

SOUTH HUISH PARISH COUNCIL

Minutes of the ANNUAL PARISH MEETING MAY 2023

Date: 10 th May 2023		Venue & Time: Galmpton Village Hall, 7.00pm
Present: Cllr Jan Carter Cllr Darren James Cllr Steve Pearson Cllr Alan Rundle Cllr Tom Windle	In Attendance: Kathy Harrod (Parish Clerk) SHDC Cllr Mark Long SHDC Cllr Sam Dennis Parishioners/guests: 9	Apologies: DCC Cllr Rufus Gilbert Cllr Ann Rossiter Cllrs resolved to accept the apologies given.

REF 2023/24 MINUTES

170 WELCOME & APOLOGIES

171 ELECTION OF CHAIRMAN & CHAIRMAN ACCEPTANCE OF OFFICE followed by ELECTION OF VICE CHAIRMAN

This being the Annual Meeting of the Parish Council, District Cllr Mark Long taking the Chair whilst the 2023/24 Chair of the Parish Council was elected. Cllr Hocking was proposed as Chairman by Cllr Pearson, seconded by Cllr Carter and voted through unanimously. Cllr Hocking took the Chair.

172 ELECTION OF VICE CHAIRMAN

The Chair then called for nominations for Vice Chairman. Cllr Windle proposed Cllr Rossiter; this was seconded by Cllr Pearson and again approved by all. Cllr Rossiter will be asked to confirm acceptance at the June meeting.

173 ACCEPTANCE OF OFFICE & ADHERENCE TO THE CODE OF CONDUCT

Cllr Hocking signed the acceptance of Office as Chair of the Parish Council for the 2023/24 year. All Councillors again undertook to abide by South Huish Parish Councils' Code of Conduct.

Councillors further resolved to accept communications via email.

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).

- a) Are SWW going to replace the stone wall that they removed near Rockcliffe recently? It appears that the rocks have been pushed back into the stream. The sinkhole by Beachcomber also requires repair.

DEVON COUNTY COUNCIL:

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

No report received.

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 Samantha Dennis: Samantha.dennis@swdevon.gov.uk

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

Following the recent elections the council is now administered by a Liberal Democrat majority. All positions are yet to be filled, this will be confirmed at a full council meeting on 25th May.

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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...

THE MEETING CONVENED

175 APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES - Representatives on External Bodies - Agreement of Clerk's mandate of Responsible Financial Officer

The mandate of the Clerk as Responsible Financial Officer for the Council was renewed after a proposal by Cllr Hocking, seconded by Cllr Windle 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 Carter and seconded by Cllr Pearson

- | | | |
|-----------------------------|---|--|
| • Defibrillator Reports | - | Cllr Windle |
| • Emergency Planning | - | Clerk |
| • Enforcement Liaison | - | Cllr Hocking & Carter |
| • Footpaths Officer | - | Richard Pollard |
| • Flood Planning Officer | - | Clerk |
| • GDPR | - | All queries in the first instance to the Clerk |
| • Neighbourhood Plan | - | All Councillors |
| • Newsletter | - | Julie Wells |
| • Parking Project | - | Cllr Hocking & Sean Hassall |
| • Police Liaison | - | Cllr Rossiter |
| • Safeguarding Liaison | - | All queries in the first instance to the Clerk |
| • Snow Wardens | - | Dave Illingworth |
| • Street Furniture/Assets | - | Sean Hassall |
| • Tree Warden | - | Jamie Rundle |
| • Village Hall/Reading Room | - | Clerk |

176 DECLARATIONS OF INTEREST & ALTERATIONS TO REGISTERS OF INTEREST

No declarations of interest were received.

177 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

It was resolved to accept the minutes of the 12th April 2023 meeting without alteration, these were then signed by the Chairman.

178 CLERKS REPORT

- The report from the Parish Chairman is attached as Appendix 1 and has been included in the Annual Parish Meeting documentation.
- Phone scams – There have been an increasing number of parishioners contacted by phone with requests for information regarding their computers, bank accounts etc.
- Parish.uk – This website has been in touch with local businesses regarding advertising and fees, it appears to come from the Parish Council. This is not the case. Parish.uk has been reported and we have been advised of the following:

We have been looking into the website and discovered that the National Trading Standards E-Crime team are investigating the company behind it, and so we have passed all information over to them and updated our intelligence database. It is a fraudulent website, as you suspected. The Local Government Association are aware

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and are looking into it too. The National Association of Local Councils (NALC) are also aware and have received numerous complaints and want to stress that Parish UK are not an organisation with any links to NALC, the LGA or Government.

- St Clements - we have received enquiries as to planned changes to the church, we will add this to a future agenda but would like to reassure parishioners that no major changes of use can take place without planning permission being granted.

