

## MALBOROUGH PARISH COUNCIL

### NOTICE OF THE NEXT MEETING

**VENUE:** Malborough Village Hall Annex  
**DATE:** Wednesday, 19<sup>th</sup> November 2025  
**TIME:** 7pm

Councillors, I hereby give you notice that the monthly meeting of the Parish Council will be held at the venue, date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below. Dated this 13<sup>th</sup> November 2025

To: All Members of the Council cc: District Cllrs Samantha Dennis & Mark Long, County Cllr Louise Wainwright

### BUSINESS TO BE TRANSACTED

1. **Welcome & Apologies**
2. **PARISHIONERS 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)  
**During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date.  
**After the Public Open Forum:** Members of the public are asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.
  - o **TO RECEIVE REPORTS FROM: DEVON COUNTY COUNCIL & SOUTH HAMS DISTRICT COUNCIL**
3. **TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING.**
4. **TO RECEIVE DECLARATIONS OF INTEREST and ALTERATIONS TO THE REGISTER.**
5. **TO RECEIVE THE CLERKS REPORT**
6. **PLANNING & ENFORCEMENT:**
  - a) 3244/25/HHO, 2 Moor View, Luckhams Lane, Malborough, TQ7 3RY, Householder application for detached timber garden studio, 11/12
  - b) 3119/25/FUL, Land At Sx 717 375, Bolt Head Airfield, Malborough, Erection of timber shelter & associated works, 11/12
  - c) 1709/25/FUL, Overbecks, Lane From The Bolt Head Hotel To Sharpitor Gardens, Sharpitor, Salcombe, TQ8 8LW, Creation of a new path to improve accessibility at East Soar, 20/11
  - d) 1413/25/FUL, Field West Of White Cross at Sx702396, Malborough, Application for concrete hardstand area (retrospective), 25/11 (to review original comments and consider any other comments for appeal)
7. **BUSINESS TO BE NOTED/DISCUSSED:**
  - a) Highways Report.
  - b) Alston Rise Footpath Update.
  - c) SSHATOC meeting update and double yellow lines update on Collaton Road junction corners.
  - d) Land transfer update.
  - e) Repairs/spare parts for gym equipment at Malborough Village Hall.
  - f) Accessible picnic bench applications.
  - g) Allotment grass cutting and rubbish removal.
  - h) MYC Update.
  - i) Replacement swing Malborough Village Hall Playing Fields.
  - j) GOV.UK domain for website and emails for all Councillors and Parish Clerk.
  - k) Donations
8. **FINANCE & GOVERNANCE Receipts & Payments – Month 8**
  - a) **Accounts to pay:** SHDC £291.60, Otter Nurseries £12.00, Garden Time £8.00, Amazon £20.97, Jewsons £40.94, ICCM £180.00, Nick Walker Printing £307.00, Royal British Legion £40.00, Scribe Accounts £501.12, Scribe Cemetery £397.44, Source for Business £219.28, Source for Business £30.22, SHEPS £120 + £120.
  - b) **Standing orders:** Clerk Salary & HMRC, Lloyds Bank Fee £4.25, Dave Bawden MVH £235, SHEPS £220, Do It All Svs Malb Park £200, Wrangles Public Toilets £459.33 & Lengthsman work £200, Hugo Fox £11.99
  - c) **Governance**
    1. To review and approve the draft budget provided and discuss precept options.

**Proposed dates of next meetings:** 21<sup>st</sup> January 2026 **Choir Vestry All Saint's Church 7pm**, 18<sup>th</sup> February **Village Hall Annex 7pm**  
**Signed:** *Rebecca Webster* Clerk to Malborough Parish Council

*Clerk: (Miss) Rebecca Webster, tel: 07858 944498, [malboroughparishclerk@gmail.com](mailto:malboroughparishclerk@gmail.com)*