

## **STOKE FLEMING PARISH COUNCIL**

**Clerk: Marion Foster, Painsford Bungalow, Ashprington, Totnes, TQ9 7EE**

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### **MINUTES**

**A meeting of the Parish Council was held on Wednesday 2<sup>nd</sup> July 2014 in the Village Hall at 7.00 pm**

Present: Councillors. Jenny Farmer (Chairman) Katie Franks (Vice Chairman)  
Mary Newman Nick Wood  
Martin Judd Charles Wreford-Brown  
Mark Malley

District Councillor Richard Foss, County Councillor Roger Croad,  
Jill Currie, Area Manager for Libraries, Jim Lewis (Friends of Stoke Fleming Library)  
Retiring Clerk, Sue Tweed and new Clerk, Marion Foster

**2275. APOLOGIES:** Cllr Bretherton, Coupar and County Councillor Julian Brazil

#### **2276. MINUTES**

Minutes of the last Parish Council Meeting held on Wednesday, 4<sup>th</sup> June 2014 and of Site Meetings on Tuesday, 17<sup>th</sup> June, 2014 and Monday 23<sup>rd</sup> June 2014 had been circulated and read. Cllr Wood proposed and Cllr Franks seconded that the minutes be accepted. Cllr Farmer and Cllr Judd seconded that the notes of 17<sup>th</sup> June be accepted. Cllr Franks proposed and Cllr Wood seconded that the notes of 23<sup>rd</sup> June be accepted. All were in agreement and both the notes and the minutes were signed as a true record.

#### **2277. MATTERS ARISING**

**2253** Cllr Malley had signed up onto the Dartmouth Police Facebook page

#### **2278. DECLARATIONS OF INTEREST**

Cllr Wreford-Brown declared interest in Minute 2285. (WDD) and Minute 2297. (Payments)

#### **2279. PUBLIC QUESTION TIME**

County Cllr Croad and Jill Currie were attending the meeting to give a response to a public information request about potential closure of the Stoke Fleming Library. Cllr Croad briefly covered the amount of cuts to the Library Service since he took on in 2009. Their budget had been cut in half and the 50 libraries he covered had been hit hard with shortened opening hours and further major budget cuts were planned for the future. He was not proposing to close any libraries but he stressed that libraries need to modernise. The ongoing ten week public consultation may hopefully come up with some solutions, but book lending was down 20%, whilst the e-reader service was growing, as was childrens books lending. There was a proposal that 22 libraries of sufficient size become Devon Centres with various additional services available. 28 of the 50 were too small, and Stoke Fleming is one of those. Another proposal is that the libraries become Community Led whilst still being part of the DCC Library Service.

Jill Currie confirmed that they were looking for communities to become more involved, both with raising funds and providing volunteers to run the libraries, but, as Councillors agreed both volunteers and extra funds would be difficult to find.

One suggestion put forward was to increase the revenue made from the services already available at libraries, i.e charge for IT knowledge and support, together with increasing fees for reserving books.

Mr Lewis stressed that protocol needs to be updated if volunteers are to be more involved in the library service. CRB checks are currently required and add a major cost. He reminded the meeting that the lease for the Stoke Fleming Library was due for renewal in 2016, it was currently only £350.00 a year but would probably increase due to extra facilities including toilets and heating.

Jill Currie confirmed that only 50% of the running costs were required from the community/Parish Council, i.e. £3,000.00.

Cllr Croad stated that he was happy to listen to any suggestions, the possibility of using volunteers with self-service machines, with qualified librarians working perhaps once a week to back-up work as necessary. Questionnaires were available for general public to help with the consultation and left with the meeting. Councillors felt it was important to report views and thoughts on the Consultation Website.

**2280. COUNTY COUNCILLOR'S REPORT**

Nothing to report

**2281. DISTRICT COUNCILLOR'S REPORT**

District Councillor Foss confirmed that he was in discussion with Mr K Rennells with regard to the 106 money from the Windward Nursing Home development. He had also been invited to see the South Hams Land Availability Assessment sites, which are small, still not accepted, and unlikely to be made public for some time. Councillor Foss recommended contacting Phil Baker, SHDC Strategic Planning Officer with regard to the Neighbourhood Plan, and stressed the need for everything in the Plan to be "land based". There was no answer on the grant money for the setting up of the Neighbourhood Plan project.

**2282. EMERGENCY PLAN**

Councillor Malley had attended Emergency Incident Planning meeting at Follaton. 40% of the SHDC Parish Councils have an Emergency Plan. The Stoke Fleming Emergency Plan is a good plan, the Village Hall a good hub with the only problem being communications, i.e. short on broad-band availability. The Data Protection problem had not been solved and the sensitive personal information contained within the Plan would remain an issue. The Plan would need to be reviewed every year, and a copy stored within the Emergency Box supplied to the Parish Council by Western Power.

