

**STOKENHAM PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING
HELD ON 17TH MAY 2018 IN THE
STOKENHAM PARISH HALL**

PRESENT:**COUNCILLORS:****P. SPENCE (Chairman)****J. ANSELL****J. CHURTON****MRS P. DOUST****R. JACKSON****J. BRAZIL (District and County Councillor)****L. COWLEY****J. GARDNER****T. LYNN****Also in attendance:****Clerk – Mrs G. Claydon****APOLOGIES:****COUNCILLORS:****MRS. S. ROWLAND****MRS T DAYMENT****W. FLETCHER-NEAL****C. ROGERS****A. GOODMAN****1. ELECTION AND DECLARATIONS OF ACCEPTANCE OF OFFICE**

It was unanimously AGREED to elect Cllr Spence as Chair and Cllr Mrs Doust as Vice Chair then they duly signed Declarations of Acceptance of Office.

2. DECLARATIONS OF INTEREST

Councillors were invited to declare any disclosable interests, including the nature and extent of such interests they had in any items to be considered at this meeting. They were also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated. It was advised that any unforeseen request for a Dispensation would be considered by the Clerk at this point only if there was no way a councillor would have been aware of such before the meeting. None Received.

3. MINUTES

The Minutes of the:

- (a) full council meeting dated 19th April 2018 were approved by all present and duly signed as a true and correct record.
- (b) Planning Committee meeting none held in May 2018
- (c) Annual Parish meeting – held 1st May 2018 noted.

4. REPRESENTATIVES AND COMMITTEES

It was AGREED to amend the representatives on Committees and outside organisations list as below:

Beeson Village Green – Cllr Rogers

Beesands Village Green – Cllrs Ansell and Rogers

Beesands and Torcross Flood Gate Co-Ordination – Cllr Gardner and Fletcher-Neal

Coleridge Bus – Cllr Cowley

Chillington Community Association – Cllrs Jackson and Mrs Rowland

Coleridge Association of Parish Councils – Cllrs Ansell and Gardner

Community Voluntary Service and Health Care meetings – Cllr Mrs Dayment

Emergency Plan – Cllr Gardner

Footpaths – Cllrs Rogers, Goodman and Rowland
 Health Care Meetings Representative – Cllr Cowley
 Kingsbridge & Salcombe Estuary Forum – Cllrs Ansell and Lynn
 Parish Council Finance Working Group – Cllrs Spence, Cowley and Rowland
 Parish Website Working Party – Cllrs Gardner – Meetings diary, Churton – Bulletins/Stories,
 Spence - Blogs, Minutes and articles - Fletcher-Neal
 Slapton Line Partnership – Cllr Spence
 Snow Wardens – Cllrs Lynn and Goodman
 Stokenham Parish Hall Committee – Cllr Mrs Rowland
 Stokenham Parish Tree Warden – Cllr Spence
 Stokenham Village Community Association – Cllr Cowley
 Stokenham Village Green Committee – Cllr Spence
 Young People and Schools Liaison – Cllr Mrs Doust

The Chairman enquired if anyone present wanted to represent on anything they were not currently on as if so they would be welcome to do so. No further requests were made.

5. ANNUAL SUBSCRIPTIONS

The following annual payments were noted and APPROVED:

National Association of Local Councils subscription £464.38

Devon Communities £50.00

Coleridge Association of Parish Councils £20.00

Data Protection Act £35.00

Society of Local Council Clerks (subscription shared with Salcombe Town Council for the annual membership of £233p.a.) £116.50

Insurance renewable 1st June 2018 three quoted at **£1164 - £1444** so an increase. Parish council had previously had a long term agreement but last year reinsured for one year £1119 (inc £45). Administrative fee of £50 and continue to push Inspire with an offer of a long term contract of three years reducing this yearly fee by 5%.

