

# SOUTH MILTON PARISH COUNCIL

## Minutes of Parish Council Meeting.

<b>Date: 28<sup>th</sup> November 2022</b>		<b>Venue &amp; Time: South Milton Village Hall, 19.30hrs</b>
<b>Present:</b> Cllr Anne Berryman Cllr Paul Booker (Chairman) Cllr Graham Collyer Cllr Marion Brice Cllr Emma Halmshaw Cllr Graham Jinks Cllr Nick Townsend	<b>In Attendance:</b> Katharine Harrod – Clerk & Minute taker  Dist. Cllr Mark Long Dist. Cllr Judy Pearce County Cllr Rufus Gilbert Parishioners/Guests Present: 2	<b>Apologies:</b>

REF 2022/23 MINUTES

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### 210 WELCOME & APOLOGIES:

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**211 DECLARATIONS OF INTEREST:** Cllr Booker declared an interest in respect of minute reference 215/a/2 & Cllr Collyer in respect of minute reference 215/a/3. The Councillors withdrew from these discussions.

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### 212 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to approve the minutes of the Parish Council meetings of 17<sup>th</sup> October 2022 without alteration, they were then signed by the Chairman.

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### 213 CLERKS REPORT:

- Sand dune questionnaire: An A level Geography student requested assistance via completion of a Sand Dunes Questionnaire, this was shared on social media and with our contacts list.
- Roadworks: A reminder that the main Modbury through road will be closed off for three months in early 2023 for the Victorian sewers to be upgraded. Further details will be provided.
- Flood Risk Newsletter & Electric Vehicle Charging Consultation: Details have been passed to the Councillors and shared on social media as appropriate.
- Links Court Car Park bench installation: Thank you to Cllrs Townsend & Jinks who have installed the new bench.



- Road Sweeper Request: A request was submitted for a road sweeper to visit the parish as the roads were in need of attention. The sweeper visited the parish, further visits will be requested.  
**There are areas of concern in the parish, for safety reasons, a list of jobs will be created for a paid maintenance operative to tend to in the parish. The costing for which can be built into the 2023/24 budget.**
- Locality funding applications: An application has been submitted for the thermal imaging camera, payment will be made shortly.

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### 214 PARISHIONERS OPEN FORUM (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders):

- The tarmac in the parking area in Sandy Lane has broken up and is not safe for vehicles. It will be reported online, Cllr Gilbert will arrange for someone to visit the area to view.
- Report from Valda Smith, Area Ranger, National Trust:

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Works to the outfall pipe have seen progress thwarted by the weather, once it settles down it is hoped to commence this week as long as the tide/wave height is appropriate. The track will be repaired once the works have been finalised. The boardwalk is now due to be replaced in March 2023.

### DEVON COUNTY COUNCIL:

Cllr Rufus Gilbert, Email: [Rufus.Gilbert@devon.gov.uk](mailto:Rufus.Gilbert@devon.gov.uk)

- DCC Finances remain complicated, they are still trying to set the 2023/24 budget.
- When travelling to Plymouth or the surrounding area from January, please ensure you know which route you will take as Modbury will be closed for three months due to works on the Victorian sewers.
- The Freeport is attracting new investment and supply chain opportunities, Devon County Council fully support the commitment to tackle climate change, deliver clean growth and marine decarbonisation.
- Families on low incomes can get help with food and utility costs this winter via the new Household Support Fund. Through this fund, Early Help is able to provide a grant per family to support with:
  - Providing vouchers for food
  - Supporting with energy and water bills for household purposes
  - Emergency boiler and heating repairs
  - Essential white goods such as a fridge, freezer or cooker
  - Also can provide petrol for jobs and broadband

See this link for further details: <https://www.dcfp.org.uk/early-help-household-support-fund/>

### REPORT IT:

Members of the public are requested to report all Highways issues through the Highways Website, enabling faster assessment of problem areas which can then be added to the repair/maintenance schedules. You can report potholes, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

### DISTRICT COUNCILLOR REPORTS:

Email Cllr Judy Pearce: [cllr.judy.pearce@southhams.gov.uk](mailto:cllr.judy.pearce@southhams.gov.uk)

Email Cllr Mark Long: [cllr.mark.long@southhams.gov.uk](mailto:cllr.mark.long@southhams.gov.uk)

1. There are changes to the taxation of self-catering properties. From 1<sup>st</sup> April 2023, if businesses have applied for business rates rather than council tax, owners will have had to have shown that during 2022 properties were let for more than ten weeks and were advertised as available for at least twenty weeks as well as confirming that the properties will be available for at least twenty weeks during 2023. Between now and 1st April evidence will have to be provided to the valuation agency, those who are no longer able to apply for business rates will have to pay the full council tax rate.  
There are 232 dwellings in the parish, 58 of which are second homes paying council tax and not lived in full time, 14 are properties paying business rates.  
Councillors queried the number of second homes and will provide SHDC with an update as it is believed over 80 properties fall into this category.
2. Torbay Council are reviewing their local plan and are currently out to consultation. They need to build 10,000 properties which would potentially impact on green land between Torbay and South Hams.
3. The Electoral Registration Annual Canvas is currently taking place. All staff have identification.
4. The Annual Rough Sleep Count is also being undertaken this month – this results in an estimate of rough sleepers in the area. The definition of sleeping rough is anyone who is not sleeping in a house.
5. The Climate Emergency planning statement will now be operative to applications registered after 30th November.

