners Comments**

- *The capacity of the Court Room was 120 seated when the Ents Licence was applied for.*
- *The use of tarmac on Path 13 could be a hazard for icy conditions. Disabled access is now in place across the railway line.*
- *PC pay for bills relating to the Defibrillators, does this set a precedent re the landing site? Also might be useful to liaise with Broadhempston re their landing site.*
- *Update sought on Sparkwell Lane – Cllr Vidler confirmed two potholes have been repaired. Cllr Hodgson confirmed she has taken photos and is looking to get this prioritised.*
- *Whiteways developers have responsibility to upgrade roads used back to pre-construction condition – Cllr Hodgson to take this up with Richard Jackson.*

*The public meeting ended at 8.40pm.*

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](mailto:clerk.stavertonpc@gmail.com)

#### ABBREVIATIONS

DAA	Devon Air Ambulance
P3	Parish Paths Partnership Annual Return to Devon County Council
S106	Section 106 – monies committed to the Parish from local developers once occupancy has reached a certain level.
SCS	Staverton Community Spaces
SHDC	South Hams District Council
T3	Tree 3 in Tree Report – Woolston Green section
T6	Tree 6 in Tree Report – Riverside Walk section
TPO	Tree Preservation Order
TRAYE	Totnes Rural Area Youth Engagement

Please note information on all payments, together with the written meeting reports submitted ahead of the PC meeting can be found here [PC Meeting Papers - 06/03/24 - Welcome to Staverton & Landscope in Devon](#)