

SOUTH HUISH PARISH COUNCIL

Minutes of Parish Council Meeting

Date: 4 th May 2021		Venue & Time: Virtual Meeting via Zoom, 18.00hrs
Present: Cllr Stephen Carter Cllr Jo Hocking (in the chair) Cllr Paul Green Cllr Ann Rossiter Cllr Alan Rundle	In Attendance: Kathy Harrod (Parish Clerk) SHDC Cllr Mark Long SHDC Cllr Judy Pearce Parishioners/guests 3	Apologies: DCC Cllr Rufus Gilbert Cllr Simon Coleman Cllr Sue Darke

REF 2021/22 MINUTES

11/21 WELCOME & APOLOGIES

12/21 ELECTION OF CHAIRMAN

This being the AGM of the Parish Council, District Cllr Mark Long taking the Chair whilst the 2021/22 Chair of the Parish Council was elected. Cllr Hocking was proposed as Chairman by Cllr Carter, seconded by Cllr Green and voted through unanimously. Cllr Hocking took the Chair

13/21 ELECTION OF VICE CHAIRMAN

The Chair then called for nominations for Vice Chairman. Cllr Hocking proposed Cllr Rossiter; this was seconded by Cllr Green and again approved by all.

14/21 ACCEPTANCE OF OFFICE & ADHERENCE TO THE CODE OF CONDUCT

Cllr Hocking signed the acceptance of Office as Chair of the Parish Council for the 2021/22 year. All Councillors again undertook to abide by South Huish Parish Councils' Code of Conduct.

15/21 APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES

The mandate of the Clerk as Responsible Financial Officer for the Council was renewed after a proposal by Cllr Hocking, seconded by Cllr Green and voted unanimously. This gave the mandate solely to Mrs Katharine Harrod. The Chairman outlined the following roles/liasons/leads and asked whether those concerned were content to continue. Proposed by Cllr Carter and seconded by Cllr Green

- Police Liaison - Cllr Rossiter
- Parking Project - Cllr Coleman
- Street Furniture - Cllr Green
- Newsletter - Jan Carter
- GDPR - All queries in the first instance to the Clerk
- Safeguarding Children - All queries in the first instance to the Clerk
- Tree Warden - Jamie Rundle
- Footpaths - Richard Pollard
- Emergency Planning Officer- Clerk
- Flood Planning Officer - Clerk
- Village Hall/Reading Room - Clerk
- Neighbourhood Plan - Cllr Hocking
- Snow Wardens - Dave Illingworth
- Burial Ground (if approved)- Clerk
- GDPR Officer - Clerk
- Defibrillator Reports - Cllr Carter

16/21 DECLARATIONS OF INTEREST - Declarations of interest received from Cllrs Rossiter & Rundle in respect of planning application 0882/21/FUL & 1030/21/PAT.

SOUTH HUISH PARISH COUNCIL

Minutes of Parish Council Meeting

17/21 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

Minutes of the 7th April were agreed without alteration.

The minutes will be signed by the Chairman at the first available opportunity.

Proposed Cllr Carter, Seconded Cllr Green, approved unanimously

Cllrs Rossiter & Rundle joined the meeting.

18/21 CLERKS REPORT

- St Clements Bins – no response.
- South West Water Beachcomber Sinkhole & locked drain: We still await a date for a meeting.
- Tamarisks Bollards – the bollards remain in place. We remain in contact with Highways for updates.
- Defibrillator & Beach Signage: The defibrillator signage is now in place. The size of the beach signage is being finalised, Beach Feet to be sited by the SMASH CEB group.
- The new owners of Sand Pebbles have requested a meeting with the Councillors, this will take place in May.
- We have been made aware of Cliff Path Erosion, all the relevant authorities are now aware of the potential problems including SHDC, DCC & the Public Right of Way Team and South West Water. DCC have given the following reference **W211412784**

19/21 OPEN FORUM: (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders).

1. A query was raised re the Lantern Lodge development - we await a response from the planning officer.
2. A question was raised about the development at Little Shear - Cllr Long confirmed that there is a variation on the original plans being assessed and that SHDC are aware of the site and operations that are taking place.

20/21 REPORT FROM COUNTY COUNCILLOR:

- a. The past year has been dominated by Covid-19 for DCC as it has for all of us. I have sent various weekly reports updating you on the situation which I hope you have found helpful.
- b. A 379 traffic lights and road works are ongoing, but hopefully all work will be completed soon. Edmeston looks to be near completion.
- c. 2021/22 will prove financially challenging for DCC post covid with an emphasis on helping the economy get back on track.
- d. Post lockdown for coastal communities will create stresses this summer for local residents, with a quite probable larger than normal influx of visitors. DCC will do all it can to help, alongside SHDC.

