

## Churchstow Parish Council

### MINUTES

For the meeting on Thursday 13<sup>th</sup> December 2018

In Churchstow Church Hall @ 7:30pm

**Present:** Cllrs Hind (Chair), Stewart, McLaney, Woodley, Barrett-Burn, Williams

**Apologies:** n/a

Cllrs Bramble (SHDC) and Gilbert (DCC) who are usually in attendance or send apologies were noted as neither, Louisa Pepperell (Clerk) advised that the pre-existing email address was not being monitored, or in fact active, which may account for this. It was agreed that the Clerk would follow up with the previous clerk to get the email reinstated and handed over to herself as a matter of urgency and also to contact both Cllrs Bramble and Gilbert to inform them of the next meeting.

Chairman welcomed everyone to the meeting, acknowledging the departure of Cllr Tarr and Jody Fendick (previous Clerk) and welcoming Louisa Pepperell (new Clerk).

**Minutes from previous meeting:** These were approved and signed by Cllr Hind.

#### **Matters Arising from Last Minutes:**

Vas Sign: Cllr Stewart has the batteries and chargers. It appears some of the batteries are not working. Cllr Stewart is to look in to how we can manage the charging and changing of them more efficiently.

**Clerk's Report:** The clerk informed the Cllrs of the registrations and introductions she has made to supporting bodies such as SHDC, DALC and steps taken for handing over from the previous clerk.

Options for looking after the grasscutting and gardening needs of the village were discussed and it was decided that the clerk would contact Bayleaf, the company most recently used to carry out these works, to request a quote for 2019 to present for discussion at the next meeting.

### **Additional Matters:**

Facebook and Parish Council Website Pages: The Clerk reported on what information she had been given regarding who was responsible for these during her handover from the previous Clerk, she is to meet with parishioner Malcolm Toone to discuss these and how to maximise their use and impact.

Shaun Fox Update: Cllr Hind had spoken with Shaun Fox regarding the proposed development on the land adjacent to Reeves Way. Shaun Fox felt the opportunity for the proposed development may have passed as SHDC have published a report saying they have enough proposals for the quota needed. He mentioned that self build or more affordable rental properties may be a more suitable option but he will review the situation in 6 months time.

The councillors recalled that SHDC requested a Housing Needs Survey be carried out following the pre planning application and it was agreed that the results of which would be useful to know, especially in relation to the Neighbourhood Plan. The Clerk is to contact Cllr Bramble / SHDC to obtain the results.

Settlement of Account: Payments were agreed and cheques were dual signed as follows:

£21.60 for Church Hall hire

£101.93 to repay Cllr Barrett-Burn for expenses incurred for the Christmas Lights party

£200 for Louisa Pepperell Clerk

£55.50 to Bayleaf for grasscutting

£135 to repay Cllr Hind for expenses incurred for the Christmas Lights party

Christmas Lights Party Review: The party was deemed a success by all those that attended. £164 was the amount raised and donated to the charity chosen by parishioner Mike Langman who puts on the light display. It was agreed that the Council would like to make this an annual event to coincide with Mike Langman's switch on of his lights on the 1<sup>st</sup> of December but it would be good to liaise with Mike to ensure an actual countdown and official switch on happens at a pre agreed specific time to coincide with any advertising of the event that the Council may produce. Cllr Barrett-Burn also suggested it would be nice to have someone from the Council available to meet and greet attendees at the door next time. It was also thought that there may be scope to receive sponsorship from local businesses in Churchstow Business Park.

Neighbourhood Plan Questionnaire: Cllr Hind reported that we are to keep our questions which differ slightly from Kingsbridge and West Alvington's and we are to keep in the question 7 regarding a suggested number of new houses required because SHDC will require a Housing Needs Survey completed at some future date. Cllr Hind is to find out what picture is to be added to the back of the questionnaire so a decision can be made as to whether Churchstow use the same one or submit their own. Cllr Hind reported that we will not have to pay for, or carry out the distribution of the questionnaires. It was agreed that the council would like both our and Kingsbridge's questionnaires be sent to Archery Close as although it is within the town of Kingsbridge it falls within Churchstow Parish, this enables residents to complete it and return it as they wish. It was then agreed that 270 questionnaires were to be printed in order to cover the requirement of 1 per household in the parish. Distribution via Royal Mail is to be in the new year. Cllr Hind is to attend the next Neighbourhood Plan meeting in January and any other councillors are also welcome to attend. Three designated area maps of the combined neighbourhood plan were produced, the Clerk is to ensure one is displayed in the village shop, Cllr Hind is to ensure one is displayed in the new notice board and Cllr Woodley was to display one on the fence adjacent to the Church Hall.

Notice Board: The new notice board was to be collected by Cllr Hind from parishioner Yanine Tarr whereupon he would investigate what fixings are required and organise its erection accordingly.

Planning Application at 10 Scott's Close: It was noted that the application had been withdrawn on the SHDC planning portal.

Future Meeting Dates: It was agreed that future meetings were to remain as being on the second Thursday of the month and the venue was to be the Church Hall. The Clerk was to contact parishioner Mike Langman who is responsible for hall bookings to submit dates required throughout 2019.

### **Any Other Business:**

A discussion was had regarding the piece of land below Reeves Way and off of Pump Lane. It was agreed that the council should seriously consider purchasing the land if possible. Cllr Stewart noted that funds were potentially available for this in the accounts. Cllr Hind reported that he has previously met with Cllr Bramble and a SHDC solicitor who suggested that there may be funding available within SHDC to put towards the purchase, Cllr Hind is to follow up with both parties regarding this.

Cllr McLaney noted that Churchstow is not represented in the 'Village Voice' section of the Kingsbridge and Salcombe Gazette. It was agreed that it may be something of interest to the village and further investigation is to be made as to who may be best to undertake it. It was suggested that an advert be placed in the new notice board, and on the Facebook and website pages asking if any parishioners may be interested in writing the column.

Cllr Barrett-Burn put forward a suggestion of starting a Parish Council Lottery as a means to raising funds. It was agreed that the Clerk look in to the legalities of this as it may be of interest, especially if a certain project could be identified that the funds raised would be put towards.

Cllr Stewart requested he moves the speed camera sign on A379 from Kingsbridge as it is currently not very visible, it was agreed he should do this.

It was noted that there used to be a representative from the local police force who would attend the meetings, it was not known why this did not happen anymore and it was agreed that the Clerk contact Kingsbridge Police regarding this matter and invite them to attend again in future.

A discussion was had regarding ideas on how to make the village look more festive at Christmas time in the coming years, suggestions of a village Christmas tree and or, decorating the phone box were made.

It was noted that it may be useful for a third councillor to be set up as a signatory on the bank account as back up should one of the current two not be available at a meeting to sign cheques.

The meeting closed at 9pm.