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6. The Freeport is up and running – they are looking for businesses to take premises at the site(s).
7. Cost of Living response plan – there is a lot of help available from SHDC. Furthermore, some money has been given by the Government for people who haven't previously been eligible for help – specifically families with school age children who are just outside the qualification level for benefits.  
<https://www.southhams.gov.uk/cost-of-living-help>
8. The Council Tax reduction scheme is out to consultation. This scheme will reduce payments for those in need and is another good way of families in distress saving money.
9. The council is trying to improve access to services by recognising not everyone is online or has access to the internet. Localities Officers will “triage” calls received and can even visit the caller to help them with relevant forms or other assistance. South Hams District Council is also due to start sending texts to people – particularly people with benefits and/or housing problems.
10. Avian Flu – the entire country is now on mandatory housing for poultry. No mixing of geese & poultry. There have been fewer dead birds on beaches/land but concern is rising as we are now in the migration period so may see an increase. It is now the responsibility of the respective landowners to remove dead birds from their land.

**It takes two minutes to report a problem, please help keep our community beautiful**

<https://apps.southhams.gov.uk/webreportit>

Missed Bins, Abandoned Vehicle, Damaged/Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

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### 215 PLANNING:

- a. **Applications** received by the Parish Council and under discussion and consideration for the last period. Any recommendation by the Parish Council to the Planning Department is noted after the application details. Those without comment remain under discussion.

**NOTE: When providing a response to applications, the South Milton Neighbourhood Plan will be referenced.**

1. 3676/22/HHO, Hopeside, proposed extension of existing outbuilding& new outbuilding (8/12). **SMPC holding objection.**
2. 3840/22/FUL, Higher Southdown Farm, temporary agricultural workers dwelling - mobile home (29/12) **SMPC No decision until a South Hams District Council independent agricultural consultant report has been seen.**
3. 3947/22/TCA, Land at SX 697 429, Webbers, South Milton, T1, T2: Ash - fell due to dieback, T3: Multi stem Sycamore - remove one stem that is rotten next to car park, reduce four limbs on S side by 3m, lateral reduction on all sides by 1m, crown height reduction by 1m. (11/12) **SMPC Support**
4. Neighbourhood Plan Update: Elliot Hale (South Hams NP officer) and David Fairbairn met with SMPC Councillors and advised that we are going to have to produce an addendum to the basic conditions statement (our thanks to Nick Bailey who has agreed to produce this), screening for a SEA (strategic environmental assessment) and submit an updated Neighbourhood Plan with the changes shown.
5. Wakeham Update: The latest drawing was circulated to Councillors. The revised layout has been submitted to SHDC for consideration.

#### b. **Decisions:**

1. 4194/21/VAR, The Old Chapel, Variation of Condition 4. **SHDC No Decision Yet.**

#### c. **Enforcement issues:**

Please will all parishioners make a report to SHDC with full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported confidentially to Enforcement via [www.southhams.gov.uk/article/3043/Report-a-Planning-Breach](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach). If you would like to submit a report but do not have access to the website, please contact the Parish Clerk.

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### 216 BUSINESS TO BE DISCUSSED:

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- a. Police & Crime Commissioners Councillor Advocate Scheme: Cllr Jinks has contacted the police and has been accepted onto the scheme. Further information will follow.
- b. Draft Declaration, Climate & Nature Emergency: It was resolved to accept the declaration. See **Appendix A**.
- c. To approve a Councillor Training session at £200 (+VAT & expenses): Face to face training is available at £200 plus expenses. It was resolved to review the training requirements after the elections in May 2023.
- d. South West Water Treatment Plant Update: No formal response has been received to our queries. The water levels have been particularly high with concerns that sewage will be pumped into the ley or sea. The water levels now are within 50mm of the highest level ever recorded.

### POST MEETING NOTE:

On 29 November a response was received from SWW advising that they would not provide information on overflows as these incidents were subject to a judicial enquiry. They did however confirm that the planned expansion of the overflow tank was being sized for implementation in 2024.

Also on 29 November Cllr Townsend contacted SWW again who confirmed that the Thurlestone pumping station at the seaward end of South Milton Ley had flooded. Cllr Townsend gave them the contact details of a local contractor who breached the sandbar within an hour - the flood dissipated within a few hours.

