

# SOUTH HUISH PARISH COUNCIL

## Minutes of Parish Council Meeting

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<b>Date:</b> 10 <sup>th</sup> June 2020		<b>Venue &amp; Time:</b> Virtual Meeting via Zoom, 19.00hrs
<b><u>Present:</u></b> Cllr Simon Coleman Cllr Sue Darke Cllr Paul Green Cllr Jo Hocking (in the chair) Cllr Ann Rossiter Cllr Alan Rundle	<b><u>In Attendance:</u></b> Kathy Harrod (Parish Clerk) SHDC Cllr Mark Long  <b><u>Part Meeting:</u></b> DCC Cllr Rufus Gilbert 3 parishioners	<b><u>Apologies:</u></b>  SHDC Cllr Judy Pearce

### REF 2020/21 MINUTES

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#### 143/20 WELCOME & APOLOGIES:

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#### 144/20 DECLARATIONS OF INTEREST

No declarations of interest were received.

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#### 145/20 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

Minutes of the 13<sup>th</sup> May meeting were agreed without alteration and will be signed by the Chairman at the first available opportunity.

Proposed Cllr Coleman , Seconded Cllr Darke

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#### 146/20 CLERKS REPORT

- Thanks to Dave Illingworth who kindly organised an electrician we now have a fully operation defibrillator unit at the Fisherman's Reading Room in addition to one at The Old Parsonage, Galmpton. We now need to get the final unit in situ although this may be delayed due to the current situation with the Hope and Anchor. I also need a volunteer to check the defibrillators monthly and then confirm to me that they are in date and operational so that I can file the monthly report. Cllr Green will be asked to take on this important role.
- The public toilets are now open and are due to be cleaned twice daily. If anyone has any comments or observations about the toilets they can be reported to either SHDC online at <https://www.southhams.gov.uk/article/6171/Report> (report something else) or you can contact the parish clerk.
- Re footpaths, Richard Pollard has advised that the steps where the ridge path comes from Hope Cove out onto the Malborough road are going to be rebuilt later this year.

Up until the Bank Holiday weekend, the Council had instructed volunteers not to do any work during the lockdown. That has been changed, with certain restrictions, so that the P3 team have been able to tackle some of those paths that were beginning to get badly overgrown. The County Council is supposed to do the Coastal Path, but they never get round to doing the section through Hope Cove early enough so that it often gets overgrown and ends up with volunteers doing the work. Richard has secured agreement that the P3 team will look after the section within the boundary of Hope Cove as this will give more flexibility about when the cuts are done. Richard has arranged for Flete Gardens to do some of the work, initially the section between Inner and Outer Hope and up from Outer Hope towards Thurstlestone. Finally, we have also been advised that Aunt Betsy's Lane (which is not one of our footpaths as it is designated an 'unmetalled road') is going to be cleared soon.

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- The South West Water meeting still can't take place but we hope to arrange the meeting for the not too distant future.
  - We were starting to work with a student from KCC in respect of a recycling project which would have ultimately provided us with either a resin bench or table that incorporated items of rubbish from the sea and beach. Due to the pandemic this has not proceeded but we have reiterated our willingness to work with KCC on any future projects of this, or a similar nature.
  - We received reports of an oil spill near Channel View Drive following an incident where a vehicle had to be recovered from the opposite bank. The spill was reported to Highways and the Environment Agency. The local police were aware and checked the area, we also took advice from a local fireman.
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**147/20**

#### **OPEN FORUM:**

No issues were raised by those attending the meeting.

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**148/20**

#### **REPORT FROM COUNTY COUNCILLOR:**

1. DCC has been made a Beacon Council being one of only eleven counties in the country for Covid-19 services to the community.
2. I have sent you various information on Covid-19 and other issues which I hope you've found helpful
3. Recycling centres are now open as normal, albeit with delays at peak times.
4. I sent you a programme update on broadband on June 3<sup>rd</sup>.
5. Highway defects are now below 1000 and that's the lowest for a long time, helped by good weather and less traffic.
6. The Government has provided Devon highways with £27M to help improve the network and that's on top of DCC highways budget this year of £50M
7. Devon's economy has been hit hard by the pandemic and things were not good before with Flybe and Appledore going to the wall.
8. On a positive note, 91% of Devon Schools are now open for Year One.

