

# SOUTH HUISH PARISH COUNCIL

## Minutes of Parish Council Meeting

<b>Date:</b> 9 <sup>th</sup> May 2018		<b>Venue &amp; Time:</b> Galmpton Village Hall, 19.30hrs	
<b><u>Present:</u></b>  Cllr Simon Coleman Cllr Paul Green Cllr Jo Hocking (in the chair) Cllr Ann Rossiter	<b><u>In Attendance:</u></b>  Kathy Harrod (Clerk & Minute taker)          <b>3 Parishioners</b>	<b><u>Apologies:</u></b> Cllr Alan Rundle Cllr Bruce Williams Cllr Rufus Gilbert Cllr Judy Pearce Cllr Simon Wright PCSO Paul O'Dwyer	

### REF 2018/19 MINUTES

**116/18 ELECTION OF CHAIR & VICE CHAIRMAN:** a. This being the AGM of the Parish Council, Clerk Katharine Harrod taking the Chair whilst the 2018/19 Chair of the Parish Council was elected.

Cllr Jo Hocking was proposed as Chairman by Cllr Green, seconded by Cllr Coleman and voted through unanimously. Cllr J Hocking took the Chair b. The Chair then called for nominations for Vice Chairman. Cllr Jo Hocking proposed Cllr Rossiter; this was seconded by Cllr Coleman and again approved by all.

**ACCEPTANCE OF OFFICE & ADHERENCE TO THE CODE OF CONDUCT:** Cllr Hocking signed her acceptance of Office as Chair of the Parish Council for the 2018/19 year. All Councillors again undertook to abide by South Huish Parish Councils' Code of Conduct.

**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 Rossiter and voted unanimously.

The Chairman outlined the following roles/liaisons/leads on outside bodies and asked whether those concerned were content to continue. Proposed by Cllr Green and seconded by Cllr Coleman.

- Police Liaison - Cllr Rossiter
- Tree Warden – POSITION VACANT – Cllr Rundle to be invited to take position
- Neighbourhood Watch – POSITION VACANT
- Footpaths – Richard Pollard
- Street Furniture – Cllr Green
- Newsletter – Jan Carter
- General Data Protection Regulations – Cllr Hayley Rutherford (MPC)
- Safeguarding Children – POSITION VACANT - Cllr Goodhead (MPC) to be invited to take position
- Neighbourhood Plan - All Councillors
- Snow Wardens – Dave Illingworth
- Road Warden – Cllr Williams to be invited to continue the position.

**ACTION: Clerk**

**COUNCILLOR VACANCY** – Cllr Hocking had received Penny Hibbert's resignation from the Council since the last meeting. Penny is thanked for her contribution to the council during her time serving as a councillor. It was agreed to advertise the vacancy at the same time as notifying SHDC and posting the requisite Notice of Vacancy (in the Gazette and on the Parish Notice Boards). The Notice will be 18<sup>th</sup> May 2018. If SHDC confirm that there has been no call (from 10 or more electors) for election 2 weeks after the date of the Notice the Council is able to fill the vacancy by co-option. Parishioners have been asked to come forward by 1<sup>st</sup> June to express an interest in the vacancy. If no election co-option would take place at the next Council meeting.

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117/18 Declarations of Interest: None Received

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### 118/18 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

14<sup>th</sup> March 2018 & Approve Planning Committee Minutes 11<sup>th</sup> April 2018

The minutes from both meetings were agreed and signed without alteration and signed, proposed Cllr Rossiter, seconded Cllr Green and voted through unanimously.

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### 119/18 MATTERS ARISING from the 14<sup>th</sup> March minutes

**Dog waste bin (South Milton Beach)** – Emma Reece NT Ranger responded as follows:

...unfortunately, we are not in a position to install and maintain a dog bin, the installation costs are manageable, but we cannot afford to maintain them.

There are many additional asks being made of the National Trust across the area, including provision of Pubic Rescue Equipment, dog bins and other services. Our small team cares for over 40 miles of coastline, so we must carefully prioritise where our budgets are spent.

