

SOUTH MILTON PARISH COUNCIL

Minutes of Parish Council Meeting.

Date: 27 th June 2022		Venue & Time: South Milton Village Hall, 19.30hrs
Present: Cllr Anne Berryman Cllr Graham Collyer Cllr Marion Brice Cllr Paul Booker (in the Chair) Cllr Nick Townsend	In Attendance: Katharine Harrod – Clerk & Minute taker Parishioners/Guests Present: 2	Apologies: County Cllr Rufus Gilbert Dist. Cllr Mark Long Dist. Cllr Judy Pearce Cllr Graham Jinks

REF 2022/23 MINUTES

170 WELCOME & APOLOGIES

171 **DECLARATIONS OF INTEREST:** No declarations of interest were received.

172 MINUTES OF PREVIOUS PARISH COUNCIL MEETING:

It was resolved to approve the minutes of the Parish Council meetings of 23rd May without alteration, they were then signed by the Chairman.

173 CLERKS REPORT:

- a. Bench order: The benches are due to be delivered imminently.
- b. 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.
- c. 20mph Signage: This has been ordered, we await information from the printer.
- d. Red Spray by Hillingsdown Signs: We have been unable to establish what the red spray represents, it may be in connection with Airband, we continue to investigate.
- e. Defibrillator update: We received reports that the defibrillator had been borrowed during the last month. The unit was returned unused, the ambulance service checked it over and confirmed it is still user ready. A free training session has been arranged by Kate Ladd on 12th July, if you would like to attend, please contact Kate or the Parish Clerk for details.

174 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):

Regarding the troughs at Hillingsdown, a parishioner is willing to erect wattled fence surround to stop grass from getting into troughs. Cllr Brice advised as long as they remain accessible this would be fine. Cllr Collyer will get the parishioners to coordinate these works.

Report on the climate & nature group: The group are looking at four initiatives, three relating to biodiversity - bats, hedgehogs and rewilding areas. The fourth initiative is on energy; this sub- group is looking at methods of saving and generating energy. Leaflets are being produced with one already having been distributed. Information is being produced about a variety of topics including heat pumps (ground & air source) and solar panels. In due course there will be a workshop at the hall to talk these through. In the longer term there should be a community energy project. Western Power do not have enough power in the area and it appears they are encouraging local groups to generate power locally for use in the community. Potentially such schemes will benefit local communities who will have more control over energy costs and Western Power who will not have to upgrade the local grid.

The climate and nature group will be seeking support from parish and district councillors for their initiatives. At present, the group is funded by donations but may approach councillors in the future for help to fund projects.

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National Trust, Ranger Emma Reece:

- a. The main overflow field is now fenced and ready for the season, the NT have hired an additional member of staff to cover the peak period.
- b. They have relocated the disabled parking bays following a disability access audit – they are now levelled and more fit for purpose.
- c. The drainage pipe that was blocked after the storms has now been cleared, this will help prevent future flooding of the parking area.
- d. There is a new sign for traffic leaving the site to turn left out of car park, additional signage will be sited in the hedges to encourage one way system through South Huish.
- e. Regarding the new “Car Park Full” sign, the easiest way to administer putting the sign out is via a WhatsApp group. Once the sign is out it is expected to remain out for the remainder of the day but this will be determined by trial and error for the first few weeks. The sign will be kept at the front of one of the local properties, once it is out it will be visible from both directions.
- f. There is no update on the outfall pipe, a plan will be provided in time for the next meeting.
- g. A third quote for the top boardwalk is being obtained - contractor work at the moment is slow as everyone has work so this may take longer than anticipated. The main boardwalk will be DDA compliant with wheelchair access to the beach.
- h. With respect to visitor numbers, to date, it has been quieter than the last two years, however, it is still busy and we await to see how many visitors we will welcome over the peak season.

