

**MINUTES OF THE MEETING OF NEWTON & NOSS PARISH COUNCIL**

**Held on 13 May 2010**

PRESENT Mr. Young Mr. Carter Cllr Cooper Mr. Buckland Mr. Hussell  
(Chairman)  
Mr. Cooper Mr. Brown Mr. Tubb Mrs. Hinchliffe  
ALSO Mrs. McDonough  
PRESENT (Clerk)  
4 parishioners were present for part of the Meeting

**128/10 ELECTION OF THE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE-**

RESOLVED: Mr. John Young was elected as Chairman of the Parish Council to serve until May 2011. Mr. Young signed the declaration of Acceptance of Office. (*Vote; 8 in favour, one against*)

**129/10. ELECTION OF THE VICE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE-**

RESOLVED: Mr. Alan Cooper was elected as Vice Chairman of the Parish Council to serve until May 2011. Mr. Cooper signed the declaration of Acceptance of Office. (*Vote; Unanimous*)

**OPEN FORUM**

**Police Report:** Apologies had been received from PCSO Sid Lawrence. P.C. Batchelor, the new beat officer and acting in place of PC John Nolan who was on secondment, was welcomed to the Meeting. P.C. Batchelor reported in respect of the following:  
JI/10/363 - Between 1600 and 1830 on the 17<sup>th</sup> April 10, a Silver Smart Car had a side window smashed at Warren car park Noss Mayo. Items to the value of £2150 had been stolen including audio/recording equipment, cash along with other personal items. The crime remained undetected however, enquiries continued.

JI/10/416 - Between 2000 and 2230 on the 3<sup>rd</sup> May 10, a grey and black 2.5 Mariner outboard engine valued at £450 had been stolen from the foot of Kilpatrick steps at Noss Mayo. The engine had been padlocked to the RIB however, the RIB had been partially deflated and the engine removed. Enquiries continued.

JI/10/421- On the 25<sup>th</sup> April 10, a disturbance took place between 2 males outside the Yealm Yacht Club. An assault was alleged to have taken place however, no complaint had been forthcoming and no further police action was required.

Cllr. Cooper left the Meeting.

**130/10 APOLOGIES FOR ABSENCE** – Reasons for absence were noted from Mr. Matthews, Mr. Stitson and Mr. Taylor.

**131/10 MINUTES** – The draft Minutes of the Meeting 8 April 2010 were approved save for an amendment to Minute 113/10 regarding the report of the Primary School such that the new school building was to be let one afternoon per week for a family drop in session in consultation and partnership with the pre-school. The Clerk would amend the draft Minutes which would be presented for signing at the Meeting on 27 May 2010.

**132/10 INTERESTS TO BE DECLARED**

Members were invited to declare interests in the items for discussion during the course of the Meeting. The following interests were declared – Mrs. Hinchliffe in matters relating to the Primary School by virtue of being a School Governor.

**133/10 PROPOSAL TO VARY THE AGENDA** - RESOLVED: That a further Tender received relating to drainage work at Noss Play Park should be considered in Committee due to the confidential nature of the business to be transacted. (*Vote; Unanimous*)

**134/10/10 COUNTY and DISTRICT COUNCILS**

**134.1 County Councillor's Report-** Cllr Mumford reported in respect of the following;

i) **Exeter Unitary Authority Status-** the decision in respect of the Judicial Review had been deferred until after the General Election.

ii) **Economy-** the unemployment rate in Devon had fallen by 2.2%

iii) **Collaton/Butts Park Link-** Cllr. Mumford had been using best efforts to assist with resolving the legalities between Tor Homes and the Parish Council over the transfer/easement in respect of the land outside 1 Butts Park.

Cllr. Cooper returned to the Meeting. Cllr. Cooper advised that she had spoken to Tor Homes who were getting the Board of Directors to sign the necessary documentation.

iv) **Gdynia Way-** there was shortly likely to be considerable disruption accessing Plymouth when Gdynia Way was closed to effect alterations.

v) **Widely-** the hedges had been cut back.

vi) **New England Quarry-** there had been much concern expressed about the proposal for an incinerator, particularly air borne pollution.

1/13May10.....Chairman

**vii) Hemerdon**-Cllr Mumford was asked about the proposals for a large open cast mine at Hemerdon which could be the largest in Europe.

**viii) School Federations**-Cllr Mumford was also asked about DCC policy for Federation of Primary Schools and whether should a vacancy arise for a head teacher the school was then bound to look at Federation first. Cllr Mumford said this was not correct- Governors should give Federation due consideration taking into account on pupil numbers and the viability of the school.

