

# **Staverton Parish Council Meeting**

## **Wednesday 5 June 2019 at the Victory Hall, Landscope at 7.10pm**

### **Public Forum**

There were no comments from the public.

## **DRAFT MINUTES**

**Present:** Cllrs Catherall (Chair), Warren, Bloomer, Scofield, Talbot and Watson, Karen Smith (Clerk), District & County Cllr Hodgson and 10 members of the public.

**05.06.01      Apologies for absence.** Cllr Thorogood

**05.06.02      To note declarations of interest and dispensations in items on the Agenda.** None, although later under item 05.06.15 Cllr Scofield declared a personal interest as Chair of the Dart Angling Authority (DAA).

**05.06.03      The minutes of the Full Council Meeting and Planning Committee Meeting held on 1 May 2019, and the Extra Planning Committee Meeting held on 15 May 2019, were confirmed as a true record and signed by the appropriate Chairs.**

**05.06.04      District & County Councillor Report**

Cllr Hodgson arrived later into the meeting, but the matters raised are summarised under the agenda item here:

- 1) DCC'S annual Public Health Report focusses on the rising demand of Mental Health Services with diminishing funding and makes 10 key recommendations.
- 2) Climate Change Motion update – at DCC level a number of action points have been presented; in South Hams the motion has refused initially, but has recently been approved. The next local meeting in respect of Climate Change is at Totnes Guildhall on Sat 15<sup>th</sup> June
- 3) Highways – years of non-maintenance is now having a real impact. The £90,000 previously allocated to Cllr Hodgson for her ward will not go far and DCC Highways seem overwhelmed with requests for repairs for which there is no money.

A copy of Cllr Hodgson's full detailed report is available from the Clerk on request.

**05.06.05      Court Room and Playing Fields**

The Court Room & Playing Fields Committee presented their May Report. It is suggested that the Playing Field in Staverton is considered for a community landing site and talks are due with Devon Air Ambulance. In addition, the Committee would like to plant further trees on the periphery of the Playing Fields. It was suggested that Devon Air Ambulance could advise on location from a safety aspect, but **AGREED** that numbers, species and location should be presented to the Parish Council for consideration, mindful of the ease of future mowing.

**05.06.06      Neighbourhood Plan**

Potential development sites scored by the consultant are being reviewed against the specific requirements that came out of the Parish Survey. A public meeting will be held in September to present findings and engage in public consultation.

#### 05.06.07 Highways

- a) It was reiterated that DCC have been unable to address some recent reported issues due lack of funds. It was **AGREED** that the Clerk will forward email responses from DCC Highways to Cllr Hodgson
- b) No new issues were reported this month. Parishioners were encouraged to report potholes direct on the DCC Website.
- c) In regard to the suggested survey of traffic around Riverford Organics, it was **AGREED** that the Clerk will write to Riverford Organics in the first instance, with a view to them carrying out an impartial survey.

#### 05.06.08 Finance

- a) The Internal Audit Report was received and **NOTED**. The proposal that was put forward by the Finance Working Group to address certain priorities was **AGREED**. Cllr Catherall will propose in July a certain amount that the Clerk be given authority to spend up to for emergency purposes. The Clerk will provide Council with more information on the rules behind Section 137.
- b) The Accounts for the financial year 2018/19 were received and **APPROVED**.
- c) The AGAR 2018/19 was presented and Section 1, Annual Governance Statement 2018/19 was **APPROVED** and then signed by the Chair.
- d) Section 2, Accounting Statements 2018/19 was **APPROVED** and signed by the Chair.
- e) The financial report to May 2019 was received and **NOTED**.
- f) May invoices were **NOTED** and the payment schedule **APPROVED**. Cheques are being utilised this month, until new online signatories are fully processed.

#### 05.06.09 Allotments

The May 2019 Allotment Report was **NOTED**. The Clerk was asked to write to Allotment 12 regarding removal of items now covered in nettles, and Allotment 20 regarding its overgrown state. The Clerk will liaise with Simon Birbeck over the path at the back being mown to the same degree as the rest.

#### 05.06.10 Woolston Green and Staverton Playgrounds

- a) The report on Landscope Playground was **NOTED**. The picnic table still requires some repair which Cllr Catherall will take forward. The Staverton works should hopefully be finished this coming weekend. Cllr Watson offered to repair the gate catch at Staverton Playpark.
- b) As the Staverton works are not yet finalised, the invoice for works at cost has been held back for another month.
- c) Signage to indicate the support of a Lottery Grant will be considered when works are all finalised.

#### 05.06.11 Parish Paths

Nothing to report.

#### 05.06.12 Grasscutting Schedule 2019/20

It was **AGREED** to remove the weedkilling instruction at Woolston Green Bus Shelter from the Schedule. Cllr Warren offered to weed this area on an ongoing basis.

#### 05.06.13 Funding for Feasibility Study for new Facility on Staverton Playing Field

Standing Orders were suspended for Mike Loverock to update the Parish Council on the identified cost of an initial Feasibility Study. This was presented at £900 + VAT to include a digital OS map, preparation of options for a new Community Hall and budget costs, a further meeting to take on board comments and re-drawing of sketch layout. As a £490 grant has already been received towards this Project, it was therefore **AGREED** that the Parish Council would fund the difference to pay for this Feasibility

Study out of Reserves. Fundraising for the Project itself will be taken forward separately by the Working Party.

#### **05.06.14 Staverton Public Toilets**

Cllr Warren is arranging a formal meeting with Church representatives, which Cllr Hodgson will also attend, and will report back in July.

A new report from the Royal Society for Public Health has warned that the closure of public toilets by local authorities is a threat to health and contravenes basic human rights. Cllr Warren to investigate.