The Chairman thanked Councillor Malley for all his work on the Emergency Plan.

**2283. SOUTH HAMS LAND AVAILABILITY ASSESSMENT (SHLAA)**

Councillor Farmer confirmed that details were unlikely to be published before September, but could take longer with no sizeable sites proposed.

**2284. NEIGHBOURHOOD PLAN (NP)**

Councillor Coupar had sent out the Agenda for the next meeting on the 11<sup>th</sup> July together with details of those on the Steering Committee. It was proposed to elect a Chairman at this meeting although the Councillors felt it was important that someone should be elected to "lead" or "convene" the Steering Group rather than be named "Chairman". Working Groups had also been sent out and all applicants had received the necessary information. Although the Councillors appreciated that its difficult to organise meetings during the Summer months they felt that the NP needs to be sold to the parishioners. The Clerk had applied for a grant to progress the Plan.

**2285. WEST DARTMOUTH DEVELOPMENT**

The number of dwellings on the new Planning Application had been reduced by 40% from the original plan, but Councillors felt the amount of affordable housing would prove a problem for SHDC. The Council would have to wait until the Application was validated before any further action could be taken or consultation with the general public.

**2286. SCHOOL ROAD DEVELOPMENT**

The Chairman confirmed that Ed Brown SHDC was still waiting for a meeting with the Land Agent for the Diocese, therefore there was little to report at this time.

**2287. PARISH PATHS PARTNERSHIP (P3)**

Councillor Wood had spoken with one of the contractors with regard to Mill Lane and was still in discussion over cheaper quotes.

**2288. FLOWER TUBS & PLANTINGS**

Councillor Franks reported that the last flower tub had been sponsored by Councillor Malley. It was suggested that the Parish Council may possibly sponsor one next year.

**2289. CHILDREN'S PLAY AREA**

Councillor Newman confirmed that nothing had been heard back from the installation company with regard to the rubber safety surface. The “Friends of the Play Area” would like to close up their bank account which totalled about £3,000.00 and pass this on to the Parish Council to add to designated funds to use for the Play Area. Mr Tucker was fixing the gate and fencing plus putting in a small gate in the top corner of the Play Area. She also reported that the Football goal posts really needed some attention and repainting, and that the contact for the Football Club be advised.

**2290. BEST KEPT VILLAGE COMPETITION 2014**

The Chairman reported that the application had been entered so please watch out for the Judges and remove any debris or litter and tidy as necessary.

**2291. PETANQUE CLUB**

The playing site for the Club had now been started by Mr P Elliott and expected to be finished within ten days.

**2292. TOWN AND PARISH (TAP) FUND 2014**

Details of the TAP funds were discussed, applications were requested for new projects justified with proposed expenditure, to be received before 31<sup>st</sup> December 2014. Stoke Fleming had received funds for grass cutting before, and it was agreed to apply for funds for weed spraying in conjunction with Stretre Parish Council.

**2293. AONB VILLAGE GATEWAY SIGNS**

The meeting agreed to have the 2 new AONB signs free of charge in the Autumn when DCC were replacing the road signs.

**The meeting broke briefly to make a presentation to the retiring Clerk, Sue Tweed, the Chairman thanked her for all her tireless efforts on behalf of the Parish Council which were much appreciated.**

**2294. ‘LIGHTS OUT’ Commemoration of the Centenary of the First World War**

It was proposed to put the “Lights Out” for an hour between 10.00 and 11.00pm on the 4<sup>th</sup> August 2014 to commemorate the First World War. The Chairman believed the British Legion in Stoke Fleming would be organising something in line with this campaign and encouraged parishioners to join them.

**2295. PARISH MAINTENANCE**

- a) (i) Village dog bin emptying – the bins had been emptied today, there were reports that bins were overflowing. The Clerk confirmed that the bins should be emptied once a week.
- (ii) Drinking fountain on the Playing Field – it would cost in the region of £250 (£165.00 + Labour) to replace the fountain which is currently leaking. The other option would be to take it out of commission. District Councillor Foss suggested that the Council apply to his Locality Fund and the Clerk agreed to liaise with the local plumber and put in a grant application.
- b) Grass/hedge cutting – awaiting contract.
- c) Trees – no action required at present.

**2296. PLANNING**

**APPLICATIONS**

**Windward Nursing Home, Dartmouth Road, Stoke Fleming TQ6 0QS.** 51/1437/14/F – Alterations to approval 51/1697/08/F for 9 no. residential apartments.