Tables and chairs on highway rulings now relaxed. Cllr Gilbert will forward details to enable us to consider all options to help support local businesses.

Questions have been raised regarding the broadband rollout including who, specifically, was responsible in CDS for oversight of both contract? And have those individuals now been subject to administrative action - e.g. dismissal? If not why given the waste of public resources?

Second: What plans are now in place to resolve the failures of both contracts? Is CDS capable of running such contracts given the failure to date?

The response received can be found in **APPENDIX B**.

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**149/20**

#### **DISTRICT COUNCILLOR REPORTS:**

Cllr Long has spoken with many businesses and has been helping to direct them to monies available including the discretionary grant opened by SHDC last week. To date 176 local businesses have approached SHDC and made applications for this grant. The first payments will be made by this Friday for receipt on Monday 15<sup>th</sup> June.

There are two further periods to apply for the monies before it runs out. The level of most of the grants is between £1,000 - £10,000.

Toilets are opening around the South Hams, there have been issues with some gents toilets due to vandalism with pay on entry locks. The cleaning procedures to meet new requirements are longer

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than usual and it should be noted during cleaning the toilets will be locked, they will be cleaned twice daily.

SHDC are pulling together a recovery and renewal plan across the district. This will be put to full council next week, the aim is to ensure the plan is up and running and that as much support as possible is given to businesses, parishes and towns coming out of lockdown.

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#### **150/20 PLANNING**

##### **a) LIST OF APPLICATIONS RECEIVED/FOR DISCUSSION:**

###### **1. 2133/19/VAR, The Cottage Hotel**

Following conversations with the Planning Officer the following has been established:

The rooms are proposed to be storage, this would be conditioned if approved.

The gabion wall would also be conditioned to ensure that it is planted to allow natural vegetation to grow, Landscape Specialist comments have been noted.

The height difference which is less than 0.5m is not considered a material consideration.

Councillors voted by 4:2 to object to the application.

There is a query about the tolerances regards height of buildings as well as planning regulations in general. Due to the size/scale of the building Planning have advised that the additional height is acceptable on this occasion but councillors perceive this as double standards compared to the response to other applications in the parish. A meeting is to be requested with Patrick Wymer to establish set guidelines re the tolerances that are accepted within the planning system. It is essential that the same rulings are applicable to the entire parish.

1299/20/HHO, Bachedona – removed from agenda.

4175/19/PIP Land adjacent Weymouth Park – a decision notice has been received from SHDC refusing the application.

##### **b) ENFORCEMENT**

Please will all parishioners continue to provide the Clerk with full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via [www.southhams.gov.uk/article/3043/Report-a-Planning-Breach](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

##### **c) NEIGHBOURHOOD PLANNING:**

The regulation 16 Consultation is running from 11<sup>th</sup> May to 22<sup>nd</sup> June 2020 as there were concerns that Covid-19 lock down regulations may have restricted some people from providing responses.

A letter explaining how to respond has now been posted to every parishioner to remove any suggestion that people were not properly informed how to comment on the consultation.

To view the full plan proposal please visit:

<https://www.neighbourhoodplanning.swdevon.gov.uk/south-huish>

or if you wish to view a hard copy of the plan contact the Parish Council.

You can comment by emailing SHDC at [neighbourhood.planning@swdevon.gov.uk](mailto:neighbourhood.planning@swdevon.gov.uk), or send SHDC your response in writing to: Neighbourhood Planning, South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE.

