

Stoke Fleming Parish Council
Monthly Meeting

Draft Minutes

A meeting of the Parish Council was held on Wednesday 6th January 2010, at 7.30pm in the Village Hall.

Present: Councillors: Mary Newman (Chairman) Richard Foster
Bob Shearwood (Vice Chairman) Bob Norman
Phil Elliott Henry Yabsley
Shirley Tonkin

795. APOLOGIES Councillors Beryl Griffiths and Lucy Willetts
Cllr. Julian Brazil, Devon County Councillor
Cllr. Ian Longrigg, South Hams District Councillor
PCSO Sam Broad, Devon & Cornwall Constabulary

796. MINUTES
The minutes of the last monthly meeting held on Wednesday 2nd December 2009 and the site meetings held on 12th December 2009 were circulated and read. Cllr Foster proposed and Cllr Norman seconded the minutes of 2nd December. Cllr Norman proposed and Cllr Foster seconded the site meeting minutes of 12th December. Both were then agreed and signed as a correct record of those meetings.

797. DECLARATIONS OF INTEREST
The Chairman declared an interest in the Proposed New Car Park and Councillor Elliot declared an interest in the Proposed New Toilet/Shower Block.

798. PUBLIC QUESTION TIME
No questions were raised by members of the public.

799. LAW AND ORDER
PCSO Sam Broad of Devon & Cornwall Constabulary was unable to attend the meeting but had sent a message that there was nothing to report on this occasion, with the villages being very quiet as usual at this time of year. She hoped to attend the next meeting and would be holding a police surgery on Tuesday 12th January from 10am to 11am in the Village Hall.

800. COUNTY COUNCILLOR'S REPORT
County Councillor Brazil had sent his apologies and had nothing of significance to report.

801. DISTRICT COUNCILLOR'S REPORT
District Councillor Longrigg had sent his apologies and had nothing of significance to report.

802. NEW COUNCILLOR
Cllr. Shearwood reported that he was having discussions with two people who had expressed an interest in becoming Councillors.

803. SITE ALLOCATION DEVELOPMENT PLAN DOCUMENT CONSULTATION
A request had been received from the SHDC Forward Planning Team that the Parish Council carries out a consultation on the proposed allocation of housing development sites in Stoke Fleming. After discussion, it was agreed that a notice would be submitted for publication in the Parish Magazine to announce that an Open Day would be held from 10am to 4pm on Saturday 6th February to enable the local community to view the proposals and make their views known. Councillors would then collate all comments at the next Parish Council meeting on 10th February and forward a summary of local views to SHDC. Input to the planning process on the potential mix of housing type was expected to be available at a later date.

The Clerk was asked to arrange a venue for the Open Day on 6th February and to contact SHDC to obtain materials for display and information which could be placed on the Stoke Fleming website. She will also arrange a notice for submission to the Parish Magazine and for display of notices around the village to advertise the event, stressing that it is essential that the local community attend to give their comments on the future development of the village.

804. LOCAL GOVERNMENT REVIEW

Correspondence had been received from The Boundary Committee for England on proposals for unitary local government in Devon. Following a proposal for a unitary structure submitted by Exeter City Council, the Committee had carried out a review in Devon and submitted an alternative proposal to the Secretary of State for Communities and Local Government. Before the Secretary of State makes a decision on whether to implement Exeter's proposal or the Boundary Committee's alternative proposal (or to take no action), a final period of consultation will allow representations to be made until 19th January 2010. Cllr Foster agreed to draft a letter on behalf of Stoke Fleming Parish Council.

805. 2010 BUDGET/PRECEPT

Two meetings had been held to discuss a budget and precept for 2010/11. Cllr Foster presented details of the 2009/10 income and expenditure for the year to 15th December 2009, including forecast full year figures. These had been used to prepare a budget for 2010/11, copies of which were presented to the meeting. This showed a total budget of £12,822 for the year, no change from 2009/10 and 2008/9. Advice received from SHDC was that there would be no increase in local Council Tax provided the precept was kept below £13,302, based on type of housing, number of holiday homes, etc. Cllr Shearwood proposed, and Cllr Elliot seconded, that the precept should be £12,822 for 2010/11, giving a 0% increase in Council Tax, agreed unanimously. The Chairman thanked Cllr Foster for all his work on the Sub-Committee.

