

STOKE FLEMING PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held on Wednesday 2nd June 2010 at 7.30pm in the Village Hall.

Present: Councillors: Mary Newman (Chairman) Richard Foster (Vice Chairman)
Tony Andrew Beryl Griffiths
Paul Bailey Trevor Mason

District Cllr Ian Longrigg
Mr Nick Roberts, Volunteer Tree Warden
Mrs Shirley Tonkin, Children's Play Area Community Group

929. APOLOGIES Cllr Norman, Cllr Shearwood.

930. MINUTES

The minutes of the last monthly meeting held on Wednesday 5th May 2010 and of the site meeting held on Monday 10th May were circulated and read. Cllr Andrew proposed and Cllr Mason seconded that the Parish Council minutes be accepted. Cllr Foster proposed and Cllr Andrew seconded that the site meeting minutes be accepted after the addition of a note for Cllr Newman to telephone Rick Crombie to clarify the ambiguous letter of application. Both minutes were then agreed and signed as a correct record of the meetings.

931. DECLARATIONS OF INTEREST

Cllr Newman declared an interest in Minute 940 - Proposed new car park.

932. PUBLIC QUESTION TIME

No members of the public were present.

933. LAW AND ORDER

No report received.

934. COUNTY COUNCILLOR'S REPORT

No report received.

935. DISTRICT COUNCILLOR'S REPORT

Cllr Longrigg advised that there was very little to report. Development Plan Documents were out for consultation by 2nd July. There had been no news of plans being submitted for School Lane as yet but he had heard that the toilet block extension application would be successful.

936. VOLUNTEER TREE WARDEN

Mr Nick Roberts had been appointed as Volunteer Tree Warden for Stoke Fleming Parish and had been invited to attend the Parish Meeting to meet Councillors. He introduced himself and explained that the role is flexible, involving giving an opinion on work

required for specific trees and/or working on projects to encourage planting and care of trees in the Parish. It was agreed that Mr Roberts would attend Parish Council meetings when he felt that there was a report to be made and that the Clerk would copy any future applications for work on trees to him for inclusion in the site meetings or comment.

937. SOUTH HAMS LOCAL DEVELOPMENT FRAMEWORK

The Chairman reported on the Parish Cluster meeting that she and Cllr Foster had attended recently in which the DPDs had been discussed. Cllr Newman explained the history of the Development Framework, advising that the 16 villages in the South Hams which, because they have a shop and a school, will have new housing. During discussion it was suggested that new houses should be built where they are needed and preferably where there is work, rather than be allocated on the basis of shops and schools. Housing would therefore be spread around more villages and avoid a number in Stoke Fleming which are likely to be populated by people from outside the village. District Cllr Longrigg will have a copy of the Housing Needs Survey sent to the Chairman and he said he will try to get S106 agreement for the new houses in the village so that people taking them up are only those who have an association with Stoke Fleming.

The Chairman requested comments from all Councillors on the two potential sites in Stoke Fleming and the area D1 in Dartmouth which overlaps Stoke Fleming Parish boundary. The Clerk was asked to forward the consultation response form to all Councillors for their response by 25th June and collation of a Parish response for submission before 2nd July.

938. PROPOSED NEW TOILET / SHOWER BLOCK

Planning permission is expected to be granted although no written confirmation has been received as yet. It was agreed that Cllrs Foster, Norman and Bailey would liaise with the Football Club to arrange signing of the legal agreement and to meet with Cllr Elliott to decide on a schedule for electrics, etc. before construction begins.

939. PLAYING FIELD

The Charity Commission has now agreed to the change of name for the playing field from 'Public Recreational Ground and Playing Field' to 'Stoke Fleming Recreational and Playing Field'. Income and expenditure figures for the annual return would be submitted once the Charity Commission website has been updated to receive them.

940. PROPOSED NEW CAR PARK

Planning permission has been granted, to be activated within 3 years if required to go ahead. This item to be omitted from future agendas unless circumstances change.

941. CHILDREN'S PLAY AREA –

- a) Funding / Community Group progress
Mrs Shirley Tonkin reported that £500 had been promised from South West Housing who had asked for a formal presentation with photographs for the local paper. £5,000 from South Hams District Council, after a misunderstanding, had now been promised. Rotary had declined to support the project. The Facilitator for the Big Lottery Fund application will visit on 16th June and Cllrs Foster and Mason had also been invited to the meeting to answer queries. The landscape

architect will visit on 8th June when it would be decided on whether extra space was required and how high the equipment should be. The Clerk reported that insurance companies quoting for the Parish policy had stated that play area insurance was based on the number of pieces of equipment rather than their height. The Group had investigated VAT exemption but are not eligible

- b) **SHDC Insurance, inspection & maintenance agreement**
A response had been received to Cllr Newman's letter in response to the SHDC insurance and inspection agreement but it was felt to be inconclusive. It was noted that Digleys could continue to inspect the play area and could also train local people to carry out inspections.