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**Please make any representations to SHDC by 22<sup>nd</sup> June 2020.**

### **151/20 BUSINESS TO BE DISCUSSED:**

- a) Response to Councillor Vacancy. Prior to the meeting all councillors had been made aware of a declaration of interest re the vacant councillor position. The interested party will be speaking with the councillors over the course of the next week before making a final decision.
- b) Proposal to form Climate Emergency Sub-Committee  
A proposal was made to form a Climate Emergency Sub-Committee to raise awareness of the issues, consider methods of reducing the carbon footprint of the parish and to act as a voice for the community to lobby for action on climate change.  
**Proposed Cllr Coleman                      Seconded Cllr Hocking                      Approved unanimously.**
- c) Hope Cove Sea Wall  
There are two big holes appearing in the sea wall that require attention. A proposal was made to organise a meeting (during low tide) with the relevant authorities to alert them to the cracks and damage to the wall and to require repairs to take place.  
**Proposed Cllr Green                      Seconded Cllr Rundle                      Approved unanimously.**
- d) Support for Local Business.  
A proposal was made to request reduced traffic flow and parking in Outer Hope around the one-way system to allow local businesses to operate safely and with reduced risk to customers who are adhering to government guidelines. Furthermore, a request for additional enforcement during the period and to investigate options available re cordoning off the Fisherman's Car Park to allow for safe standing room for visitors to the area while awaiting service.  
**We encourage all businesses in the parish who may need assistance to contact us.**  
**Proposed Cllr Hocking                      Seconded Cllr Coleman                      Approved unanimously.**
- e) Response to SHDC Dog Control Consultation, Dog Control on Farmland Footpaths.  
A proposal was made to object to SHDCs proposals contained within the consultation and to request that the existing restrictions re dogs remain in force.  
**Proposed Cllr Coleman                      Seconded Cllr Hocking                      Approved unanimously.**
- f) Weymouth Park Maintenance of Grass Strip  
A parishioner has received a letter from the Tannen Group requesting that he does not clear or maintain the land. The land in question has been maintained for many years by a group of residents who contribute to pay for the work.  
A proposal was made to write to the Tannen Group in support of the continued maintenance by parishioners in the absence of any regular maintenance by the owner.  
**Proposed Cllr Rossiter                      Seconded Cllr Rundle                      Approved unanimously.**
- g) Bonfires in the Parish  
We have been advised of bonfires being lit with no consideration for surrounding houses and residents.  
Cllr Green will speak with those concerned to request that neighbours are given due consideration and are not inconvenienced.
- h) Proposal to accept Insurance Renewal Terms  
A proposal was made to accept the Renewal Terms on a three-year agreement from Came & Co at a premium for 2020/21 of £378.85  
**Proposed Cllr Rossiter                      Seconded Cllr Darke                      Approved unanimously.**

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i) **Proposal for a new Memorial Bench**

A request has been made for a new memorial bench; all payments being made by the family. Three sites have been proposed by our bench warden, these are: the end of Sun Bay car park, Little Church New Road or Woolman Cliff just above the Lantern Lodge.

A proposal was made to request the purchase of a recycled plastic (wood effect) bench to be sited at Woolman Cliff.

**Proposed Cllr Rossiter**

**Seconded Cllr Green**

**Approved unanimously.**

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**152/20**

### **FINANCE & GOVERNANCE:**

**Receipts & Payments** – Month 3, see **APPENDIX A** for details

**Accounts to pay** – Clerks Salary & HMRC £653.38, Came & Co Renewal £378.85, SLCC Reference Manuals £75.90, Nick Walker Printing £90, Alison Marshall Internal Audit £100

Proposed: Cllr Darke Seconded: Cllr Green

### **Miscellaneous –**

1. Annual Governance & Accountability AGAR Part 2 – Certificate of Exemption. With gross income not exceeding £25,000 in the year of account ended 31 March 2020, South Huish Parish Council certified themselves exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. This approved unanimously.
2. Annual Governance & Accountability, Section 1 – Annual Governance Statement 2019/20 was reviewed, completed, and approved unanimously.
3. Annual Governance & Accountability. Section 2 – Accounting Statements 2019/20 was reviewed and approved unanimously as being a true record of the 2019/20 accounts.
4. The Chairman will also initial the 2018/19 audit on page 6 due to one of the figures being restated (as per the internal audit findings).