806. AUDIT COMMISSION – Appointment of External Auditor

A letter had been received from the Audit Commission, proposing that responsibility for the audit of Stoke Fleming Parish Council should be transferred to a different District Auditor in order to comply with their policy of rotating appointed auditors after 5 years. It was proposed to appoint Mr Wayne Rickard, an FCCA accountant with 10 years experience of working for the Audit Commission and broad experience of public sector auditing as the Appointed Auditor/Engagement Lead for Stoke Fleming with effect from January 2010. Cllr Shearwood proposed, and Cllr Norman seconded, that the appointment was accepted; agreed unanimously.

807. PROPOSED NEW TOILET / SHOWER BLOCK

The revised planning application had been submitted and the Full Plans Approval notice received.

It had been expected that the Heads of Terms document, agreed and signed within the last month between the Football Club and the Parish Council, would form the basis of a formal lease to be drawn up by the solicitors. However, a problem of conflict of interest had been expressed by the solicitor, who had sent a standard blank lease document for completion by the Parish Council, received on the afternoon of the Council meeting. It was agreed that Cllr Foster would look at the documents received, arrange to discuss the matter with the solicitor and report back to Councillors.

Cllr Foster reported that quotes for insurance premiums for the toilet and the shower block extension were £408.82 and £138.07 respectively, a total of £546.89 including IPT. It was agreed that other insurers should be investigated as the policy will not need to be renewed until June and as the new build will take 6-7 months to construct. Results will be considered at the May Parish Council meeting, when it will be decided what percentage of the premium the Parish Council should pay.

808. PROPOSED NEW CAR PARK

Cllr Foster presented the minutes of a meeting of the Car Park Sub-Committee held on 14th December where it had been agreed that, for a number of reasons, the proposed new car park was not viable at this time and should not be recommended to the full Parish Council. Reasons included higher expected construction costs than originally anticipated when the project was initially suggested two years previously; annual maintenance costs, rent and rates which would place an unfair burden on local Council Tax payers, particularly those who either do not have cars or live outside the village centre; the difficulty, in the present economic climate, of obtaining grants or of grant-matching placing an unfair financial burden on Council Tax payers; and the fact that, in winter, the car park may be mainly unused.

Since the meeting, advice had been received from the Plymouth Valuation Officer that, if responsibility for the existing car park, an SHDC asset, was to be transferred to the Parish Council's responsibility as expected then the rateable value for both car parks would be in excess of the Small Business Relief threshold, resulting in a large increase in rates to be paid.

It was agreed by Councillors that a new car park could be an asset to the village, especially with potential additional housing in the future, but Councillors accepted the decision of the Sub-Committee, and the reasons stated, that it was not a viable proposition at the present time. Cllr Foster proposed, Cllr Norman seconded, and all agreed that the planning application should still be submitted for approval so that construction may be carried out without delay should the situation change within the 5 year valid period once approved. Cllr Foster agreed to write to Mr Bob Bennis to ask him

to resubmit the application after making amendments to the plans as requested by the SHDC Planning Department to delineate parking spaces and remove recycling banks.

809. STOKE FLEMING CHRISTMAS TREE FESTIVAL

The Parish Council Christmas Tree had been decorated for the Christmas Tree Festival 11-13th December with the theme of 'The Key To Christmas'. The Chairman was thanked by Councillors for her work on the Parish Council tree.

810. CHILDREN'S PLAY AREA

The Chairman gave an overview of progress to date on plans to renovate the Children's Play Area. A meeting had been held with Wayne Johnson, Project Manager for Groundwork South West, a charity which offer help in developing and finding funding for play areas. He had recommended that the current play area be completely removed and that funding applications be made for grants for a total replacement. While South Hams District Council had responsibility for maintenance of the play area, no work had been done in the last 2-3 years and some parts of the equipment appeared to be unsafe.

A) Funding

The cost of building and equipping the new play area had been quoted as £65,000. The Chairman had managed to obtain agreement for a grant of £8,500 for the new play area from a Section 106 related to the conversion of Windward Nursing Home to apartments, which required financial commitments for open spaces, sport and recreation facilities. A further £5,000 is due from SHDC Capital Programme and the Parish Council may be able to allocate some more funding. Shirley Tonkin reported that she had one grant application almost ready for submission and Groundwork are assisting her with 2-3 more, hopefully raising £45,000.