REPORT IT:

Members of the public are requested to report all Highways through the Highways Website, enabling faster assessment of problem areas which can then be added to the repair/maintenance schedules. You can report potholes, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

21/21 DISTRICT COUNCILLOR REPORTS:

- a. Planning Complaint: A response to the complaint made by SHPC in December has finally been received. The Parish Council are now reviewing the content of the response and will respond to the District Council in due course.
- b. Supersaver recycling service: there have been problems with the introduction of this service. Either containers have been delivered and the access is too narrow for the current operating vehicles or containers have not been

SOUTH HUISH PARISH COUNCIL

Minutes of Parish Council Meeting

delivered to some areas which should have them. It seems that from this weekend, at least one narrow vehicle is now on the road, so we hope the boxes left out will be collected soon, but this may not be until the next official collection day. If this still doesn't happen, then the failure to collect MUST be reported in online the NEXT DAY. Please ask anyone with a missed collection of containers or bags to copy Mark Long or me in so we can follow it up.

- c. Business Grants: Notification has been received from BEIS (the Government department responsible for the Business Grants) that they are extending the deadline for all the LRSG (Local Restriction Support Grant) and CBLP (Closed Business Lockdown Payment) schemes from today until Friday 14 May, but applications need to be in by 7 May. The Business Grants team are also working on the Restart Grants and will be working over the Bank Holiday weekend to get as many of these through as possible (the relevant fraud checks need to be made before payment). The first payment run is scheduled to be on Tuesday 4 May. As of today, we have 1,086 applications for South Hams, with 87 already authorised for payment.
- d. Motorhome parking: a three-week consultation online has opened re the proposal to allow motorhomes to stay overnight on some council car parks, maximum two consecutive nights, camping cars and motorhomes must have full on-board facilities. This is a pilot for this summer to see if by regulating the situation we can avoid some of the anti-social behaviour experienced last summer. Cornwall and East Devon have been operating schemes for some time. Full details on the SHDC website, type motorhome consultation in the search box.
- e. Locality officers are working seven days a week covering 12-13 hours a day and there are extra crews emptying litter bins and generally trying to keep the street scene clean. Please report any problems to a locality officer if you see one or let Cllrs Pearce or Long know.
- f. Remote meetings: it is disappointing that the High Court determined legislation would be required for these to continue. Hopefully parish have now found a way to get round the problems until things open up at the end of June. We are still trying to find a satisfactory solution at South Hams, but will have to hold at least our Annual Council in Tavistock where their council chamber is big enough for social distancing and has an outside air supply – neither of which obtain at Follaton House. Other meetings are still under review.
- g. Leisure Centres: Indoor groups and classes will recommence on 17 May. Learn to swim classes are now being held again – really important for children in a coastal area.
- h. Parish funding: South Hams has made £100k available for parishes as an 'opening up' offer, particularly for tourist areas. More details will be available very soon.

It takes two minutes to report a problem, please help keep our community beautiful.

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

22/21 PLANNING, DECISIONS & ENFORCEMENT

a) LIST OF APPLICATIONS RECEIVED/FOR DISCUSSION:

- 1. 0568/21/HHO, Brandy Rock, New roof & side extension. **SHPC Support in principle subject to reducing the glass as per the Planning Officers comments.**
- 2. 0882/21/FUL, Land at SX 690 402, Galmpton, Replacement agricultural barn. **SHPC Object**
- 3. 0515/21/OPA, Sea Horses, demolition to create 2 new dwellings. **SHPC Object**
- 4. 1030/21/PAT, emergency services telecommunications base stand. **SHPC Object**
- 5. 1319/21/NMM, Lantern Lodge, addition of conservation style roof lights. **SHPC No Comment**

DECISIONS:

SOUTH HUISH PARISH COUNCIL

Minutes of Parish Council Meeting

6. 4277/20/FUL, Lantern Lodge, Installation of 2 gas tanks. **SHDC No Decision**
7. 0053/21/LBC, Amberwood, replacement conservatory. **Conditional Approval**
8. 2574/20/HHO, Paradies, Readvertisement. **SHDC No Decision**
9. 2133/19/VAR, Cottage Hotel, Variation of Condition 2. **SHDC No Decision**
10. 0614/21/HHO, High Hopes, Bolberry Road, extension & double garage. **SHDC No Decision**
11. 0865/21/VAR, Little Shear, Variation of Condition 2. **SHDC No Decision**

b) ENFORCEMENT

Please will all parishioners continue to report full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

c) Neighbourhood Plan Update: [SOUTH HUISH NEIGHBOURHOOD PLAN REFERENDUM, 6TH MAY](#)