6. INSPECTION OF DEEDS.

The following documents were APPROVED and noted:

- Beesands Village Green Constitution signed 20th January 2011 wherein the District Councillor acts as Chairman with two parish councillors nominated to represent Stokenham Parish Council along with four residents of Beesands elected to serve thereon. They were currently Cllrs Rogers and Ansell and it was agreed in 2015 that the residents continue as Rob Steer, Alan Steer, Steph Dean and Joe Johnston. Every four years (i.e. 2015 and thereafter 2019) if alternative residents wished to be considered for the committee a ballot would be held by Stokenham Parish Council to decide on such village representatives. Parish Council retain or change their representatives, as applicable, at this annual meeting each year.
- No documentation had ever been provided by Devon County Council or South Hams District Council in relation to the placement of bus shelters on land at Beesands, Carehouse Cross, Stokenham and two in Chillington opposite the post office and at Meadowside. However purchase invoices exist for Kellaton Bus Shelter. Two further bus shelters had been placed by Parson Brinkerhoff on behalf of Devon County Council at Fairfield and Robins Field, Chillington during May 2008 but no legal documentation had been received apart from plans. Parish Council was also gifted these with the understanding that they were now responsible for maintenance and insurance of such.
- Devon County Council had entered into an agreement with parish council for the erection of hanging baskets and the placement of a Christmas tree on County owned land within the triangle at Torcross. Such agreement terms with nominee resident volunteers as to maintenance required updating with current representatives in Torcross.

- The Permissive Path Footpath Agreement between all landowners that the footpath passes across from Stokenham to Torcross dated June 2005 was noted. This was to run for at least a term of 15 years, due to funding criteria, until June 2020. The Stokeley Lodge property was sold and in new ownership since 2016 and during that year works had been carried out as a goodwill gesture to the fence and gate along this section. The new owners had carried out tree works in 2016 which were paid by parish council on the understanding that if future contributions were to be requested the works intended must be advised of and quotes obtained from contractors agreed with parish council. The owner for the section commencing at the church car park had approached parish council to deviate the route at that point due to their recent planning permission for the barn to be converted to a dwelling. This was still under negotiation.
- There were currently no loans, leases or other agreements in relation to land or equipment.
- The current Bank Mandate allowed for cheque signatories Cllr Rogers, Cllr Cowley and Cllr Goodman, together with the clerk also being a signatory to enable occasional necessary cheques to be signed in the absence of two of the aforementioned and for the clerk to be able to obtain bank balances and action inter account transfers. Internet banking had been set up with Cllr Cowley having access to overview the accounts each month and two councillors approving the payments before release each month. Cllr Rogers was to be removed and Cllr Spence was to be added to the mandate as cheque signatory.
- A Permissive Path had been created between Helmers Way and Orchard Way with the agreement of the landowners Stokenham Church and Taylor Wimpey who held a ransom strip. Parish Council had care and maintenance of the footway entrance/boundary but not the public paths either side belonging to Devon County Council on the Orchard Way side and Taylor Wimpey on the Helmers Way side.
- Chillington playing field to include the lease to the Hall Committee was finally transferred to parish council 22nd August 2016. The covenant with regard to the size of the hall was removed during 2017 with the agreement of the Helmers Trustees and such agreement signed by two councillors, the Chairman and Vice Chairman of Parish Council, to regularise this point.

7. WEBSITE

The website was created in 2015 and more information and policy documents would be added as and when to meet the Transparency criteria and this year the General Data Protection Regulations. During 2017/18 financial year advertising for local businesses was provided at no charge but this would be reviewed. It was AGREED to not host or include advertising for businesses as updating and checking relevant information was an issue but local events and news would now be covered regularly by Cllr Churton.

8. OPEN FORUM

No members of the public being present this was dispensed with.

DISTRICT AND COUNTY COUNCILLOR'S REPORT

Cllr Brazil advised that the information for Slapton Line due to the damage being more extensive was that they needed to build in more resilience required a further planning application. The contractor should be there during the summer and the road would open in October. People were contacting him, particularly businesses, asking if a single track could be opened with traffic lights during the summer season but experts said the damage to the road was so significant that by the time a single carriageway was implemented it would hold up the whole repair.

He would of course ask pose this question again but this was the state at present.

