

Stoke Fleming Parish Council
Monthly Meeting

Draft Minutes

A meeting of the Parish Council was held on Wednesday 3rd December 2008, at 7.30pm in the Village Hall

Present: Councillors - Lady Newman (Chairman)
B Shearwood (Vice Chairman)
K Baigrie
B Norman
R Foster
H Yabsley

Devon County Councillor: Julian Brazil
SHDC Councillor Ian Longrigg

Apologies: Cllr. L Willetts

Absent: Cllr. P Elliot

396 The minutes of the last monthly meeting held on Wednesday 5th November 2008 and the site meeting held on Saturday 8th November 2008 were circulated and read. Cllr. Shearwood proposed and Cllr Baigrie seconded both the meeting minutes. Both were then agreed and signed as a correct record of those meetings.

397 Declarations Of Interest

The Chairman declared an interest in the proposed car park, Mill Lane.

398 New Clerk

The Chairman introduced Kate Thorogood as the new Clerk. Cllr. Shearwood suggested he proceed with the purchase of a separate laptop for the Clerk's use on Parish Council matters. Proposed by Cllr. Shearwood and seconded by Cllr. Baigrie. All present agreed.

399 Resignations

The Chairman read a resignation letter from Mr Ron Harris. The Chairman proposed that she write a letter of thanks to Mr Ron Harris for his 28 years service on the Parish Council and thoughts should be given a suitable retirement present. This should be decided at a subsequent meeting. All were in agreement.

400 Public Question Time

No points were raised.

401 Law and Order

Cllr. Baigrie confirmed that he has had no response from PC Marels and advised that in January a new CPO will be taking up her position in the district (CPO Broad).

402 County Councillor Report

Cllr. Brazil reported:

a) He had attended a South Devon Coastal Local Action Group (LAG) meeting. They had previously requested ideas for projects for funding and Cllr. Brazil confirmed they have now received confirmation of funding of £1.8m. The Chairman asked whether a new car park may be eligible for this funding. Cllr. Brazil advised more information would be available from Alan Stapleton at alanstapleton@btinternet.com and Liz Able at Devon Renaissance at liz@ruraldevon.org

b) He had attended a meeting about the TV digital switchover and had been assured that it should not cause too many problems. Cllr. Baigrie advised that in the centre of the village there would be a problem due to there being no analogue signal. Cllr Brazil suggested a public meeting for the village may be useful and Cllr. Shearwood reported that this is in hand. (See 410)

c) He reported that the meeting about the new swimming pool for Dartmouth and District at which representations could be made had been deferred until the 19th December 2008. The Chairman suggested that Stoke Fleming Parish Council is one of the only parish councils who have not yet written a letter of support. Cllr. Longrigg suggested that the local community should consider fund raising for the pool. It was agreed that Dartmouth was missing out as the only local town without a swimming pool, and both Totnes and Kingsbridge pools' maintenance costs are covered by Devon County County. The Chairman suggested that a letter of support be sent from the Parish Council and Cllr. Longrigg suggested this letter be posted on the notice board.

Cllr. Brazil left the meeting due to another commitment.

403 District Councillor Report

Cllr. Longrigg reported:

a) He would support a swimming pool for Dartmouth.

b) He had attended a site meeting at Sheelan and had now declared an interest due to a connection with a neighbour. He reported that the owners of Briar Cottage were now happy with the revised plans and was surprised that the Chairman had received letters of complaint from both neighbours once again. The Chairman advised that the date for all letters and objections is the 10th December 2008 (copies of such correspondence will be circulated with the agenda for the next meeting). Cllr. Longrigg said he would look into the confusion and report back to the Chairman.

404 Budget / Precept 2009 / 10 Sub-committee to report - due 16/01/09

The Chairman expressed her thanks to Cllr. Foster and Cllr. Norman for all their hard work in putting together the proposed precept for 2009/10. The Chairman distributed income and expenditure information together with notes to be considered for the preparation of the precept.