Dog bins are not always a great solution and can cause issues as they attract other general rubbish, so we encourage people to take their dog mess and litter home with them. We do carry out regular litter picks and beach cleans by staff, volunteers and other voluntary groups to help address these issues.

**ACTION: Clerk to contact the Beach House for assistance.**

**Bandstand Repairs** – no further developments, unlikely to be acceptable as a \$106 project. **ACTION: Cllr Coleman to view the damage.**

**Mouthwell Beach** – Ownership has been clarified but this doesn't help in respect of banning BBQs, in the absence of another owner there would seem no reason why the PC could not step in or persuade the Harbour Commissioners to take over. A sign will be erected to say no BBQ/Fires on the beach. Local businesses will be advised accordingly. **ACTION: Clerk to discuss with Cllr Pearce**

**Hope Cove Car Parking** – SHPC have now been contacted by the police in respect of the privately-owned car park. The owners have experienced negativity and damage following the recent alterations to the car park. SHPC do not condone this behaviour and support the right of the business owner to charge for parking 24/7. If people choose not to use the car park, SHPC request that careful attention is taken to ensure that no roads in the parish are blocked or restricted through careless parking.

**Bank Account** – a holding account is now open and will hold reserve funds as determined in the budget.

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### 120/18 OPEN FORUM

- a. A query was received regarding a property previously known as Cobwebs – this is now known as Pitchingstone House, the lady behind the enquiry will be advised accordingly.
  - b. Westward Planning Application Review, a request was made by the owner to review the planning application – this will be added to the June agenda for further discussion.  
**ACTION: Clerk**
  - c. There is an issue with sewage outfall under the sea wall. Sewage has been noted on both the inside and outside of the wall leading to speculation that the pipe is blocked/fractured. SWW and the Environment Agency will be contacted. **ACTION: Clerk to speak with both parties and Dave Clark**
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### 121/18 POLICE BUSINESS

No further update.

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### 122/18 DISTRICT & COUNTY COUNCILLORS REPORTS

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#### a. SHDC:

1. Land next door to the Chapel – No update
2. Weymouth Park Signage – No update
3. Parish Toilet Facilities – No breakdown of costs received.

**ACTION: Clerk to contact Cllr Pearce for updates.**

#### b. DCC:

1. Beachcomber Road Surface repairs to the road have been agreed for 21<sup>st</sup> May
2. Road Marking at The Cove junction & Grit Bin. **ACTION: Clerk to follow up**
3. Burleigh Lane - a letter has been received from Joe Deasy, Asset Management Group Manager at DCC with an apology of sorts in respect of the errors made with the resurfacing of Burleigh Lane.
4. Issues remain with Skanska and the “service” they provide.

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### 123/18 PLANNING –

#### a. List of applications & decisions/SHDC

No applications have been received during the period.

#### b. SHDC Decisions:

**0107/18/HHO Mr R Bayton – SHPC no objection. SHDC Conditional Approval**

Bri Vern, Hope Cove extension of roof to incorporate 2 new bedrooms

**0786/18/HHO Miss Faye Middleton – SHPC No objection. SHDC Conditional Approval.**

Householder application for alterations and extension to dwelling (resubmission of 2114/17/HHO)  
Ashleigh Hope Cove TQ7 3HY

**0482/18/HHO Mr & Mrs Phillips – SHPC No Objection. SHDC Conditional Approval.**

Householder application for erection of new conservatory  
Longstone Hope Cove TQ7 3HY 16 February 2018

**0253/18/HHO Wayside Readvertisement – SHPC No Objection. SHDC Conditional Approval.**

Addition of conservatory.