**9 Harefield Drive, Stoke Fleming TQ6 0QG.** 51/1474/14/F – Householder application for replacement garden room.

**Overseas House, Overseas Estate TQ6 0PJ.** 51/1580/14/F – Amendments to previous approval 51/1386/13/F.

**DECISIONS**

**Pleasant Valley Farm, Venn Lane, Stoke Fleming TQ6 0QP.** 51/1008/14/CLP - Certificate of lawfulness for proposed installation of two driveway safety mirrors. CERTIFIED.

**Unit 15, Hillfield Village, Hillfield, Dartmouth, TQ6 0LX.** 51/0955/14/F and 51/0978/LB – Listed building consent and householder application for conversion of two existing units to single holiday let, with proposed extension and detached garage. GRANTED.

**Hillfield Village, Hillfield, Dartmouth, TQ6 0LX.** 51/0956/14/F - Demolition of 3 dwellings and construction of 3 replacement dwellings and 1 holiday let/owners accommodation. GRANTED.

**2297. FINANCE**

**a) BANK BALANCES**

Santander	£13,438.22	Statement dated 6 <sup>th</sup> June 2014
Lloyds Bank	£12,213.95	Statement dated 23 <sup>rd</sup> May 2014
Lloyds balance after all payments & receipts £8,362.81		

**b) ACCOUNTS TO BE PAID**

Cllr Judd proposed and Cllr Newman seconded that the following cheques be approved for signature, all were in agreement.

Nick Roberts	£45.00	Shelter cleaning
Tammy Hall	£34.66	Toilet Block cleaning
S L Tweed	£328.11	Clerk pay, Int'l Auditor gift, padlock, mop, broom
Post Office Ltd.	£185.40	HMRC – Clerk's tax
Alan Pook	£590.00	Grass cutting/strimming – May and June
C Wreford-Brown	£37.50	Cultivator hire to rotovate verge less donation
Coleridge Association	£20.00	Annual subscription 2014/15
K Ellis	£885.00	Annual seat & notice board maintenance plus repair of notice board & replace glass, repair 2 seats, fit & paint new door to shower block (£145 to be paid by Football Club), ease 2 doors, renovate 3 seats Old Hall Gardens.
River Electrics	£49.39	Replace faulty light sensor, ladies toilet.
Stoke Fleming Village Shop	£32.21	Post, cleaning supplies

**2298. REPORTS OF MEETINGS**

Already covered in 2282.

**2299. DIARY DATES**

- a) Wednesday 2<sup>nd</sup> July, 7pm, Stokenham Village Hall. Coleridge Association AGM. Date changed.
- b) Thursday 3<sup>rd</sup> July, 5-8.30pm. South Devon AONB Celebration & 2014 Annual Open Forum. The Marquee, Holesome Park Farm, Diptford TQ9 7NA.
- c) Tuesday 8<sup>th</sup> July 7.30-9pm. South Devon Coastal Local Action Group future funding availability for 2015-2020. Follaton House, Totnes (focus on agriculture and forestry)
- d) Friday 11<sup>th</sup> July, 10am - 1pm – Town & Parish Council Workshop - Let's talk renewables! Follaton House, Totnes. Cllrs Judd and Wood attending. Cllr Farmer on reserve list.
- e) Friday 11<sup>th</sup> July, 7pm. Meeting of the Neighbourhood Plan Steering Group. Ron Harris Room.
- f) Tuesday 15<sup>th</sup> July, 6pm–8pm. South Devon Coastal Local Action Group future funding availability for 2015-2020. Dartmouth Academy.
- g) Tuesday 22<sup>nd</sup> July, 7pm. Totnes and Dartmouth Ring and Ride meeting. Follaton House, Totnes.
- h) Sunday 3<sup>rd</sup> August, 9am – 12pm. British Legion Women's Section Car Boot Sale, Playing Field
- i) Monday 25<sup>th</sup> August Stoke Fleming Show, Playing Field (and 23<sup>rd</sup>/24<sup>th</sup>/26<sup>th</sup> for set up/take down)
- j) Friday 29<sup>th</sup>, Saturday 30<sup>th</sup> and Sunday 31<sup>st</sup> August - Tribal Clash event at Blackpool Sands with overflow parking and use of shower block at Stoke Fleming Playing Field.
- k) Friday 12<sup>th</sup> to Sunday 14<sup>th</sup> December – Christmas Tree Festival, St Peter's Church.
- l) Tuesday 16<sup>th</sup> December, 7pm. Devon & Somerset Fire & Rescue Service Carol Concert at Exeter Cathedral.

The next monthly meeting of the Parish Council is **Wednesday 6<sup>th</sup> August 2014** in the Village Hall at **7pm**.

There being no further business the meeting closed at 8.30pm.