The group had obtained £2.5million from Government, with thanks going to Dr Sarah Wollaston MP, and there would be a surplus of funds after realignment. The group were asked for their priorities and it was to make the back roads more resilient with more passing places. They could not start this now as it would close the back roads. He and Richard Foss, plus highways, would

go on a tour of the back roads to consider the works to shore up where needed and where there was a long stretch to talk to landowner and put in passing places. Other priorities highlighted were to sheet pile a further section along towards Torcross where the wall was and this would cost £250,000 and they were hoping to get this funded separately from the Environment Agency. Another possible priority was at this side of Slapton turn off to put in for planning for realigning should this end section go. When this was discussed Whitley Trust, the landowners, were reticent as were Natural England. What needed to be done first was to ask Whitley Trust and Natural England before paying for planning permission and surveys etc. There had been talk of realigning the footpath over the cliff at Torcross but they had a perfectly decent detour just up around the old hotel so they might not. From feedback of the Slapton meeting it had been a good opportunity to dispel myths and make people realise that the road would eventually go. He was asked if Government could ask for the surplus to be returned to which he responded they may do but the group had good ideas and reasons to use it. If the road was to go again within 10 years perhaps nearer Torcross it would probably go completely so they wanted to use the extra monies to build resilience around the back roads before it goes. It was advised that Port Lane to Coles Cross could do with some passing places as well as it was a good road and those from Chillington went up to the Totnes road from there. This would take a lot of Chillington traffic away from the Torcross end and even it out. Cllr Cowley asked if the funds could be ringfenced for the roads and passing places as once the road was open if money was left it could disappear. Cllr Brazil assured him that the Slapton Line Partnership was on to it. Further discussion took place with regard to routes used and practicalities of the back road network.

The road closed sign from Kingsbridge to Dartmouth did not mention businesses were open. Bus timetables were now in place if the shuttle was working. With regard to businesses Julian had asked the highway officer to get signs stating businesses open as usual through to Torcross. He had written to the Valuation Office to ask for a group exemption from business rates but they responded no you must do so individually. Cllr Brazil could not see why they could not provide 30% across all so he had escalated this to the Slapton Line Partnership and was copying the MP in. District Council did have a hardship contingency fund for rates which was a discretionary grant that could go to businesses in difficulty and this was an obvious candidate and Dist Cllr John Tucker was open to this suggestion. The shop had closed at Torcross and probably would not open again so the area was becoming less viable.

District had their Annual full council today and there had been progress with the Joint Local Plan in that they were going to send an edited version of the Joint Local Plan to the inspector and receive comments in June as to where they were or how to edit. If everything went according to plan it would be signed off by December. Three issues he had were they had decided to draw settlement boundaries round each village and would work on this by the consultation but at present they had no definitive maps to send to the inspector. If any area was inside the boundary there would be development permitted. Cllr Brazil assured parish council he would be looking closely at his areas. A ministerial statement said this was to assist small developments, anything in an AONB or small villages of 5 or less houses or 10 or less in towns was not subject to an affordable contribution. If District Council said yes he was aware that some parishes with high land value could have houses built so he said he wanted some sum commuted. The Inspector said no and pulled this commuted sum policy. The ministerial statement was a material planning consideration but it was not law so he felt District should keep their plan policy. Finally he was disappointed to see a lot of protection for biodiversity had been taken out and switched from National to European sites. This was worrying as it was important as there had been an 80% crash in the insect population.

Training had been provided to District Councillors on the Universal Credit so that if there was a new claimant then could go on it. If someone was already the credit they would stay. All this would be done online and was coming into effect in September/October 2018. Also they had

received training on Permission in Principle. District was putting fares up on the Dartmouth ferry and considering such changes every 2 years now and not five yearly.

Nothing further was known on the outsourcing of refuse as that was coming in July. He had requested sight of the specification for proposals.

9. PLANNING & PLANNING MATTERS

The applications below were considered at this meeting and the following observations submitted to District:

- 1176/18/FUL Erection of a building providing 3 stables, barn for hay and sawdust and tack room, formation of hardcore track and the change of use of the land to equestrian Lower Beeson Farm, Beeson – No objection.
- 1304/18/FUL Construction of 2 new garage blocks and associated access and turning area Stokeley Manor, Kiln Lane, Stokenham – DEFERRED.

WORKS TO TREES IN A CONSERVATION AREA

- T1-T7: Sycamore – coppice to ground level, leaving young growth present to encourage lower, more dense, better screening hedge Valley View, Chillington – No objection.

Cllr Brazil arrived at the meeting at this point and gave his report as above and stayed till the end of the meeting.

PLANNING CORRESPONDENCE

Nothing further arrived.

