



## **IN THE COLERIDGE HUNDRED OF THE SOUTH HAMS OF DEVON**

### **The following Councillors are summoned to attend:**

Ms J Hinder (Chair), Mr J. McPetrie (Vice Chair), Cllr Mrs V. Mercer, Cllr Mrs S. Sullock, Cllr Mr K. Widger, Cllr Mr Gavin Wollacott, Cllr Mr C. Staines, Cllr Mr D Murphy, Cllr Mr I Mitchelmore.

Cllr J. Brazil and Cllr R. Foss, SHDC Steve Mullineaux, Kate Payne (Centre Manager FSC) and members of the public are invited to attend.

### **The next meeting of the Parish Council will be the monthly Parish Council meeting held on: Monday 10<sup>th</sup> October by Video conference call starting at 7.00pm.**

Please copy this link into your browser to access the ZOOM meeting. You will be placed into a waiting room whilst the Chair allows access. Please join 5 mins before start time.

<https://us02web.zoom.us/j/81805871385>

If any parishioners wish to attend the meeting/and or speak, please submit your questions by email to [slaptonclerk@gmail.com](mailto:slaptonclerk@gmail.com) 48hrs in advance of the meeting.

## **AGENDA**

1. APOLOGIES FOR ABSENCE. – Cllr D Murphy
2. DECLARATIONS OF INTEREST - Councillors are invited to declare any disclosable interest they may have in any items to be considered. They are also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated.
3. PUBLIC COMMENT – Any parishioner is invited to address the Council for up to 3 minutes. This session may last up to 15 minutes and may be extended to 30minutes at the discretion of the Chair. The Public are not required to stay for the rest of the meeting.
4. POLICE REPORT – Devon and Cornwall Police Councillor Advocate Scheme – refer to ongoing Cllr updates.
5. COUNTY & DISTRICT COUNCILLOR REPORT
  - **Cllr J. Brazil**
    - Update on the relocation of the War Memorial
    - Saltstone Single Neighbourhood Plan – Timings for leaflet drop
    - Highways – No response re Sands Road footpath risk assessment meeting. Next steps to engage.
  - **Cllr R. Foss**
    - Update on the SHDC meetings re issues at the beach car park and human fouling around the Ley and Bus Shelter as this matter is still occurring and a public health risk (District).
    - Update to the changes in the planning law and impact on PC's / advice on if the PC need to develop a Neighbourhood plan to protect the village
    - Request from the PC for £500 matched funding grant requests to help with the following:
      - Purchase of additional litter bins – total cost £1000.
      - Passive traffic management funding to help cover cost of hiring speed spy cameras under DCC SCARR scheme requirements

6. MINUTES OF THE MEETING HELD ON 7<sup>th</sup> September 2020. If agreed, to be both be signed by the Chair as a true and correct record.

## 7. MATTERS IN ABEYANCE

- a) Village flooding issues - Ongoing monitoring. Bi-annual drain cleaning arrangements in place to manage.
- b) Submit Passive Traffic Management Grant application for £500 to District Cllr once requirements identified and approved by all agencies and grant availability advised.
- c) Monument relocation to Strete Gate– Pending update from DCC.
- d) Plastic recycling scheme – Pending update on changes in 2020 parish recycling arrangements.
- e) Village Map – Agreed to delay the reprint until spring 2021. **Review artwork /stock levels at the Feb 2021 meeting.**
- f) P3 Scheme – Agree to remove once the scheme is joined. **Pending update from Scheme leaders re covid-19 arrangements.**
- g) Safeguarding Training by Ben Leach – Pending lifting of lockdown/social distancing restrictions before proceeding.
- h) Highways Response – No reply to Park and Walk drain ownership / Footpath deterioration between south grounds farm and drains issues outside the FSC. Chased 15-1-20 and 12.2.20 and 8.9.20. **Now urgent – under matters for discussion 5 October meeting.**
- i) FSC plant/wildlife mowing support meeting – Pending lifting of lockdown/social distancing restrictions.
- j) Village BT K6 Phone box – **Resubmit** photos of condition of BT Open Reach phone in **Dec 2020** and request repainting.
- k) Slapton Line Magazine – Chairs **next editorial copy deadline tbc.**

## 8. PLANNING

2727/20/HHO – Hillside, Prospect Hill, Slapton TQ7 2PS

Proposal: Householder application for partial demolition of boundary wall and construction of vehicular access and parking area.

2420/20/TCA – Church View, Brook Street, Slapton TQ7 2PR

Proposal: T1: Alder – Fell and remove Tree is diseased.

2988/20/FUL – Pitaford Farm, Slapton TQ7 2QG

Proposal: Retention of temporary rural occupational dwelling for 2 years

### **Decisions (for information only, see SHDC website for more information)**

2420/20/TCA – Church View, Brook Street, Slapton TQ7 2PR

Proposal: T1: Alder – Fell and remove Tree is diseased.

