

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

**Held 12 March 2020**

**PRESENT; MR. PARRY-SMITH MS. ADAMS MR. CARTER MR. STEGGLES MR. TUBB  
MRS STORY DR.HARDY MRS.PHILLIPSON MR. LYNDON MR. INGRAM MR.ROGERS**

**ALSO PRESENT; Cllr. Hosking, Cllr. Thomas, seven members of the public, Mrs. McDonough (Clerk).**

### **OPEN FORUM**

**Carradale, Passage Road** - the instructed architect spoke in respect of the application and answered questions from the Council regarding fenestration, its setting within the Conservation Area, roofing materials and the number of extra toilets proposed. It was suggested to the architect that the detail of the construction management plan (CMP) should be tightened up given its setting on Passage Road.

**27 Sealand Court** – the instructed architect spoke in respect of the planning applications and invited any questions.

**Land opposite the Lifeboat House, Yealm Road**- the architect spoke in respect of development plans for the area below the former Yealm Hotel. He had been in communication with Sir Gary Streeter M.P. regarding the views taken by South Hams District Council Development Control about applications in the area. It was to be accommodation for family in the village and a massive planning gain.

**WI** - a representative advised of the challenge from their Devon Federation to undertake an environmental project with aims to increase biodiversity and carbon catchment. The WI wished to plant wildflowers in the village involving the school. Their proposal was to plant wildflower seeds/bulbs under three trees on Dillons Green and in the raised bank adjacent to Parsonage Road. The WI Had been in touch with the South Hams Garden & Property Services regarding grass cutting. They hoped to do more planting later in the year. The WI were commended for the project

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**31/20 APOLOGIES FOR ABSENCE** - there were apologies from Cllr. Baldry and Mr. Thomas.

**32/20 INTERESTS TO BE DECLARED** - members were invited to declare interests in the items for discussion during the meeting.

**33/20 DISPENSATION REQUESTS** – none.

**34/20 MINUTES** - the minutes of 13 February Parish Council meeting were approved, unanimously, as a correct record and the Chairman was authorised to sign.

**35/20 VARIATION OF AGENDA** – RESOLVED: quotes relating to maintenance and pre-planning/planning enforcement should be considered in committee. (*Vote: unanimous.*)

### **36/20 DISTRICT COUNCIL(SHDC)**

**36.1 Councillor reports** – Cllr. Thomas gave the following report:

**i)Construction Management Plans**- Cllr. Baldry had met with Mr. Patrick Whymer that day who was committed, in principle, to move towards a feasibility study to make CMPs policy. One of the two senior planning officers had left. Once a replacement had been recruited, Mr. Whymer would be able to look into strategic matters. The Parish Council was to be congratulated on wanting to do something and it was hoped to involve Parish Council members in a meeting with Cllrs Baldry, Thomas and Mr. Whymer.

**ii) Environmental matters**- SHDC had made £400,000 available in funding to address the Climate Emergency. Cllr. Thomas would be bringing forward a motion in May asking councillors to support a set amount being allocated to each ward councillor similar to Locality Funding. The funds could be used to support local projects. Dr. Hardy made reference to some discussions about a Carbon Audit which Holbeton had been investigating. Cllr. Thomas suggested Yealm Climate Emergency and Environment Action Alliance could apply for funding on behalf of the the five parishes it represented. Reference was made to the remit of the two SHDC officers who were due to be appointed by SHDC in April to address climate/environmental matters. Cllr. Thomas advised that there were five District Councillors on the climate change working group looking at more district wide matters rather than individual parishes. This would be clarified once the officers were in post and their responsibilities determined.

**iii) Filming**- Cllr. Thomas had been asked to give a personal view on the recent filming to a local newspaper.

**36.2 Climate Change and Biodiversity Emergency Aims** – members made no comment with respect to the consultation

on their two plans : The Operational Carbon Reduction Plan – Reducing Our Footprint and The South Hams Climate Change and Biodiversity Action Plan.

**36.3 Local Green Space Development Plan**- members had no comments in respect of the consultation on the document which would add additional protection to green spaces in the Plymouth Policy Area. Green spaces were addressed in the Newton & Noss Neighbourhood Plan.

**36.4 Public toilets** – it was agreed the Vice Chairman, Mr. Ingram and Mrs Story would meet to discuss matters to be raised with SHDC regarding the data used in support of the District councils contention that Newton Ferrers public toilets should be closed and to investigate survey/usage options.

*RESOLVED: to vary the agenda to enable Cllr. Hosking to give his report early. (Vote; unanimous.)*

### **37/20 COUNTY COUNCIL REPORT**

Cllr. Hosking reported on the following

**i) Grant funding** – Invest in Devon and Locality Budget funding applications were invited from the community/Parish Council/charity organisations.

**ii) Climate Change** – once the Devon Carbon Plan had been finalised it would be possible to see how this would link with actions by District and Parish councils.

**iii) Highways** – the Chairman made reference to trees and shrubs being taken down to ground level for no discernible reason between Ivybridge and Plymouth along the A38. Cllr. Hosking confirmed Highways England was responsible for maintaining the A38.

