

**STOKENHAM PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING
HELD ON 20TH MAY 2021 IN THE
STOKENHAM PARISH HALL**

PRESENT:**COUNCILLORS:****P. SPENCE (Chairman)****J. ANSELL****MRS P. DOUST****T. LYNN****D. COLLIVER****L. COWLEY****MISS L. MOONEY****Also in attendance:****Clerk – Mrs G. Claydon****APOLOGIES:****COUNCILLORS:****C. ROGERS****A. GOODMAN****J. BRAZIL (District and County Councillor)****R. PAIN****MISS G. ADDISON**

With the return to face-to-face meetings a Risk Assessment was carried out and forwarded to all councillors with advice on mitigation of any risks ahead of this meeting.

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 dis-closable 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 22nd April 2019 were approved by all present and duly signed as a true and correct record.
- (b) Planning Committee meeting none held in May 2019

4. REPRESENTATIVES AND COMMITTEES

It was AGREED to update the list of representatives on Committees and outside organisations list as below by email:

Beeson Village Green – Cllr Rogers

Beesands Village Green – Cllrs Ansell and Rogers

Beesands and Torcross Flood Gate Co-Ordination – Cllrs Lynn

Coleridge Bus – Cllr Cowley

Chillington Community Association – Cllr Miss Addison

Coleridge Association of Parish Councils – Cllrs Ansell

Community Voluntary Service and Health Care meetings – Cllrs Pain and Cowley

Emergency Plan – Cllr Lynn

Footpaths – Cllrs Rogers, Miss Addison and Goodman

Kingsbridge & Salcombe Estuary Forum – Cllrs Ansell, Miss Addison and Lynn

Parish Council Finance Working Group – Cllrs Spence, Cowley and - *to be confirmed.*
 Parish Website – Cllr Spence
 Snow Wardens – Cllrs Lynn and Goodman
 Stokenham Parish Hall Committee – Cllr – *to be advised.*
 Stokenham Parish Tree Warden – Cllr Spence
 Stokenham Village Community Association – Cllr Cowley
 Stokenham Village Green Committee – Cllr Spence and/or Cllr Mrs Doust
 Woodland Voles Representatives – Cllr Miss Addison
 Young People and Schools Liaison – Cllr Mrs Doust

5. ANNUAL SUBSCRIPTIONS

The following annual payments were noted and APPROVED:

National Association of Local Councils subscription £476.55

Devon Communities £50.00

Coleridge Association of Parish Councils £ Not requested and not paid

Data Protection Act £35.00

Society of Local Council Clerks (subscription shared with Salcombe Town Council for the annual membership of £254p.a.) £127.00.

Insurance renewable 1st June 2021 - £520.03 (Same rate as last year, long term expiry 31st May 2022)

Stokenham Parish Hall – Annual Hire fee £525

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 Alan Steer, Steph Dean, Terry Scott and Joe Johnston. Every four years (i.e. last was 2019, next 2023) 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 existed for Kellaton Bus Shelter although this shelter was removed early 2019. 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 of design. Parish Council was also gifted these with the understanding that they were now responsible for ongoing maintenance and insurance of such. In March 2019 all were refurbished and repainted accordingly.
- 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 representatives in Torcross. The Christmas tree was noted as now being placed within the duckery area and Christmas lights powered by battery. Hanging baskets did not appear to be hung nowadays.
- The Permissive Path Footpath Agreement between all landowners that the footpath passed across from Stokenham to Torcross dated June 2005 was acknowledged. 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 for 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. Negotiation had not been possible and the path was now only accessible through the churchyard Definitive Footpath, along Kiln Lane to join into the section across the Stokeley Caravan Site.

- There were currently no loans, leases or other agreements in relation to land or equipment as play equipment had been placed on the privately owned Village Green, Stokenham and insurance was held by the Stokenham Village Green Association along with maintenance requirements although parish council paid for the quarterly Play Inspection checks.
- 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.
- 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 regarding 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.

Cllr Ansell arrived at the meeting.

7. OPEN FORUM

No members of the public had requested to be present due to Covid restrictions and this was dispensed with.

DISTRICT AND COUNTY COUNCILLOR'S REPORT

Cllr Brazil was outside his Covid isolation period but acknowledged that it was preferable if he did not attend this meeting. He advised that the motorhome project was to go to Executive the following week on 27th May but he felt that it would be scaled back.

He was still taking many calls regarding waste collection and had made his opinion known at District and in local media.