Decision: Tree works no, objection raised.

2297/20/HHO – Kimmarder, Slapton. TQ7 2QY

Proposal: Householder application for proposed new garage/workshop

Decision Conditional approval

1817/20/FUL – Slapton Village Community Shop, Wood Lane, Slapton, TQ7 2QX

Proposal: Proposed extension to the rear of main shop building to provide storage space for stock.

## 9. MATTERS FOR DISCUSSION

- Reply from Cllr Judy Pearce- CEO SHDC. Discuss PC's reply with SHDC Steve Mullineaux who will be in attending the meeting by Zoom.
- Traffic Survey update including debrief on meeting with PC James Timms 10/9/20 / discussion with the Council.
- DALC changes to the planning law webinar 17<sup>th</sup> Sept – Debrief from Cllr D Murphy/ Cllr C Staines following DALC briefing 17-9-20.
- Village maintenance projects:
  - Pathway repairs - Sands Road – Update on Cllrs Site meeting by Cllr J Mcpetrie, discuss proposal and how to engage Highways. Consider if an interim winter fix is required using spare scrapings.

- Park and Walk – final laying of the scrapings – Road warden has confirmed available for w/c 9<sup>th</sup> Nov –linked to pavement repairs above.
- Agree November Village cleaning dates (10-11<sup>th</sup> Nov) work items and quotes from Brookings Hire.
- Discuss/agree quote for securing a wobbly pole holding the new road sign at Lower Green Cross.
- Discuss/agree if storage of the 2 large old blue speed signs at Lower Green Cross is necessary and location.
- SHDC Waste Bins – Discuss/confirm bin relocation order/quote at Greenbanks/Townsend Cross
- OPCC's Cllr Advocate Scheme – Request from the Police for a second contact to the clerk to ensure pandemic communications.
- Kingsbridge and Dartmouth food bank – Covid-19 hardship grant
- Complete the Covid-19 risk assessment questionnaire for the Village Hall deadline – All.
- Church of St James short outside service at the War Memorial on Sunday, 8th November at 1055. Discuss/approve provision of a wreath and if Cllr support is available.
- Police response to removal of Official NHS and Government public Health notices / next steps.
- DALC #57 update: Social media – Consider if the CSG fb page is adequate to communicate within the new digital norm to parishioner and second home owners. Data protection refresher courses for Cllrs available.
- DCC / Energy Saving Trust (EST) Electric Vehicle Charging Points rural locations rollout scheme – Discuss pack next steps and if needs consideration for 2021-22 budget
- Draft parish budget 2021-22 – Request from Clerk/Chair for an extra ordinary meeting Mid October to discuss budget status at October 2020 and 2021-22 draft parish budget principles, priorities and resources. Agree date and time.

## 10. PROPOSALS FOR RESOLUTION

- To propose for resolution to purchase from SHDC - x 2 floor standing multi-use, 110 Litre capacity waste bins with seagull flaps at £570+Vat ( £285 + VAT each) plus installation costs £50-£250 each which ensures ongoing insurance and waste collection by SHDC. Total cost upto £1,070 (Refer quote from SHDC).
- To propose for resolution to hire 3 speed spy camera's for a 2 week formal traffic study via Decatur UK (Quote no 17338, 21/9/20, £1064+Vat (including delivery and insurance both ways)), plus fitting costs by the Road Warden up to £100, plus £70 for the DCC Licence fee to proceed with a formal speed survey via the SCARF scheme, should the results of the 2 weeks camera study indicate there is a speeding issue in the village. This will be funded from the ring-fenced allocated reserves budget for speed calming initiatives.
- To propose for resolution to approve the Clerks 2020-21 DALC annual pay agreement increase of 2.75% back dated from 1 April 2020 plus increase from 21 to 22 days holidays for employees with less than 5 years' service (pro-rotta part-time) and back dated salary figure of £53.62.
- To propose for resolution to release the ring-fenced grant funds of £500 back into the PC reserves as the White Close Trust has confirmed no longer required.
- As per the signed mandate from the Cricket Club trustees, to propose for resolution to split the remaining donated cricket club ring-fenced funds of £1865 as follows: To refund the cost of £250 for the pickle ball kit to the parishioner so that this then becomes a community leisure resource, £200 to be allocated to replace the defibrillator training kit pads and held as ring-fenced reserves, the remaining money to be split equally between the bowling club and All Stars sports club at £707.50 each.

## 11. CLERK'S REPORT

### To discuss:

- Clerks request to refund 1 weeks annual leave (5.77hrs) 14-19<sup>th</sup> Sept as unable to take.