(i) Cllr. Foster gave a resume of budget considerations:

- A) The Parish Council own the land on which the village hall stands and the ground is leased to the Hall Trustees for 99 years. The parish council took out a loan at 5.5% to assist the funding required to build the hall. He considered that the repayments for the loan may be considered excessive in the present economical climate and other ways of paying off the loan should be considered. The Chairman suggested that this issue should be kept in mind.
- B) The Parish own the toilet block by the hall (the block by the church are owned by SHDC), 6 bus shelters, 22 seats, 2 benches, a drinking fountain, the Jubilee shelter, a number of notice boards, the playing field and children's playing area equipment (maintained by SHDC). He suggested the responsibility for insurance of this equipment with SHDC was clarified.
- C) The bench annual maintenance is high and he suggested reducing this by 50% by only maintaining 50% annually.
- D) The toilet block on the playing field is mainly used by the football club and Hort & Sport at the Annual Show. Consideration could be given to locking the block up for periods when it is unlikely to be used to save on water and electricity. He mentioned in passing that two taps were leaking, a bulb was broken and the external manhole cover was broken. The Chairman said she is arranging to meet Mr Sams to discuss the toilet block.
- E) Mr Sams cleans the toilet block and purchases cleaning equipment paid for by the Parish Council. Mr Pook had a three year contract renewable on 1st May 2009 to trim trees, strim on an unlimited number of cuts as requested by the clerk (Peg's Copse, footpath, route 15, bank between hall car park and bus shelter, playing field perimeter, Birdwalk). Mr White carried out hedge trimming. Mr Ron Harris & Son cut the playing field grass twice a month from April – September and at the councils request from October – March. The children's play area was cut by SHDC at six cuts a year which is too few. Mr Ellis maintains the seats (see para. 404a(C)). The DCC cut the roadside grass. The football club cut the pitch grass from the second week in September to the end of May. All contracts come up for renewal in May 2009 and Cllr. Shearwood said it would be a suitable time to re-negotiate the contracts which was agreed.
- F) The parish insurance is with Allianz renewable each June. The last premium was £1170.24. He raised three points:
- a. Who insures the War Memorial? Cllr Norman said he would find out if the PCC were responsible.
 - b. Sub-committees were only insured if they were open to the public and the minutes were incorporated into Parish Council minutes. This created difficulties over planning site visits because of informing the public about the meetings and the property owners may not want the public on their property. The Chairman said this matter needs to be considered in the future.

- c. The optional extension to insure councilors between 75 to 85 had not been taken and hence, the more senior councilors were not covered for any activity connected with the parish council. This could create difficulties on site meetings or in fact, if a senior member fell in the committee room. The Chairman said this matter needs to be considered in the future.
- G) In future, 'donations' should be considered as 'memberships' – Coleridge Association, DAPC, CPRE and DPFA and 'donations' – SF Magazine, SHCAB, St. Peter's Church, RBL Wreath and T & D Ring and Ride (MCTi has ceased). The donation element should be considered annually and not automatically as parishioners may object to paying a tax to be used as a donation.
- H) The website should be self-financing and at present was £100 short. He asked what was the way ahead with the website, who is to maintain the site in the future and what income and expenditure was expected?
- I) The Parish building society is the Alliance & Leicester currently earning 1.95% tax free at the time of the meeting.
- (ii) The Chairman distributed the draft Stoke Fleming 2009/10 Budget breakdown and said given the current economic climate it was felt important that the Precept should *not* be increased for 2009/10. The Chairman also handed out the actual last three years accounts.
- (1) Serial 1 – 5. Clerk's wages, travel, post & telephone. Reduced as clerk is computer literate.
 - (2) Serial 6. Insurance – slight increase
 - (3) Serial 7 & 8. Water & electricity – slight increase
 - (4) Serial 9. Hire of hall – same as 2008/9
 - (5) Serial 10. PWLB – no increase
 - (6) Serial 11. Audit commission – slight increase over 2008/9
 - (7) Serial 12. Field grass cutting – slight increase over 2008/9 pending more cuts and shorter. To be discussed with R.V. Harris & Son.
 - (8) Serial 13 – 15. Non-field grass cutting, children's play area and hedge trimming – basically inline with 2008/9. Children's play area requires additional cuts and it was agreed that Cllr. Baigrie would discuss the matter with Rob Harkness, SHDC.
 - (9) Serial 16. Seat maintenance – reduced by 50% p.a.
 - (10) Serial 17. Strimmer and trees – basically inline with 2008/9. The Chairman said she had been approached by contractors wishing to put in a quote. The Chairman to ascertain where Footpath 15 was.