- e. Parking & Highways Taskforce Update: The taskforce have met, walked the area and provided a document with suggestions for change see **Appendix B**.  
It was resolved to use two A-Boards at Milton Cross and to contact holiday lets to ensure that guests are aware of parking restrictions in the area.
- f. Airband Update: Faye Cross is the new Airband Community Liaison Officer for our area, phone contact 01905 676121, Email [faye.cross@airband.co.uk](mailto:faye.cross@airband.co.uk).  
Airband have advised there have been some delays in the Project due to various circumstances. These in the main were to do with specific areas, and due to the large geographical coverage of all of Devon and Somerset and with a project of this size, these issues have had a knock-on effect to delay build timelines. A revised Project plan has been agreed.  
CDS are currently working on a communication that will be agreed, which will give a more detailed update.

Faye will be looking at the revised project plan and contacting SMPC in line with this, to offer and arrange an appropriate date for attending a Parish Council meeting to present information about the Project. They will also be setting up webinars for the wider community, to present this information directly to parishioners.  
Please feel free to contact Faye to address any questions or concerns you have.

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### 217 FINANCE & GOVERNANCE:

- a. **Appendix C. Accounts to pay Month 8** – Clerks Salary including HMRC, Burial Ground Maintenance £tbc, Monthly bank charge £10, Hall Hire November £20, Remembrance Wreath RBL £50, Parish Magazine Printing £51.05
- b. **Governance:** It was resolved to update the accounts system to one offered by SCRIBE at an annual cost of £276 plus a one off set up fee (discounted by 50%) of £88

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### 218 MEETING ENDS 20.48 Hrs

The Council then went into closed session to discuss confidential staffing information at which time it was resolved to approve the NALC pay increase effective from 1<sup>st</sup> April 2022 for council staff. This is an increase of 4.04% and to agree an additional one-day annual leave entitlement which commences 1<sup>st</sup> April 2023. With effect from November the spinal point rating would increase to 24 which equates to payment of £16.16 per hour.  
Proposed: Cllr Townsend, seconded by Cllr Collyer and approved unanimously.

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### 219 DATES FOR THE DIARY: 23<sup>rd</sup> Jan, South Milton Village Hall, 19.30 hrs.

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Signed as a true record: \_\_\_\_\_

Print Name & Date: \_\_\_\_\_

Agenda Items and Updates; where possible please could these be submitted to Mrs Katharine Harrod by the 3<sup>rd</sup> Monday in the month to ensure time for inclusion, circulation and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to Mrs Katharine Harrod for distribution) together with their apologies.

### Distribution List

Cllrs Berryman, Booker, Brice, Collyer, Halmshaw, Jinks, Townsend

**For Information: e-circulation to:** County Cllr R Gilbert, Dist. Cllr Mark Long, Dist. Cllr Judy Pearce, South Milton Parish Council Notice Board, National Trust, Riccardo Carrelli, Jenny Brown.

## APPENDIX C: South Milton Parish Council Finance: Month 8

Category	Descriptor	Date	Month No. of Report to Council	ban ked	Paid In	Paid Out	Cash Book Balance
Payment	HMRC Quarterly Payment	14/10/2022	8	Y		- 149.60	20,825.08
Receipt	Devon County Council MOSAIC?	20/10/2022	8	Y	100.00	-	20,925.08
Receipt	Payment Received CHQ	21/10/2022	8	Y	31.00	-	20,956.08
Payment	Monthly bank charge	21/10/2022	8	Y		- 8.00	20,948.08
Payment	October salary	30/10/2022	8	Y	-	- 199.62	20,748.46
Payment	Monthly bank charge	21/11/2022	8	Y		- 10.00	20,738.46
Payment	SM Village Hall October	21/11/2022	8	Y		- 20.00	20,718.46
<b>TOTALS YTD Financial year 2022/23</b>					<b>£ 7,453.95</b>	<b>-£ 3,857.96</b>	<b>£ 20,718.46</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>							<b>£</b>
Cash book balance b/d					<b>FY 2022/23 month</b>	<b>8</b>	<b>£ 20,718.46</b>
<b>Balance at bank at end :</b>							
<b>Revenue Accounts</b>							
<b>Unpresented Items</b>					receipts	<b>7,453.95</b>	
					payments	<b>- 3,857.96</b>	
						<b>£ 3,595.99</b>	<b>0.00</b>
							<b>Variance</b>
<b>RESERVED FUNDS:</b>					<b>ACCOUNTS FOR PAYMENT</b>		
					Clerk Salary (£ HMRC) paid on 30th of each month		<b>-249.42</b>
15,000.00	Car Park Project						
1,275.00	Family Project Village Hall						
<b>16,275.00</b>	<b>SUB TOTAL</b>				Bank Fees	-	10.00
<b>4,443.46</b>	<b>General Funds Remaining</b>				Jerrys Garden Svs	-	60.00
<b>20,718.46</b>	<b>TOTAL</b>				SM Hall Hire	-	20.00
					Parish Mag Printing	-	51.05
					Royal British Leg	-	50.00