**Due to the current regulations surrounding the Covid-19 pandemic, the documents will be signed by the Chairman and Clerk in front of witnesses at Marlborough Post Office on Friday 12<sup>th</sup> June.**

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### **Items for inclusion on the July Agenda:**

1. Equal opportunities Statement.
2. Beach Signage
3. Police Update
4. The Green, Galmpton
5. Update of bank signatories

At **20.52** hrs the Chairman declared the meeting closed

### **Next Meeting Dates :**

- **8<sup>th</sup> Jul, (12<sup>th</sup> Aug if required), 9<sup>th</sup> Sept – Zoom Virtual Meeting OR Galmpton Village Hall 7.00pm depending on Covid-19 restrictions.**
- **14<sup>th</sup> Oct, 11<sup>th</sup> Nov, 9<sup>th</sup> Dec – Zoom Virtual Meeting OR Fisherman's Reading Room 7.00pm depending on Covid-19 restrictions.**

**Please watch the website and noticeboards\* for details of meetings and other pertinent information.**

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\* SHPC are not always able to update the noticeboard opposite the Post Office due to vehicular obstruction.

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

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

Agenda Items and Updates; where possible please submit to the Clerk by the first Wednesday 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 the Clerk for distribution) together with their apologies.

### Distribution List

Cllrs Coleman, Darke, Green, Hocking, Rossiter, Rundle **for Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Cllr Mark Long, WPC Pengilly, 3 South Huish Parish Council Notice Boards, National Trust, Richard Pollard, Dave Illingworth

### APPENDIX A

Category	Descriptor	Date	Month No. of Report to Council	banked	cheque/BACS/deposit No.	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year								4,748.15
Payment	Apri Clerks Salary	29/04/2020	2	Y			- 489.68	13,018.52
Payment	Stationery Payment to Malborough Parish Council	19/05/2020	2	Y			- 6.57	13,011.95
Payment	South Hams Election Recharge	19/05/2020	2	Y			- 73.62	12,938.33
Payment	DALC Renewal	19/05/2020	2	Y			- 124.28	12,814.05
Payment	Nick Walker Printing NEWSLETTER	19/05/2020	2	Y			- 90.00	12,724.05
Payment	SLCC Annual Fee	19/05/2020	2	Y			- 161.00	12,563.05
Payment	Alison Marshall Internal Audit	19/05/2020	3	Y			- 100.00	12,463.05
Receipt	Malborough Parish Council 50% of SLCC Annual Fee	21/05/2020	3	Y		80.50		12,543.55
Receipt	Devon County C	22/05/2020	3	Y		600.00		13,143.55
Payment	May Clerks Salary	27/05/2020	3	Y			- 602.18	12,541.37
Receipt	May 2020 Gross Interest	05/01/1900	3	Y		0.34		12,541.71
Receipt	June 2020 Gross Interest	06/06/2020	3	Y		0.49		12,542.20
TOTALS YTD Financial year 2019/20						£ 9,441.38	-£ 1,647.33	12,542.20
RECONCILIATION CASH BOOK TO BANK								£
Cash book balance b/d						FY 2019/20 month	3	£ 12,542.20
Balance at bank at end :							10-Jun-20	
Revenue Accounts							12,542.20	
Unpresented Items							-	
HMRC PAYMENT						receipts		
						payments		
							£ 12,542.20	-
Variance								
HOLDING ACCOUNT FUNDS:				ACCOUNTS FOR PAYMENT				
3,500.00	Fishermans Car Park					DD 30th Month		
500.00	Defibrillator Renewals					K Harrod Salary		602.18
2,225.00	Maintenance					HMRC NIC -		51.20
400.00	Website & Computer Equipment					Plus		
500.00	NDP					Zoom (50% share with Malborough)	ON HOLD	
170.32	P3					Came & Co		378.85
750.00	Snow Warden/Gritter					Nick Walker Printing		90.00
250.00	Election					Internal Audit		100.00
4,112.47	General through to 2020/21					SLCC Reference Manuals		75.90
12,407.79	TOTAL							
				Meeting Sub Total				
Receipts & PAYMENTS REPORT TO COUNCIL								
MEETING DATE						10/6 ZOOM		
Prepared By:						K Harrod for South Huish Parish Council		

DRAFT