**0505/18/FUL – Hope Cove Hotel, Replacing redundant hotel with 5 dwellings – SHPC Objection.  
APPLICATION WITHDRAWN**

#### c. Planning Applications Awaiting an SHDC Decision:

**1061/18/HHO – SHPC No Objection**

Householder application for extension and alterations to existing dwelling  
10 Weymouth Park Hope Cove TQ7 3HD

**3744/17/HHO Rockcliffe Readvertisement – SHPC No Objection subject to conditions**

The proposals incorporate a large building that the Parish Council feel is too big for the size of the plot. There are further concerns re flooding, would the soakaway adequately address this issue? Additionally, the boundary is also noted as being close to the electric cable that feeds the village. Providing conditions are attached to the approval of this application SHPC have no objections.

**0122/18/FUL Mr Andrew Gardiner – SHPC Objection.**

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Proposed replacement detached dwelling and associated managed holiday accommodation  
Westward Grand View Road Hope Cove TQ7 3HE

### 0552/18/CLE Mr & Mrs Reddish – SHPC Objection

Lawful development certificate for use of building as dwelling house and use of land for purposes associated with the dwelling house

Land known as Kiln Field South Huish Kingsbridge Devon TQ7 3EH

SHPC have historically complained about the use of the building and it is apparent that since the purchase of the site in 2011, all works to the area have been undertaken without permission. We disagree with the facts of the applicant statement and object to the entire proposal. The issues have been highlighted to SHDC on several occasions including Jan 2013, March 2013, July 2013, Sept 2013, November 2013 and March 2014. Lack of action and response from SHDC has been disappointing and a letter will be forwarded (in addition to our objection) to establish why the legitimate concerns of both parishioners and Parish Council have been ignored.

In an AONB the planning authority can refuse to accept an outline planning application within 30 days of its receipt and can insist on a full application being sent in. SHPC will always insist on a full application being submitted.

**NOTE: All planning responses from SHPC will incorporate a request for:**

- **Sight of a letter from South West Water confirming that the increased sewage load will not adversely affect the existing sewage works in respect of new build properties and extensions incorporating bathrooms/kitchens.**
- **Damage caused to any infrastructure to be made good to a comparable standard.**

- d. **Permission in Principle** – a copy of the training presentation has been provided to all councillors. For further information please see <https://www.gov.uk/guidance/permission-in-principle>
- e. **S106 policy**, a S106 policy is in the process of being drafted, in the meantime SHDC have accepted in principle our proposals for S106 projects.
- f. **Neighbourhood Planning** – A rough copy based on the south Milton plan should be ready to view next week. Volunteers are required to progress the plan. The South Milton plan was issued to all councillors. Clerk continues to review progress with a view to accessing funding and the agreement of a timetable to bring the plan to fruition. **ACTION: Clerk**

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### 124/18 BUSINESS TO BE DISCUSSED –

#### a. Highways –

1. Gritter replacement donation - having viewed the accounts a proposal to allocate a total of £850 to the replacement gritter was made. Proposed Cllr Rossiter, Seconded Cllr Green.
2. Salt & Snow Wardens - a tonne and a half of salt is still owed.
3. Hotel Signs – The clerk investigated some brown signage as requested by a parishioner. Highways advised that they would not have objected. No further action.

#### b. Footpaths – No further update.

#### c. Miscellaneous –

1. Broadband, Mobile Phone Signal availability – to be added to June Agenda.

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2. Parish Magazine Review – Cottage Hotel has expressed an interest in sponsoring the newsletter as have other businesses. **ACTION: Clerk to contact potential sponsors.**
  3. SHDC Parking Charges, parking fees in Hope Cove have increased from £3 to £3.20 for a day at the SHDC parking area.
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#### 125/18 FINANCE & GOVERNANCE –