### **38/20 PLANNING**

**38.1 Community Land Trust** – Mrs. Phillipson advised that the third tranche of Homes England funding (£118,000) had been received. The feasibility studies were continuing. The initial Ecology report had been completed including reviewing bats, newts and dormice. The Landscape Visual Impact Assessment had come in that day. An open drop in afternoon/evening had been scheduled for Tuesday 17 March.

#### **Planning decisions:**

**38.1 104 Yealm Road, former Yealm Hotel 3003/19/VAR** - variation of condition 1 (approved plans) following planning consent 2975/17/VAR for change to position of balustrade on second floor roof terrace Apartment 4 Block A. SHDC: Granted.

**38.2 86 Yealm Road 2942/19/ARC** - application for approval of details reserved by condition 3 of planning consent 3414/18/HHO. SHDC: Granted.

**38.3 Barnicott Bridgend Hill 0088/20/CLP** - Lawful Development Certification for proposed construction of steps into existing bank. SHDC: Granted.

**38.4 Springtide, 28 Court Road 0104/20/HHO** - householder application for new porch to side elevation and alteration to existing door and window openings. SHDC: Granted.

**38.5 Woodville Pillory Hill 0175/20/MMM** - non material minor amendment to amend planning permission 4062/17/FUL. SHDC: Granted.

#### **Planning applications received including;**

**38.6 Carradale, Passage Road 0575/20/HHO** - householder application for extension and full internal refurbishment.

#### **DECISION: Comment .**

The house was in a very prominent position within the Conservation Area and was subject to an Important Local View, so protected by N3P-3 b), N3P-8 a) and N3P-9 b) iii) .

There was an opportunity to enhance an existing building by improving the appearance of the windows which should accord with its setting and the adjacent cottages above and to the west of it. The Parish had an example of a recent redevelopment with inappropriately large windows in the conservation area, directly to the east at Point Cottage, which had had a significantly detrimental impact in a very prominent position.

N3P-4 a) vii - there was no obvious dedicated bin storage areas, so bins were not left on road/public space.

N3P-4 c) - given the position on a single track road a more detailed and sensitive Construction Management Plan was vital. Deliveries would cause significant disruption as all delivery vehicles would have to reverse in or out. Signage indicating delivery timings had helped residents and essential services in the past (NB avoid Tuesdays refuse collection.) With extremely limited parking in Noss Mayo builders' vehicle parking would be an issue.

N3P-4 b) and c) Newton and Noss Parish Council in declaring a Climate Emergency wished all plans being submitted to be reviewed regarding their environmental impact. In particular, attention to heat pumps (ground and air sourced); solar energy harvesting and battery storage; other chemical capacity/storage facilities e.g. hot water systems; heat conservation/protection via (triple) glazing solutions; thermal efficiency of floors, walls and roofs should all be considered. This list was not exclusive of other initiatives being developed. If the Parish was to achieve a zero carbon, carbon status its housing stock/built environment had a huge role to play. The Council would seek District Councils to support their Parish and show leadership when considering planning applications. *(Vote: unanimous.)*

**38.7 27 Sealand Court, Court Road, 0582/20/HHO** - householder application for kitchen extension, cladding of first floor of main house and modification of existing porch. DECISION: Comment:

N3P-4 b) and c) Newton and Noss Parish Council in declaring a Climate Emergency wished all plans being submitted to be reviewed regarding their environmental impact. In particular, attention to heat pumps (ground and air sourced); solar energy harvesting and battery storage; other chemical capacity/storage facilities e.g. hot water systems; heat conservation/protection via (triple) glazing solutions; thermal efficiency of floors, walls and roofs should all be considered. This list was not exclusive of other initiatives being developed. If the Parish was to achieve a zero carbon, carbon status its housing stock/built environment had a huge role to play. The Council would seek District Councils to support their Parish and show leadership when considering planning applications. *(Vote: unanimous.)*