For a copy of the plan see our website www.southhuish-pc.org.uk

23/21 BUSINESS TO BE DISCUSSED:

- a. Proposal re Parking in the Parish (Cllr Coleman):
We have received some interest from across the parish from people wanting to be a part of the project as well as others who are keen to share their views. Thank you to everyone who has contacted us. A draft consultation document is being created and we'll be sharing this information as soon as we can.
- b. Proposal to take over the management of the Galmpton Burial Ground.
Prior to the meeting we had been approached to ascertain if we would be interested in taking control and management of the Galmpton Burial Ground. All documentation, funds and other pertinent information would be transferred to the Clerk, there are currently sufficient funds to manage the maintenance for a period of approximately two years if no other associated income is received.
Proposed Cllr Hocking, seconded Cllr Carter approved unanimously.

24/21 FINANCE & GOVERNANCE:

Receipts & Payments –Month 2, see **APPENDIX A** for details

Accounts to pay – Clerks Salary & HMRC £529.12, Insurance Renewal Came & Company £388.72

Proposed: Cllr Rossiter Seconded: Cllr Green Approved unanimously.

Governance:

- i. 2020/21 Audits: The Internal Audit report has now been received and forwarded to all Councillors. It will be uploaded to the website shortly along with the final items of the external audit. A proposal was made to renew the services of Alison Marshall for the 2021/22 Internal Audit.
Proposed: Cllr Hocking Seconded: Cllr Green, approved unanimously.
- ii. Review of Policies: Prior to the meeting the Councillors were asked to review the following policies –
 - Code of Conduct
 - Financial Regulations
 - Standing Orders
 - Internal Controls
 - Risk Management
 - Complaints Procedure
 - Meeting Protocols

A proposal was made to accept the policies and review again in May 2022.

Proposed: Cllr Hocking Seconded: Cllr Rundle, approved unanimously.

SOUTH HUISH PARISH COUNCIL

Minutes of Parish Council Meeting

At **19.03** hrs the Chairman thanked everyone for their attendance and declared the meeting closed

Next Meeting Dates :

- **14th July, 7pm, Venue TBC.**

Please watch the website and noticeboards* for details of meetings and other pertinent information.

*** SHPC are not always able to update the noticeboard opposite the Post Office due to vehicular obstruction.**

Signed as a true record: _____

Print Name & Date: _____

Agenda Items and Updates; where possible please submit to the Clerk by the first Wednesday in the month to ensure time for inclusion, circulation, and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

Distribution List

Cllrs Carter, Coleman, Darke, Green, Hocking, Rossiter, Rundle **for Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Cllr Mark Long, WPC Pengilly, 3 South Huish Parish Council Notice Boards, National Trust, Richard Pollard, Dave Illingworth

APPENDIX A - Month 2

Category	Descriptor	Date	Month No. of Report to Council	banked	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year							15,367.56
Payment	April HMRC	30/04/2021	1	N		46.80	15,320.76
Payment	April Clerks Salary	30/04/2021	1	Y		482.32	14,838.44
Payment	DALC Subscription	20/04/2021	1	Y		99.39	14,739.05
Payment	NWP Fade proof defib signage	20/04/2021	1	Y		32.00	14,707.05
Payment	NWP NDP Banners	20/04/2021	1	Y		182.00	14,525.05
Payment	NWP Newsletter Printing	20/04/2021	1	Y		105.00	14,420.05
Receipt	Precept First Tranche	12/04/2021	2	Y	8,849.00		23,269.05
Receipt	April Gross Interest	09/04/2021	2	Y	0.13		23,269.18
Receipt	WAPC SLCC Payment	20/04/2021	2	Y	37.00		23,306.18
Payment	HMRC Q4	20/04/2021	2	Y		57.08	23,249.10
							23,249.10
							23,249.10
TOTALS YTD Financial year 2021/22					£ 8,886.13	-£ 1,004.59	23,249.10
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2021/22 month	2	£ 23,249.10
Balance at bank at end :							30-Apr-21
	Revenue Accounts					23,249.10	
	Unpresented Items				receipts	-	
					HMRC PAYMENT	payments	
						£ 23,249.10	-
							Variance
FUNDS:				ACCOUNTS FOR PAYMENT			
7,000.00	Fishermans Car Park			Clerk	Salary	Via DD	-529.12
2,000.00	Defibrillator Renewals						
4,000.00	Maintenance			Plus	Came & Co Renewal		388.72
500.00	Website & Computer Equipment						
876.00	NDP						
170.32	P3						
1,000.00	Snow Warden/Gritter						
250.00	Election						
7,452.78	General Funds						
23,249.10	TOTAL						
					Meeting Sub Total		- 917.84