**ix) Rural Broadband**- Cllr Mumford reported that there were a number of private companies keen to set up community owned broadband infrastructure which could improve the speed of broadband provision in the village. The general feeling of the Members was such that this would be supported.

**134.2 Collaton-Butts Park Link –**

**i) Tor Homes**- Completion of the transfer /easement with Tor Homes was still awaited. Tor Homes had agreed to the path crossing the land outside 1 Butts Park in April 2009 subject to approval from the Board of Management and Directors. Since then some considerable effort had been made to conclude the legalities of the agreement. Tor Homes' agreement to the Council's request for early access pending resolution of the transfer/easement had not been forthcoming. Mr. Daniels, the main contractor had therefore had to leave the site with the path finished save for the section outside 1 Butts Park. When he returned, there would be additional start up costs.

**ii) Borders**- Mr. Daniels, the contractor, had been asked to trim back the hedge by the crossing. The **Clerk** would contact Phil Hingston and ask him to put up the gates and fencing as soon as possible- the section by the crossing to be prioritised. **Mr. Brown** agreed to put up temporary road safety signs.

**iii) Additional work**-The council had been advised of additional works conducted by Mr. Daniels. Two pipes to carry road gullies (total cost £220.00) had been installed. The pipe had been supplied free of charge by DCC Highways Dept. A concrete pad had been installed in the footpath to surround a collection of water stop valves which were previously buried in undergrowth (£190.00). There would be minor snagging once the fencing was installed.

**iv) Funding**-The first staged payment from SDCLAG had been received (£65.58). Their decision as to whether their procurement process requirements had been satisfied was awaited.

**134.3 Butts Park Crossing**- had been completed. It was suggested that the new sign directing drivers to Newton Ferrers and Noss Mayo, erected by the Woodland Burial Site, could also show hold a sign to the Burial site. The **Clerk** would contact the Clerk to Yealmpton Parish Council.

**134.4 Butts Park Bus Stop**- a suggestion from a parishioner to move the bus stop at Butts Park to the area outside the water tower was considered. Cllr. Mumford advised that DCC would not fund moving the bus stop this distance. The further the bus stop was moved from the houses, the less likely people would be to use it. Concerns were also raised that moving the bus top to that area would be unsafe.

**134.5 Highways-**

**i) Parking difficulties near Junket Corner –** Mr. Stitson was not at the Meeting to report on the views of neighbouring residents. Cllr. Mumford referred to the costs of obtaining a traffic regulatory order (£2,000-£2500). The question of yellow lines had been look at in some detail two years ago, with that area being excluded. **Agenda June**

**ii) Pillory Hill**-Concerns expressed by a parishioner regarding the proposed road closure from 2 August - 8 August 2010 were considered. Cllr. Mumford reported that the road closure had been put back to October.

**iii) Hannaford Road**-A report had been received of attempts by car drivers to pass up Hannaford Road to the Warren. As this was a private road, it was suggested that responsibility for signs lay with the residents.

**134.6 District Councillor's Report**- Cllr. Cooper reported the following

**i) Planning**- the Planning Department advised that a planning application for a slipway at "Crispins", Bridgend was looking likely.

**ii) Housing**- it was hoped that the plans for affordable housing in the village would be submitted in the next few weeks.

**iii) Pre application consultation**- SHDC were proposing that the Parish Council engage in Pre Application consultation.

**Agenda 27 May 2010.**

**iv) Co-op Redevelopment**- the application appeared to have stalled. The Clerk had written to Mr. James Carter Co-op Regional Portfolio Manager for the area but had not received a reply. **Cllr. Cooper** would attempt to contact him to establish the present position. **Agenda June**

**134.7 SHDC Asset transfer**- the response from SHDC dated 20 April 2010 was considered in which they confirmed, in principle, to a Meeting taking place to discuss transfer of assets. Firstly however they wished to review the overall response by Parish Councils across the District to transfers. He had advised that SHDC were also considering other options in relation to management of land assets and the operation of its Landscape and Leisure Services. It was agreed that the **Clerk** should write once again to SHDC to reiterate that the Council were keen to meet to discuss transfer of assets. **Cllr. Cooper** would also speak to them in the interim.

**135/10 Proposal to Vary the Agenda** RESOLVED; That Planning Matters would be considered at the end of the Meeting to enable the Chairman to collect some papers pertinent to the applications. (*Vote; Unanimous*).The Chairman left the Meeting.