- 38.8 Herons Reach, Court Wood 0592/20/HHO** - householder application for erection of single storey extension to dwelling and second storey extension to part of the building, garage conversion. DECISION: Comment: N3P4 c) A Construction Management Plan must be provided.
- N3P-4 b) and c) Newton and Noss Parish Council in declaring a Climate Emergency wished all plans being submitted to be reviewed regarding their environmental impact. In particular, attention to heat pumps (ground and air sourced); solar energy harvesting and battery storage; other chemical capacity/storage facilities e.g. hot water systems; heat conservation/protection via (triple) glazing solutions; thermal efficiency of floors, walls and roofs should all be considered. This list was not exclusive of other initiatives being developed. If the Parish was to achieve a zero carbon, carbon status its housing stock/built environment had a huge role to play. The Council would seek District Councils to support its Parish and show leadership when considering planning applications. *(Vote: unanimous.)*
- 38.9 9 Yealm Road 0419/20/HHO** - householder application for alterations and extension to existing conservatory to form kitchen with addition of new patio area. DECISION: Support subject to:
- N3P4 c) A Construction Management Plan must be provided.
- N3P-4 b) and c) Newton and Noss Parish Council in declaring a Climate Emergency wished all plans being submitted to be reviewed regarding their environmental impact. In particular, attention to heat pumps (ground and air sourced); solar energy harvesting and battery storage; other chemical capacity/storage facilities e.g. hot water systems; heat conservation/protection via (triple) glazing solutions; thermal efficiency of floors, walls and roofs should all be considered. This list was not exclusive of other initiatives being developed. If the Parish was to achieve a zero carbon, carbon status its housing stock/built environment had a huge role to play. The Council would seek District Councils to support its Parish and show leadership when considering planning applications. *(Vote: unanimous.)*
- 38.10 The Buoys 0607/20/HHO** -householder application for alterations to roof and fenestration of existing house and garage and single storey extension (material amendment to approved application 2139/17/HHO.) DECISION: Comment: N3P-4 b) and c) Newton and Noss Parish Council in declaring a Climate Emergency wished all plans being submitted to be reviewed regarding their environmental impact. In particular, attention to heat pumps (ground and air sourced); solar energy harvesting and battery storage; other chemical capacity/storage facilities e.g. hot water systems; heat conservation/protection via (triple) glazing solutions; thermal efficiency of floors, walls and roofs should all be considered. This list was not exclusive of other initiatives being developed. If the Parish was to achieve a zero carbon, carbon status its housing stock/built environment had a huge role to play. The Council would seek District Councils to support its Parish and show leadership when considering planning applications.
- N3P-4- this was effectively a 'new build' and there would be significant disruption by construction traffic and workmen's vehicles. It was a narrow and fairly busy road - not a sleepy lane. A detailed Construction Management Plan was essential. In particular - details of proposed parking for workmens' vehicles was required as it was important to note that the parking area by the church was the private property of the church and was not available for public use. *(Vote: unanimous.)*
- 38.11 Isca, Court Wood 0684/20/VAR** - application for variation of condition 2 of planning permission 1782/19/HHO. DECISION: Comment :
- N3P4 c) A detailed Construction Management Plan should be provided.
- N3P-4 b) and c) Newton and Noss Parish Council in declaring a Climate Emergency wished all plans being submitted to be reviewed regarding their environmental impact. In particular, attention to heat pumps (ground and air sourced); solar energy harvesting and battery storage; other chemical capacity/storage facilities e.g. hot water systems; heat conservation/protection via (triple) glazing solutions; thermal efficiency of floors, walls and roofs should all be considered. This list was not exclusive of other initiatives being developed. If the Parish was to achieve a zero carbon, carbon status its housing stock/built environment had a huge role to play. The Council would seek District Councils to support its Parish and show leadership when considering planning applications. *(Vote: unanimous.)*
- Planning Appeals**
- 38.12 The Retreat, Riverside Road West, APP/K1128/D/19/3242545** - householder application for replacing existing sheds with parking space and summer house. Householder Appeals Service. Noted by the Council.
- 38.13 Rowan Orchard, Bridgend, Noss Mayo**, Appeal reference: APP/K1128/D/20/3245226. Householder application to replace front porch with two storey extension. Householder Appeals Service. Noted by the Council.
- 38.14 The Smithy", 61 Stoke Road, APP/K1128/D/19/3242955** - householder application for provision of Garden Room above existing Boat Store. Householder Appeals Service. Noted by the Council.
- 38.15 Tamarinda, 11 Yealm View Road, APP/K1128/W/20/3245187** - Householder application for new boathouse (Resubmission of 4421/17/HHO.) Noted by the Council.
- 38.16 Development Management Committee** – no matters relating to the Parish had been advised.
- 38.17 Construction Management Plans** – *min 36.1 refers.*

## **39/20 ADMINISTRATION**

**39.1 Events** – no applications had been received.

**39.2 Land registration-** Curtis Whiteford Crocker had advised that they were checking the title deeds to Big Slip Quay.

**39.3 Audit 2019/20 –**

**i) Risk review-** the draft risk review had been circulated, was considered and agreed. Members were asked to review their highlighted risk reviews and advise the Clerk upon completion. Mrs Phillipson agreed to undertake regular inspections of Pope's Quay.

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**ii) Fixed assets schedule** - RESOLVED: To approve the fixed assets schedule for the purposes of the annual audit for year ending 31 March 2020. (Vote: *unanimous.*)

**iii) Internal audit visit** - arrangements had been made for the year end accounts inspections to be undertaken by the Ms Adams 6 April 2020 and by Dr. Hardy 8 April 2020 with a view to presenting the cashbook accounts to the Council at the 9 April meeting. The internal audit was due to be undertaken 15 April 2020. The Council considered precautions in the event Covid 19 restrictions prevented Mr. Vassallo from undertaking the internal audit. RESOLVED: to delegate authority to the Clerk, with the approval of the Chairman and Vice Chairman, to make alternative internal audit arrangements in the event Mr Vassallo was unable to conduct the internal audit and to authorise fees up to a maximum of £500. (Vote: *unanimous.*) No notification had been received from PKF Littlejohn regarding external audit arrangements.