- a. **Receipts & Payments** – Month 1,2 and end of year 2017/18
  - b. **DALC National Salary Award for Clerks** – the annual salary award effective 1<sup>st</sup> April has been received. A proposal was made to increase the Clerks salary to Spinal Column Point 22. Proposed Cllr Hocking, Seconded Cllr Coleman.
  - c. **Accounts to pay** – Clerks Salary & Expenses £203.38, HMRC £48.8, Insurance Renewal £320.05, proposed Cllr Hocking, seconded, Cllr Coleman, a mandate sheet and transaction record was introduced and duly signed to authorise the e-payments.
  - d. **Miscellaneous** –
    1. General Data Protection Regulations, Cllr Rutherford (Malborough) and the clerk have attended the GDPR training course. A check list for councillors will be provided shortly to ensure compliance.
    2. Internal / External Audit – the final accounts for 2017/18 and annual governance statement are ready for review by the internal auditor on 30<sup>th</sup> May.
    3. Format of future meetings – All future meetings will come under the heading of South Huish Parish Council to ensure compliance with rules and regulations. Alternating months would focus on planning with Cllr Coleman to chair this section of the meetings and the Chairman or Vice chairman to control the Parish Council element of the meetings. Proposed Cllr Coleman Seconded Cllr Rossiter and agreed by all present.
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#### 126/18 CORRESPONDENCE –

Parishioner email received re maintenance of the anchor and cannon.

**ACTION: Clerk to contact the brewery.**

AT 20.52hrs the Chair, Cllr Jo Hocking, closed the meeting with thanks to all those that had attended.

Next meeting: June 13<sup>th</sup> 7.00pm, Venue TBC

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

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

Agenda Items and Updates; where possible please submit to Kathy 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 Kathy for distribution) together with their apologies.

#### **Distribution List**

Cllrs Coleman, Green, Hibbert, Hocking, Rossiter, Rundle & Williams **For Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Cllr Simon Wright, WPC Pengilly, PCSO O'Dwyer, South Huish Parish Council Notice Boards, National Trust, Richard Pollard, Dave Illingworth

## APPENDIX A

### South Huish Parish Council Finance: Months 1 & 2

Category	Descriptor	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year				2,598.92
				2,598.92
Payment	Clerks Salary & Expenses		- 203.38	2,395.54
Payment	HMRC		- 48.80	2,346.74
Payment	Newsletter Print Costs to Malb. Parish Council		- 71.40	2,275.34
Payment	P3 Expenses - Strimmer Service		- 107.74	2,167.60
Receipt	P3 Grant 18/19	1,500.00		3,667.60
Receipt	SHDC Precept	3,375.00		7,042.60
				7,042.60
				7,042.60
				7,042.60
TOTALS YTD Financial year 2018/19		£ 4,875.00	-£ 431.32	£ 7,042.60
RECONCILIATION CASH BOOK TO BANK				£
Cash book balance b/d		FY 2018/19 month	1 & 2	£ 7,042.60
Balance at bank at end :			30-Apr-18	
	Revenue Accounts		7,042.60	
	Unpresented Items	receipts		
		payments	-	
			£ 7,042.60	-
ACCOUNTS FOR PAYMENT				Variance
	<u>K Harrod Salary</u>	Gross is £203.38 incl. £8 facilities recharge & paid by direct transfer on 15th of each month		203.38
	<u>HMRC NIC</u>			48.80
Plus				
	Came & Company Insurance Renewal			320.05
	Meeting Sub Total			320.05
Receipts & PAYMENTS REPORT TO COUNCIL				
MEETING DATE		09/05/2018		
	Prepared By:	K Harrod for South Huish Parish Council		
	Date:	18/04/2018		

