

STOKE FLEMING PARISH COUNCIL

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

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DRAFT MINUTES

A meeting of the Parish Council was held on Wednesday 7th January 2015 in the Village Hall at 7.00 pm

Present: Councillors. Katie Franks (Vice Chairman) Mary Newman
Nick Wood Martin Judd
Struan Coupar Charles Wreford-Brown
Mark Malley David Harris
District Councillor Richard Foss
County Councillor Julian Brazil
Parish Clerk Marion Foster
Paul Bond (Prospective Councillor)

2397. ELECTION OF CHAIRMAN

Following the resignation of the Chairman in December, Councillors proposed that Cllr Franks, current Vice Chairman, be asked to stand as Chairman, she agreed, but only up to the Elections in May. Cllr Newman was proposed as Vice Chairman, she agreed, but again only until May. All were in agreement.

2398. APOLOGIES

None

2399. MINUTES

Minutes of the last Parish Council Meeting held on Wednesday, 3rd December 2014, had been circulated and read. Cllr Newman proposed and Cllr Wreford-Brown seconded that the minutes be accepted. Cllr Wood proposed and Cllr Newman seconded that the Site Meeting Minutes of 11th December be accepted. Cllr Newman proposed and Cllr Wood seconded that the Site Meetings Minutes of 29th December be accepted. All were in agreement and both the minutes and the site meeting minutes were signed as a true record.

2400. MATTERS ARISING

None

2401. DECLARATIONS OF INTEREST

None

2402. PUBLIC QUESTION TIME

No members of the public present

2403. NEW COUNCILLOR CO-OPTION

All Councillors agreed that following the resignation of a Councillor in December Mr Paul Bond be invited to join the Council and sign the Declaration of Office in the presence of the Proper Officer of the Authority, i.e. the Clerk. He accepted, signed, and was welcomed onto the Council by the Chairman.

2404. COUNTY COUNCILLOR'S REPORT

County Cllr Brazil confirmed that Government funds to DCC were as expected. The Tough Choices consultation on roads and their maintenance had now closed. He reflected that more and more work would be put on Parish Councils with regard to verge cutting, sign cleaning, etc. DCC would provide Chapter 8 Training, currently a 2 day course, and hopefully locally, and items such as high visibility jackets may be able to be provided out of the Locality Budget. Subsidies on public transport would be next for scrutiny, but he was unsure whether this would affect Stoke Fleming.

2405. DISTRICT COUNCILLOR'S REPORT

District Cllr Foss reported that SHDC Planning Department were currently struggling with the amount of work, and no decision had yet been made on Deer Park.

- 2406. CONDUCT OF PARISH BUSINESS** Discussion on organising the way in which business is conducted in order to reduce demands on Councillors and the Clerk. Cllr Coupar provided those present with a paper showing the emails circulated in the last 6 months and various categories. Councillors were asked to suggest ideas at the next meeting on a possible structure for delegating specific subjects.
- 2407. EMERGENCY PLAN**
Cllr Malley had still not solved the problem of where to put the Emergency Plan. Discussion followed on the possible use of a “Drop Box”, but the difficulty still arose due to the lack of Broadband at the Village Hall (a Control Point). Councillors agreed that the Parish Council should write to the Village Hall Committee with regard to the installation of Broadband.
- 2408. NEIGHBOURHOOD PLAN**
Cllr Coupar reported that the first draft should be ready by the end of February. It was proposed to produce a survey with options/choices for households to see what could be done, with a possible incentive of a prize draw. The survey would need to be designed, printed and distributed, and Cllr Coupar believed there was some interim funding which he could access to assist with this expenditure. The new Councillors had been included on Working Parties, Cllr Harris – Planning, and Cllr Bond - Roads & Transport. Development on a new website for Stoke Fleming was still ongoing.
- 2409. TRIBAL CLASH**
Tribal Clash had requested clarification on the date and deposit amount to book the field and shower block for the 3 days in August, together with the notice time for bad weather cancellation. The meeting agreed that the total amount should be paid up front with receipt of the Booking Contract, and that cancellation, if necessary, would be made 48 hours before the event and the Playing Field booking fee be returned in full. A cleaner was required for the event and the Clerk would acquire quotes.
- 2410. LOCAL ALLOCATION POLICY – AFFORDABLE HOMES - SHDC proposal under the Local Lettings Plan to add the extra criteria of priority for emergency service volunteers in the Parish.**
Councillors agreed this was a good proposal and would like to invite the SHDC Representative to attend the next meeting.
- 2411. SCHOOL ROAD DEVELOPMENT**
After discussion on the proposed permissive footpath between the School and the Playing Field, it was agreed that a meeting should be set up between three Councillors, Mr & Mrs Mayer and Mr & Mrs Bennis to establish their views on the footpath.
- 2412. LOAM RANGERS**
The Loam Rangers had again requested that a Councillor become a member on their Committee, Cllr Wreford-Brown agreed to attend their AGM as the Parish Council Representative.
- 2413. ROAD WARDEN SCHEME**
The Road Warden Scheme had been put forward to cover the various activities that DCC were cutting back on, i.e. grass-cutting, weeding, washing signs, etc. Cllr Newman confirmed that as a result of an idea from one of the Neighbourhood Plan groups, they hoped to form a small “Action Group” to meet, possibly once a month, to plant, prune, pick up litter, etc. The meeting agreed to review this Scheme at a later date if necessary.
- 2414. PARISH MAINTENANCE**
- a) Drinking fountain on the Playing Field – the £250 had still not been received.
 - b) Safety on the Playing Field – an accident on the 13th December, 2014 had been reported to the Parish Council (letter listed in Minute **2419**). The letter had been passed to the Parish Council Insurers.
 - c) Cllr Newman queried whether there were any remaining funds for wild flowers and put forward a suggestion of a footpath link.

