

**DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF YEALMPTON PARISH
COUNCIL HELD IN THE YCA COMMUNITY ROOM ON MAY 14th 2018 AT 7.30PM**

Present: Cllr. Yonge * Cllr. Baldry *
Cllr. Craddock * Cllr Jordan *
Cllr. Thomas @ Cllr. Tucker *
Cllr. Healy * Cllr. Barton *
Cllr. Pritchard * Cllr. Endicott *
* Denotes attendance @ Denotes absence

Also attending: Members of the public 5
Police 0
County Councillor 1
District Councillor 0

In the absence of Cllr Thomas, Cllr Endicott took the chair after re-election.

1. ELECTION OF CHAIRMAN

Cllr Baldry proposed that Councillor Thomas be re-elected as Chairman. This was seconded by Cllr Tucker. Cllr Thomas was unanimously elected as Chairman.

2. ELECTION OF VICE CHAIRMAN

Cllr Tucker proposed Councillor Endicott as Vice Chairman. This was seconded by Cllr Jordan and Cllr Endicott was unanimously elected.

3. ELECTION OF COMMITTEES & OUTSIDE REPRESENTATIONS

The list of current allocated duties had been circulated to councillors by email. Cllr Tucker proposed acceptance of the list as circulated as this is the last year of this council. This was seconded by Cllr Yonge and was unanimously agreed. The "Allocated Responsibilities" sheet is appended to these minutes.

4. ELECTION OF AUDITOR

The Clerk advised that Mr Michael Cosby is prepared to stand as auditor. Cllr Tucker proposed and Cllr Endicott seconded that Mr Cosby be appointed Auditor. Passed unanimously.

5. APOLOGIES – Councillors Blackler and Thomas and the Police

6. POLICE REPORT

PCSO Andy Potter's report for April was read by the Clerk:

1st, criminal damage to motor vehicle, car tyre valve damaged CR/029980/18
7th, assault, no further Police action CR/029699/18
7th, public order [threatening behaviour] words of advice issued CR/029732/18
7th, threatening communication [face book message] no further Police action CR/029530/18
Overnight 8th / 9th attempt burglary non dwelling CR/031156/18
29th, assault, words of advice issued CR/036616/18

Cllr Craddock reported that the sites for Speedwatch have been assessed and Speedwatch will start in the very near future.

Thanks to Andy Potter for speaking to the owner of the "noisy motor bike" which goes through the village in the early hours of the morning.

7a. REPORT FROM COUNTY COUNCILLOR HOSKING

- The zebra crossing project is still with the design team.
- The Dunstone to Torr road problem has resolved itself with the dry weather and completion of manure spreading.
- DCC Highways has turned down the request for road signs at the West/East Pitten junction
- Ivybridge Waste site has been noted as an “exemplar” disposal site.
- Somerset has applied to become a Unitary Authority

Council reported that the footway over Torr Bridge is in urgent need of an engineering survey. The deck has become “spongy”.

7b. REPORT FROM DISTRICT COUNCILLOR BALDRY

- Thanks have been received from parishioners who use the bus stop at Hillside Drive. The new slabs are excellent.
- Recycling bags are now available at the Post Office for collection
- SHDC are writing a ‘business plan’ for the building and purchasing of ‘affordable homes’ by the Council. Funding will be from Reserves and from S106 monies.

7c. REPORT FROM DISTRICT COUNCILLOR BLACKLER

This was taken ‘as read’ as it had been circulated earlier to all Councillors.

8. COUNCILLORS DECLARATION OF INTERESTS

Cllr Yonge expressed an interest in item 12.2

9. MINUTES OF PARISH COUNCIL MEETINGS

It was proposed by Cllr Baldry and seconded by Cllr Craddock that the minutes of the April 9th 2018 Parish Council meeting be signed as a true record. Carried.

10. COMMITTEE REPORTS

a) Works. a) Cllr Craddock reported that no work has been done recently by the Community Payback team whilst company reorganisation beds in. There will be a meeting on May 15th to include a walk around the village to identify the priority works. b) Cllr Pritchard is to organise the clearance of overgrowth from Market Street carpark. c) Cllr Thomas to organize the clearance of the area adjacent to the old telephone kiosk in preparation for the “Twinning tree”. d) Torr bridge footway concern raised with County Councillor. e) Western Power has cleared foliage from their power lines at Bowden Triangle.

b) Footpaths. a) FP20 has been surveyed and a quote of £1950 + vat received for more concreting works. This will not be done until the autumn. Payment with available grant monies. Cllr Craddock to write to a parishioner about the works on the river bank. b) Steve Holley to be reminded about refurbishment work on FP18. d) The Clerk asked for Council approval to replace the rotten fence at the Yealmpton end of Silverbridge Way. It was agreed that this work needed doing on a ‘safety’ basis and the Clerk will obtain quotes for the work. Brixton Parish to be approached for a contribution to costs.

c) Highways. a) Weed killing spraying yet to be completed. B) Dunstone to Torr lane has been scraped. C) Bad accident at Stoney Cross due to difficult junction sight lines – take extra care here.

d) Environment/Emergency Plan. A) First aid training yet to be organised. B) Outstanding issues to be addressed in June when Cllrs have more time available

Craddock

Pritchard

Thomas

Craddock

Clerk

Clerk

Clerk

Pritchard/

Jordan

including Salt Register and radios to be range tested.

Barton

e) **Communications.** A) Wi-Fi in Parish Room much appreciated by user groups. B) Parish Room brochure yet to be completed.