#### **05.06.15 Riverbank**

- a) The detailed quote from Gary Pilbeam to complete remedial repairs to the eroded riverbank is still awaited. As Chair of the Dart Angling Association, Cllr Scofield declared a personal interest and asked that the DAA are consulted in the plans/works. He indicated that the DAA are not opposed to the work proposed, but reminded the Parish Council that canoeists, who would benefit from any new landing structure, do have a season, and all year round access to the river should not be encouraged. Cllr Catherall clarified that the primary reason behind the works is to secure the bank from erosion and that any egress point is secondary.
- b) Votes for the Calor Gas Project currently stand at 1327. It was agreed that another Parish Email would be circulated. The aim in seeking these funds is to minimise the amount of funds coming out of the Precept for these essential repairs, as far as practicably possible.
- c) It was **AGREED** that the security post was necessary at the entrance to the Riverside Walk. As it has since been clarified that a complete new post and spigot is required, it was **AGREED** that up to £200 can be spent on a replacement. Clerk/Cllr Thorogood to liaise and take forward.

#### **05.06.16 Climate Emergency Pledge**

Cllr Warren will send round a Parish Email seeking support from Parishioners to create a Climate Working Group. Cllr Hodgson advised that local Parishes such as Buckfastleigh, Dartington and Totnes, are at a similar stage and that ideas could be shared cross-Parish. Getting the local School involved and TRAYE was also suggested.

#### **05.06.17 Dialogue with Riverford**

Cllr Catherall updated on a meeting he attended in April with Riverford Organics, which was called to address a planning issue but also to discuss matters affecting the Parish.

Standing Orders were suspended for the following points to be raised by a Parishioner:

- 1) the matter of excess water running out onto the roads from Riverford's fields – it was felt that other farmers manage to work the fields so that water is diverted elsewhere, can such an approach be adopted by Riverford?
- 2) Sweeping of mud on the roads, can Riverford more closely monitor? It was acknowledged that digger work closing entrances has helped, but so much mud on the side of the roads blocks the drains.

Cllr Catherall confirmed he had taken up these points with Riverford already; he also confirmed that the Parish Council will also be working with the new Lengthsman to get the latter point under control.

The path from Pennywell to Wash running through a seeded field belonging to Riverford was raised as not being defined. It was clarified that this particular field belongs to Riverford Dairy and Cllr Watson advised he would action this.

#### **05.06.18 Parish Council Administration**

- It was **NOTED** that the Code of Conduct has been circulated to all Councillors.
- The Parish Council discussed the 3 candidates who had put themselves up for co-option. All were in agreement that it was a hard decision to make as the Parish Council had been presented with 3 strong candidates and there were only 2 vacancies. Cllrs then voted, in writing via the Clerk, and Phil Nixon and John Flaherty were voted on. Cllr Scofield abstained from the vote. It was noted that the Parish Council would be very happy for the 3<sup>rd</sup> candidate to stand again at a different time.

#### **05.06.19 Policies & Documents**

A draft Safeguarding Policy was presented by Cllr Bloomer. It was **AGREED** to remove the sentence marked in Yellow: 'Facilities offered by the Parish Council have been inspected on a regular basis and at least annually by a representative of RoSPA or a similar organisation'. Subject to removal of this sentence, the Safeguarding Policy was **ADOPTED**.

It was agreed to consider an Equality & Diversity Policy in July.

#### **05.06.20 Bottle Bank**

It was agreed that a bottle bank would not work at the Playing Fields, as the height restricting barrier would cause issues with collection.

Cllr Hodgson offered to raise a case for a Bottle Bank with the South Hams Waste Group.

It was **AGREED** to revisit this matter in July. Hopefully only a temporary stop-gap is required, as the Parish Council are informed that glass is due to be collected from the kerbside from September 2020.

#### **05.06.21 Villages in Action**

No update this month.

#### **05.06.22 Councillors Reports and Items for Future Agenda**

Cllr Talbot raised the Riverside Supper. The working group are due some grant funding via Cllr Hodgson towards their insurance and advertising but require a bank account for the funds to be received into. The Clerk was asked to clarify with DALC that it is in order for the Parish Council to receive the funds and pay out to the group on sight of invoice and copy cheque.

Cllr Catherall raised a Parishioner's recent communication with the Parish Council regarding a leat which runs through her property and has the potential to flood. As there are other landowners involved downstream, she wished the Parish Council to be informed and to give support if necessary. As the Parish Council are aware that the Environment Agency has recently written to these other landowners to advise them of their responsibilities as riparian owners, it was agreed to allow them time to respond and to simply monitor the situation at this stage. The same Parishioner has an issue with water run-off and a drain not coping. This matter will be referred to the Lengthsman.

#### **05.06.23 Date of Next Meeting**

The next meeting is on Wednesday 3<sup>rd</sup> July at the Court Room, Staverton.

## Parishioners' Question Time

- Under the heading of Neighbourhood Watch, a Parishioner raised that a fridge freezer has been taken locally and wished parishioners to be vigilant. Many parishioners are currently on the receiving end of telephone targeting. It was advised that BT offer a free service to block a nuisance call, which is initiated by dialling 1572 immediately afterwards.
- The timing of the installation of the yellow lines at Staverton Bridge was queried. The Clerk will chase this up.
- A Parishioner expressed thanks for the removal of the washed down trees. The Clerk will write to the Environment Agency in this regard.
- The same Parishioner also wished to thank Cllr Thorogood specifically for his work in organising the contractor to fix the flooding at Fursdon with a new buddle-hole.

*The public meeting ended at 9.10pm.*

*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)