- (11) Serial 18. Toilet cleaning – inline with 2008/9.
- (12) Serial 20. Children’s Playground – anticipated equipment maintenance/improvements.
- (13) Serial 21. Car Park, Mill Lane – legal & planning fees.
- (14) Serial 23 – 26. Coleridge Assoc, DAPC, CPRE & DPFA– no change from 2008/9.
- (15) Serial 27. SF Magazine, SHCAB, St. Peter’s Church & RBL – a sum set aside to be distributed.
- (16) Serial 30. Pre-audit inspection – as in 2008/9
- (17) Serial 31 –32. Training and ‘clean sweep’ – slight increase from 2008/9 due to new clerk and councilors. ‘Clean Sweep’ to be carried out when new clerk is established.
- (18) Serial 35. Contingency – small sum set aside for unknown contingencies.
- (19) Serial 38. A & L interest – reduced to 1.9%
- (20) Serial 39. VAT refund 2008/9 – refund to be received in 2009/10.
- (21) Serial 40 – 42. Field rents, hall ground rent and DCC grass cutting payment – inline with 2008/9.

(iii) The Chairman confirmed that all figures must be submitted to SHDC by 16th January 2009. The Chairman asked if everyone was in agreement that the precept should not rise in 2009/10. All present agreed.

(iv) SHDC are completing an audit on the whole of the South Hams identifying areas of responsibility. Cllr. Baigrie raised concern that areas of the village may be identified by SHDC as being the responsibility of the Parish Council to maintain. This would not have been allowed for in the proposed precept. The Chairman suggested that there are only a few areas in dispute and none are known in Stoke Fleming. Cllr. Norman and Cllr. Shearwood suggested that the council consider this when and if it becomes an issue. The Chairman suggested that if all are in agreement (with a little fine tuning) the proposed precept be adopted at the January 2009 meeting. Cllr. Norman proposed and Cllr. Foster seconded. All agreed.

405 BT Telephone Box (349)

Cllr. Shearwood advised that SHDC are putting pressure on BT and confirmed that the Stoke Fleming box is earmarked to be kept. Cllr. Shearwood said a letter of support has already been sent to BT.

406 Children’s Play Area (376)

Mrs Shirley Tonkin has a ‘wish list’ which she will bring to the January 2009 meeting.

407 Parish Playing Field (269)

To be held over until January 2009 meeting. Cllr. Foster raised concern about the state of the Jubilee shelter. Cllr. Shearwood agreed to ask Mr Sams to clean the back wall of muddy children's hand and footprints.

408 Car Park Mill Lane (271)

Cllr. Norman confirmed a meeting had been held with Sir G Newman and his Land Agent. Most issues were resolved but one outstanding issue was of the new boundary. The fence behind the toilet block is the responsibility of SHDC and therefore the boundary not only has to be resolved with Sir G Newman, but also with SHDC. Cllr. Norman advised that a local parishioner, Mr Mike Simons, has volunteered to sit on the sub-committee.

409 MCTI (310)

Cllr. Baigrie advised at the last MCTI meeting Chairman Brian Boughton had suggested that only Dartmouth was interested in the bus service to Sainsbury's and other supermarkets at the top of the town. Cllr. Baigrie had corrected Brian Boughton and has spoken with Cllr. Brazil who is giving his support to Cllr. Baigrie's proposal that the outlining districts should also be considered. Cllr. Baigrie suggested there seemed little point in attending these meetings any more but after discussion the Chairman asked him to continue attending for the time being, particularly if grants may be available in the future.

410 Digital UK (270)

Cllr. Shearwood confirmed that David Howitt from Digital UK will attend the January 2009 meeting. The Chairman suggested arranging a couple of drop-in days for the public perhaps at the Church or pub. Cllr. Shearwood confirmed that he is handling this. Cllr. Longrigg suggested a note be placed in the village magazine telling people to look out for these meetings and also a notice to go on the notice board.

411. Street Lighting

(a) The Chairman said Mr Pym had phoned her to advise they have started work and will be in Stoke Fleming from 12th to the end of January 2009. Provisionally the work will commence as follows:

12th January - Venn Lane, Gratton Close, Bidders Close

19th January - Deer Park, Harefield Drive

26th January - School Road

Cllr. Shearwood asked if Mr Pym had mentioned the Bird Walk.