DEVON COUNTY COUNCIL:

Cllr Rufus Gilbert, Email: Rufus.Gilbert@devon.gov.uk

1. The CEO of DCC Phil Norey has now resigned and departs end of August after seventeen years of excellent service as CEO. The process of replacement will commence ASAP.
2. Not inconsiderable financial challenges have come to light on the back of Covid and particular in Children’s Services and also Adult services. DCC is exploring all avenues to rectify those challenges.

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: No report received.

Email Cllr Judy Pearce: cllr.judy.pearce@southhams.gov.uk

Email Cllr Mark Long: cllr.mark.long@southhams.gov.uk

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...

175 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. 1635/22/HHO, Thorntons, South Milton, Application for new garden room (14/7) **SMPC Support**

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2. 1939/22/ARC, Wakeham Farm, approval of details reserved by conditions 5, 6 & 7 of 4178/21/FUL **SMPC Support**
3. New premises application, Outside Devon Ltd, Bantham, supply of alcohol Mon – Sun & extended supply on no more than 28 days per annum. (11/7) **SMPC No Comment**
4. Discussion on the conditional approval of South Milton Flower Farm: The application was approved, while we wish the applicants success, we are concerned about the process and the precedent this decision has set. We will raise the following questions at the next meeting:
 - a. Who has the planning approval, is it the landowner or the applicant? What happens if the applicant leaves the site?
 - b. The agricultural consultant said on site living was required. A local farming family with significant experience including working at this market garden stated it was not essential, particularly given the already close proximity of the applicant to the site. We understand the applicant may not currently be growing flowers, this will be clarified.
 - c. Is the agricultural consultant, Seamus Machin, independent from the applicant and managing agent?
 - d. The Neighbourhood Plan Policy E&MC 3 refers expressly to temporary buildings NOT temporary dwellings. This is an important difference and the approval of a temporary dwelling sets an unwelcome precedent. Policy E&MC3 may need to be reviewed.
 - e. When the application was being signed off, a Ward Councillor requested that it be conditioned for the applicant to produce audited accounts to extend the housing beyond three years. This has not been incorporated in the conditions, why not?
5. Progress report on Dairy Farm Site & Village Hall Car Park & Playground: A meeting has taken place with Andy Bond regarding the site. Boundaries have been clarified, the internal layout of the hall requires no alteration, the external layout is under discussion and good progress is being made. Works to the Dairy Farm Site have started, a topographic survey has been commissioned and again, progress is being made.
6. Neighbourhood Plan update including Principal Residence Policy: John Slater was invited to be the examiner for the modification. All documentation is now with Mr Slater for review.
 - b. **Decisions:**
 1. 0889/22/TPO, Brook House, South Milton, Crown height reduction. **SHDC Tree works allowed.**
 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 Conditional Approval.**
 4. 4223/21/FUL, School House, South Milton, Proposed change of use to dwelling. **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 If you would like to submit a report but do not have access to the website, please contact the Parish Clerk.

176 BUSINESS TO BE DISCUSSED:

- a) Councillor Vacancy Notice & Lead Roles: With effect from 26th June, a vacancy notice has been issued. South Hams District Council will advise if this position goes to election, if not, we should be in position to co-opt a new councillor at the July meeting.
- b) Village Sign in Milton Lane: Currently awaiting a response from Highways re ordering/payment responsibilities.
- c) Lane End Vegetation: West Alvington Parish Council had a contractor ready to do the work, Highways then came and cut the verges, they were not well cut and soon grew causing visibility issues again. We reported to DCC and again spoke with a contractor but the verge has since been cut again by persons unknown. Cllr Booker will undertake some works to the opposite side of the junction. We will also write to Highways including photos of the dangerous junction.

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- d) Airband Update: Cllr Booker has received a pack with information regarding installation and details of where the new poles will be sited. BT have provided some information but this does not appear to be accurate. Signs are appearing around the area with details. Some of the lines will be dug in but others will be via poles. Airband need to attend a meeting to explain their actions and how people can respond. Cllr Booker will speak with Gemma Bristow to request her attendance and see if any of the questions can be answered.