**136/10. ADMINISTRATION**

**136.1 ASSETS REGISTER-** the assets register for 2009/2010 had been circulated to the Council. The following amendments were agreed:

- i) Public seats should be valued at £330 each
- ii) Plain wooden notice boards should be valued at £200 each.
- iii) The Sports Pavilion had been insured for £35879. An estimate for rebuild costs for insurance purposes had been given of £46331-£50950. A value of £50,000 was agreed.

**136.2 END OF YEAR ACCOUNTS-**

i) The year end check had been performed by Mrs. Hinchliffe, Mr. Carter and the Chairman. The accounts had been circulated and received by the Council. The accounts and supporting papers were due to go to the internal auditor on 25 May for audit on 26 May. RESOLVED: To approve the accounts following the annual review and subject to the internal audit (*Vote: Unanimous*)

ii) The Statement of Accounts and Annual return had been received by the Council. RESOLVED: To agree the Annual Return in accordance with the figures prepared by the RFO and approved by the Accounts inspections Working Group. The Chairman and the RFO were authorised to sign the Annual Governance statement and Statement of Accounts for submission to the Auditors by 21 June 2010. (*Vote; Unanimous*)

iii) RESOLVED: To authorise the Clerk and the Chairman to make any amendments to the accounts , statement of accounts or Part 2 of the Annual Return if necessary following the internal audit. (*Vote; Unanimous*)

**136.3 MEMBERS’ RESPONSIBILITIES** – The list for the forthcoming year to April 2010 was reviewed and agreed save that Mr. Alan Cooper advised that he was no longer on the Newton & Noss Network Committee. It was however within the Network’s constitution for another Council Member to join. The Clerk had received an update from Mrs. Wilcox as Trustee of St Peter’s Church and her agreement to continue as representative for Trustees of St Peters Church. It was agreed that it would be helpful to have regular updates. Mr. Allen had kindly agreed to continue as the DCC Lengthsman contact. Mrs. Gill Taylor had agreed to continue with Mr. Taylor with responsibility for footpaths/guides and seats. Amendments would be made to take into account the newly formed Twinning Association.

**136.4 FINANCIAL RISK ASSESSMENT REVIEW-** annual consideration of financial risk had been undertaken by the RFO, Mrs. Hinchliffe and Mr. Matthews. RESOLVED: To approve the Financial Risk Assessment. (*Vote; Unanimous*)

**136.5 STANDING ORDERS AND FINANCIAL STANDING ORDERS-** both sets of Standing Orders were in the process of being reviewed by Mrs. Hinchliffe and Mr. Matthews. **AGENDA 27 May**

**136.6 INSURANCE** – a review of the insurance cover had been circulated to the Council. The existing insurers had provided a renewal quotation of £1178.88 increased from £1096 from 2009 based upon 2009/2010 asset value figures. The Clerk had obtained an alternative quotation .RESOLVED: to grant delegated authority to the Chairman to approve the insurance arrangements and to authorise payment of the premium payable following a review and recommendation by the Risk Assessments working group (AM/SH).(*Vote :Unanimous*)

**136.7 CLERK’S EMPLOYMENT-** The Clerk was asked to leave the room whilst this item was discussed RESOLVED: to increase the Clerk’s salary scale by two points to salary point 28 from 1 April 2010 (*Vote: Unanimous*).

**136.8 VILLAGE HOUSING INITIATIVE-** RESOLVED: to authorise payment for the hire of the Tilly for a meeting with Gary Streeter on 26 November 2009 (*Vote: Unanimous*).

**136.9 NALC-** RESOLVED: to authorise payment of the annual subscription to the LCR magazine. (*Vote: Unanimous*)

**136.10 COMMUNITY COUNCIL OF DEVON MEMBERS FORUM-** RESOLVED: to join the CCD’s Members Forum (*Vote: Unanimous*)

The Chairman returned to the Meeting.

**137/10 CORRESPONDENCE RECEIVED**

**137.1 Ivybridge and Surrounding Area Parish Cluster Meeting** – it was agreed **Mr. Brown** would attend the meeting on Tuesday 18 May 2010 7pm at the Watermark, Ivybridge.

**137.2 Devon Conservation Forum AGM** – it was agreed the **Chairman** would attend the AGM to be held on Wednesday 2 June, Broadclyst Victory Hall.