8. CO OPTION

Whilst the applicant was willing to attend this item was DEFERRED till June when it was hoped that further lockdown regulations would be lifted.

9. PLANNING & PLANNING MATTERS

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

- 3318/20/FUL (Revised Plans) Renovation of a disused barn and yard to create a new dwelling with associated landscaping works Development site at SX 810 395 Beeson Objection 1. Parish Council noted the content of the “shift statement,” supplied by the Applicant’s agent to accompany the revised planning drawings, showing a tighter drawing of the red line around the development site; the proposed removal of one roof light; the proposed addition of louvres; and the proposed use of non-reflective glass in windows and on solar panels. These measures did not fully address Parish Council’s concerns about light pollution in what was currently a wholly dark valley.
- 2. Access to the site was very problematic: to create permanent vehicular access from Muckwell Road, the nearest available junction to the roads network, would necessitate

widening, reinforcing, and resurfacing a 500m section of narrow track, over half of which was part of a well-used footpath from Huccombe to Hallsands and, according to Devon County Council's online Map of Public Rights of Way, currently part of a Schedule 14 Application under the Wildlife & Countryside Act 1981.

3. Parish Council endorsed the Officer's concerns that the development fell short of meeting the exception criteria in TTV26, 1 for an isolated development in the countryside: TTV26, 1 ii – it was difficult to argue that the existing barn was a significant heritage asset

TTV26, 1 iii – it had been ruled elsewhere that conversion to a dwelling was not an "appropriate use"

4. Parish Council argued that the proposal fell foul of TTV26, 2 i, in that it did not protect and improve public rights of way. On the contrary, the creation of access would do significant harm to public rights of way (see 2 above) in the immediate vicinity.

5. Parish Council endorsed the Officer's concerns that the development as proposed did not "re-use traditional buildings . . . without significant enhancement or alteration." TTV26, 2 ii

6. It was hard to argue that the proposal as a whole met the criterion in TTV26, 2 vi in that it helped "enhance the immediate setting of the site."

- 1104/21/HHO Householder application for proposed single storey extension Cousens Farm, Chillington – Response 27th May. No comment.
- 1160/21/HHO Householder application for removal of ground floor lean to slate roof and replace with new flat roof over existing ground floor box bay windows. First floor Juliet balcony converted to full length balcony over existing bay windows Waterside, Torcross – Response 3rd June – No comment.
- 1306/21/HHO Householder application for replacement outbuilding to provide garaging and storage with associated drive works Bayfield, Torcross – Response 27th May – No comment.
- 1411/21/VAR Application for variation of condition 2 (approved plans) of planning consent 53/3160/11/F The Cove Guest House, Torcross – Response 10th June. Objection. Even assuming it were deemed permissible to take a six-year-old consent for a replacement dwelling of one given design and substitute it with a dwelling of a radically different design, Parish Council believed there were more pressing reasons why this application should be refused.

In the intervening years since 2015 there had been material changes in the site-specific circumstances. The sea wall of the property was partially breached during Storm Emma in March 2018. With each successive storm since there had been some loss of land from the site.

No remedial work had been carried out, either to the breached wall or to the access from the site to the beach. The access had been badly undermined, and this had led to the partial collapse of the neighbouring property's wall. Increasingly energetic storms had also taken their toll on the cliff behind, which was unstable and crumbling at regular intervals. For this reason, it was felt that a Slope Stability report for the site, duly prepared by a structural engineer, should be a requirement for a submission. If this development was to go ahead it would be unreasonable, even negligent, not to require the reinstatement of sea defence measures. Yet rebuilding the sea wall could, under certain weather and tidal conditions, exacerbate flooding problems within Torcross, by deflecting shingle into the Slapton Ley Sea outlet, which lay just to the north.

The site was in a Coastal Change Management Area adjacent or within a SSSI. Policy DEV36 prohibited inappropriate development, or any development that could add to the impacts of physical change to the coast, in a Coastal Change Management Area. It was well understood that the introduction, or reinstatement, of sea defences could adversely affect the adjacent coastline. Policy DEV36 required that any development that included any form of sea defence must be subject to a vulnerability assessment showing how the sea defence would not be to the detriment of adjacent or any other sections of coastline.

PLANNING CORRESPONDENCE

Nothing further received for this meeting.

10. DELEGATED AUTHORITY FOR PLANNING AND EMERGENCY

It was AGREED to allow the Clerk delegated authority to respond to any planning application requiring a comment, due to response deadlines between each full council meeting, following input from parish council.

