

**STOKENHAM PARISH COUNCIL  
MINUTES OF THE MEETING  
HELD ON 20<sup>TH</sup> NOVEMBER 2014 IN THE  
STOKENHAM PARISH HALL**

**PRESENT:****COUNCILLORS:****J. ANSELL (in the Chair)****A. GOODMAN****P. SPENCE****MRS A. LOCKWOOD****MRS P. DOUST****J. BRAZIL (County Councillor)****J. GARDNER****L. COWLEY****MRS L. WINROW****TOM HOEKSMA****Also in attendance:****Clerk – Mrs G. Claydon****APOLOGIES:****COUNCILLORS****R. FOSS****C. ROGERS- Personal****J. BAVERSTOCK (District Councillor)****MRS. C. NUTTALL-SMITH – Personal****P. MOORE - Personal****1. 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. Cllr Mrs Winrow noted that the applicant for 2794/14/TW was her neighbour.

**2. OPEN FORUM**

Two members of the public were present but had no comments.

**3. MINUTES**

The Minutes of the:

- (a) full council meeting dated 16<sup>th</sup> October 2014 were approved by all present and duly signed as a true and correct record.
- (b) Planning Committee none held 6<sup>th</sup> November 2014 were approved by all present and duly signed as a true and correct record.

**4. CO-OPTION OF COUNCILLOR**

The application for co-option by Paula Doust was considered and it was AGREED that Paula Doust be co-opted and the Acceptance of Office together with Declaration of Interests were provided.

*Cllr Mrs Doust joined the meeting having completed the Acceptance of Office.*

## **5. PLANNING & PLANNING MATTERS**

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

- 2743/14/F Householder application for relocation of two existing roof lights on north elevation also replace existing window on gable end with full length door with Juliet balcony Flat 2 The Old Watch House, Torcross – No objection.

### **WORK TO TREE PRESERVATION ORDER TREES**

- 2794/14/TW (No. 24) Reg. No: 3576 Site: Redlands, Kiln Lane, Stokenham – No objection.

### **PLANNING CORRESPONDENCE**

- None received other than already emailed to parish councillors for consideration.

## **6. GRANTS**

It was AGREED to ratify the grant of £250 to Stokenham Guides to enable them to travel to London for an educational visit.

## **7. HELMERS PLAYING FIELD HEDGE**

It was AGREED to request a seasonal cut of the vegetation adjacent to the highway bordering the Helmers Playingfield to include the visibility splay from the car park up to a cost of £100.

At this point of the meeting it was noted that hazard signs had been placed adjacent to the footbridge from Helmers Way into the playingfield and it was requested that such be checked to ensure they were a statutory requirement.

## **8. STOKENHAM MEDIA**

This item was DEFERRED pending further information and a draft policy.

## **9. POLICY UPDATING**

It was AGREED to adopt the following policies as drafted in line with current legislation:

- Standing Orders
- Financial Regulations.
- Filming and Media Policy (together with public notice)

## **10. EMERGENCY PLAN**

Cllr Spence noted that he along with Cllr Ansell and the clerk attended the hall at South Brent and met Paul Morgan representing the police along with others from the fire brigade, Community Council of Devon and National Association of Local Councils. A Fire Brigade representative had sent a letter to advise that Stokenham Parish had been selected along with two other parishes in Devon and all were invited to a workshop on community resilience, however Stokenham were the only parish to turn up. The message relayed was that the organisations represented wished to work with the three pilot areas to provide a template so that others could identify what organisations were in their parish or local to them that could assist in an emergency. Much more than this scenario, even though the services/organisations group had been together for a year discussing this, nothing had been created or moved forward. From this meeting nothing had been

set up and Stokenham Parish Council had only today been advised that the services group wished to hold a workshop in Stokenham with the parish council and other local organisations to consider community assets and start to create a template.

The current Emergency Plan was circulated to parish council and NOTED.

It was AGREED to:

- (a) to set up the working party meeting with service partners and community organisations in January 2015 and for Stokenham Parish Council to consider their aims for this Community Resilience pilot and whether they wished to continue and;
- (b) that all councillors would forward any updates for the Emergency Plan and suggest area specific local community contacts to assist in cases of identifying those in need of emergency evacuation. It was however noted that the coastguard contact details had changed to Southampton and this number would be provided. There was concern that should there be a power outage across the parish current communications and many household items like heating relied on the internet/electricity. Local businesses/people with space heaters and generators would be good to list for contact together with a mobile phone charging station point in perhaps the village hall should be considered.

