

STOKE FLEMING PARISH COUNCIL

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

Email: clerk@stokefleming.org Telephone: 01803 732 245

DRAFT MINUTES

A meeting of the Parish Council was held on Tuesday 5th May 2015 in the Village Hall at 7.05 pm

Present: Councillors. Katie Franks (Chairman) Struan Coupar Nick Wood
Mary Newman (Vice Chair) Martin Judd David Harris
Paul Bond
District Councillor Richard Foss
Parish Clerk Marion Foster
1 Members of the Public

001. APOLOGIES

Councillor Wreford-Brown, County Councillor Brazil

002. MINUTES

Minutes of the last Parish Council Meeting held on Wednesday, 1st April 2015, had been circulated and read. Cllr Judd proposed and Cllr Bond seconded that the minutes be accepted. Cllr Newman proposed and Cllr Wood seconded that the Planning Meeting Minutes of 12th/13th April be accepted, Cllr Coupar proposed and Cllr Newman seconded that the Planning Meeting Minutes of 30th April be accepted. All were in agreement and the minutes and all the planning meeting minutes were signed as a true record.

003. MATTERS ARISING

None

004. DECLARATIONS OF INTEREST

Cllr Newman and Cllr Franks - Minute 016 (c) Payments

005. PUBLIC QUESTION TIME

None

006. COUNTY COUNCILLOR'S REPORT

None

007. DISTRICT COUNCILLOR'S REPORT

The Chairman thanked District Councillor Foss for all his work and help in the past. Cllr Foss gave a brief final report confirming difficulties on Planning, especially with regard to affordable housing, an example being the West Dart Development which had been refused on the grounds of inadequate affordable housing. He congratulated the Parish Council on its work to date on the Neighbourhood Plan and wished them well in the future.

008. ELECTION

The Chairman had circulated an email explaining details of the non-contested election. Cllr Wreford-Brown had not entered a nomination form, therefore there was a Vacancy on the Council. The Clerk confirmed that following an Election it was not necessary to advertise a Vacancy and the Parish Council can fill the position by co-option. Cllr Wreford-Brown had since agreed to put his name up for co-option and if the Parish Council agree, can be co-opted back onto the Parish Council at the next meeting, i.e. the Annual Meeting on 14th May. The meeting were all in favour of this co-option.

009. WEBSITE ADMINISTRATOR

The new Website needs someone to take over the administration and keep it up to date, together with generating income from business/accommodation advertising. Following discussion Cllr Judd agreed to draft an advert for the magazine, remuneration was under discussion.

010. NEIGHBOURHOOD PLAN

Cllr Coupar reported on a good percentage (approx 50%) of replies received to the NP Survey, the level of interest in the Plan had increased and people had become more engaged. A Groundwork grant of £5,140.00 had been awarded to Stoke Fleming PC to fund the project and a spreadsheet had been circulated confirming remaining funds, which should cover another consultation. Some of the Working Parties were struggling for members and Cllr Coupar suggested incorporating the new Councillor onto one of the groups as soon as possible. The next Steering Group meeting is on the 12th May.

011. SCHOOL FOOTPATH

Cllrs Franks, Newman and Wood had met the Surveyor, who had viewed the proposed site and inspected both Options 1 and 2. They had put forward various questions on behalf of the Parish Council and a report would be forwarded to both the Diocese and the Parish Council.

012. HILLFIELD GAS

Cllr Bond reported on the current position of the gas main being linked to Hillfield, the contractors, having been told they had back-filled incorrectly by DCC, are having to dig out and re-fill again. It should be completed within a week, but Cllr Bond reflected on the use of National and not local contractors to remove the hardcore/rubble which would have shortened the disruption time. He confirmed that householders living along this road may now apply to be connected to this main individually.

013. INSURANCE - MRS FOSTER'S PLAYING FIELD ACCIDENT CLAIM + REVIEW

The Claimant had accepted the Insurance Company's offer of £5,015 damages (compensation), including out of pocket expenses, together with NHS charges of £829, and the Solicitors had provided a breakdown of these costs which the Councillors had found helpful. Councillors felt that the PC need to carry out a Risk Assessment exercise for the Playing Field. The net on one of the 5 a side goals had been cut to size and they were both to be included on the PCs Fixed Assets. The Insurance Company confirmed that the 5 a side goals would be covered under the Public Liability, but the meeting felt it was unnecessary to include them with a replacement cost.

The meeting agreed to add an addendum to the Football Club Contract, stating that the Football Club must put the 5 a side goals back into the centre of the Football Pitch after use and/or football match.

The meeting also agreed to an offer of a 3 year term discount Insurance Agreement which would result in a lesser premium until 31st May 2018.

