

Stoke Fleming Parish Council  
Monthly Meeting

Minutes

A meeting of the Parish Council was held on Wednesday 2<sup>nd</sup> December 2009, at 7.30pm in the Village Hall

**Present:** Councillors - M Newman (Chairman) L Willetts  
R Foster H Yabsley  
B Norman  
SHDC Cllr. I Longrigg Stuart Brookner  
Shirley Tonkin Stuart Longrigg

**764. Apologies** Councillors B Shearwood (Vice Chairman), P Elliott and B Griffiths,  
PCSO Sam Broad

**765. Minutes**

The minutes of the last monthly meeting held on Wednesday 4<sup>th</sup> November 2009 and the site meeting held on Wednesday 20<sup>th</sup> November 2009 were circulated and read. Cllr. Foster proposed and Cllr. Yabsley seconded the minutes of 4<sup>th</sup> November. Cllr. Willetts proposed and Cllr. Foster seconded the site meeting minutes of 20<sup>th</sup> November. All were then agreed and signed as a correct record of those meetings.

**766. DECLARATIONS OF INTEREST**

The Chairman declared an interest in the Proposed New Car Park.

**767. PUBLIC QUESTION TIME**

No questions were raised by members of the public.

**768. LAW AND ORDER**

PCSO Sam Broad of Devon & Cornwall Constabulary had emailed an update to the Clerk as she was unable to attend the meeting. She reported that there were no reportable crimes in the area in the last month. The only incident of note was a large flood outside the Pound House on 25<sup>th</sup> November, apparently due to a blocked drain, which the Fire Brigade dealt with efficiently. The next police surgery will be held on 12<sup>th</sup> January from 10am to 11am in the Village Hall.

**769. COUNTY COUNCILLOR'S REPORT**

No report had been received from Devon County Cllr. J Brazil.

**770. DISTRICT COUNCILLOR'S REPORT**

SHDC Cllr. Ian Longrigg reported that he had made donations from his Councillor's Fund towards the Village Hall, the Village Magazine and to the Youth Club where he felt splendid work was being done.

**771. NEW COUNCILLOR**

Cllr. Shearwood was dealing with the arrangements for meetings with the two people who had expressed an interest in becoming Councillors but he was unable to attend the meeting to give a report on progress. To be discussed at the next meeting.

**772. NEW CLERK**

Sue Tweed had been appointed as Parish Clerk from 1<sup>st</sup> December 2009 and was present at the meeting to take minutes. The Chairman proposed a vote of thanks to Kate Thorogood for all her hard work as Clerk. A handover will be arranged as soon as possible.

**773. PROPOSED NEW TOILET / SHOWER BLOCK**

Cllr. Foster had prepared a draft Heads of Terms (lease), now in 4<sup>th</sup> draft following discussions with a solicitor. This was presented for approval by the Parish Council and signature by the Chairman and one other member of the Parish Council and the Chairman and one other Committee Member of the Football Club. From this document, the solicitor will prepare a formal agreement for signature by both parties. Two copies of the document were signed by Councillors Newman and Foster. It was agreed unanimously that the Parish Council sub-committee should meet with the Football Club representatives within the next week for them to have sight of the Club's formal Constitution and to have the Club representatives sign the 4<sup>th</sup> draft of the Heads of Terms so that the construction of the changing rooms may go ahead.

Cllr. Foster added that there might be an increase in insurance premium for the new block, estimated at around £20, which the Football Club was to pay. The Chairman expressed her thanks to Councillor Foster for all his hard work on this project.

#### **774. PROPOSED NEW CAR PARK**

Cllr. Foster reported that Mr. Brown of Devon County Highways had visited regarding the proposed entrance to the car park. He had also spoken to Mr. Hoskins, Street Scene Manager at Devon County Council, regarding the three spaces which will be lost in the current car park if the new car park entrance is re-sited. Mr. Hoskins offered to visit to give advice on car park management.

South Hams Valuation Officer advised that the Ratable Value of the proposed car park will be £2,950 from 1<sup>st</sup> April 2010. Cllr. Foster explained that the effect of this on the precept would be a cost of £810.65 if the car park was free to use with increases in Parish Council Tax of 6.4% (between £1.02 for Band A and £3.08 for Band H). This was assuming that the number of dwellings by band will remain as at current levels; costs would reduce if the proposed affordable houses were built and additional Council Tax was received. A response is still awaited from the Agent raising various queries, the answers to which will dictate whether the project moves forward.

Cllr. Foster had also met with Mr. Watkins of Devon County Highways to discuss possible alterations:

- a) at the junction of the A379 and Old Road which he agreed was a dangerous corner, especially for emergency or large vehicles, but stated that the cost of alterations would be prohibitive. No further action to be taken.
- b) at the layby in Old Road which required re-building but was not considered a sufficiently high priority so no action to be taken.
- c) to Church Road parking restrictions near the Post Office to give clear access to emergency and other large vehicles. Mr. Watkins considered that this proposal was feasible and will create a plan for it to be undertaken, with no cost to the Parish Council.
- d) to add parking bays on the A379 near the village shop/PO. This was considered by Mr. Watkins to be an unnecessary obstacle in the village centre which may cause problems. It was decided not to take this forward at the present time.