**39.4 Emergency Planning** – members considered the potential implications of Government/Public Health England advice and how a lockdown could affect Parish Council meetings taking place. The Council considered extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the Covid-19 virus. Such delegation to enable the Council to fulfil its responsibilities to its residents. The following measures were considered and agreed:

**i) Planning applications** : RESOLVED: the delegated power given to the Clerk under under Section 101, Local Government Act 1972 (minute 78/19 of the Parish Council meeting 16 May 2019 ) would be extended to cover any Covid 19/Coronavirus lockdown/partial lockdown period when the Parish Council would be unable to meet in public or remotely on a legal basis. Members should submit their comments to the Clerk and the Chairman, the Clerk then having delegated authority to submit comments on the Parish Council's behalf to South Hams District Council. (Vote: *Unanimous.*)

**ii) Audit arrangements for year ending March 2020** – currently the Parish Council would need to meet to authorise the Annual Governance and Accounting Return unless the government introduced legislation to enable Parish Council meetings to take place remotely. RESOLVED: to follow Devon Association of Local Councils/National Association of Local Councils advice regarding the conduct of audit arrangements for financial year ended 31 March 2020. (Vote: *Unanimous.*)

**iii) Authorisation of payments** – RESOLVED: under under Section 101, Local Government Act 1972, to cover any Covid 19/Coronavirus lockdown/partial lockdown period when the Parish Council would be unable to meet in public or remotely on a legal basis, delegated authority was granted to the Parish Clerk to settle invoices and make payments on behalf of the Parish Council. A schedule of payments and supporting invoices would be submitted to members in advance, final approval being given by the Chairman and Vice Chairman or two Parish Council members. In this respect the Financial Regulations would be suspended in the event the Parish Council was unable to meet following Government /Public Health England Advice pertaining to the Coronavirus/Covid 19. The list of payments made would be presented at the next full public Parish Council meeting. (Vote: *Unanimous.*)

**iv) Volunteers** – Zurich Insurance had not issued any specific advice in relation to Coronavirus activities and action being taken by Parish Councils. Reference was made to following the Government's advice on such issues. The Council was advised of Employers' and Public Liability cover and requirements. Information would continue to be circulated to the email circulation list and Parish Council website. Parishioners would be requested to look out for one another and to encourage those needing help to ask for it. Articles would be put in the Parish Magazine and potential Facebook postings.

**39.5 Communication and social media-** it was agreed to put the matter back to the next meeting when Mr. Thomas could advise.

**39.6 Annual Parish Meeting** – no matters had arisen.

**39.7 Proof of Life Certificates** – Devon Association of Local Councils had circulated advice on Proof of Life Certificates and the use of council Seals to authenticate documents. Having previously advised that the procedure was in order, it was NALC's view that a council should not use its seal to authorise documents not directly related to that council.

RESOLVED: The Parish Council Seal would no longer be used to authenticate Proof of Life Certificates. (Vote: *unanimous.*)

**39.8 Police Councillor Advocate Scheme** - it was agreed that the Clerk would become the single point of contact between the Council, police and Police and Crime Commissioner

**39.9 Climate/ environmental matter:** Dr Hardy reported to the Council on the following:

**a) 9 March meeting** - an enthusiastic meeting had taken place with representatives from interested groups in the parish. Yealm Garden Society had advised that they had funding for tree planting.

**b) Local Electricity Bill-**

RESOLVED: Newton & Noss Parish Council:

(i) acknowledged the efforts that this council had made to reduce greenhouse gas emissions and promote renewable energy;

(ii) recognised that councils could play a central role in creating sustainable communities, particularly through the provision of locally generated renewable electricity;

(iii) further recognised

·that very large financial setup and running costs involved in selling locally generated renewable electricity to local customers resulted in it being impossible for local renewable electricity generators to do so,

- that making these financial costs proportionate to the scale of a renewable electricity supplier's operation would create significant opportunities for councils to be providers of locally generated renewable electricity directly to local people, businesses and organisations, and
- that revenues received by councils that became local renewable electricity providers could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities;
- (iv) accordingly resolved to support the Local Electricity Bill, currently supported by a cross-party group of 115 MPs, and which, if made law, would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply; and
- (v) further resolved to
  - inform the local media of this decision,
  - write to local MPs, asking them to support the Bill, and
  - write to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or info@powerforpeople.org.uk) expressing its support.

(Vote; unanimous.)

**c) Yealm Climate Emergency and Environment Action Alliance - Steering Group:** RESOLVED: Newton & Noss Parish Council;

1) recognised that forming an 'Alliance' between the 5 Parish Councils (PC) of Brixton, Holbeton, Newton and Noss, Wembury and Yealmpton will provide a valuable resource that each PC can use at their own discretion, for example:

- Support from neighbouring Councils in positively addressing the climate emergency
- The opportunity to share knowledge, experience and best-practice
- A 'data-base' of information
- Preventing Councils, and Councillors, from feeling isolated and overwhelmed
- Making the process of positively addressing the climate emergency easier and more efficient
- Funding and financial support (already the Alliance is being recognised and offered valuable funding opportunities that could bring huge benefit to our parishes).
- Sharing resources (we have already shared documents such as Climate Emergency motions, Environment Policies etc)
- More lobbying power (as a joined-up force)
- A comprehensive list (menu) of actions to positively address the Climate Emergency (and improve the environment/biodiversity) that each PC can draw upon and tailor to the specific requirements of their parish.
- The ability to implement 'cross-parish' initiatives (Wildlife corridors, sustainable transport links etc)
- A platform to create a 'joined-up' approach by bringing together residents, businesses and organisations
- Potential to network with, and reap the benefits of, all the 'Partners' of the Alliance and is represented on the Alliance 'Steering Group'.