B) Insurance and Inspection

It was proposed by Cllr Shearwood, seconded by Cllr Elliot, and agreed by all that a contribution be made of £100 towards the insurance and inspection costs for 2010/11 for the play area should go ahead, as requested by SHDC. Cllr Foster agreed to get a quotation for the Parish Council to insure the new play area in the future and to obtain clarification of whether existing Parish Council public liability insurance provides sufficient cover. Shirley Tonkin agreed to consult Groundwork to ask advice on insurance of the area.

C) Constitution/Community Group

Groundwork had recommended setting up a community group with a formal constitution, aims, objectives, etc. in order to attract funding and develop the play area. An article had been placed in the Village Magazine to get a group together and progress was being made with a few volunteers so far. Groundwork had provided a template document, from which a draft constitution had been compiled in the name of 'Friends of Venn Lane Play Space'. Cllr Norman agreed to look this over and Shirley Tonkin would ask Wayne Johnson at Groundwork to also check that it was suitable for purpose. Councillors agreed that the Parish Council should support the Friends of Venn Lane Play Space.

811. SHDC ASSETS

Cllr. Foster had written in October and sent two reminders to the SHDC Property Manager with a number of questions relating to the transfer of assets (children's play area, current car park and the toilets in the village) but had received no reply as yet. It was agreed that a response should be awaited.

812. CONSULTATION ON SCHOOL ADMISSION ARRANGEMENTS

It was agreed to consider this consultation at the next meeting after the Clerk checked that the village school had received details of the consultation as they would be more able to decide whether the new proposals would radically change current admission arrangements.

813. ALAN FOX LETTER - AUSTIN A30/A35 OWNERS' CLUB

Cllr Norman reported that he had arranged a meeting on 8th February at 2.30pm for Mr Fox of the Owners' Club to visit to discuss the possibility of a Club weekend on the May Bank Holiday of 2012. This would involve hire of playing field facilities for four days, with about 100 tents pitched on the field and other visitors in local B&Bs/hotels, and hire of the Village Hall. The charge to the Club is yet to be decided. It was agreed that Air Ambulance and Coastguard should be notified if the event goes ahead as the facilities are nominated for use in emergencies. Cllr Norman will check local camping fees and report back on his discussions with Mr Fox at the next meeting.

814. REPORTS OF MEETINGS/EVENTS

A) Coleridge Association – meeting Tuesday 8th December at East Allington.

The Chairman had attended and reported that it had been interesting to hear how other local villages were dealing with events and problems.

B) Slapton Line Advisory Forum – Wednesday 9th December at Strete Village Hall – 6.30pm.

Cllr Norman had attended and reported that discussions had been interesting, mainly regarding diversions due to recent road works, tourism, and a possible new footpath from Slapton to Stokenham, round the back of the Ley. Minutes of the meeting are currently in circulation to Councillors.

C) Members' Code of Conduct, Part II – 10th December.

Cllr Foster had attended this second part of training and strongly recommended the course to other councillors.

815. MAINTENANCE

A) Village Maintenance

- o Cllr Elliot agreed to look at the loose pan in the men's toilet and arrange attention by a plumber.
- o Cllr Norman offered to effect repairs needed on one of the bus stops.
- o The Clerk will contact SW Water regarding a water overflow in Venn Lane which had caused ice to form on footpaths and the roadway during recent bad weather.
- o The Chairman will arrange for cork tiles to be put on the new notice board for Deer Park Road before it is erected.
- o It was agreed that Cllr Foster arrange with James Bracey to work on Ron's Corner at a cost of £12 per hour for an estimated 4 hours. He will prune the shrubs back from the path, dig out the brambles with all roots, remove the grass and prune all other shrubs/trees.

B) Grass Cutting DCC - Nothing to report

C) Grass Cutting SHDC - Nothing to report

D) Grass Cutting within the Village - Nothing to report

816. A) LIBRARY USERS' GROUP

Nothing to report

B) PARISH HALL MANAGEMENT GROUP

Nothing to report

817. FINANCE

A) BANK BALANCE AT DATE OF MEETING

Alliance & Leicester	£11,423.80 statement dated 4 th December 09
Lloyds TSB	£7,589.67 statement dated 30 th November 09

B) ACCOUNTS TO BE PAID

Cheques to be approved for signature

Post Office Ltd.	£82.76 - South West Water Bill July-Oct 09
Clerk	£208.60 – wages
Mr G Sams	£72.00 – wages
K Thorogood	£22.80 – increase in Clerk's pay April-Dec 2009

818. DIARY DATES

A) Monday 11th January 2010 – Stokenham & area Pilot Information Event, 6.30pm, Follaton House, Totnes – The Chairman and Clerk to attend.