(b) Cllr. Norman said he has been approached about the lack of lighting going out of the village towards Deer Park. It was suggested that some lighting could be moved from around the village hall area where it is considered over-lit and placed towards Deer Park.

(c) Cllr. Baigrie asked about the diffuser changes in the centre of the village and the Chairman confirmed that this will be done. It was mentioned that the lighting will be turned off at midnight - Cllr. Longrigg questioned whether the villagers know about this.

The Chairman and Cllr. Shearwood both said the villagers had been told. The Chairman confirmed that they had not been able to find a letter detailing the changes and that she will look back over previous minutes and files to find as much information as possible.

412 Maintenance

Grass cutting - nothing to report

Bus stop improvements – The Chairman suggested that a lot of money was spent on this

Grass cutting SHDC - nothing to report

Grass cutting within the village - more to be done around the village

Sponsored flower tubs - these need to be sorted out. Cllr. Willetts to report at the January meeting

Damage to wall opposite Stoke Lodge Hotel - no report available from Cllr. Elliot

Damage to Jubilee Shelter - Cllr. Shearwood to talk to Mr Sams

413. (a) Library Users Group

Nothing to report.

(b) Parish Hall Management Group

Cllr. Norman advised that he mentioned that a letter will be sent from the Parish Council requesting that they keep a filing cabinet in the roof space of the Village Hall.

414 Recycling Banks

The Chairman confirmed that the Parish Council had been unaware of the re-siting of the skips until the day it took place. She had spoken to Stuart Longrigg and he had confirmed he had given permission for them to be sited beside the camp site on his land, Leonard's Cove. After discussion it transpired the new contractor responsible for emptying the skips cannot get his lorry up Church Road. There have also been issues with getting them emptied. Cllr. Norman had been told it was because of scaffolding blocking the road, however, upon inspection the scaffold was on the pavement. Cllr. Norman advised that he had received lots of comments that the site they are now on is not suitable. After much discussion it was agreed thought will be given to this and the Chairman will speak to the lady in charge at SHDC and see what can be done.

415 Finance

The bank balances at the date of the meeting were reported as

Alliance and Leicester £11,397.44

Lloyds £ 2728.48

Accounts to be paid

Mr Sams £61.50

EDG Energy £14.02

2 cheques raised from last months meeting proposed by Cllr. Shearwood and seconded by

Cllr. Baigrie. South Hams CAB £50.00

St Peters Church £50.000

416 Diary Dates

The Chairman asked if anyone is available to attend the Slapton Line Partnership on 10th

December 2008 but noone was available.

Cllr. Norman may be available to attend the Devon & Cornwall Police Authority meeting on Monday 26th January 2009.

417 Correspondence

Parish Remuneration Panel Letter – no points was raised.

Local Government Review – no points was raised.

The Chairman had received a letter from Mr A Jones in Baileys Meadow raising concern at the amount of bonfires taking place in the grounds of Stoke Lodge Hotel, and the type of rubbish being burnt. After discussion it was agreed to let Cllr. Longrigg talk to Mr S Mayer of Stoke Lodge Hotel and report back.

418 Planning Applications

A. 51/212508/F Erection of pre-fabricated, concrete garage. Mr D Elliot of 6 School Road, Stoke Fleming, Dartmouth, TQ6 0PR. Cllr. Norman advised that he thinks this will be withdrawn and has spoken to Mr Elliot and offered his help. Cllr. Baigrie will speak to the housing association as Mr Elliot's need is for an additional bedroom, not a garage.

B. 51/2146/08/F Retrospective application for swimming pool and glazed balustrade. Mr S Harrison of Sheelan, Overseas Estate, Stoke Fleming, TQ6 0PJ. The Chairman advised letters and comments had been received regarding this.

Decisions

D. 51/2524/07/F Appeal of Proposed Development. Re-submission of planning application 51/0763/97/F for the erection of a dwelling house (temporary three years) for use by agricultural workers. Strawberry Valley, Dartmouth. Appeal date changed. To be advised at January 2009 meeting.

419 Correspondence

The Chairman said various letters would be circulating in the usual way. A pack from the CPRE to help prevent fly tipping and litter dropping had been received. The Chairman suggested organising a village litter clear day in the New Year.

There being no further business, the meeting was closed at 10.04pm. The date for the next monthly meeting is Wednesday 7th January 2009, in the Village Hall, at 7.30pm.