2) also recognises that the only commitment in joining the Alliance is that our Council shares the 'Aim' and 'Values' of the Alliance, and is represented on the Alliance "Steering Group."

3) therefore, accordingly resolves to support the formation of the Alliance as set out below:

#### **Name**

The Yealm Climate Emergency and Environment Action Alliance

#### **Members**

The Alliance is led by the Parish Councils of Brixton, Holbeton, Newton and Noss, Wembury and Yealmpton.

#### **Partners**

To be confirmed (possible examples include: South Dartmoor Community Energy, Yealm Community Energy, National Trust, Flete Estate etc etc)

#### **Aim**

To positively address the climate emergency by reducing carbon emissions, and to improve the environment and biodiversity in the five parishes of Brixton, Holbeton, Newton and Noss, Wembury and Yealmpton.

#### **Values**

We believe that:

- The Climate Emergency should form the basis of every decision we make, and every action we take.
- We should do everything within our power to restore the natural environment and the biodiversity that supports it; providing stability to the ecosystem and maintaining ecological balance.
- We should support everyone within our parishes (residents, businesses and organisations) to positively address the Climate Emergency.
- We should collaborate with all available partners (locally, nationally and internationally) to positively address the Climate Emergency.
- Higher levels of government should provide the funding and resources required to positively address the Climate Emergency.

(Vote: unanimous.)

**iv)Devon Climate Declaration.** RESOLVED: The Council agreed to sign the Devon Climate Declaration below to show the growing support for taking action.

#### **The Declaration**

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- 1.This Declaration has been prepared by a consortium of public, private and voluntary organisations collaborating through a Devon Climate Emergency Response Group. It sets out an ambition to tackle climate change that covers all of Devon, including those people who live, work in and visit our county, and those businesses who are based or operate here.
- 2.We are aware of the significant implications of climate change for Devon's communities; it is already affecting our environment, infrastructure, economy and health & wellbeing. If not addressed, the impact on future generations will be profound and the ability to meet the United Nation's Sustainable Development Goals will be severely compromised.
- 3.We understand that the Intergovernmental Panel on Climate Change (IPCC) has advised that carbon emissions must reduce globally by at least 45% by 2030 from 2010 levels and reach net-zero by 2050 if we are to avoid the worst effects of climate change by keeping warming below 1.5 degrees.
- 4.We will lead in the global response to climate change through our collective action, innovation and influence.
- 5.Individually, we will review (within 6 months) our plans to reduce our organisation's carbon emissions to meet or exceed these targets, including ensuring the people we do business with are doing the same. We will publicly report our carbon emissions annually in accessible formats.
- 6.In collaboration, we will engage Devon's residents, businesses and visitors to develop and implement a plan to facilitate the reduction of Devon's production and consumption emissions to meet IPCC recommendations at the latest. We will openly report progress on its delivery. We know this transformational change will be challenging and will include:
  - Deploying more renewable, decentralised and smart energy systems
  - Retrofitting energy-efficiency measures into our existing buildings
  - Constructing zero-carbon new buildings
  - Travelling less and using improved walking, cycling and public transport infrastructure more often, and using electric and hydrogen vehicles
  - Changing our consumption to use less, re-use more and choose low-carbon options
  - Challenging all economic sectors to review their practices and the values of those they do business with
  - Divesting from fossil fuels
  - Changing our dietary patterns and reducing food waste
  - Changing agricultural practices to reduce emissions associated with farming operations, manage soils sustainably and replenish soil carbon
  - Encouraging carbon storage such as through tree planting, the use of wood in construction and peatland restoration
  - Empowering the people of Devon with the knowledge and skills to act collectively.
- 7.Additionally, we will work to understand the near-term and future risks of climate change for Devon to plan for how our infrastructure, public services and communities will have to adapt for a 1.5-degree warmer world.
- 8.Local organisations and communities cannot do this alone as the national government plays a key role in many of the policy areas that are vital to reducing emissions and adapting to climate change. We call on the government to prioritise decarbonisation and adaptation within decision making and work with us by using its powers to provide the resources and funding necessary to accelerate the transition to a low-carbon and resilient economy and society.
- 9.We challenge every organisation, business, community and individual to do the same.

(Vote: unanimous)

**v) Newton Ferrers and Noss Mayo WI Environmental Project** - had advised that their aims were to increase biodiversity within the parishes, to link up with other wildflower / wildlife projects in the county creating wildlife/bee friendly corridors, to involve the community(including school children) in the project increasing understanding of the importance of biodiversity for the future of our planet, to improve the appearance of some areas in the village, to increase a sense of wellbeing in the village - wildflowers and trees were known to have a positive effect.