### For information only:

- DALC Rule of 6 update relating to PC Meetings: Guidance is still to operate remote meetings.
- Blue advisory speed signs installed 16-9-20 / Photos placed on file of signs in locations
- End of season Village and playing field mowing scheduled for 13<sup>th</sup> October.
- Lengthsman PPE kit has been confirmed as held with the other equipment. Certificate and card issued as part of handover.

- X 2 new multi-purpose bins ordered from SHDC following cllrs approval
- Google Analytics showing site traffic.
- 3 months lengthsmen trial contract updated and issued. The Road Warden has accepted terms to start 1 Dec 2020 following commercial clean of the village.
- Parishioners correspondence / complaints:
  - Issue of parish boundary map to parishioner following request
  - Reply/forwarding feedback to Chair from parishioner on road traffic management suggestion
  - Forwarding advertising requests to Slapton Lines Editor
- **DCC / Energy Saving Trust (EST) Electric Vehicle Charging Points rural locations rollout scheme.** Clerk has received further details and circulated to the PC with the agenda.
- **REPORT IT logs –**
  - 8/9/20 x 3 full dog bins x 1 full black bin **Village Mowing:** The 2nd of the 3 weekly summer mowing of the playing field on 10 August and 6 weekly village mowing was undertaken on 1<sup>st</sup> September. The Road Warden reported damage in the centre of the football pitch due to a fire.
- **City and Guilds Certificates and SWQR works pass cards** have been received and issued to the current Road Wardens.
- **Village Signage:** The Road Warden has installed the new advisory road signage 16/9
- **Lengthsmen's Trial –**Road Warden has confirmed acceptance of the works contract and 3 month trial.
- **Saltstone single neighbourhood plan** - Community leaflet approval confirmed to Chilverson Clerk.
- **SHDC Waste Dept –** Liaison re waste bin order brief and relocation of existing bin requirements. See quote for approval, matters for discussion.

## 12. CHAIRS REPORT

- Charity scoping meeting update.
- Response from DCC/SHDC re public toilets and fouling around the Ley.
- Update on progress of the development of the football pitch.

## 13. COUNCILLORS' REPORTS

## 14. FINANCIAL MATTERS

Approve the following payments:

S/O	£249.00	L. Soothill-Ward, Clerks salary – August Sept 20 ( <i>Paid 1/10/20 for noting</i> ).
217/20	£65.77	Clerks Overtime and monthly expenses (Sept 2020) Refer analysis sheet.
211/20	£53.62	Clerks backdated pay re DALC salary pay scale increases
	£11.95	VC Warehouse - CSG tel help line monthly connection cost. Paid 15/8/20 by D. Debit - ( <i>Paid for noting S137 code</i> ).
207/20	£36.00	SLCC Accessibility training course –Creating accessible Excel docs 6/10/20 Clerk attendance (Paid 18/9/20 - noted Oct agenda)
208/20	£85.00	Nick Mathias- Relocation of dog bin at Kimberly Corner and metal post removal. Invoice 1210/21 dated 13/9/20. (Paid 18/9/20 - noted Oct agenda).
209/20	£75.00	Nick Mathias-Installation of 8 Road signs. Invoice 1211/21 dated 16/9/21. (Paid 18/9/20 - noted Oct agenda).
210/20	£80.00	KW Websites: Accessibility deadline work -converting x 10 agendas/pdfs to web page/ loading statement and links to privacy policy all pages. Invoice 2128. 14/9/20. (Paid 18/9/20 - noted Oct agenda).
212/20	£36.00	DALC - Changes in planning law webinar briefing 17-9-20 for D Murphy and C Staines. Via Dalc webform.
213/20	£30.00	SLCC - Clerks training festival attendance 12-16th Oct.
214/20	£11.94	VC Warehouse - 6th payment - C-19 CSG tel help line monthly connection cost. Paid 15/9 by DD. For noting Oct agenda.
215/20	£70.00	KW Websites: Annual Web hosting £40 and website doc accessibility conversion. Invoice 2130, 29/9/20. (Paid 18/9/20 for noting).
216/20	£75.00	Nick Mathias –Playing field mowing 21 <sup>st</sup> Sept. Invoice 1217/21 dated 25/9

- a) Balance at Bank 29/9/2020, £23,297.87
- b) Precept 2<sup>nd</sup> and final payment received £5322.50 17/9/20.
- c) S137 Covid-19 remaining budget balance at 31/8/20 £700.00 (Included in above Bank balance). Kingsbridge and Dartmouth Food Banks Covid-19 hardship grants. £300 in grants paid this Financial Year to date under S137
- d) Draft 2020 budget prepared – Extraordinary meeting requested in October to discuss.

**Next Parish Council meeting will be held on Monday 2 November 2020 at 7.30pm by Zoom Video Conference due to Government social distancing restrictions.**

Signed: Louise Soothill-Ward

30/9/2020

**All meeting agenda's, supporting documents and minutes can be viewed at [www.slaptonparish.co.uk](http://www.slaptonparish.co.uk)**