**137.3 Bishops Court-** the appointment of a contractor for grounds maintenance service was noted.

**138/10 ALLOTMENTS.**

Mr. Brown gave a report of the meeting on 26 April which had been attended by twelve potential allotment holders. Most had not wanted a full sized allotment (25ft x 80ft) but smaller sized allotment gardens. “Wish list” items had included level ground, water, secure storage/tool sheds, photovoltaic panels which could produce an income, a large community allotment with smaller individual plots, easy accessibility/ parking, bees/chickens, a community orchard, composting, free manure. SHDC funding could be available for allotments. Potential sites had been discussed including SHDC owned land between Noss Tennis Courts and the play park. It had been agreed that a working group would be formed to take the idea forward. A meeting of the working group would take place on Monday 7 June.

**139/10 MAINTENANCE**

- 139.1 Newton/Noss Voss-** RESOLVED: to authorise payment for work to remove an approx. 8" reinforcing rod end, exposed on the Noss side of the Noss-Newton Voss, the work being conducted on an emergency basis in the interests of public safety. *(Vote: Unanimous)*
- 139.2 Seats-** RESOLVED: Tenders would be invited to sand and coat NNPC benches. *(Vote: Unanimous)*
- 139.3 St Catherine's Park-** the sign had been damaged. The **Clerk** would report the matter to Tor Homes.
- 139.4 Bridgend-** the Clerk would report the missing capping stones on the riverside wall (Noss side) to DCC.

**140/10 TWINNING-**

- 141.1 Twinning Association Constitution-** RESOLVED: To approve the wording and aims of the Trebeurden and Newton & Noss Twinning Association Constitution. *(Vote: Unanimous)*
- 141.2 Honorary President-** RESOLVED: To approve appointment of the Chairman, or such other person as the Parish Council should nominate, as Honorary President. *(Vote: Unanimous)*
- 141.3 Committee –** At present there were 5 members of the Parish Council on the Twinning Committee. RESOLVED; that aside from the Chairman, there should be at least one other Parish Council Member nominated to the Twinning Association Committee. *(Vote: Unanimous)*
- 141.4 Twinning Protocol-** RESOLVED: To authorise the Chairman of the Parish Council to sign the Twinning Protocol. *(Vote: Unanimous)*
- 141.5 Signing ceremony-** Six Council Members expressed their intention to attend the signing ceremony in Trebeurden on 26 June 2010.
- 141.6 Reception-** Six Council Members advised of their intention to attend a lunch on Saturday 29 May 2010 at the Yealm Yacht Club at 12.30pm to host a small civic delegation from Trebeurden.

**141/10. GRANT REQUESTS-**

- 141.1 War memorial-** RESOLVED: to grant a request from the Royal British Legion (Yealm Branch) for reimbursement of cleaning costs of £250 for the War Memorials in Holy Cross and St Peter's Churchyards.. *(Vote: Unanimous)*
- 141.2 Ivybridge & District Community Transport Association-** the annual request for assistance for the "Ring & Ride" Community Bus provided for elderly and disabled of the parish, to take them shopping each week was considered. RESOLVED; to make a grant of £125 in light of rising fuel costs. *(Vote: Unanimous)*

**142/10 PLANNING**

**Applications received –:**

- 142.1 WOODSIDE COTTAGE, LOWER COURT ROAD 37/0713/10/F-** Resubmission of 37/2225/09/F for householder application for extension to provide enlarged bedroom with conservatory over and enlargement of garden terrace. DECISION: No objection. *(Vote; 8 in favour, 1 abstention)*
- 142.2 COOMBE COTTAGE, NOSS MAYO 37/0792/10/F-** Replacement of greenhouse and workshop with garden room and utility area and provision of off road parking space. DECISION: No objection. *(Vote; 7 in favour, 2 abstentions)*
- 142.3 9 CHURCH PARK ROAD 37/1617/09/F APP/K1128/A/10/2126351/WF-** Appeal following applicant's objection to the condition of planning permission. DECISION: The **Clerk** should write to the Planning Inspectorate to advise that upon reflection, the Council wished to withdraw its suggestion for a condition such that the paint colour of the timber shed and supporting wall below should be the same colour as the dwelling house. *(Vote; 8 in favour, 1 abstention)*
- 142.4 WESTFIELD, RIVERSIDE ROAD WEST 37/2040/09/F:** The Chairman reported that he had been advised that the SHDC Monitoring Officer was investigating the matter following a complaint made to SHDC regarding the conduct of the SHDC Planning Committees site visit
- 142.5 SOUTH HAMS LOCAL DEVELOPMENT FRAMEWORK-** the publication stage of the Rural Site Allocations Development Plan Document for six week public consultation was noted. Newton & Noss had not been included and there would be no such allocations until after 2016. If an exception site became available more affordable housing was possible whether by means of a similar housing initiative or Community Land Trust. Cllr. Cooper was congratulated for her part in the Village Housing Initiative.