Their proposal was to:

- 1.Plant native Devon wildflower seed and bulbs in two areas close to the school,
  - a) Bulbs and seed - in circular patches around five trees on the south side of the grass area opposite the WI Hall/ beside Dillons car park. These would have a low picket fence around each patch and a sign to explain that the flowers were for the bees and butterflies
  - b. Snowdrops in the rough area along the margin with the track to Newton Farm
  - c. Bulbs only - on the grass patch inside the walled area beside the road.

They sought the Council's permission to go ahead with the above in time to plant seeds this spring. They had taken advice from Devon Wildlife Trust and would liaise with the Community Orchard group and any others who may propose similar projects. They would undertake a risk assessment before involving anyone in a planting project and would liaise with Andrew Goodchild about timing of grass cutting and maintenance. They did not expect a lot of maintenance to be needed but would form a group of volunteers.

**v) Communication** – Dr. Hardy advised that a parishioner had offered to prepare a regular paragraph for inclusion in the Parish Council section of the Parish Magazine

**vi)Further meetings-** the working group would be meeting again to discuss a carbon audit, visionary statement and lines of communication with the Parish.

**In committee**

**40/20 MAINTENANCE –**

6/12March2020.....Chairman

**40.1 Noss Play Park-** a report containing working group recommendations and supporting documents had been circulated to members prior to the meeting. Funding secured to date, including £10,000 from reserves pledged by the Parish Council, amounted to £42,799. Recycled plastic equipment had been considered but included plywood which was not considered to be robust or attractive in the rural setting

**RESOLVED:** that the Parish Council Financial Regulations be waived and no further quotes sought in light of;

- i) The design and specification for the equipment offered by Rhino Play (SW Ltd)
- ii) Dealings with Rhino Play SW Ltd and recommendation from another local Parish Council
- iii) The quotes obtained for replacement pirate ships from two other companies would deplete funds available to replace the other play park equipment
- iv) Procurement advice received from Society for Local Council Clerks.
- vi) Members had been invited to seek alternative quotations for non timber options. No details had been submitted. (Vote: 10 in favour, 1 abstention.)

**RESOLVED:**

- i) To accept the design and quotation from Rhino Play (SW) Ltd dated 3 March 2020 reference QU-0131rev1 ( £38078 plus VAT) with exception of the quotation to supply and spread the sand (less £2332 plus VAT.)
  - ii) To delegate approval of the contractor's construction management plan, risk assessment/method statements, Health & Safety Policy and insurance to the Chairman and Vice Chairman/Mr. Steggles.
  - iii) To delegate approval of the contract with Rhino Play SW Ltd to the Chairman and Vice Chairman/Mr. Steggles and if appropriate to authorise the Parish Clerk to sign on the Parish Council's behalf.
  - iv) For permission to close the play park whilst the installation was undertaken, post installation inspection reports and any associated work was undertaken.
  - v) To delegate approval of the design risk assessment provided by the manufacturer/designer of the area for the equipment and location to the Chairman and Vice Chairman/Mr Steggles
  - vi) To order 8.5 tonnes of sand from Gravelmaster at the current estimated cost of £1232 plus VAT.
  - vii) To accept the quotation from South Hams Garden & Property Services (SHGPS) to spread the top up sand purchased by the Parish Council in the sum of £300 maximum.
  - viii) To accept the quotation from SHGPS to remove the stone and concrete river around the net bridge in the sum of £540.
  - ix) To authorise post installation play park inspections of the new play park equipment and associated costs.
  - x) To delegate authorisation and arrangements for payment of any deposits/ payments to the Clerk with the approval of the Chairman and Vice Chairman/Mr Steggles.
  - xi) To delegate authority to the Clerk, upon receipt of approval from the Chairman and Vice Chairman/Mr Steggles, to authorise work/incur/pay costs to address any contingency issues arising from the installation, subject to total project costs not exceeding £42799 plus VAT recoverable.
- (Vote: 10 in favour, 1 abstention.)

It was agreed to seek a quotation for inclusion of the play park equipment on the Parish Council's insurance policy. It was agreed to notify SHDC of the project work with a view to postponing the annual engineering inspection report through Allianz until the new play park equipment had been installed and for the equipment to be included within the SHDC Play Park inspection agreement.

**40.2 Butts Park Play Park:** RESOLVED: To accept the quotation from South Hams Garden and Property Services for bench repairs in the sum of £60. ( Vote: unanimous.)

**41/20 PRE-PLANNING/PLANNING ENFORCEMENT.** The latest SHDC planning enforcement list and potential planning enforcement matters were considered.

**In meeting:**

## **42/20 MAINTENANCE**

### **42.1 Maintenance working groups and grounds maintenance:**

#### **i) Sports Pavilion/playing field**

- **Vermin.** A report of a dead rat by the Sports Pavilion had been investigated by Devon Wildlife Management who had advised that there was no sign of any rats living in the vicinity. There were small holes in the ground/hedges but these were likely to have been caused by mice/voles/collapsing mole tunnels.