11. LOCAL ISSUES

11.0 Actions outstanding from previous minutes. All covered elsewhere during the meeting.

Barton

11.1 Data Protection Act. This act comes into force on May 25th. The Clerk had earlier circulated a number of documents for approval prior to putting on the website under a new section for "Data Protection". It was proposed by Cllr Baldry and seconded by Cllr Endicott that approval be given to these 8 documents. Approved unanimously - with the understanding that these documents will be improved over time. Cllr Barton was asked to modify the website accordingly and add these documents.

Clerk

11.2 Yeo Park playpark. The letter from SHDC indicating their intention to upgrade the playpark was discussed. The Clerk was asked to respond to the letter as discussed.

12. PLANNING MATTERS;

12.1 0770/18/HHO. Pear Tree Cottage, Dunstone. Refurbish & reclad. Cllr Jordan proposed and Cllr Craddock seconded that this was an acceptable application. Passed with 1 abstention.

12.2 1466/18/TCA. Crowning of churchyard yew tree. Proposed by Cllr Craddock & seconded by Cllr Healy to accept the proposal. Passed with 2 abstentions. A comment to be added asking why the tree is not to be removed completely.

Clerk all

12.3 1295/18/HHO. Trap House, Torr. Extension between house and garage. Cllr Tucker proposed and Cllr Healy seconded acceptance of this application Passed with 1 abstention.

12.4 1361/18/HHO. 43 Yealm Park. Rear extension. Cllr Healy proposed and Cllr Craddock seconded acceptance of this application. Passed with 1 abstention.

12.5 1451/18/HHO and LBC. 2 Bowden Farm. Replacing old windows, grouting & new kitchen. Cllr Craddock proposed and Cllr Tucker seconded approval of this work. Passed with 1 abstention.

Endicott

12.6 1288/18/OPA. Shire Horse centre, Dunstone. Redevelop site with 25 new dwellings. A site visit to be organised by Cllr Endicott.

13. FINANCIAL MATTERS

13.1 Approval of Accounting Process. The completed form had been circulated to all councillors prior to the meeting and approved by our internal auditor. Cllr Endicott proposed approval and Cllr Yonge seconded. Unanimously approved.

13.2 Approval of Annual Accounts for 2017/18. These had been circulated to all Councillors and approved by our auditor. Cllr Tucker proposed and Cllr Baldry seconded the approval of the accounts. Passed unanimously.

13.3 Cllr Endicott proposed and Cllr Yonge seconded the acceptance of May expenditure of £3255.38. Agreed unanimously.

14. CORRESPONDENCE

14.1 A very detailed letter has been received from SW Water regarding sewage works overflows and plant capacities. Overflows are not illegal and are all reported to the Environment Agency. The recent works to the plant has created an additional storage capacity of 285 cubic metres at a cost of £986,000. There are now no sewage capacity issues at Yealmpton.

14.2 ELM have offered to buy and plant the ‘Twinning Tree’ when the site has been prepared.

15. DATE OF NEXT MEETING

Next meeting is on Monday, June 11th 2018 at 7.30 p.m. in the Yealmpton Community Centre.

The meeting was declared closed at 9.50 p.m.

M J Stickland, Clerk to Yealmpton Parish Council

May 15th 2018

Yealmpton Council – Allocated Responsibilities and Representations May 2018

Item	Subjects	People (<u>lead</u> underlined)
Administration and Organisation	Parish Clerk’s employment Councillors’ duties Press liaison	<u>Cllrs Thomas &</u> Endicott
Finance	Responsible Finance Officer Finance policy Precept co-ordination Internal audit	Parish Clerk <u>Cllrs Yonge &</u> Jordan Mr Michael Cosby
Communication	Parish Web site Yealmpton Press	Cllr Barton Cllr Barton
Planning Committee	Planning applications	<u>Cllr Endicott, Chair</u> plus all Cllrs
Highways Transport	DCC Highways Liaison	<u>Cllrs Healy &</u> Tucker
Environment and Emergency Planning		<u>Cllrs Pritchard &</u> Jordan
Works	Repairs and maintenance Grass cutting Christmas decorations	Cllr Craddock
Public footpaths	P3 Co-ordination	Cllr Barton (Justin Robbins assisting)
Outside bodies	Yealm Estuary	Cllr Endicott
	Dementia Friendly Villages	Cllr Pritchard
	Yealmpton Comm Association	Cllr Barton
	Yealm Harbour Authority	Cllr Endicott
	YOYO	Cllr Thomas
	Elize Heal & John Lanyon Trust	Cllr Endicott

Open Forum.

Note: These notes do not form any part of the Council minutes.

1. Shirley Deeney, the co-ordinator of Yealmpton and Brixton Volunteers, advised that they are looking for somewhere to create a “men’s shed” and to use as premises for other community activities. Shirley requested that the Grimaud Room (currently used as Youth Room) be freed up for full community use.

Discussion with Phil Wicks has indicated that the Youth evenings will not be taking place until the autumn and only then if a new leader can be found. Shirley volunteered to hold a Youth evening on a weekly basis if they could have exclusive use of the Grimaud Room (below the Parish Room). They volunteered to redecorate and maintain the room if they had full use. Hopefully only a peppercorn rent would be charged.

Clerk

The Clerk was asked by Cllrs to look up any conditions which were attached to the use of this room when it was built.

2. Progress on the erection of railings outside the Post Office was requested. The Clerk advised that Council awaits a response from the owner and agent regarding payment for their preferred option before proceeding. Council and DCC have advised that they will fund the simple, inexpensive option.