942. PARISH COUNCIL INSURANCE

Following comparison of quotations from four potential providers, a Zurich Insurance policy had been undertaken through Tennyson Insurance for £702.07, saving about £200 on our previous company's quote and giving increased cover. Quotations were based on reductions in valuations and cover which had been agreed at the last PC meeting with the addition of £20,000 value on the new toilet block, resulting in a reduction in the premium of some £900 from the previous schedule.

943. BEST KEPT VILLAGE COMPETITION

Nothing to report at this stage.

944. STANDING ORDERS FOR LOCAL COUNCILS

The review of Standing Orders will be reported on in due course.

945. PARISH PATHS PARTNERSHIP (P3) SCHEME

Five paths in the village had been looked at by Cllrs Mason and Andrew. Cllr Mason was chasing copies of the Parish Paths map. Cllr Newman agreed to let Cllr Mason know the name of the contact person to request a dog waste bin for the top of Venn Lane. It was agreed that a sign saying 'No dogs' should be removed from the entrance to the top field public footpath.

946. ASSET TRANSFER

Cllr Foster explained that a letter dated 13th May had been received to his email in November which had listed 13 questions to be answered before consideration could be given to the transfer of assets to the Parish Council. A response has been sent and a reply awaited. At the Parish Cluster meeting, it had been confirmed that, should the Parish Council not wish to accept the transfer of assets from District Council, then District Council would continue to run them.

947. SHDC EMPTY HOMES STRATEGY

An email had been received and forwarded to Councillors which requested information about any empty homes to be passed to SHDC so that they may investigate ways to make best use of available housing in the District. It was agreed that Cllr Shearwood may be more aware of empty homes than other Councillors and the Clerk was requested to ask him.

948. SHDC HOUSING STRATEGY CONSULTATION

An email had been received and forwarded to Councillors attaching a copy of the Housing Strategy document for comment.

949. PARISH ONLINE

The Clerk explained that an offer had been received for online access to Ordnance Survey maps but it was agreed that there was no requirement for the Parish Council to subscribe to the service.

950. MAINTENANCE

a) Village Maintenance:

- i. The Clerk offered to place notices on notice boards and in the shop about the proposed road closure on 7th/8th June.
- ii. Deer Park notice board is now in place, with a padlock, awaiting cork backing.
- iii. Mr Ellis is to be asked by the Clerk to quote for repair to the woodwork and handle and Sadolin treatment of the gate in the playing field by Ron's Corner. Agreement was given for the work to be carried out if under £100. A spring to be fitted to the gate if possible.
- iv. Two drains have been fitted to resolve the Bugford Hill water drainage problem.
- v. Grit bins have been requested for Venn Lane and Bugford Hill.
- vi. Pot holes in Old Road, Church Road and Dartmouth Road have been reported to DCC Highways Department. Any further pot holes noticed to be reported to the Clerk.
- vii. Street cleaning required in Ravensbourne Lane – has been reported to SHDC.
- viii. The Old Well site in Shady Lane needs weeding/clearing out for which a working party is to be arranged.

b) Grass Cutting – SHDC grass cutting now appears to be satisfactory.

951. a) STOKE FLEMING LIBRARY

Cllr Mason gave a report on usage and a book-signing event at the library.

b) VILLAGE HALL MANAGEMENT COMMITTEE

Cllr Mason reported that the Hall was solvent and running well.

952. FINANCE

a) **AUDIT**

Cllr Foster reported that public requests to view the audit papers can be made until 21st June so they cannot be sent to the Audit Commission until after that date. It was agreed that the audit be adopted and that Jenny Harris be given a £25 book token for her pre-audit check.

b) **BANK BALANCE AT DATE OF MEETING**

Alliance & Leicester	£11,428.53	Statement dated 6 th May 2010
Lloyds TSB	£8,826.89	Statement dated 30 th April 2010

The Chairman reported that, although it had been agreed at the last meeting that, as a matter of routine, a balance of £5,000 should be retained in the Lloyds TSB current account, with the balance transferred to the Alliance & Leicester account, May had seen larger than usual outgoings which meant that it was not worth transferring funds at this stage.