- **Coronavirus.** Hand washing notices had been put up in the kitchen and both changing rooms. Advice had been issued to the Revelstoke Rangers and Yealm Cricket Club:

i) To keep the Pavilion very clean and ensure that paper towels were available ( a supply of which had been provided). The Clubs were asked to replenish the supplies as necessary/ at the end of the season.

ii) To avoid the use of hand towels.

iii) To ensure that soap dispensers were maintained. The Clerk had bought six bottles of anti- bacterial soap which had been put by both WC's and in the kitchen. The Clubs were asked to replenish as necessary/ at the end of the season.

iv) To ensure door handles, push plates, switches, taps, kitchen appliances etc. were frequently cleaned. The Clerk had bought disinfectant wipes which had been put in the kitchen. The Clubs were asked to replenish as necessary/ at the end of the season.

v) The Clubs were expected to act responsibly and take notice of Government and Public Health England advice

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- **Fire extinguisher servicing**; RESOLVED; To accept the quotation from Ace Maintenance Services Lt to undertake fire extinguisher servicing based on three in number in the sum of £39.50 plus VAT. (Vote: unanimous.)

-**Swift FC, Battisborough Cross**- had made a request to use the playing field for their U11 team in 2021. They wished to use a small 11 side pitch. They could use temporary portable goals if required, or potentially share the existing pitch, if the size was within the limits for the age group. The club would stay at Battisborough Cross for the foreseeable future. It was agreed Swift FC should be asked to liaise with Revelstoke Rangers and Yealm Cricket Club regarding usage. If both were in agreement the Parish Council would review licence terms and fees.

-**Structural repairs**- the Clerk had met with Mr. Tubb, Mr. Lyndon and Mr. Steggles as a result of which a revised invitation to quote for repairs/improvements had been drawn up and sent to 10 contractors.

ii)**The Green/Dillon's Green** – no reports.

iii)**Butts Park Play Park** – the Clerk and Mr. Lyndon were to meet to discuss bench repairs. The Clerk was waiting to hear from the SHDC play park inspector with respect to one of the pieces of equipment. The Allianz annual inspection report was imminent.

**Noss Play Park**- it was agreed to ask South Hams Garden & Property Services about the removal of the plastic tree guards in the hedging with their retention for future use.

iv)**Noss Recreation Areas** – RESOLVED; To agree to South Devon AONB's request to place an information panel in Noss Mayo recreation area car park help people explore the area.(Vote; unanimous.)

#### **42.2 Footpaths –**

i)**Cinder/Leas path** - Devon County Council Public Rights of Way had advised that they had had to agree to a 21 day closure of Footpath13 from Doctor's steps to Yealm Road. Building contractors were dealing with a collapsing wall that they had been advised was imminently dangerous. It was hoped that the works would be completed in about two weeks. Devon County Council had sought assurances that the path surface would be made good again and cleaned up on completion.

ii) **Guide**- works on digitalising the guide was in hand.

**42.3 Tree inspection** – it was agreed to seek a quote from Dart Forest Tree Management to undertake a full tree inspection report during the summer. It was agreed that only one quote would be sought in light of Dart Forest Tree Management's familiarity with the area having undertaken the previous tree inspections.

A representative from Brookings Down Wood had advised that they were monitoring Ash Dieback and would replace dead trees with Hornbeam/Lime or other species recommended by the Woodland Trust.

**42.4 Other areas for consideration** – no matters were raised.

### **43/20 DEVON COUNTY COUNCIL(DCC)**

#### **43.2 Highways/Transport –**

i) **Winter highways**- the Parish Council snow chains had been ordered and delivered. Mr. Steggles advised that he would work in conjunction with Mr. Richard Holman who had offered to be the new Snow Warden.

ii) **Road closures**- an update had been received from Richard Olive of Gigaclear. Their Newton Ferrers and Noss Mayo cabinets were due to go live at the end of the month meaning they would be able to start connecting customers to the new network during April onwards. Normally they would hold some pre-sales events to generate some publicity and interest in the network going live but due to the COVID-19 situation they had decided not to do this at the current time. He was happy for the Council to publish his contact details ( email richard.olive@gigaclear.com ) and he would register peoples' details if they were interested in finding out about the costs etc. of their services when the cabinets go live. This would not be commitment to take the service, just to be contacted by a member of their sales team to discuss data speeds and costs.

There were 4 sections of work to be completed that would require closure or partial closure

Yealm Road: Narrows / Give and Take Signage

Membland Rd between Western Lodge & Lone Pine Road Closure start date 12 March 2020

Village Hall to Coombe House road closure start date 30 March 2020

Stoke Road, (junction of Pillory Hill to Stoke Cross) road closure start date 30 April 2020

Parishioners stepping forward to act as "Clerk of works," and liaising with Gigaclear /Telent during closures of the roads upon which they lived, had been very helpful.

**43.3 Devon County Council Traffic Management Permit Scheme Order 2020 and roadwork notification**- it was agreed to put this back to the next meeting.