Cllr. Foster also raised the issue of the flashing speed limit light which used to be near the garage but had since been removed; Mr. Watkins agreed that this should be replaced as a deterrent to speeding motorists and would consider the suggested implementation of a 30mph speed limit zone between the 40 and 20 limit signs.

The Chairman expressed her thanks for the continued efforts of Cllr. Foster in these matters.

#### **775. PURCHASE OF LOCAL COUNCIL ADMINISTRATION BOOK**

It was agreed that the Chairman should purchase the 8<sup>th</sup> edition of this book (current edition is the 5<sup>th</sup>) at a cost of £62.05; proposed by Cllr Foster, seconded by Cllr Norman.

#### **776. STOKE FLEMING CHRISTMAS TREE FESTIVAL**

The Parish Council Christmas Tree is to be decorated by 10<sup>th</sup> December, with the theme of 'The Key To Christmas'. All Councillors were asked to let the Chairman have any keys or suitable decorations as soon as possible. A Craft Day is planned for 6<sup>th</sup> December at Sanders.

#### **777. CHILDREN'S PLAY AREA**

Shirley Tonkin briefed Councillors on the need for renovation of the Children's Play Area and details of fundraising in the last year. While the playing field is owned by SFPC, the play area is currently a SHDC asset, insured by them, but is expected to be handed over to SFPC in due course. A SHDC survey of the play area last year had highlighted some design failures and faults in equipment such as rust and unsafe shackles on swings. However, while the need for remedial action had been noted in the report, no action had been taken to date. Cllr. Foster pointed out that, if the play area was to be handed over to SFPC, it should be handed over in good order.

After discussion with the South West Local Action Group on potential funding, three quotations and draft designs had been obtained by Shirley Tonkin. A charity, Groundwork South West, have now contacted her to offer their support in applying for funds. Wayne Johnson, Project Manager for Groundwork, plans to visit the site before Christmas. Meanwhile, arrangements were to be made to form a community group with a formal constitution, aims, objectives, etc. Various sources of potential funding were discussed by Council, including a possible Section 106 grant related to the conversion of Windward Nursing Home to apartments.

A decision was required on whether to proceed with a community group or as a sub-committee of the Parish Council, bearing in mind that some funders will not give grants to Councils. Also to be considered are the legal aspects of potentially leasing the area to a community group who would be responsible for checking the area, reporting on the standard of the equipment and organising insurance. It was agreed that Shirley Tonkin would work to gather a group of

volunteers willing to form a community group and to seek information about the required constitutional documents. It was also agreed that she and Councillor Newman would meet with Wayne Johnson for him to view the site and discuss the matter. The Chairman thanked Shirley Tonkin for her hard work on this project over the last year.

**778. SHDC ASSETS**

The Chairman held a letter which advised that in addition to transferring the children's play area, SHDC also wanted the Parish Council to take over the current car park and toilets in the village, but with no additional funding. Cllr. Foster had written to Mr. Stubbs at SHDC but had received no response as yet. He noted that if this transfer of assets takes place it may affect the rates we have to pay in future.

It was agreed that the Chairman request the removal of the clothing bank from the village as it is an eyesore and rarely used.

It was agreed that a sub-committee of Cllrs. Newman, Foster and Shearwood be formed to decide a draft budget for 2010/11 for presentation to the next meeting.

**779. SHEELAN**

A response had been received from Delyth Jenkins Evans, Head of Legal Services at SHDC. It was agreed that, in view of this response and the recent change of ownership of the property, nothing further could be gained by pursuing this matter. It was agreed that a neighbour should be consulted on whether work to lower the pool had begun prior to a call to Rick Crombie, the Enforcement Officer, to clarify the current situation on the property in view of the expiry of the 6 month enforcement notice.

**780. CHARITY COMMISSION RETURN**

Cllr. Foster agreed to compile the Charity Commission annual return which requires a listing of all the Stoke Fleming Parish Councillors, who are also Trustees of the charity responsible for the playing field.

**781. ALAN FOX LETTER - AUSTIN A30/A35 OWNERS CLUB**

A letter had been received by the Chairman requesting hire of the Village Hall and playing field facilities for a visit of approximately 120 vehicles of the A30/A35 Owners' Club for May Bank Holiday weekend in 2012. It was agreed that Cllr. Norman would liaise with Mr. Fox and arrange for him to visit for discussions.

**782. DAPC EMPOWERING COMMUNITIES CONFERENCE**

Cllr. Norman gave a report of his attendance at this conference which covered, amongst other subjects, emergency planning. The Chairman confirmed that SFPC have an Emergency Plan and Standing Orders but that these should be reviewed at some stage to ensure they are still accurate.

