

# Churchstow Parish Council

## MINUTES

For the meeting on Thursday 10<sup>th</sup> January 2019

In Churchstow Church Hall @ 8pm

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

**Apologies:** Cllr McLaney, PC Pengilly

**Chairman welcomed everyone to the meeting.**

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

**Matters Arising from Last Minutes:** None.

**Report from DCC Cllr Rufus Gilbert:** Cllr Gilbert commented on how well the main Plymouth road had held up throughout the monsoon rains we had experienced, especially noted the work he had initiated at the Bantham roundabout. Cllr Hind mentioned that the tarmac before the drain by Bantham roundabout is now breaking up. Cllr Stewart thanked Cllr Gilbert for getting works done to fix the drain between Bantham Roundabout and Churchstow.

**Clerk's Report:** Agreement was made to book the Church Hall for the second Thursday of every month of 2019 at 7:30pm for PC meetings with the amendment of an 8pm start in February due to a prior booking in the hall and a 7pm start in June to accommodate the AGM prior to the monthly meeting.

The Clerk reported that she had been in contact with PC O'Dwyer the local Neighbourhood Policeman who was very pleased that the PC wanted to reinstate invitations to the PC meetings and either himself or PC Pengilly would endeavour to attend whenever possible or send a report if possible in their absence, he also requested that they receive a copy of the minutes each month.

The Clerk requested clarity on what forms of publication were desired for the minutes as duty bound to make minutes public, it was agreed that the main form of publication is via the village notice board but the village website and Facebook are to be used. The agenda would be sent to the Councillors and publicised 3 clear working days prior to the meeting and the minutes would be publicised once all councillors had approved the draft copy.

The Clerk reported that she had met again with the previous Clerk and was now in 'custody' of the PC email account and admin for the PC facebook page. She was also given a Solagen bag which she is to get to Cllr Stewart.

The Clerk also reported on her meeting with parishioner Malcolm Toone who very kindly administers the village website. He is happy to continue with this arrangement and also arrange the continuation of the domain name for the next 3 years when the current subscription runs out in May this year, he will submit an invoice for the cost of this which will be approximately £100. The Clerk requested the Cllrs look at the website and alert either herself or parishioner Toone with any amendments or updates as necessary. Following a discussion between the Clerk and Parishioner Toone it was thought it may be a good opportunity to include a slip with the upcoming Neighbourhood Plan mailout asking parishioners to get in touch with the new Clerk with contact details so as to enable future contact from the PC on any village business in hope of aiding a greater sense of community, the Cllrs agreed this would be a good idea.

The Clerk made the Cllrs aware of a recent publication regarding housing needs, it stated that there was an oversubscription of developments, especially on green field sites. Cllr Bramble advised that this was not a publication from SHDC or related to the National Plan.

The Precept was discussed as it is due for application by 31<sup>st</sup> January, the amount to be requested was left for further discussion via email after the meeting.

The Clerk reported that she had received some links from DALC regarding the idea of setting up a lottery, it was agreed that the Clerk would forward this information on to all Cllrs for them to consider.

**Report from SHDC Cllr Bramble:** Cllr Bramble reported on the privatisation of the waste service and that the result of this will mean it is less expensive with a saving of £300,000 per year. He also confirmed that Torr Quarry will remain open for the foreseeable future.

The piece of land that is in dispute and that the PC are considering purchasing following the Reeves Way development was discussed with Cllr Bramble, he reported that the SHDC solicitor had requested to meet with the liquidator but that they were unresponsive. Cllr Bramble was to obtain an update on this matter.

**Additional Matters:** Grass cutting in the village was discussed, it was agreed that the Clerk would have further discussions with Bayleaf who had been undertaking the grass cutting in 2018 and who had submitted a quote for 2019 as clarity was needed over the 2018 invoices and to see if the proposed cost for 2019 could be reduced in any way.

Cllr Hind reported on the Neighbourhood Plan, he had met with Kingsbridge and shown them the Churchstow leaflet, ours differs to theirs to take in to account the fact we are a village and not a town. Amendments were approved and printing is to now go ahead. Cllr Hind has asked Kingbridge to supply 4 laminated posters advertising the Neighbourhood Plan and it was agreed that they would be displayed on the notice board, in the pub and shop and on the fence outside of the Church Hall, Cllr Hind was to arrange this. It was agreed that Cllr Stewart was to collect the new notice board from previous Cllr Tarr.

Delivery of the Neighbourhood Plan questionnaires is to commence on the 4<sup>th</sup> February, Cllr Woodley is to organise who delivers where for the Churchstow PC. It was agreed that we would not be delivering to Archery Close as Royal Mail will be delivering to all properties with a TQ7 1 postcode. Cllr Hind reported that we would need to collect evidence of us delivering the questionnaires for the inspector, it was agreed that this could be photographic evidence of Cllrs putting the questionnaire through letterboxes to negate the need of involving any residents. It was noted that results of the questionnaires need to be fed back to the Kingsbridge team, Cllr Hind agreed to do this.

It was also noted that we need to include organisations inside the parish and not just residents so delivery is needed for all businesses in South Hams Business Park, the PC itself, the village shop and campsites.

The Cllrs thanked Cllr Hind for all his time and effort in coordinating the Neighbourhood Plan as it is a significant undertaking.

Cllr Hind asked Cllr Woodley to produce a short write up of the history of Churchstow for the Neighbourhood Plan.

The Gazette Village Voice was discussed, it was agreed it would be of interest to get Churchstow included but whether enough content could be provided every month was in question. No conclusion was reached on this and this could be brought up for discussion again when Cllr McLaney is present as it was his suggestion at a previous meeting.

The co-option of another Cllr was discussed and it was agreed that a parishioner that had shown previous interest in joining the PC would be invited to attend the next meeting for all to meet.

An application for a Lawful Development Certificate for Existing Residential use of Caravan/Mobile home 4079/18/CLE (resubmission of 2346/18/CLE) was received for The Caravan, Trowbridge Farm, Churchstow. The Clerk reported that the documentation for such was not received until after the closing date for response and it was agreed that the Clerk would contact SHDC to request an extension due to this. It was also agreed that when writing requesting the extension that it be known that the PC object to the application as evidence is known to dispute the claim that the mobile home has been present for over 10 years.

An application for Proposed Rear Store Extension to Existing Garage (3952/18/HHO) was received for Lower Leigh Farm, Kingsbridge. It was agreed that the application would be supported. The Clerk is to check previous minutes and planning paperwork to check this is not a duplicate as the Cllrs agreed that they had seen this application and approved it at a previous meeting.

Cllr Woodley brought up the subject of the defibrillator, it had been understood that it would be left unlocked but when Cllr Woodley had recently tried to gain access to it he found it to be locked. The Clerk is to ask the previous Clerk if they were in possession of the key, Cllr Stewart was to investigate whether he had possession of the key. Cllr Woodley suggested that once it was permanently open that we alert the emergency services to this and put up a sign stating as much so anyone who finds themselves in need of it need not spend any time questioning how to access.

The meeting closed at 10:15pm.