### **44/20 CORRESPONDENCE**

**44.1Dementia Friendly Parishes around the Yealm (DFPY)** – Mrs. Hirst had sent a report. 'String of Pearls,' an afternoon of music and fun, would take place on Saturday 25th April with Sunset Swing Band and the Brixton Village airs at St. Mary's School, Brixton. A list of the regular monthly events for April was given. To know more: **Maxine on 07450206312**. Maxine had sent apologies for being unable to attend the Annual Parish meeting to give a presentation on their work. It was agreed to ask her to reschedule once the Covid 19 situation had resolved.

**44.2 Grant applications** – Mr. Tubb took no part in the debate or vote having declared an interest by being on the River Yealm Regatta Committee. RESOLVED; to make a grant of £75 to the River Yealm Regatta for the annual fireworks display. (Vote: 10 in favour.)

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**44.3 Devon Air Ambulance** – Mr. Tubb had hand delivered revised information sheets to residents at Butts Park. RESOLVED: To give a notional extension to 26 March 2020 to the SHDC Development Management for determination of planning application 4097/19/FUL. (Vote: unanimous.)  
 An amended grant offer was awaited from the Devon Air Ambulance Trust in light of the amended work. It was agreed that upon receipt and acceptance of the grant offer from DAAT, and upon receipt of the funding offered by a parishioner for the balance, MAT Electrics would be given permission to proceed upon provision of confirmation of risk assessments, public liability insurance, method statement and Health & Safety provision.

**44.4 Yealm Estuary Management Group-** Mr. Carter and Mr. Ingram would be attending a meeting on 21 April 2020.

**44.5 Twinning** – Mr. Steggles agreed to design and make a commemorative slate piece to present to Trebeurden to commemorate the tenth anniversary of the twinning. He would liaise with the Chairman of the Twinning Committee.

**45/20 AUTHORISATION OF PAYMENTS** – cheque payments were checked by Mr. Steggles and authorised and signed in accordance with the schedule prepared by the Clerk and listed below.

<b>Balance in Unity Trust Deposit account</b>	balance 29/02/20	<b>£25188.97</b>
<b>Santander Current Account</b>	balance at 29/02/20	<b>£63879.05</b>
<b>The balance includes:</b>		
<b>Monies held in respect of the Butts Park Play Park Improvement Project</b>		<b>£1,442.75</b>
<b>Monies held in respect of the maintenance of the Revington Memorial Seat</b>		<b>£390</b>
<b>Monies held in respect of Noss Play Park refurbishment:</b>		
<b>Awards for All</b>		<b>£10,000</b>
<b>Devon County Council Locality Budget Grant</b>		<b>£1000</b>
<b>South Hams District Council Sustainable Communities Locality Fund</b>		<b>£500</b>
<b>Silverson Machines grant</b>		<b>£2000</b>
<b>Monies granted by Parish Council/ Revelstoke Community Trust/RYDA/Community Rights Programme for Neighbourhood Plan</b>		<b>£248.39</b>

Chq No	PAYEE		AMOUNT
22107	WI CommunityHall	Hire fee 12 March 2020 meeting	£ 30.00
22108	Ivybridge&District Asociation of Local Councils	Membership fees 2019/20	£ 7.00
22109	S.McDonough	Net salary February	£1,301.03
22110	Post Office Ltd	30 x second class stamps	£18.30
22111	S.McDonough	Expenses reimbursement, soap,paper towels,disinfectant wipes	£60.84
22112	South Hams Garden & Property Services	Grounds maintenance - February	£ 484.50
22113	South Hams Garden & Property Services	The Brook bench repairs	£ 25.00
22114	South Hams Garden & Property Services	Bridgend notice board repairs	£ 270.00
22115	AJ Watkinson	Newton Voss and steps cleaning February	£ 102.00
22116	AJ Watkinson	Noss Voss/ steps, Popes Quay, Crockers Quay cleaning February	£ 50.00
		<b>Total</b>	<b>£2,348.67</b>
	*Section 137 Local Government Act 1972 payments:£0 total to date;£1051.96		
BACS	HMRC	Clerk's Tax and National Insurance February	£311.50
February			
DD	EDF	Sports Pavilion	£10.00
DD	B & CE Holdings Ltd	Pension payment	£71.99
DD	Ricoh UK Ltd	Printer/copier hire fee and copies	£171.76
SO	Reading Room	Storage facilities	£40.00

**46/20 MEETINGS ATTENDED:**

**46.1 Harbour Authority** – Mr. Carter advised that the repaired pontoons were back in place. He and the Harbour Master had inspected all the parish quays and slipways 24 February 2020. Popes Quay was in need of new wood fenders. Axworthy Steps needed cleaning. Two steps at Kilpatrick’s Steps needed repair. The Harbour Authority would be organising the work.

**46.2 Halls** – Mr. Parry-Smith advised that the Village Hall had taken action to address Coronavirus issues. The decorating had almost been completed. Low energy lighting had been installed at the Revelstoke Room. One or two events had been cancelled involving food serving. There were no reports from the WI Hall.

The Chairman expressed sorrow and condolences following the passing of Reverend Ann Legge the day before.

Meeting closed at 9.15pm

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