11. 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.

12. ACCOUNTS AUDIT STATEMENT

It was AGREED by full council to;

- (a) adopt these Accounting Statements for 2020/21 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.

13. SPEEDING

Consideration of concerns raised with regard to motorists in the parish decided as below.

(a) whether to research provision of a Virtually Activated Sign for Torcross – It was AGREED to request County Highways to reinforce the rumble strips at the start of the village entering from each side along with painted arrows encouraging reduction of speed. It was felt that the VAS flashing signs were only effective for a time after installed and not suitable in such a location once a storm hit as they would be damaged.

(b) travelling through Beeson and the increase in traffic – It was AGREED that the provider of the survey be thanked for this work which would be passed to County Highways with the recommendation that they look at solutions.

It was also AGREED to state that to divert traffic to bypass Beeson along the top road could cause more accidents as the knowledge that cars could advance from both ways on both roads slowed traffic considerably.

It was further AGREED that the exit entrance from the Hutching pop-up car park be checked to ensure that those leaving were aware of the 'Route to Kingsbridge' sign.

13. REPORTS

Due to the restrictions on face-to-face meetings, it was requested that councillors email their reports to be added to the Minutes as below.

- Cllr Mrs Doust advised a complaint had been received with regard to a sign stating runners in the road in Beeson. It was her belief that the event was run over various lengths of the coast path but although she was aware of other events around the area where there were runners in the road, such as Kingsbridge Fair Week, East Allington Primary School 10K and fun run and further afield the Plymouth Marathon, all those events were raising money for charity and not a private business. On going to Beesands, following the complaint, she found that not only had No Entry signs been placed on the road with no prior warning the organisers had closed the central car park area in Beesands. On questioning an Endurance Life officer, she advised it needed to be closed for processing runners, but it was noted they had use of a landowners field in Beesands. In future she felt that advance notification

of all areas to be used and signage to be placed should be notified to parish, District and County and discussed ahead of the event.

CLERK'S REPORT

- Two District Councillors at South Hams had requested that an email be sent to all parish councils urging them to write to their Member of Parliament requesting that Zoom meetings be re-introduced. As this had already been before court and no comments were forthcoming from parish council this was not an agenda item for consideration.
- Play Inspection quarterly and annual reports for Chillington and Stokenham play equipment at an annual cost of £464.00. Should parish council renew they had asked if automatic renewal each year should be implemented until cancelled, this would be done.
- Kingsbridge, West Alvington and Churchstow Neighbourhood Plan was out for consultation from 20th May to 19th July. Parish Council had been invited to access the plan on kingsbridge.gov.uk/neighbourhood-plan and there was an online response form for comment.
- Chillington Playing Field further drainage repair and ditching alongside still needed to be done. The slide netting was rising up and needed removing and Cllr Miss Addison had agreed to meet the Clerk there in the next week or so to assess works to request quotes on for play equipment maintenance. Following revisiting the Chillington Playing Field the contractor for outside lighting felt that his suggestion to place the lights along the car park bank was wrong as they would shine in drivers eyeline whilst trying to park. He had asked for a site meeting.
- The Beeson Village Green no longer had a chairman, nor it appeared management committee. Monies were held in an account but currently ad hoc grass cutting works were being paid for by adjacent residents. A query had been raised as to whether a formal management committee was required, and this was being investigated following the Village Green registration.
- District's proposed new Code of Conduct had been circulated to all parish council and no questions had been raised so it was believed there was nothing to comment on. All responses had been positive.

14. FINANCE AND CHEQUES

Balances were provided and the below transactions were approved:

Current £844.90

Savings £114,022.08

Received - Nil

Payments:

Laptops Direct – Asus Zenbook and One Year Microsoft 365 £815.94

Greenspace – Nov to Apr 2021 Chillington Playing Field cuts £275.00.

Hawthorns Accs Sers Ltd – Internal Audit and accounts £200.50

HMRC May – Tax & NI £205.34

Wages May £1174.35

DCC May– Pension £370.36

CAS Ltd - Annual Insurance premium £520.03

Cheques: None

15. NEXT MEETING

The next full parish council meeting would be held on 17th June 2021 commencing at 7.30p.m in the Main Hall, Stokenham Parish Hall.

Meeting finished: 7.50p.m.

Signed Chairman Dated: 17th June 2021.