The Clerk reported that the VAT repayment of £227.05 had been received. A donation had also been received from Deer Park Camping & Caravanning Site for £20 towards the reprinting costs of the Stoke Fleming leaflets.

Cllr Mason confirmed that problems with the Lloyds TSB bank mandate appeared to be almost sorted out.

c) ACCOUNTS TO BE PAID

The following payments were approved:

Zurich Insurance	£702.02	Parish insurance 1.6.10 to 31.5.11
S L Tweed	£218.59	Clerk's wages & stationery
Mr G Sams	£72.00	Wages for cleaning toilet block & shelters
BBH Architects	£940.00	Architect's fees for new car park
Stoke Fleming Magazine	£10.80	Photocopying for Annual Parish Meeting
A F Pook	£250.00	Grass cutting
CPRE	£29.00	Annual membership
R V Harris & Son	£105.75	Grass cutting Playing Field April/May

953. REPORTS OF MEETINGS

- a) Wednesday 12th May, Annual Parish Meeting – Cllr Newman reported a successful meeting.
- b) Thursday 20th May, 7pm, Parish Cluster Meeting – already discussed above.
- c) Monday 24th May, Police Liaison Meeting – Cllrs Newman and Foster attended.
- d) Thursday 27th May, Cllrs Foster and Shearwood met with Mr Watkins, Area Traffic Engineer, DCC, and PC Duncan Russell, Road Casualty Reduction Officer for Devon & Cornwall Police. Cllr Foster reported that they had looked at parking and traffic issues within the village. He explained the difficulties of additional parking on the main road around the village shop area. For improved parking in Church Road, there appeared to be 3 options and it was decided that Cllrs Foster and Mason should compile an article for the Magazine asking for opinions before going back to DCC with a decision. Regarding amending speed limits in the village, Mr Watkins advised no action because there is a possible move nationally to withdraw 20mph speed limits because they are generally unsuccessful. Stoke Fleming is back on the roster to have a flashing speed limit sign on the main road.

954. DIARY DATES

- a) 9.30am to 3pm Monday 7th & Tuesday 8th June - Road closure – Ravensbourne Lane to Library.
- b) Tuesday 8th June, 7.30pm, Coleridge Association meeting, Frogmore – Cllr Newman to attend.
- c) Wednesday 9th June, 2pm, Development Control & Conservation User Group in

- the SHDC Council Chamber, Follaton House – Cllr Foster to attend.
- d) Wednesday 9th June, 6.30pm, Slapton Line Advisory Forum, Slapton Village Hall.
 - e) Mid-September (date & venue tba) South Hams Emergency Planning Workshop.

955. CORRESPONDENCE RECEIVED

Letter of complaint re sewage smells at Overseas, being actioned by the Clerk; Sheelan amendments to planning consent require a new application to be made; email from Mr Pickles regarding Exeter unitary status; Healthy active living in the South Hams booklets.

956. CORRESPONDENCE CIRCULATING

SHDC Agenda & Minutes of the Council & its bodies, 13th May 2010; Devon Playing Fields Association Newsletter Spring 2010; DALC Newsletter, May/June 2010; Devon County Council leaflet 'Helping you to make work pay'.

957. PLANNING

APPLICATIONS

Mr C Hitch - 51/0947/10/F - Householder application for creation of new access and associated landscaping works. Embridge Mill, Blackpool Valley Road, Stoke Fleming TQ6 0PP.

Mr K McCarthy – 51/0966/10/F – Retrospective application for field shelter for haystore and water store/shed. Thorn Farmhouse, Venn, Dartmouth TQ6 0LF.

Lower Ridge Barns, School Road, Stoke Fleming TQ6 0PR – Application for Certificate of Lawful Existing Use for part of barn to be used as residential dwelling.

DECISIONS

Mrs K Thorogood, Stoke Fleming Parish Council - 51/0489/10/F – Resubmission of 51/1252/09/F for proposed car park. Mill Lane, Stoke Fleming TQ6 0QZ. **GRANTED**

Works to Trees in a Conservation Area

1-6 White Ladies, New Road, Stoke Fleming - 51/0687/10/TCA – T1 – Eucalyptus – heavy crown reduction, T2 – Cedar – crown reduction – top 2-3m. **GRANTED.**

The date for the next monthly meeting is **Wednesday 7th July 2010** in the Village Hall at 7.30pm.

The meeting closed at 10.35pm.