2415. P3 -FOOTPATHS

Cllr Wood confirmed that the Annual Report on Footpaths needed to be submitted by 3rd March. The annual survey together with DCC looked at the condition of footpaths, i.e. fencing, surface, etc. He asked each of the Councillors to walk a particular footpath and report back before the next meeting in February, a claim for funds for the work would then be submitted, he believed £350 had been carried over from last year.

2416. PLANNING APPLICATIONS

2 Manor Court, Stoke Fleming. 51/2966/14/F Construction of new dwelling

10 Venn Lane, Stoke Fleming, Dartmouth, TQ6 0QH. 51/3119/14/F Householder application for single storey side extension, widen driveway and add parking bay next to existing driveway

Woodbury Farm Norton, Dartmouth, TQ6 0NF. 51/3107/14/LB - Listed building consent for alterations

Development site at SX 8645 4913, Dartmouth Road. 51/3056/14/F - Creation of new residential dwelling within boundary of 'Deer Park Inn'

Deer Park Inn, Dartmouth Road, Stoke Fleming. 51/3057/14/F - Conversion of 'Deer Park Inn' to 6 no. residential properties including rearrangement of internal layout and extension to existing building, together with associated car parking and landscaping

DECISIONS

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 – **CONDITIONAL APPROVAL**

Riversbridge Farm, Embridge, Dartmouth TQ6 0LG. 51/2166/14/F Repairs and conversions of listed barns to include: partial demolition of workshop, conversion of 1st floor workshop to office, conversion of linhay to residential use and conversion of first floor of stable to studio – **CONDITIONAL APPROVAL**

Riversbridge Farm, Embridge, Dartmouth TQ6 0LG. 51/2168/14/LB Listed building consent for repairs and conversions of listed barns to include: partial demolition of workshop, conversion of 1st floor workshop to office, conversion of linhay to residential use and conversion of first floor of stable to studio – **CONDITIONAL APPROVAL**

ENFORCEMENT CASES The current enforcement list update.

2417. FINANCE

a) BANK BALANCES

Santander	£13,496.18	Statement dated 6 th December 2014
Lloyds Bank	£12,214.48	Balance at 31/12/14

b) RECEIPTS

	£
Flower Tub payments	87.00
Scarecrows (Playground Funds)	300.00

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

c) ACCOUNTS TO BE PAID

Nick Roberts	45.00	Shelter cleaning
Tammy Hall	34.66	Toilet Block cleaning
The Stoke Fleming Magazine	30.00	Neighbourhood Plan Pages
The Stoke Felming Magazine	245.00	Parish Council Pages
Luketom Ltd	1045.80	SF Website Development
Ms M Foster	319.98	Clerk's Salary
BL Poppy Appeal	25.00	Donation for Wreath

d) NALC National Salary Award – new pay scale for the Clerk from 1/1/15 was agreed.

- e) **BUDGET AND PRECEPT 2015/16** – Councillors agreed to meet on 22nd January 2015 to finalise the Budget and Precept for 2015/16

2418. DIARY DATES

- a) 21st January 2015 NP Core Group
- b) 11th February 2015 Super Cluster Meeting – Follaton House, 6.30pm – Cllr Franks to attend
- c) 18th February 2015 NP Core Group
- d) 25th February 2015 NP Steering Group, 7pm

2419. CORRESPONDENCE RECEIVED/CIRCULATING

Letter from Mrs Beatrix Foster – Accident at the Sports Field, Stoke Fleming, Dartmouth, Saturday, 13th December 2014 – passed to Parish Council Insurers.

There being no further business the meeting closed at 9.40pm.

The next monthly meeting of the Parish Council will be held on **Wednesday, 4th February 2015** in the Village Hall at **7pm**.