

STAVERTON PARISH COUNCIL

DRAFT MINUTES OF THE MEETING HELD ON 7th October 2015
in Victory Hall , Landscope at 7.10pm

**PRESENT - Cllrs Forte , Hubbard , Hill , Catherall , Loverock (Chair) Oldridge and Warren
Karen Gilbert (Clerk) , District Cllr Hodgson
and 14 members of the Public**

PUBLIC FORUM

A Parishioner commented that in her 35 year memory , she had never known a Councillor request money to complete a task for the Community - see item 15/10/07d

She also asked whether the Suggestion list had been slimmed down to allow for all the items which the Parish Council was not able nor had the power to consider . She was advised that all suggestions were left for consideration whether or not they were achievable

Another Parishioner asked the Clerk to check whether the salt bins would be filled by Highways as usual this winter whilst another asked that a salt bin be placed at the far end of Moor Road

15/10/01 - Apologies for absence - Cllrs Thorogood and Vowles , County Cllr Rowe

15/10/02 - Declarations of Interest - None was declared . Members were reminded that they may declare an interest at any time during the Meeting should the need arise

15/10/03 - Approval of Minutes

Approved and signed as true and accurate records , the Minutes of the regular and planning meetings both held on 2nd September 2015

15/10/04 - Dispensation requests - None received

15/10/05 - Matters arising -

The Clerk advised she had written again to Devon Highways about the upturned salt bins at Cabbage Hill - It was reported that no re-instatement had taken place

15/10/06 - REPORT

County Cllr Rowe -

During September I have attended meetings including a Peoples Scrutiny meeting, Corporate Services Scrutiny meeting and various other workshops including one for flood resilience and highways matters.

People's scrutiny is concerned with Child Protection and Safe Guarding Children. It is ongoing and probably will be for a very long time. It is involved in identifying children at risk, domestic abuse and the treatment of children held in custody. D.C.C. works closely with the police to support them in their work and to assure that all that necessary actions are taken to have a positive impact for children. There has been guidance issued on Road warden & self help schemes which are available on the D.C.C. website under

www.roadandtransport/maintainingroads/selfhelpandcommunitysupport. It gives details of Chapter 8 training which is a 2 day course which D.C.C. will pay for and will be covered by 3rd party insurance. Items covered include drains cleaning, grass and bank trimming, sign repairs and cleaning, general weed control etc. Winter Emergency planning. The D.C.C. emergency officer is Dom Maxwell Batten whose advice to all parishes and town areas to develop plans for the snow Warden Scheme, Road warden scheme and the path finder project which helps parish councils to help them. Take photos of problems and email them, go onto the D.C.C. website to register pot holes and any other problems it is the quickest way to get problems fixed any one can do this.

District Cllr Hodgson - A written report forms part of these Minutes

Cllr Hodgson commented of the Government announcement to concentrate on house building and how this might impact of local Planning Authorities - in view of that fact that the adoption of South Hams Our Plan had been further delayed .

15/10/07 - FINANCE

a)The Clerk presented the Cheques payable which were approved for payment - all Cllrs in agreement

b) Solar Community benefit

Cllr Oldridge advised the meeting that , despite considerable effort , it now appeared that the new owners of the Solar installation at Parkfield were not keen to pay a lump sum . It was agreed that Cllr Oldridge should pursue this matter to obtain the best possible financial outcome

c) **FINANCE MEETING** - Cllr Oldridge advised that the first Finance working party had taken place at which the Clerk had outlined the various issues and time constraints to be considered . Some areas of saving had been identified to offset other areas where expenditure was expected to increase

It was **AGREED** that a Finance Committee meeting would be held in late October to produce a draft Budget to present to the Council at the next Full Council meeting

d) To agree Bruce Thorogood's offer (as contractor against invoice) to repair Riverside walk bench for £30 + materials (approx £50 total) . The Clerk had obtained advice - that the Cllr could only be paid against invoice as a contractor

This matter was discussed at length - with some Councillors expressing concerns and unease
A vote was taken - 4 for - 2 abstained

ACTION ; CLERK TO ADVISE CLLR THOROGOOD TO PROCEED WITH REPAIR

e) To consider potential projects for 2015/16 TAP fund

It was decided that any consideration of such projects should be deferred until 11/15 , when the outcome of the Open meetings would be known

The Clerk mentioned that she had been contacted that afternoon by South Devon Railway regarding a tree which had split and that was a potential danger to the Railway and also those using Riverside Walk . She commented that she required authorisation from the Council regarding the expenditure required to make it safe . It was noted that this tree had a TPO on it and that the Clerk had attempted to contact South Hams Tree officer and Spencer Keys - S Hams/Parish Tree Officer prior to the meeting with no success

The Clerk was asked by Cllr Hill to get 3 quotes for the work

It was **AGREED** that the necessary work should be carried out - Cllr Forte and the Chairman to decide contractor

15/10/08 - Allotments

The allotment report had previously been emailed to all Cllrs.