014. PARISH MAINTENANCE

- a) SWW installing the new main in School Road between May 25th - 29th for Public Toilets, this would be School Half Term week. The Chairman would check out the route of the new main.
- b) Review of parish assets – all reports had been received and necessary repairs would be reported to Keith Ellis. Cllr Newman confirmed that she was storing 2 PC gates and an old PC Notice Board.
- c) Bus Shelter – Blackpool House – DCC refusal to maintain. Cllr Newman informed the meeting about the history of the Bus Shelter, the land was given to DCC by the Newman Family about 50/60 years ago, there is a plaque to confirm this. No maintenance has been carried out for some time, it was in need of some repairs, and it is well-used. The meeting agreed that we should write to DCC and ask for remuneration before making repairs, and if they continue to refuse to maintain it and Stoke Fleming add it to their maintenance contracts, would the land also revert back into Parish ownership. The Clerk to follow up.
- d) Pegs Copse – report back from Alan Pook re necessary trimming. Councillors would not approve lifting of branches in Pegs Copse or to the Hornbeams in Venn Lane. Alan had strimmed the grass verge along Venn Lane, as DCC had not. The Clerk was asked to request a trim around the Deer Park Bus Stop, and ask DCC to name which areas they will cut.
- e) Chestnut Tree on Playing Field to be felled. Cllrs Harris and Bond agreed to fell the tree and remove.
- f) Playing Field Entrance – assess for improvement. Cllr Newman mentioned again the short-term measures that were put in place last year following the deterioration of the entrance following the Hort & Sport Show. Cllr Bond agreed to look into possibilities.
- g) The Birdwalk – the Clerk was asked to request from DCC the actual status of this Public Right of Way, there was concern over the uneven surface of the footpath and who was responsible for the up-keep.

015. PLANNING APPLICATIONS

Development site at SX 8329 5110, Bugford, Dartmouth, TQ6 0LT. 51/0748/15/F – Resubmission of planning consent 51/0701/14/F for demolition of former workshop and erection of new dwelling and detached garage (change of use of approved garage and modifications to approved dwelling)

Lower Ash Farm, Blackawton, Dartmouth TQ6 0LR. 51/0740/15/RM – Application for reserved matters (access, appearance, landscaping, layout and scale) following outline consent 51/1791/13/O for provision of permanent agricultural dwelling

Rosewarne, Dartmouth Road, Stoke Fleming, Dartmouth, TQ6 0QY. 51/0793/15/F Householder application for construction of ancillary garden studio

Stone Barn, Mill Lane, Stoke Fleming, Dartmouth, TQ6 0QZ. 51/0844/15/F Householder application for extension to dwelling to provide living room (resubmission of 51/2819/14/F)

DECISIONS

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

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 - GRANTED

Pitcairn, Baileys Meadow, Stoke Fleming. 51/0223/15/F Household application for creation of balcony on existing flat roof - GRANTED

5 Manor Court, Stoke Fleming, TQ6 0PG. 51/0275/15/F Householder application for extension to existing dining space to create new conservatory - GRANTED

Bowden House, Stoke Fleming, TQ6 0LH. 51/0361/15/F Householder application for proposed glasshouse positioned on former glasshouse walls – CONDITIONAL CONSENT

ENFORCEMENT CASES The current enforcement list update.

016. FINANCE

a) BANK BALANCES

Santander	£13,516.32	Statement dated 6 th April 2015
Lloyds Bank	£21,096.95	Actual Balance at 30/4/15

b) RECEIPTS

Football Club	200.00	Annual Rent
DCC	70.00	PROW Grant
Football Club	145.00	Contribution to new Toilet Door
Football Club	54.07	Oct-Jan Utilities Contribution
Groundwork	5,140.00	Neighbourhood Plan Grant
SHDC	7,480.74	Precept (less DALC M/ship) + CTSG

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

c) ACCOUNTS TO BE PAID

	£	
Nick Roberts	47.50	Shelter cleaning
Tammy Hall	36.83	Toilet Block cleaning
Power Marketing Ltd	1,920.00	Neighbourhood Plan Collection
Ms M Foster	356.50	Clerk Salary & Expenses
Post Office Ltd (SWW)	64.70	Water Account
Post Office Ltd (EDF)	49.80	Electricity Account
Stoke Fleming Village Hall	93.00	APM Hall Hire + NP room hire
K Franks	14.80	APM refreshments
P Burridge (Grounds Maintenance)	112.80	Playground Maintenance

Mary Newman	3.00	Playing Field Key
Broker Network Ltd	618.11	Annual Insurance premium
Design Solutions	1,486.00	Choices for Change NP literature/stat
Mrs D C Morris	100.00	Choices for Change Draw

c) **ACCOUNTS + ANNUAL RETURN COMPLETION**

The Accounts and Annual Return, having been audited by the Internal Auditor were signed and completed ready for posting to the External Auditor.

017. REPORT FROM MEETINGS

None

018. DIARY DATES

7 th May 2015	County/Parish Council Elections
14 th May 2015	Annual Meeting, 7pm Village Hall
21 st , 22 nd , 23 rd August	Tribal Clash Weekend
31 st August	Stoke Fleming Hort & Sport Show

019. CORRESPONDENCE RECEIVED/CIRCULATING

Thank you letter from Totnes & Dartmouth Ring & Ride
Family Whitford – Objection to Deer Park change of use

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

The next monthly meeting of the Parish Council will be held on **Wednesday, 3rd June 2015** in the Village Hall at **7pm**