179 PLANNING, DECISIONS & ENFORCEMENT

a) LIST OF APPLICATIONS RECEIVED/FOR DISCUSSION:

1. Sand Pebbles, 4031/21/FUL, Secretary of State Appeal. **Reiterate previous objections.**
2. 0739/23/FUL, Parking Area, Elm Cottages, Burleigh Lane, extension for extra parking space 18/5. **Support.**
3. 1030/23/FUL, Development Site at Sx 677 403, Weymouth Park, Erection of a new single storey dwelling following granting of permission in principle (Resubmission of 4082/22/FUL). **Support.**
4. 1359/23/HHO, Crab Pot, repair & replacement structure to retaining bank on garden boundary (part retrospective) (resubmission of 3886/22/HHO) (25/5). **Conditional Support.**
5. 1415/23/HHO, 25 Weymouth Park, rear dining room extension, front porch & extension to patio (8/6) **Support.**
6. New Premises License: Rockbox, Field near Thurstlestone Golf Club (24/5). **No comment to be made.**
7. Housing Needs Survey: It was resolved to request a new housing needs survey from SHDC.

b) SOUTH HAMS DISTRICT COUNCIL PLANNING DECISIONS:

1. 2886/22/HHO, 39 Weymouth Park, rear extension/alterations (22/9) **No Decision Yet.**
2. Little Shear, Hope Cove (0865/21/VAR), **Secretary of State Appeal Dismissed.**
8. 2098/22/VAR, Cove Lodge, Land adjacent to 39 Weymouth Park, Secretary of State Appeal.
9. 0387/22/VAR land adjacent to 39 Weymouth Park. **Secretary of State Appeal Allowed.**
10. 3951/21/FUL, Land at SX690 402, Galmpton, Secretary of State Appeal
11. 3368/22/FUL, Sand Pebbles Hotel. **No Decision Yet.**
12. 0745/23/VAR, 39 Weymouth Park. **Conditional Approval.**
13. 0438/23/FUL, Colliver Orchard, South Huish. **Refused.**
14. 0025/23/HHO, Eldoret, Galmpton Cross. **Withdrawn.**
15. 0737/23/VAR, Tarqua, Hope Cove. **No Decision Yet.**
16. 3847/22/FUL, Land At SX 680 402 east of Thornlea View. **No Decision Yet.**

c) 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

180 BUSINESS TO BE NOTED/DISCUSSED:

- a) Parking Project Update. See Appendix B. A meeting between Highways, Sean Hassall and the Parish Clerk has been organised. It was resolved to approve the proposed double yellow lines and to submit this information to Devon County Council.
- b) SMASH Update: No quorate meetings have taken place since April.

181 FINANCE & GOVERNANCE:

- a) **Receipts & Payments – Month 2**, Clerks Salary & HMRC, Hiscox £494.72

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Payments made up to and including 5th May 2023:

Description	Supplier	VAT Type	Net	VAT	Total
HMRC Quarterly Payment	HMRC	X	123.60		123.60
Wages	South Huish Parish Coun	X	344.58		344.58
Newsletter Printing	Nick Walker Printing Ltd	X	110.00		110.00
Newsletter Printing	Nick Walker Printing Ltd	Z	107.00		107.00
Annual PAYE Agreement	South Hams District Cour	S	100.00	20.00	120.00
Subscriptions	Devon Association of Loc	X	26.21		26.21
Subscriptions	Devon Association of Loc	E	5.31		5.31
Subscriptions	Devon Association of Loc	S	70.48	14.10	84.58
Total			887.18	34.10	921.28

b) Governance:

- 2022/23 Audits: The internal audit is currently taking place.
- External Audit: 2022/23 Audits: The audit documentation has now been issued to Towns and Parishes and the documentation requested by the Internal Auditor has been forwarded.
- Annual Governance & Accountability AGAR Part 2 – Certificate of Exemption. With gross income not exceeding £25,000 in the year of account ended 31 March 2023, 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.
- Annual Governance & Accountability, Section 1 – Annual Governance Statement 2022/23 was reviewed, completed, and approved unanimously.
- Annual Governance & Accountability. Section 2 – Accounting Statements 2022/23 was reviewed and approved unanimously as being a true record of the 2022/23 accounts.
- Bank Mandate: It was resolved to add Cllrs James and Pearson to the bank mandate.
- Policy Review: It was resolved to review in June. Noted that Safeguarding needs to include adults.

At 20.11 hrs the Chairman thanked everyone for their attendance and declared the meeting closed.

Items for the next agenda:

- Clerks Hours
- Councillor Email Addresses
- Delegated Authority Agreement.
- Policy Review

2023 Meeting Dates: 14th Jun, 12th Jul, 13th Sept, 11th Oct, 8th Nov.

2023 Parking Project: 28th June, 27th Sept, 22nd Nov.

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 : South Huish Parish Councillors, **for information to:** Devon County Council and South Hams District Council representatives, South Huish Parish Council Website, National Trust, Richard Pollard, Dave Illingworth