10. INTERNAL AUDIT AND ANNUAL GOVERNANCE STATEMENT

It was AGREED;

- (a) to accept the annual internal audit report as there were no recommendations or findings thereon
- (b) following going through each section of the audit form that town council approved the Annual Governance Statement and therefore it should be signed accordingly.

11. ACCOUNTS AUDIT STATEMENT

It was AGREED by full council to;

- (a) adopt these Accounting Statements for 2017/18 as duly completed and presented, signed and dated, by the Responsible Financial Officer
- (b) approve such signed Accounting Statements and for the Chairman to also sign and date confirming such proposal within the meeting.

12. PORTALOO AT HALLSANDS

It was AGREED to approve the request to provide portaloos again this year for seven weeks during the summer holiday period at a cost of £540 exc VAT, the siting of which would be in the same place as the previous year.

13. PARISH PROJECTS

A list of works required around the parish during the year was discussed and the following projects suggested and it was AGREED that further ideas would be brought to the next meeting to consider priority and then obtain quotes.

- Open Spaces Sport and Recreation plan projects
- Highway drainage to include immediately 5 days clearing all buddles, grips and easements around the parish and for this to be redone after the September/October hedge cutting.

£1200 x 2. Further works where highways problems were identified at a cost of £500 - £600.

- Bus Shelter maintenance/repainting
- Chillington Community Hall highway access £1500 grant obtained for £3400 quote
- Edging of failing play equipment areas needed replacing.

Quotes would be obtained in order to be able to proceed with these projects immediately funding was identified.

14. CHILLINGTON PLAYING FIELD

The drainage plans were received and it was AGREED that quotes would be obtained to secure funding and proceed with works.

15. REPORTS

- Cllr Lynn – Advised that fishermen were at Hope Cove Reading Room over the forthcoming days telling their storyline.
- Cllr Churton – Explained he was trying to identify ownership of separate parcels of land at Hallsands with regard to usage of the car park.
- Cllr Gardner – Noted that he had reported building at Lou Cross which could be agricultural with the installation of a large bund but would need observing. He referred to the work hub funding for Devon of £20,000 capped plus a local contribution of 50% and wondered if such would be of use in this locality. The work hub Email with information would be sent to councillors.

Cllr Gardner had also attended the Community Land Trust seminar which he found very interesting but acknowledged the difficulty was how to provide such a project. It was best hosted by a community group with the project supported by parish council. Others had set up their own land trust to obtain funding, found land and built houses. He was asked if they had obtained funding without a piece of land earmarked and it was possible but harder and it was better to have an option agreement. He then explained further details of this scheme and noted that shared ownership was not favoured for this scheme.

Cty Cllr Brazil advised that groups normally started with a call for land.

- Cllr Cowley had attended the training on Permission in Principle which essentially commenced with brown field sites to try and facilitate building on them as soon as possible. This new idea was in fact outline planning permission where the planning authority did all the ground work. Someone identified land and then the planning authority determined whether it was suitable for building say 5 or 7 houses but the applicant must stick to the approved amount of housing. Currently for outline planning district requests additional items from the developer but this scheme turns it around to the district council to determine if a site would be suitable without the developer having the costs. It was then cheaper for the person developing. This raised a serious concern that it could work if an area had a wonderful planning authority that knew everything about an area and could commission reports in a tight timescale but this was not realistic. As a parish council it would mean they received some things rushed through and planners would not have a good enough knowledge of individual projects and rural fields. Applications must be for under 9 houses and whilst it had a great deal of potential there was high concern that the planning authority must turn an application around in 5 weeks so could not have enough time to do proper due diligence. Cllr Brazil agreed that in fact this was outline planning permission with no conditions on it at all so the system was not

affordable. An application was possible in any area, including the AONB. South Hams District Council's delegation principle for this new application was in preparation and had not been put in place but was being brought into line. A further faction for consideration was that there could be multiple applications on a field. Thus take a large field and put in 8 Permissions in Principle so it had potential for enormous abuse. Sites in a Neighbourhood Plan in theory now became de facto planning approved.