**143/10. MEETINGS ATTENDED:**

- 143.1 Harbour Authority-** Mr. Carter reported that the Annual Meeting had taken place on 17 April. The Harbour Authority had signed a 25 year lease for the foreshore and Bridgend Quay. Devon County Council had accepted responsibility for the Ferry landings. No questions had been raised about the Accounts. Mr. Cater had been elected Chairman.
- 143.2 Halls -** Mr Brown had no news to report with respect to the Village Hall. The Chairman advised that the lease for the WIC Hall had been completed. A full survey had been done on the building. The results were awaited.
- 143.3 School Federation meeting/Primary School-** a written report had been submitted by Mr. Matthews following a meeting at the Primary School. Mrs. Hinchliffe had also made Members aware of the Question and Answer document

prepared by the School which was to be circulated to parents with "Up the Creek News" the following day and uploaded to the School web site. Concerns were expressed about the proposal in particular relating to the reasons for federating, the extent of its cost effectiveness, the geographical location of the other schools, parents concerns expressed to Council Members and the number of governors from Newton Ferrers Primary School on the Federation. RESOLVED: To propose a joint meeting between Newton Ferrers Primary School, the Parish Council and the Community. The Chairman offered to Chair the public meeting. It was suggested that it would be helpful if the public meeting could take place at the School with the Head Teacher, Chair of Governors and Vicar in attendance. (Vote: 8 in favour, 1 abstention)

**144/10 NOSS PLAY PARK MAINTENANCE AND IMPROVEMENT –**

**144.1 SHDC** - No response had been received from SHDC regarding the plans to rectify the drainage difficulties.

**144.2 Fund raising-** offers of help had been received from 5 parishioners to assist with effecting improvements to the play park. It was agreed **Mrs. Hinchliffe** and **Mr. Cooper** would meet the parishioners to discuss further action to be undertaken.

**In Committee**

**144.3 Tenders** -The Council considered whether to admit a tender for drainage work received after the closing date. The Council were advised of potential allegations which could be raised if the price tendered turned out to be the lowest and was then accepted, given other tenders had already been opened and submitted for consideration to SHDC. The Tender was opened. RESOLVED: Given the prices tendered were so different, the **Clerk** was to re-issue the invitation to Tender to the Contractors previously invited, advising of the significant disparity in prices and to express concern that something in the specification may have been misunderstood or require clarification. Closing date 4pm 10 June 2010.

**145/10/10 AUTHORISATION OF PAYMENTS**

Cheque payments were authorised and signed in accordance with the schedule prepared by the Clerk, checked by Mr. Hussell and listed in Minute 146/10

**146/10 FINANCIAL SUMMARY**

**Alliance & Leicester Current Account** : Total balance at 1.05.10 **£70,471.69**

The balance includes the Gratuity Fund £16,396.07, Hedge Cutting Bond of £3000 from Devon County Council and half year Precept Payment of £19622.50.

**The following cheques were authorised totalling**

**£2133.58**

Chq No	PAYEE	DETAIL	AMOUNT	VAT
1133	WIC Hall	Hire NNPC Meeting 13 May	£20.00	
1134	WIC Hall	Hire NNPC Meeting 27 May	£20.00	
1135	J Allen	Cleaning: Noss Voss & Popes Quay Apr 10	£44.80	
1136	Tilly Institute	Hire; Housing Initiative Meeting Nov-09*	£10.00	
1137	Newton Ferrers Church of England Primary School	Grant for support of ICT provision for School & Community*	£500.00	
1138	Noble Express Ltd	Supply of Cleaning Agent Noss Voss	£84.93	£12.65
1139	Devon Association Local Councils	Annual Membership Renewal	£384.78	£43.78
1140	Byways & Bridleways Trust	Annual renewal subscription	£35.00	
1141	Garden Services	Grass cutting; The Green March 10	£15.50	
1142	Devon Conservation Forum	Annual Subscription Renewal	£20.00	
1143	R Wooderson	Cleaning: Newton Voss & steps Apr 10	£79.00	
1144	S McDonough	Net salary April	£891.07	
1145	NALC	Magazine subscription(LCR)	£13.50	
1146	J Leonard	Voss repairs	£15.00	
<b>Total</b>			<b>£2,133.58</b>	<b>£56.43</b>

\*Section 137 Local Government Act 1972 payments £510.  
Total to date for current financial year: £510.

*The Meeting closed at 10.25pm*

5/13May10.....Chairman