

SOUTH HUISH PARISH COUNCIL

Minutes of Parish Council Meeting

ANNUAL GENERAL MEETING MAY 2022

Date: 11 th May 2022		Venue & Time: Galmpton Village Hall, directly after the Annual Parish Meeting which commences at 7.00pm
Present: Cllr Simon Coleman Cllr Jo Hocking (in the chair) Cllr Steve Pearson Cllr Ann Rossiter	In Attendance: Kathy Harrod (Parish Clerk) SHDC Cllr Judy Pearce SHDC Cllr Mark Long Parishioners/guests 12	Apologies: DCC Cllr Rufus Gilbert Cllr Alan Rundle

REF 2022/23 MINUTES

100 WELCOME & APOLOGIES

101 ELECTION OF CHAIRMAN

This being the AGM of the Parish Council, District Cllr Mark Long taking the Chair whilst the 2022/23 Chair of the Parish Council was elected. Cllr Hocking was proposed as Chairman by Cllr Rossiter, seconded by Cllr Coleman and voted through unanimously. Cllr Hocking took the Chair.

102 ELECTION OF VICE CHAIRMAN

The Chair then called for nominations for Vice Chairman. Cllr Coleman proposed Cllr Rossiter; this was seconded by Cllr Pearson and again approved by all.

103 ACCEPTANCE OF OFFICE & ADHERENCE TO THE CODE OF CONDUCT¹⁰

Cllr Hocking signed the acceptance of Office as Chair of the Parish Council for the 2022/23 year. All Councillors again undertook to abide by South Huish Parish Councils' Code of Conduct.

104 APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES

The mandate of the Clerk as Responsible Financial Officer for the Council was renewed after a proposal by Cllr Hocking, seconded by Cllr Coleman and voted unanimously. This gave the mandate solely to Mrs Katharine Harrod. The Chairman outlined the following roles/liaisons/leads and asked whether those concerned were content to continue. Proposed by Cllr Rossiter and seconded by Cllr Pearson

- Police Liaison - Cllr Rossiter
- Parking Project - Cllr Coleman
- Street Furniture - TBC
- Newsletter - Jan Carter
- GDPR - All queries in the first instance to the Clerk
- Safeguarding Children - All queries in the first instance to the Clerk
- Tree Warden - Jamie Rundle
- Footpaths - Richard Pollard
- Emergency Planning Officer- Clerk
- Flood Planning Officer - Clerk
- Village Hall/Reading Room - Clerk
- Neighbourhood Plan - Cllr Hocking
- Snow Wardens - Dave Illingworth
- GDPR Officer - Clerk
- Defibrillator Reports - TBC

105 DECLARATIONS OF INTEREST - No declarations of interest were received.

106 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

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It was resolved to accept the minutes of the 13th April 2022 without alteration, these were signed by the Chairman.

107 COUNCILLOR VACANCY

South Hams District Council has confirmed that South Huish Parish Council may co-opt a new Councillor. Three expressions of interest were received, the Councillors considered the candidates and voted in favour of inviting Tom Windle to join the council.

Mr Windle was not present at the meeting and will complete the Register of Interests and Acceptance of Office Forms at the earliest possible opportunity.

Please note: There is still one vacancy at South Huish Parish Council, vacancy notices have been distributed, we hope to co-opt a new councillor at the June meeting.

108 CLERKS REPORT

- Fisherman's Car Park: We await news of who would be responsible for the issue of a lease to SHPC. Cllr Long continues to work on our behalf.
 - Jubilee Tree Plaque: As no site has been approved for the tree, no plaque has been ordered. A tree will be planted in the church, it is believed to be a pussy willow, confirmation will be forwarded to the clerk.
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109 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 sinkhole has appeared at Beachcomber again. This will be reported.
- The parish is looking unkempt, partly due to poor parking, partly due to a lack of working parties/contractors. This is being dealt with as part of the parish parking project. Cllr Long is hopeful that we will get a team of contractors in to deal with the immediate upkeep issues. It is felt that the long-term upkeep of the parish is now largely the responsibility of those who live locally as it has been increasingly difficult to obtain extra assistance.
- Waste bins for use by the general public/visitors. A request was made for more bins and increased attention to ensure that they are emptied more often. It was noted that this is all part of the parking project as the bin emptying is largely prevented by poor parking.
- Cleaning of the beach was raised; this has previously been undertaken by private individuals.

DEVON COUNTY COUNCIL REPORT: No report received.

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

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

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

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- a. Homes for Ukraine: SHDC have been undertaking accommodation checks, there are 52 properties in the South Hams that have been matched with guests to date, 23 guests (residing over 10 properties) having already arrived. Monies are available to the guests, this is being dealt with by the District Council team. Some fall-back placements are also being arranged in the event that there is a breakdown of relationship between the guests and their hosts. SHDC are only dealing with premises inspections prior to guests arriving. A dedicated email address is being given to all guests and property owners. If any local hosts have any problems, please contact either Cllrs Pearce or Long directly.
- b. 9,000 Council Tax Energy rebates of £150 have already been paid out to those living in Band A-E properties. 75% of people pay by direct debit, for those who do not pay via direct debit please contact SHDC and complete their form to enable the £150 payment to be processed. 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. There is some discretionary money that will be available, details of how to apply for this will be issued soon.
- c. UK Shared Prosperity Fund: SHDC have been awarded £1.06m, with the county as a whole receiving in the region of £10m. Monies will be spent jointly on projects to ensure more value for money. Plans for expenditure will be submitted by 1st August, projects approved will be funded over a three-year period. The funding received is based on levelling up, other areas that score higher than our area have received significantly more money, the formula is being queried with the government.

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

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

Abandoned Vehicle, Damaged or 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...