**783. MAINTENANCE**

**A) Village Maintenance – Men's toilet – playing field**

Cllr. Shearwood has written to SHDC regarding the hedge near Deer Park which requires attention. The loose pan in the men's toilet still requires attention by a plumber. The trees in the playing field have been cut back. Cllr. Norman will deal with the hedge by the bottom gate shortly. A new post for the coastal path sign has been erected.

**B) Grass Cutting DCC**

It was agreed that no action was possible on the overgrown grass verges in Venn Lane. These are a County Council responsibility and are cut 6 times each year.

**C) Grass Cutting SHDC**

Nothing to report.

**D) Grass Cutting Within The Village**

Nothing to report.

**784. A) LIBRARY USERS GROUP**

Nothing to report.

**B) PARISH HALL MANAGEMENT GROUP**

The Chairman agreed to discuss construction of the new toilet block with Mr. Hunkin.

**785. FINANCE**

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

Alliance & Leicester	£11,421.89
Lloyds TSB	£7911.06 statement dated 29 <sup>th</sup> October 09

## **B) ACCOUNTS TO BE PAID**

Cheques to be approved for signature were proposed by Cllr. Willetts and seconded by Cllr. Foster.

Mr. G Sams	£72-00 – wages
Clerk	£205-75 – wages
A F Pook	£250-00 – grass cutting
A F Pook	£280-00 – tree trimming Pegs Copse & Playing Field
Stoke Fleming Magazine	£150-00 – donation
The Compass Office Shop	£1-44 – photocopying
DAPC	£17-25 – Empowering Communities Conference place

## **786. DIARY DATES**

- A) Coleridge Association – meeting Tuesday 8<sup>th</sup> December at East Allington – Cllrs. Yabsley and Newman to attend.
- B) Slapton Line Advisory Forum – Wednesday 9<sup>th</sup> December @ Strete Village Hall – 6.30pm
- C) Prince's Foundation and SHDC Planning/Affordable housing – Details should be released at a South Hams District Council Meeting on 17<sup>th</sup> December, to include recommendations regarding the proposed 15 affordable houses in Stoke Fleming opposite the school.
- D) Members' Code of Conduct, Part II – 10<sup>th</sup> December – Cllr. Foster to attend.

## **787. CORRESPONDENCE RECEIVED**

Nothing to report.

## **788. CORRESPONDENCE CIRCULATING**

Nothing to report.

## **789. PLANNING**

### **APPLICATIONS**

**Mr. M Rae** – 51/1864/09/F - Householder application for demolition of existing two storey extension and construction of replacement two storey extension. Ashleigh, Dartmouth Road, Stoke Fleming, TQ6 0QY

**Dartmouth & District Indoor Swimming Pool Trust** – 15/1884/09/O - Outline application for construction of heated indoor swimming pool with associated works, car parking and landscaping. Dartmouth Community Leisure Centre, Wessex Way, Dartmouth, TQ6 0JL

**Mr. M Johnson** – 51/5193/09/F - Householder application for demolition of existing lean to and erection of two storey extension to side of dwelling and single storey to rear. Alterations to rear garden to provide parking. Wayside, Dartmouth Road, Stoke Fleming, TQ6 0QY

**Mr. J Davenport** – 51/1993/09/F - Provision of gateway to allow access for agricultural machinery. Ash House Farm, Ash, Dartmouth, TQ6 0LR

**Mr. & Mrs. P Hodge** – 51/1996/09/F - Retention of polytunnel 4 and provision of potting shed. Bugford Nurseries, Bugford, Dartmouth, TQ6 0LT.

**Mr. M Rae** – 51/2004/09/F – Re-submission of householder application 51/1864/09/F for demolition of existing two storey extension and replacement with a two storey extension. Further extension to the side of the property and installation of an air source heat pump. Ashleigh, Dartmouth Road, Stoke Fleming, TQ6 0QY.

**Work to Tree Preservation Order Number 1977**, Register number of notice 2966. Sanders, Stoke Fleming

**Mr. T Slade** – 51/2021/09/F Demolition of existing house and construction of replacement house. Pine Cottage, Redlap, Stoke Fleming, TQ6 0JR

### **DECISIONS**

**51/1506/09/F** – Mr. D Elliot, Householder application for erection of timber garage. 6 School Road, Stoke Fleming, TQ6 0PR – **GRANTED**

**51/1532/09/F** – Mr. & Mrs. D Kendall, Amendments to householder application 51/0292/09/F for demolition of existing garage and erection of larger garage. The Valley, Venn, Dartmouth, TQ6 0LE - **GRANTED**

**The date for the next monthly meeting is Wednesday 6<sup>th</sup> January 2010, in the Village Hall, at 7.30pm.**

**The meeting closed at 10pm.**