Cllr Spence advised that he had met Reg Rew along with Cllr Rogers and the clerk to talk through possible rerouting of the permissive path the barn opposite the Church House Inn. The family's first choice was for the path to commence through the churchyard gate, second it was around the back of the proposed house and third was straight in front of the house. After a long discussion it was left with the agreement that the parish council chosen proposal was for in front of the house and Reg Rew would go back to the family with this suggestion. Being adjacent to the road would in fact create less overlooking down on the property and their amenity space. An amount of engineering was required to create the highway visibility splay as the yard of the was barn about 1.5metre below ground level. Once Reg Rew had agreement from the family he would talk to the architects and designers. The proposal was for the path to possibly go on the road side of the wall and maybe adopt the bus stop pavement as part of the path. This would allow easier buggy/disabled access.

Cllr Ansell attended the two Slapton Line presentations one at the APM which advised everyone what they knew about shingle movement then the meeting at Slapton Village Hall. Despite some of the comments at the end offering their personal suggestions the team had done well getting as far as they could to reinstatement in the time available. He noted he would be attending the Chillington Wood Voles meeting Monday 21st May at Stokenham at 6.30p.m.

Cllr Mrs Doust had received a complaint that whoever did the grass cutting at Green Park Way did not pick up. It was believed that this was the volunteer work on the large open space of grass referred to in the previous meeting wherein the volunteers could no longer collect and take such to Tor Quarry. It was suggested that the clippings be left for mulching as County did not pay for collection and this would be responded to the complainant.

CLERK'S REPORT

- Beesands Rovers Football Club no longer felt it was feasible to apply to Calor Rural Community Fund for works to their pitch as due to its location they felt it better to search for a new pitch. Due to the pride in their heritage they had decided to apply from the fund for something for the village and had considered a contribution to the re-siting of the children's play area but felt it was better to ask what the village felt best suit their needs at present. Parish Council had wished to reinstate this park after using their capital funds to create this area but District would not allow the land behind the public toilets to be used. Due to recent storms it was not felt that District Council would build houses at Beesands and the clerk should raise this issue with them again.
- Orchard Link had advised that as far as health and hygiene were concerned fruit such as apples and pears that had come into contact with the ground should not be used for human consumption as fresh fruit or unpasteurised juice, where livestock had grazed within 12 months of the harvest. However if it were just for cider fermentation then livestock could be removed 8 weeks before collection.
- Following an email from a Hallsands resident with regard to concern relating to the viewing platform it had been ascertained that it was open following the completion of District Council's visual survey. District were now also in discussion with the AONB team as to the long term plan favouring perhaps a proactive retreat rather than waiting for an eventual failure.

- A lady who lived at the thatched cottage on the main A379 received a visit from a man purporting to be carrying out a landscaping project, review or report for the council. The person arrived on Bank Holiday Monday 7th May. District Council had confirmed that this was probably not them and all should be alerted to this matter.
- Email received from a lady from Durban in South Africa where the beach is as close to the road as it is in Torcross. To stop wave-damage, the authorities there used a South African invention called a 'dolos', which was a huge concrete structure shaped like a knucklebone and weighing anything up to 30 tons and she felt this could assist in this situation. Cllr Pearce had researched this suggestion and found that Durban suffered the same problems as Torcross even with this defence in place.

16. FINANCE AND CHEQUES PARISH COUNCIL PENSION SCHEME

The payments and annual return to the Local Government Pension Scheme was being dealt with for submission shortly.

Balances were provided and the below transactions were approved:

Current £1,026.24
Savings (1) £96,090.98
Savings (2) £208.72
Transferred £2000.00

Received

SHDC – Community Reinvestment Grant – Footpath £10,000
Chillington Playing Field – Administration for bouncy castle £20.00

Payments:

HMRC – Tax & NI £174.72
Wages £1103.89
DCC Pension Fund – Pension payment £346.44
Hawthorns Accounting Sers. Ltd. – Internal Audit + April/May payroll £198.00
Came and Co – Annual Insurance premium £
Tesco – Annual Parish Meeting wine £76.80
Greenspace – Tanpits grass cut May £55.00
G Claydon – APM Sundries and two lever files £9.10

Cheques: None

17. NEXT MEETING

The next full parish council meeting would be held on 21st June 2018 and a planning committee meeting would be held on the first Thursday in June 2018, if necessary. due to plans being received. Both meetings commenced at 7.30p.m. in the Wesley Smith Room at Stokenham Parish Hall.

Meeting finished: 21.50p.m.

Signed Chairman Dated: 15th June 2017.