

# SOUTH MILTON PARISH COUNCIL

## Minutes of Parish Council Meeting.

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<b>Date: 25<sup>th</sup> April 2022</b>		<b>Venue &amp; Time: South Milton Village Hall, 19.30hrs</b>
<b>Present:</b> Cllr Anne Berryman Cllr Graham Collyer Cllr Marion Brice Cllr Paul Booker (in the Chair) Cllr Graham Jinks Cllr Tim Lewis Cllr Nick Townsend	<b>In Attendance:</b> Katharine Harrod – Clerk & Minute taker Dist. Cllr Mark Long County Cllr Rufus Gilbert Parishioners/Guests Present: 2	<b>Apologies:</b> Dist. Cllr Judy Pearce NT Ranger Emma Reece

REF 2022/23 MINUTES

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### 146 WELCOME & APOLOGIES

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**147 DECLARATIONS OF INTEREST:** Cllr Lewis declared an interest regarding reference 151 a 3, The Willows planning application and withdrew from these discussions.

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### 148 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to approve the minutes of the Parish Council meetings of 28<sup>th</sup> March without alteration, they were then signed by the Chairman.

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### 149 CLERKS REPORT:

- a. Bench order: No benches have been received, this will be followed up.
- b. Lane End foliage & flooding: West Alvington Parish Council have resolved to pay for a cut back of the overgrowth. The flooding issues remain, Devon County Council have placed two orders, one for clearing the obstruction and a second for the jetting. It was noted that the flooding may not reduce until the jetting has been completed.
- c. Alleged Abandoned Vehicle: This has now been moved.
- d. Kerse Cross & Whitley Cross Road Closure: Western power have advised of a proposed road closure to enable Western Power Distribution to undertake excavation and reinstatement of a defect in the road surface. We are anticipating the dates to be Tuesday 14<sup>th</sup> June – Wednesday 15<sup>th</sup> June.  
The excavation will be between Kerse Cross and Whitley Cross, Thurlestone, a proposed diversion route will be in place. Access will be maintained for emergency services.  
If anyone has any suggestions or concerns regarding these works. The contact details are 01752 502021 or alternatively [cpiper@westernpower.co.uk](mailto:cpiper@westernpower.co.uk).
- e. Signage for Trutes/Rose Cottage & 4 Shute Cottages: Cllr Gilbert has kindly agreed to pay for the required signage, we await confirmation of size and exact wording for the sign, the order will be placed once received.
- f. A letter was sent to the church regarding lighting, no response has been received.
- g. A request was made for Councillors who are currently storing tools to provide a list (with replacement cost) to enable the Clerk to add them to the asset register.

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### 150 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):

- a. National Trust Ranger, Emma Reece provided the following update via email: We are waiting for a contractor to cost up a slightly different design for the outfall pipe repair to reduce costs. The Visitor Welcome team are back in action at the car park where they are doing a great job welcoming and directing visitors and keeping the site clear of litter and looking presentable.

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- b. A coat of varnish is required for the Cemetery seat. The WI seat (originally donated by South West Water) towards the sewage works has been removed as it was in a severe state of deterioration. A letter will be sent to SWW asking if they will replace it.
- c. The grass by the troughs at Hillingsdown is overgrown and requires attention. Cllr Berryman will ask her husband to cut back the area that is a visibility hazard.
- d. The shed in the cemetery is also in a poor state of repair, the Councillors will arrange removal.
- e. A parishioner spoke regarding The Old Chapel, associated planning and some issues experienced. Cllr Long will liaise directly with the parishioner to help where possible.
- f. Thanks were given re the Old School House application and the comments made by the parish council. It was noted that nothing has been done regarding the bank against the beech tree. Cllr Long advised both the planning officer and the tree officer are aware of the situation.

### **DEVON COUNTY COUNCIL NO REPORT RECEIVED:**

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

### **DEVOLUTION DEAL FOR DEVON PLYMOUTH & TORBAY.**

- 1) We are one of ten areas in England to be chosen.
- 2) We have been economically underperforming for years.
- 3) We are now negotiating a Devolution Deal that:
  - a) Does not require a Mayor.
  - b) Operates with existing local govt structure.
  - c) Requires a combined authority

Functions are Housing, Skills/Employment, Public Transport, LEP existing functions, Prosperity.

There is no deal until a deal is agreed between all parties.

Hoping to conclude negotiations by winter 2022 and operational by April 2023.

An initial template has now been submitted to government.