*Cty Cllr. Brazil arrived.*

## **11. HIGHWAY WARDENS**

The clerk was asked to question the highway engineer as to why private farmers were able to work on the road without Chapter 8 training.

Discussion took place at to the level of training required for this warden scheme and it was felt from the information provided that it would need level 3 because there were many narrow verges adjacent to the highway in this parish. Cllr Cowley questioned whether parish council wanted to get involved as if they were involved what use would it be to this parish? Highway training could assist for works to buddle holes but he was not sure on the other items as they would probably be carried out by a contractor. Also if this parish were to register would the onus be on the parish council to do all the works or just pick and choose? Cty Cllr Brazil agreed and advised he had stated at a County meeting that if it was a 4 day course no volunteers would do it. People who were able to do these works were usually of working age and thus busy and could not commit the additional time to do such training or volunteer work. Training he felt, if put in place, should be provided by County each year to ensure more volunteers could come forward. Those present felt the scheme was not workable because of impractical training and risk assessment requirements. Cty Cllr Brazil also noted that there were other factors that needed addressing by County firstly. A weekly or monthly list notifying when work to a pothole by current contractors was being and/or had been carried out could be easily made available and this would be a community task people could check and report back to ensure such work had been completed and were satisfactory.

Currently County needed to consult with each parish but Cty Cllr Brazil felt they would re-designate certain roads. Under this new proposal parish council felt that by the time a risk assessment had been carried out locally and then approved by County the buddle hole issue would have dried up or become major. What was needed was a short term community fix without further paperwork and highway training.

It was AGREED that a response raising issues and concerns above be sent to the Community Self-Help Scheme and Community Road Warden Scheme – Issue 4/October 2014 consultation and copied to Cty Cllr Brazil.

## **12. REPORTS**

### **CHILLINGTON COMMUNITY ASSOCIATION**

Cllr Mrs Winrow noted that they attending their first meeting in the new hall and there were considerably more people there than usual with 6 new people 2 from Helmers Way. She also noted that the wildlife cameras were in position and the hall bookings were up. The gas cylinders had been caged as police said they could be vandalised otherwise. At the next meeting on Thursday 27<sup>th</sup> November the hall build costings would be out on the table for people attending to see what the monies were spent on. Three committee members were to leave and one of the new people from Helmers was to be Treasurer. Keith Boxwell was made deputy chair.

At a previous informal meeting Cllrs Cowley, Winrow and the Clerk met with Keith Boxwell to go through in detail all the costings and considered the breakdown of the figures with regard to the hall and monies drawn down from District from the Section 106 contribution. All such payments had been verified by District Council and a full inventory of the works kept locally.

### **WAR MEMORIAL FUNDING**

Cllr Hoeksma noted that the funding had been forthcoming from the Devon Association of Local Councils and that the works would not be requested.

### **CLERK'S REPORT**

- The letters written by parish council to HM Treasury and the Department of Transport in support of the South West Resilience Campaign to improve transport links were acknowledged by the group and thanks given to Stokenham.
- Adam Keay County Highways advised that they had carried out a SCARF (Speed Compliance Action Review Forum) in Torcross near to Lea Cliff Cottages and noted that the compliance at this point was quite poor. Although there are no accidents recorded the decision at the forum meeting was that Torcross should get a level 1 – 2 intervention on their standard scale. This meant that there should be a local police presence either with low level enforcement of some driver education. A level 1 intervention also supports the setting up of a Community Speedwatch scheme and County suggested that the locals may wish to form a group to carry out such with advice from the local police.
- Attended County Highway Engineers offices to compare the road designation maps with what they had on screen/computer. The maps were confusing as they included Public Rights of Way as well as roads and the colour coding did not follow. The numbers of each road designation had been supplied to assist.
- Slapton Field Centre had provided an up to date letter confirming the agreement as to what works Stokenham Parish Council were responsible for along the Permissive Path. It did state that the Parish Council were responsible for the upkeep of the Duckery, including repairs and maintaining it free from litter whereas this had previously been the village group/committee. Also that they were to keep the buddle holes and storm drainage pipe outfalls clear from blockages. This would be clarified with Andy Pratt and adjusted.