## APPENDIX B: South Huish Parish Council Finance: 2017/18

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Category	Descriptor	Date	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year					2,346.38
					2,346.38
Receipts	Devon Ass. Local Transparency Code Grant		424.99		2,771.37
Receipts	South Hams District Council - Precept		2,617.00		5,388.37
Payment	P3 Fees	14/03/2018		184.98	5,203.39
Payment	Newsletter Printing & Associated Costs	14/03/2018		77.00	5,126.39
Payment	Clerk Salary, Expenses & HMRC	14/03/2018		252.18	4,874.21
Payment	Locality Grant Expenditure & P3 Costs	14/02/2018		714.95	4,159.26
Payment	Hall Hire Galmpton	14/02/2018		83.50	4,075.76
Payment	P3 Fees	14/02/2018		100.40	3,975.36
Payment	Clerk Salary, Expenses & HMRC	14/02/2018		252.16	3,723.20
VOID	Void Cheque	14/02/2018	-	-	3,723.20
Payment	SLCC Renewal	10/01/2018		67.00	3,656.20
Payment	Newsletter Printing & Associated Costs	10/01/2018		51.00	3,605.20
Payment	Clerk Salary, Expenses & HMRC	10/01/2018		260.18	3,345.02
Payment	Clerk Salary & HMRC	13/12/2017		244.18	3,100.84
Payment	Shared Filing Cabinet costs with Malb. Pari	08/11/2017		47.99	3,052.85
Payment	SLCC AGM	08/11/2017		12.50	3,040.35
Payment	Newsletter Printing & Associated Costs	08/11/2017		40.50	2,999.85
Payment	Newsletter Printing & Associated Costs	08/11/2017		43.75	2,956.10
VOID	Void Cheque	08/11/2017			2,956.10
Payment	HMRC NIC	08/11/2017		22.00	2,934.10
Payment	Clerk Salary & Expenses	08/11/2017		230.18	2,703.92
Payment	HMRC NIC	17/10/2017		48.80	2,655.12
Payment	Clerk Salary & Expenses	17/10/2017		203.38	2,451.74
Payment/Rece	Exiting Clerk Salary minus expenses plus £4	14/09/2017		247.33	2,204.41
Payment	Emma Gray Salary & Expenses	14/08/2017		307.94	1,896.47
Payment	Newsletter Printing & Associated Costs	14/08/2017		35.70	1,860.77
Payment	DALC Clerks Essentials Course	08/08/2017		75.05	1,785.72
Payment	ICO Renewal/Registration	01/08/2017		35.00	1,750.72
Payment	SLCC Data Protection Webinar	13/07/2017		30.00	1,720.72
Payment	Emma Gray Salary & Expenses	13/07/2017		303.74	1,416.98
Payment	Emma Gray Salary	20/06/2017		251.08	1,165.90
Payment	Newsletter Printing & Associated Costs	13/06/2017		40.80	1,125.10
Payment	Emma Gray Expenses	01/06/2017		22.20	1,102.90
Payment	P3 Fees	01/06/2017		30.00	1,072.90
Payment	Bench Maintenance (Assets)	01/06/2017		783.36	289.54
Payment	Inner Hope Planters	23/05/2017		144.00	145.54
Payment	Emma Gray Salary	23/05/2017		223.18	77.64
VOID	Void Cheque	23/05/2018			77.64
Payment	Honorarium Mary Fisher	18/05/2017		50.00	127.64
Payment	P3 Expenses & Map Printing	15/07/2017		22.58	150.22
Payment	Came & Co Insurance Renewal	15/05/2017		307.74	457.96
Payment	Emma Gray Expenses	05/05/2017		18.76	476.72
Payment	DALC Clerks Course	27/04/2017		30.00	506.72
Payment	Newsletter Printing & Associated Costs	27/04/2017		45.90	552.62
Payment	Emma Gray Salary	27/04/2017		278.98	831.60
Receipts	Locality Grant Received	07/02/2018	549.00		282.60
Receipts	South Hams District Council - Precept	15/09/2017	2,550.00		2,267.40
Receipts	HMRC VAT REBATE	08/08/2017	331.52		2,598.92
					2,598.92
TOTALS YTD Financial year 2017/18			£ 6,472.51	-£ 6,219.97	£ 2,598.92
RECONCILIATION CASH BOOK TO BANK					£
Cash book balance b/d			FY 2017/18 month	12	£ 2,598.92
Balance at bank at end :				31-Mar-18	
	Revenue Accounts			2,598.92	
	Unpresented Items		receipts	-	
South Huish Parish Council AGM Minutes 9 <sup>th</sup> May 2018, Page 7 of 7					
				£ 2,598.92	-
RECEIPTS & PAYMENTS REPORT TO COUNCIL					
MEETING DATE			09/05/2018		
Prepared By			K Harrod for South Huish Parish Council		