### **FREEPORT / FREEZONE – approved 13<sup>th</sup> April 2022**

- 1) Will bring up to £100 Million investment and up to 3,500 jobs.
- 2) Relations/negotiations between DCC, Plymouth & SHDC going well.
- 3) Submission/Business Case to Government imminent.
- 4) Involves 130 hectares of land at South Yard, Langage and Oceansgate, a large hydrogen plant will be built within it.
- 5) It is important to demonstrate these are new jobs and not existing ones transferring in.

### **UKRANIAN GUESTS**

- 1) 1,048 guests to sponsors in Devon, over half of those now have a visa
- 2) 142 have already arrived guests have already arrived.
- 3) There are 435 sponsors in total.
- 4) 422 DBS disclosure barring checks have been conducted – out of those 11 have been rejected.
- 5) 70% of sponsors homes have been checked.
- 6) £350 per calendar month is given to sponsors, guests receive £200 per person per calendar month.
- 7) 400 Hong Kong nationals also in Exeter to be housed
- 8) Various other refugees also need to be housed in the county.

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### 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)

- a. 9,000 Council Tax rebates of £150 have already been paid out. Please be aware that scam calls have been made to try and obtain personal details, SHDC would never contact any parishioners to request bank or personal details. If you receive such a call, please do not provide any information.
- b. Over the last two years SHDC have been responsible for 12 different business grant schemes, during this time £85.9m has been paid out, all grants finished on 31<sup>st</sup> March.
- c. £285k will be received by SHDC for the Prop-tech engagement fund – this is in respect of a new Government planning initiative to get planning online. Monies are for development of an interactive tool to explore how all aspects of community infrastructure are used by residents.
- d. Re the Freeport, the main part of the freeport, is going to be sited at Sherford this will incorporate a large logistics distribution centre. Langage will also be a large site and the hydrogen plant will be the main one in south of the country.
- e. Devon Deal: SHDC and Parish Council structures will remain the same. The deal will only apply to the monies coming from Government, this will be in the form of a lump sum which can be spent by the authority on specified areas.
- f. Garden waste service (brown bins) have not been collected as anticipated, this is largely due to staff illness and a reliance on agency staff. If you need to check when your next collection is, please see the South Hams District Council website. Simply enter your postcode to find your next collection day. As before, your brown bin will be picked up on alternate weeks to your black bin. If bins are not collected, please report it online directly to South Hams District Council.
- g. A donation of £10k was approved to the disasters and emergency fund for Ukraine. 46 families in the South Hams have offered to host guests, 11 guests have arrived. A website will go online on Thursday for the host to provide details for the payments, this will be achieved via the Post Office “pay out” scheme. Tasks are split between DCC & SHDC. SHDC are in charge of inspecting those properties are fit to receive guests and ensure support is there where needed. DCC are required to undertake DBS checks. SHDC are up to date with all that has been required of them, any delay is now with the Home Office.
- h. The 56-day rule of the last two years has now reverted to the original 28-day rule. This is a government ruling.
- i. It has been agreed to put solar panels on all SHDC swimming pools, this includes the pool in Kingsbridge.
- j. New on-street parking regulations have come into force, SHDC will be putting notices regarding the regulations on their car park noticeboards. There is a three-week consultation in respect of this.

**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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- 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. Neighbourhood Plan update including Principal Residence Policy: Cllr Townsend has prepared a document showing feedback received during the consultation and the responses to that feedback from the Neighbourhood Plan team. South Milton Parish Council resolved to accept the document without any changes. 25 responses were received, 96% of whom supported the proposals.
  - The clerk will forward the original responses to Duncan Smith, all consultees will also be contacted to thank them for their comments and to advise them the full response document is on the website.
  - Cllr Townsend will send the response document to Duncan Smith, he will also prepare the consultation statement.
2. 0889/22/TPO, Brook House, South Milton, Crown height reduction. **SMPC Support**
3. 1101/22/CLP, The Willows, Certificate of Lawfulness for replacement extension. **SMPC Conditional Support** providing the materials used are following the SMNP requirements.
4. Premises licence application Rockbox, SX6773441610 land near South Milton beach. **SMPC Support**

b. **Decisions:**

1. 4178/21/FUL, Wakeham Farm, Demolition & Replacement with 4 dwellings. **SHDC No Decision Yet.**
2. 4194/21/VAR, The Old Chapel, Variation of Condition 4. **SHDC No Decision Yet.**
3. 3748/21/FUL, South Milton Nursery & Flower Farm. **SHDC No Decision Yet.**
4. 4223/21/FUL, School House, South Milton, Proposed change of use to dwelling. **SHDC No Decision Yet.**

c. **Enforcement issues:**

A discussion took place regarding what constitutes an enforcement issue. This would include, but is not limited to:

- Changes of use of land or buildings; e.g. from a house to a shop/business – this could include Airbnb
- Running a business from home where the house does not remain the main use, this could also include an adverse impact on residential amenity
- Parking a caravan within the residential boundary of a property, if it is NOT ancillary to the dwelling i.e. it is let out as holiday accommodation
- The erection of buildings without permission
- Building works which are different from what is shown on an approved plan
- Not complying with conditions of a planning permission
- Conducting works to a listed building without listed building consent
- Displaying signs or advertisements without consent.

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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### 152 BUSINESS TO BE DISCUSSED:

- a) Village Sign in Milton Lane: Dimensions for the new sign are 4ft 6" wide, 2ft 0.5" deep from shoulders, 2ft 10" top of curve to bottom. Cllr Collyer will forward potential artwork and the clerk will obtain quotes for two new signs.

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- b) 20mph Signage: The children from Thurlestone School have forwarded a selection of designs for new “20 is plenty” signage. Two drawings will be chosen to be made into metal signs and a letter of thanks will be sent to the school.
- c) Platinum Jubilee: A beacon will be lit on the Thursday, six people have volunteered to help with the preparations for events. Cllr Berryman will order bunting for a picnic event on 5<sup>th</sup> June. Cllr Collyer will include details in the newsletter.

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### 153 FINANCE & GOVERNANCE:

- a. The accounts month 13 & 1 - **Appendix A.** A mandate sheet and transaction records were produced and signed in respect of the below payments:  
**Accounts to pay Month 1** – Clerks Salary including HMRC, Burial Ground Maintenance £TBC, NamesCo Domain Renewal £20.39, DALC Subscription £88.18, SLCC Subscription £32.25, Monthly bank charge £8, SHDC PAYE £120 **It was unanimously resolved to accept the payment schedule.**
- b. **Governance:**
  - 1. 2021/22 Audits: The audit documentation has now been issued to Towns and Parishes and the documentation requested by the Internal Auditor has been forwarded.
  - 2. Annual Governance & Accountability AGAR Part 2 – Certificate of Exemption. With gross income not exceeding £25,000 in the year of account ended 31 March 2022, South Milton Parish Council certified themselves exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. This approved unanimously.
  - 3. Annual Governance & Accountability, Section 1 – Annual Governance Statement 2021/22 was reviewed, completed, and approved unanimously.
  - 4. Annual Governance & Accountability. Section 2 – Accounting Statements 2020/21 was reviewed and approved unanimously as being a true record of the 2021/22 accounts.
  - 5. Policy Review: Draft policies were forwarded to all councillors on 29<sup>th</sup> March, the councillors resolved to accept them for the following year.

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### 154 MEETING ENDS 21.15 Hrs

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**155 DATES FOR THE DIARY:** 30<sup>th</sup> May, 27<sup>th</sup> Jun, 18<sup>th</sup> Jul, 26<sup>th</sup> Sept, 17<sup>th</sup> Oct, 28<sup>th</sup> Nov, 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, Jinks, Lewis, 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 A: South Milton Parish Council Finance: Month 13

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Category	Descriptor	Date	Month No. of Report to Council	banked/Chq NO	Paid In	Paid Out	Cash Book Balance
<b>Cash Book Balance b/f from last financial year</b>							<b>16,343.40</b>
Payment	Jerrys Gardening Svs	01/03/2022	12	Y		- 72.00	17,443.46
Payment	RBL Poppy Appeal	01/03/2022	12	Y		- 18.50	17,424.96
Payment	Bank Charges to 27/2	21/03/2022	12	Y		- 8.00	17,416.96
Receipts	Gross Interest to 4/3	04/03/2022	12	Y	0.25		17,417.21
Payment	March Salary	31/03/2022	13	Y		- 294.74	17,122.47
<b>TOTALS YTD Financial year 2021/22</b>					<b>£ 5,478.15</b>	<b>-£ 4,699.08</b>	<b>£ 17,122.47</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>							<b>£</b>
Cash book balance b/d				<b>FY 2021/22 month</b>		<b>13</b>	<b>£ 17,279.67</b>
					receipts	5,478.15	
					payments	- 4,699.08	
					<b>£ 779.07</b>	<b>-</b>	<b>157.20</b>
							<b>Variance</b>

The Month 1 cash book balance b/f from the last financial year is £17, 122.47

DRAFT