- TAP Fund application had been submitted and acknowledged by District. However Amanda Harvey from South Hams District Council TAP Fund had advised that as Salcombe and Stokenham were not adjacent and the works to paths/highways could not be seen to be joint working the applications would not be put forward. Parish Council were welcome to reconsider their project and offer further information if there would be joint volunteer working. The Community Reinvestment Fund project was being reviewed and District had been asked to accept the previous papers as any quotations sourced now would be out of date by the time that the fund is appropriated. This had been agreed in principle.
- Email forwarded from a parishioner in South Pool complaining about a pothole that was hidden by water that had damaged their car to such an extent that it was not drivable and they were claiming. Noted.
- Devon County Council advised that the Tough Choices review on highway grass cutting for 2015/2016, if approved, would mean that no grant funding would be provided for nor any County service provided to cut the highway verges in the parish. A decision would not be taken until 19<sup>th</sup> February 2015 but this was advance warning.
- It was noted that Cllr Hoeksma had been successful in obtaining funding for the restoration of the War Memorial at Stokenham Church and £130 had been received. Therefore as Parish Council could reclaim the VAT their contribution would only be £14.
- Copy documentation passed from Cllr Mrs Nuttall-Smith from the Coleridge Lane Flood Group with a request to know what, if any, steps were being taken to undertake such works to alleviate the flooding. Cty Cllr Brazil advised he would approach Paul Taper District Engineer but they needed to get any project into the capital program. Whether this was District or County he was not sure where a pot of money would come from.
- There was now to be an Electoral Review of Devon County Council which could mean changes to Parish or Town boundaries if areas needed to be divided between divisions.
- Letter from South Hams District Council with a brief guide to housing, local homes for local people.
- Eclipse had advised that all information provided had been sent to JaNET and they hoped to have approval and action of the transfer within 24 hours.

### **13. DISTRICT COUNCILLOR'S REPORT**

Dist. Cllr. Baverstock was not present at the meeting but sent the key messages from District for October 2014. These included District support to write to the Secretary of State for Transport and the Chancellor of the Exchequer with regard to future economic resilience of the South West Peninsula through road and transport links. The also supported a joint member and officer group to examine and analyse the house building numbers for the South Hams.

Sophie Hosking had been appointed by South Hams and West Devon as Executive Director (Service Delivery and Commercial Development) to commence January 2015. Further to talks with Torridge District Council they had decided not to share services. District acknowledged the new regulations that permitted the press and public to film and to report meetings using social media. A Super Cluster meeting was to take place on 26<sup>th</sup> November and would include the County Budget update by Cty Cllr John Hart.

The Tap Fund principles for 2014/15 remained the same as last year but parish councils were expected to collaborate.

#### **14. COUNTY COUNCILLOR'S REPORT**

Cty Cllr Brazil noted that the A379 road was again open as it had only been a broken BT ceramic pipe. Works were carried out by BT when the new house on the garage land was built and sand was put down in this cavity and when surface water ran down it got halted by the sand.

Just down from Coleridge Barns on the road from Coleridge Cross towards Kingsbridge there was bad flooding due to a blocked buddle/drain so the diversion for the A379 works had caused more problems to motorists.

He went on to congratulate the parish council for all monies obtained for footpath works in the community and felt this illustrated how good they were.

#### **15. FINANCE AND CHEQUES**

Balances were provided and the below cheques were noted and agreed for signature:

Current £3364.93

Savings (1) £49958.03

Savings (2) £4923.47

Transferred: £2000.00

002171 Stokenham Brownies Grant £258.00

002172 Stokenham Guides Grant £250.00

002173 Eclipse Internet October Invoice £25.66

002174 Charles Rogers Building Contractor Footpath works £13330.00

002175 Charles Rogers Building Contractor Footpath works balance £2666.00

002176 G. Claydon Payment for Stamps £45.60

002177 DALC Attendance at AGM £20.00

002178 Jason Stone Cutting back vegetation on footpath from Church to Stokeley £30.00

002179 Information Commissioner Data Protection Act Registration £35.00

002180 J. Gardner Travel Reimbursement to DALC AGM Exeter £43.70

002181 Royal British Legion Wreath for Remembrance Sunday £17.50

002182 HMRC Tax & NI £225.88

002183 Wages November £1083.22

#### **16. NEXT MEETING**

The next full parish council meeting would be held on 11th December 2014. No planning committee meeting would be held on the first Thursday in December 2014 as this meeting would be a week earlier than normal. All meetings were to commence at 7.30p.m. in the Wesley Smith Room at Stokenham Parish Hall.

Meeting finished: 9.20p.m.

Signed ..... Chairman      Dated: 11<sup>th</sup> December 2014.