B) Thursday 14th January 2010 – SHDC Budget Meeting – 6.30pm, Follaton House, Totnes – The Chairman and Cllr Foster to attend.

C) Thursday 21st January 2010 – DECC (Dept. of Energy & Climate Change) consultation events on the draft National Policy Statements for energy infrastructure, Exeter

C) Monday 8th February 2010 – 'Rising to the Challenge' Regional Training – 10am-4pm Best Western Tiverton Hotel for experienced clerks and their chairmen.

D) Thursday 25 February - South Devon & Dartmoor CDRP Community Safety Forum Event at The Watermark, Ivybridge at 12.30pm - 4pm.

E) Wednesday 9 June, Slapton Line Advisory Forum at 6.30 pm in Slapton Village Hall.

819. CORRESPONDENCE RECEIVED

- o A letter of thanks had been received from Mrs Joan Mason regarding a donation from the Parish Council to Stoke Fleming Village Magazine.
- o A letter from Mr. Allan Matthew regarding hazardous parking at the mouth of Bidders Close. PCSO Sam Broad will be requested to investigate.
- o A letter from Mr. Nick Wood, suggested signposting for walkers from Stoke Fleming to Blackpool Sands to avoid potential accidents. Cllr Shearwood agreed to approach both camp sites to ask them to display a map showing safe walking routes and would display the map in the Village Shop. Clerk to provide Stoke Fleming leaflets which show footpaths.
- o An email had been received from the new owners of Sheelan at Overseas, explaining that the delay in demolishing

the existing swimming pool was due to adverse weather conditions but that they were determined to ensure that the replacement pool and garden would 'fit into this area of stunning natural beauty.' The Chairman will write to Rick Crombie, the Enforcement Officer, as the Council are interested to know the legal position as it is over 6 months from the date of the enforcement order.

- o Citizens Advice Bureau had written requesting a donation, which will be given in March when final expenditure for the year is known.
- o Devon Playing Pitch and Outdoor Courts Study – a Town and Parish Council Questionnaire had been received, to which Cllr Elliot agreed to input comments prior to the response date of 22nd January.
- o A letter of resignation had been received from Councillor Henry Yabsley, after 48 years of service on the Parish Council. The Chairman thanked Councillor Yabsley, on behalf of all Councillors, for his most valuable contribution to the Parish Council over very many years and accepted his resignation with regret.

820. CORRESPONDENCE CIRCULATING

South Hams Society Bulletin, December 2009; Minutes of the Slapton Line Advisory Forum meeting 9th December; SHDC Executive Forward Plan for the 4 months from 7th January 2010.

821. PLANNING

APPLICATIONS

Stoke Fleming Village Hall, Dartmouth Road, Stoke Fleming – 51/2248/09/F – Resubmission of planning ref 51/1710/09 for alterations to changing room and WC block.

DECISIONS

Mr T Slade – 51/1635/09/F - Retrospective householder application for amendments to approved application 51/0694/09/F for alterations and extensions to dwelling and erection of storage building. Worden Farm House, Worden Service Road, Dartmouth, TQ6 0LD – GRANTED

Mr C Sutton Scott Tucker, 51/1666/09/LB Listed building application to remove existing asbestos sheet roof and replace with bitumen tin sheet. Demolish half blockwork gable and repair with stone work to match existing Great Coombe Farm, Bowden, Dartmouth, TQ6 0LJ - GRANTED

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 - GRANTED

Blackpool Sands Café & Shop, Stoke Fleming. Works to Tree Preservation Order Trees, Grant of Exemption, Register number of notice 2973. Works T696 & T697 - Fell.

The date for the next monthly meeting is Wednesday 10th February 2010 (please note – NOT the usual first Wednesday of the month) in the Village Hall at 7.30pm.

The meeting closed at 10.25pm.