The Clerk confirmed that the allotment pot had been exhausted by partially paying the Solicitors fees for the purchase of the allotments . There remained the need to ensure that the allotments rentals paid for the everyday running costs . Following a recent examination of the allotments , it had become obvious that there were several issues that needed addressing .

It was proposed that the allotment rents be increased from 12p per sq m to 15p from January 2016 to ensure that the allotments have sufficient income to meet yearly outgoings .

A vote was taken - all councillors in agreement

It was also requested that an amount of money be transferred from SPC reserves to the allotment fund to cover potential major expenses (tracks and trees) which now formed Parish Council responsibility as Landowner

The Council asked that these projects be clearly identified with costings and brought back for consideration

ACTION ; CLLR WARREN / CLERK TO PRODUCE LIST OF WORK NEEDED

15/10/09- Staverton and Wolston Green playgrounds

Cllr Catherall explained that he and the Clerk were obtaining a quote from another contractor (who was local) for the new fence for Wolston Green play area.

The future of the willow structure at Staverton was discussed and it was **AGREED** that a meeting should take place between Cllrs Loverock and Hill and Martyn Sloman in this respect

Cllr Catherall also asked that the structure at Wolston Green also required similar consideration

ACTION ; CLLRS LOVEROCK , HILL AND MARTYN SLOMAN TO MEET RE WILLOW STRUCTURES

15/09/10- PLANNING

The Clerk advised the meeting on the enforcement issues within the Parish were actively being pursued by South Hams

The Clerk reported that one previous enforcement case had been granted Planning permission retrospectively .

50/1443/15/F Retrospective householder application for conservatory
3 Parkfield Cottages, Ashburton, TQ13 7ND

15/10/11 - AFFORDABLE HOUSING

Cllr Catherall thanked Pat Tucker for updating him on the Affordable Housing . The meeting was also advised that due to a complication over access , it may be that an amendment to the approved scheme may be passed through South Hams Planning in the near future

15/10/12 ADMIN

a) To confirm details of Open meetings re Suggestions consultation and to agree/note any associated costs

The Chairman explained the arrangements for the two meetings and advised that facilitators have been found - Gill Coombs for Landscope and Jain Wood for Staverton . It was agreed that the stationery and refreshments for both would not exceed £35

15/10/13 Facebook Administration (Cllr Vowles)

As the council is aware the new Parish Council Facebook Page has been created. It has been suggested that the requirement for page administrators to seek approval from the Chairman and Clerk before posting content is not efficient. The Councils' media policy allows for councillors to be appointed to undertake such 'public communication' roles without the need for consultation. I would like the council to vote on this matter with-respect-to the Parish Council's Facebook Page. If it agrees to appointing councillors to act in the manner outlined then nominations for councillors to undertake the administration of Facebook should be undertaken. I would propose that three councillors are appointed as page administrators.

It was **AGREED** that this be carried forward until 11/15 agenda as the proposer was not present

15/10/14- HIGHWAYS

a) To consider a request from the South Devon Cycle Link campaign team to write a letter in support of the proposed cycle and walking route between Littlehempston and Totnes via the South Devon Railway footbridge

The documents and draft reply had been circulated to all Councillors in advance

Proposed to send circulated letter of Support - Cllr Hubbard - seconded Cllr Forte

All in agreement

ACTION: CLERK TO FINALISE DRAFT AND SEND TO DEVON COUNTY

15/10/15 - PARISH PATHS

a) To receive brief report of Footpath meeting with Devon County (Cllr Hill)

Cllr Hill read out his report on a meeting between Cllr Hill , Thorogood and Ros Davies - Devon ROW officer

b) To discuss Staverton Parish Council's stance on invasive weeds . Following discussion , it was AGREED that the Clerk contact Peter Beale for advice and research this matter

ACTION ; CLERK TO CONTACT PETER BEALE AND EFFECT RESEARCH

15/10/16 - CORRESPONDANCE

a) to consider a request to use the Playingfield at Staverton for occasional hot air balloon take off

The Clerk has raised this with Martyn Sloman , Courtroom and Playingfield Committee on 3/9 and 28/9 , The Chairman advised that the Courtroom Committee had not yet met

THERE BEING NO FURTHER BUSINESS THE MEETING WAS DECLARED CLOSED at 9.55 pm

.....
Chairman

.....
date

A Parishioner commented on four matters

- a) That the Railway maintenance man might help with the oak tree on Riverside Walk
- b) That the level of Parish Council reserves should be carefully considered
- c) That some people might buy the willow whips
- d) that careful consideration should be taken of the Standing orders

Allotment holders engaged with the Councillors in general conversation in which the following were raised

- a) that the Parish Council should refuse to pay the two remaining rentals under the lease in force at the time of the purchase - agenda for 11/15
- b) that a working fund should be raised from PC reserves to enable issues of PC owned land to be addressed (opposed by one Parishioner)
- c) that it was now essential that a committee of allotment holders be formed to enhance communications

3. SEPARATE BUSINESS

Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of staffing matters

It was unanimously **RESOLVED** by all present that the Clerk's Hours be increased from 30 per month to 36 per month with effect from 1st April 2016