177 FINANCE & GOVERNANCE:

- a. **Appendix A. Accounts to pay Month 3** – Clerks Salary including HMRC, Burial Ground Maintenance £132, Monthly bank charge £8, Hall Hire June £10, Zurich Insurance £169.66, Alison Marshall Internal Audit £100.

It was unanimously resolved to accept the payment schedule. A mandate sheet and transaction records were produced and signed in respect of the above payments:

b. **Governance:**

1. External Audit: The exemption documentation was submitted on 6th June.
2. Review of Delegated Authority:

Section 101 of the Local Government Act 1972 allows a council to delegate the power to make decisions to an officer, a committee, a sub-committee or another council.

It was resolved to allow the Parish Clerk the authority to respond to planning/payments and other works as required on the proviso that a majority approval has been received in writing from the Councillors prior to proceeding. This resolution applies in the event of any future meetings having to be cancelled or deferred for reasons outside the control of the Parish Council. This agreement will be reviewed in May 2023.

3. Reserved Funds List:

South Milton Parish Council	
RESERVED FUNDS YEAR END 2021/22	
£	1,275 Family Project Village Hall
£	15,000 Car Park Project
£	16,275 TOTAL

178 MEETING ENDS 20.55 Hrs

Items for next agenda:

- Internal Audit Recommendations.
- Councillor Co-option.

179 DATES FOR THE DIARY: 18th Jul, 26th Sept, 17th Oct, 28th Nov, South Milton Village Hall, 19.30 hrs.

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 3rd 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, Townsend

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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 3

Category	Descriptor	Date	Month No. of Report to Council	ban ked	Paid In	Paid Out	Cash Book Balance
Payment	Monthly bank charge	21/05/2022	3	Y	-	10.00	20,412.03
Payment	ICO Annual Subscription	26/05/2022	3	Y	-	35.00	20,377.03
Payment	Postage Stamps	26/05/2022	3	Y	-	12.85	20,364.18
Payment	Village Hall Hire	26/05/2022	3	Y	-	30.00	20,334.18
Payment	Jerrys Garden Svs - Burial Ground	26/05/2022	3	Y	-	60.00	20,274.18
Payment	Alison Marshall Internal Audit	26/05/2022	3	Y	-	100.00	20,174.18
Payment	May Wages	31/05/2022	3	Y	-	199.62	19,974.56
Payment	Community First Insurance Renewal	14/06/2022	3	Y	-	169.66	19,804.90
Payment	Monthly bank charge	21/06/2022	3	Y	-	8.00	19,796.90
Receipt	Gross Interest June	03/06/2022	3	Y	1.18	-	19,798.08
TOTALS YTD Financial year 2022/23					£ 3,769.18	-£ 1,093.57	£ 19,798.08
RECONCILIATION CASH BOOK TO BANK							
Cash book balance b/d					FY 2022/23 month	3	£ 19,798.08
Balance at bank at end :							
					receipts	3,769.18	
					payments	- 1,093.57	
					£ 2,675.61	-	0.00
							Variance
RESERVED FUNDS:					ACCOUNTS FOR PAYMENT		
					Clerk Salary (& HMRC) paid on 30th of each month		
15,000.00	Car Park Project						
1,275.00	Family Project Village Hall						
16,275.00	TOTAL						
3,523.08	General Funds Remaining						
					Alison Marshall Internal Audit	-	100.00
					Community First/Zurich Insurance	-	169.66
					SM Hall Hire	-	10.00
					Jerrys Garden Svs	-	-
Meeting Sub Total							- 529.08
Receipts & PAYMENTS REPORT TO COUNCIL							
MEETING DATE					24/06/2022		
Prepared By:					K Harrod for South Milton Parish Council		
Date:					24/06/2022		