110 PLANNING, DECISIONS & ENFORCEMENT

a) LIST OF APPLICATIONS RECEIVED/FOR DISCUSSION:

1. 0285/22/HHO, 39 Weymouth Park, proposed single storey rear extension & alteration to an existing dwelling. To include new replacement windows and addition of glass balustrade to existing garage flat. (12/5). **SHPC Object.**
2. 0886/22/HHO, Tara, Galmpton, alterations and extension to dwelling, replacements roof over existing studio and garage building, external modifications to existing rear steps and patio/amenity area including installation of Air Source Pump, Solar PV Panels (including Light Reducing film for glazing) Re submission of 4742/21/HHO (12/5) **SHPC Conditional Support.**

DECISIONS:

3. 0270/22/CLE, Kiln Field, Certificate of Lawfulness. **SHDC no decision yet**
4. 4639/21/HHO, St Johns Lodge Hope Cove. **SHDC Refusal**
5. 1303/21/FUL, Land At SX 680402 east of Thornlea View, erection of ten dwellings. **SHDC no decision yet**
6. 0865/21/VAR, Little Shear, Readvertisement, application for variation of Condition 2. **SHDC no decision yet**
7. 3530/21/FUL, Former Hope Cove Hotel, demolish hotel and erect dwelling. **SHDC no decision yet**
8. 0070/22/VAR, Lantern Lodge, Variation of Condition 2 (14/4) **SHDC No decision yet**
9. Lantern Lodge: Appeal Decision not yet received.

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b) ENFORCEMENT

Please note that the Enforcement Lists are confidential and issues concerning Enforcement cannot be discussed at a public meeting.

South Hams District Council are responsible for the enforcement of all planning breaches, the Parish Council have no authority to deal with issues of this nature.

Please will all parishioners continue to report 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

111 BUSINESS TO BE DISCUSSED:

- a) **Parish Parking Project:** It was resolved to accept the minutes from the April meeting. Please see appendix B for the minutes from the second meeting.
- b) **SMASH CEB Update:** Please see appendix C for the minutes from the May meeting.

112 FINANCE & GOVERNANCE:

- a) **Receipts & Payments – Month 2, See Appendix A,** Clerks Salary & HMRC, Flete Gardens £338.10, Paul Green P3 £7.89

It was unanimously resolved to accept all payments, a mandate sheet was produced and signed.

- b) **Governance:**

1. The Internal Audit has been received and will be uploaded to the website with the remaining 2021/22 Audits information. A submission will be made to the external auditor, PKF Littlejohn. It was resolved to retain the services of Alison Marshall, Internal Auditor for the 2022/23 period.
2. It was resolved to accept the updated policies for the forthcoming year. These will be uploaded to the website.
3. Clerks Hours: Due to the increased workload, it was resolved to allow for up to ten hours overtime per month as required. This will be reviewed in May 2023.
4. Bank Mandate: The signatories need to be updated; this will be undertaken in the next month.

113 At 20.19 hrs the Chairman thanked everyone for their attendance and declared the meeting closed.

ITEMS TO CARRY FORWARD:

- Leat Maintenance
- South Huish, St Andrews Church

Next Meeting Dates – **8th Jun, 13th Jul, 14th Sept, 12th Oct, 9th Nov, 7.00pm, Venue Galmpton Village Hall.**

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

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

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APPENDIX A

Category	Descriptor	Date	Month No. of Report to Council	banked	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year							24,481.60
Payment	Litter Pickers - Amazon	04/04/2022	1	Y		79.75	24,401.85
Receipt	Thurlestone PC SLCC % payment	05/04/2022	1	Y	47.30		24,449.15
Receipt	South Hams District Council Precept first tranche	14/04/2022	1	Y	10,176.50		34,625.65
Payment	HMRC Q4 PAYE	19/04/2022	2	Y		162.60	34,463.05
Receipt	Malborough PC SLCC % Payment	22/04/2022	2	Y	64.50		34,527.55
Receipt	South Milton PC SLCC % Payment	28/04/2022	2	Y	32.25		34,559.80
Payment	April Wages	29/04/2022	1	Y		497.12	34,062.68
Receipt	West Alvington PC SLCC % Payment	29/04/2022	2	Y	32.25		34,094.93
Payment	DALC Annual Subscription		1			98.34	33,996.59
Payment	Viking Stationary		1			88.11	33,908.48
Payment	SHDC Paye		1			120.00	33,788.48
Payment	Nick Walker Printing		1			105.00	33,683.48
Receipt	April Gross Interest	11/04/2022	2	Y	0.16		33,683.64
Receipt	May Gross Interest	09/05/2022	2	Y	0.18		33,683.82
TOTALS YTD Financial year 2022/23					£ 10,353.14	-£ 1,150.92	33,683.82
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d				FY 2021/22 month	1 & 2		£ 34,095.27
Balance at bank at end :							10-May-22
Revenue Accounts							33,683.82
Unpresented Items							-
HMRC PAYMENT							receipts payments
							£ 33,683.82
							411.45
							Variance
FUNDS:							ACCOUNTS FOR PAYMENT
14,000.00	Fishermans Car Park & Parking Project			Clerk	Basic Salary	Via DD	-391.42
2,000.00	Defibrillator Renewals						
4,000.00	Maintenance			Plus			
500.00	Website & Computer Equipment				Flete Gardens P3		- 338.10
200.00	Sustainable Malborough & South Huish Sub-Committee				P3 Fuel Paul Green		- 7.89
146.15	P3						
1,076.00	Snow Warden/Gritter						
250.00	Election						
11,923.12	General Funds						
34,095.27	TOTAL						
Meeting Sub Total							- 737.41
Receipts & PAYMENTS REPORT TO COUNCIL							