

Minutes of the Meeting of
SALCOMBE TOWN COUNCIL
held in the Library of Cliff House, Salcombe
at 6.30 pm on Wednesday 22nd November 2017

COUNCIL MEMBERS PRESENT * - Attendance; A- Absent; N - No Apologies Received

Cllr. M. Fice – Mayor (in the Chair)	*
Cllr Mrs C. Bricknell	A
Cllr T. Lang	*
Cllr R. Whitfield	*
Cllr Mrs L. Sinnott	A
Cllr Mrs M. Kemp	*
Cllr K. Baker	*
Cllr Mrs N. Turton	*
Cllr P. Lafftery-Holt	A
Cllr M. Long	*

Also in attendance:

Dist. Cllr S. Wright	A
Dist. Cllr Mrs Pearce	*
Cty. Cllr. R Gilbert	A
Gill Claydon (Clerk)	*
Pete Robinson (Cemetery Manager and Project Officer)	*
WPC Jo Pengilly	A
PCSO P. O'Dwyer	A
Charley Adams Kingsbridge Gazette	*

183.DECLARATIONS OF INTEREST

Members were invited to acknowledge any declarable interests, including the nature and extent of such interests that they may have in any items to be considered at this meeting. None given.

184.OPEN FORUM

Police Report – None received.

District Councillors Report - Dist Cllr Mrs Wright noted from a recent Overview and Scrutiny group meeting that District Council was now going to run a Lottery. She advised that other councils appeared to be doing this and it was successful.

Cllr Mrs Turton noted that the new shop on Island Street had filled in some windows with advertising and wished to look at the permission but on the District planning site there was no decision notice uploaded. The Mayor agreed that many things disappeared off the Planning Portal. Dist Cllr Pearce noted this concern and advised that due to a large quantity new signs appearing in this locality District was initially going to send a letter to businesses to advise of advertising consent required.

Cllr Lang enquired after the missing benches that had been removed from Whitestrand Car Park and felt after all this time that the police should be informed. He was advised that the officer who might be able to shed some light on where they had been stored was currently away. It was not that a wall along Cliff Road had been removed and the owned had installed a significant base for a crane platform, level with the road. Cllr Long felt this required planning permission but was advised that if planning was approved to carry out works then a crane platform became permitted development but must be taken down within a specified time at the end of build. However the wall removal was an enforcement investigation.

The Mayor highlighted that town council was asked to provide their views about a parking area at Batson. However he was concerned that before these views were even requested a letter went to residents in October 2017. It was noted that district councilors were not involved in these discussions. A letter had been received from a resident who was also worried that if this action was taken these permits would be bought by second home owners who would block others using the area and therefore Dist Cllr Mrs Pearce would look into this. The Mayor noted different response dates on planning applications and enquired if there was a fixed time. Three weeks was the minimum period given and after that an application could be decided. Therefore residents could submit responses after three weeks but they could run the risk of their points not being considered.

185.CO OPTION

No applications having been received this was DEFERRED.

186.MINUTES

It was noted that under the Mayors report item 180 it had been discussed the winter moving of the oak tree at Bonfire Hill cemetery and that Cllr Long would liaise with the maintenance contractor for these works. With this additional the Minutes of the meeting dated 8th November 2017 were noted before they were APPROVED by council and then duly signed by the Mayor as a true and correct record.

187.PLANNING APPLICATIONS:

The following applications were considered and such observations from town council submitted to District.

- 0653/17/FUL READVERTISEMENT (Revised Plans Received) Demolition of existing care home and redevelopment to form 4 new dwellings Wells Court, Herbert Road, Salcombe TQ8 8HN – It was noted that these new plans still did not have measurements although a footprint comparison was provided but with no elevation. Also it was stated ‘do not use scale dimensions only. Objection. This would introduce three storey properties along a section of street scene that did not have such and would not follow the current descending roof heights. It was also felt that the proposed height seemed to be significantly higher than what was there now, probably by about 2m. Coupled with the fact that the proposed houses would be closer to the boundary and leave Holmfield with a vista which would be an expanse of white wall and similar for Rosenthorn, although they would view some windows, the development was felt to be overbearing with loss of light to Rosenthorn.
- 3549/17/HHO Householder application for proposed roof terrace to existing flat roof 24B Fore Street, Salcombe TQ8 8ET – Objection. This was situated in a very enclosed area proposing a sizeable balcony outside which could have a significant noise impact due to the acoustics. Anyone standing out on the balcony could look into rooms in Strand Court and overlook the garden of 25a. Whilst privacy screens were proposed they should be squared off at 1800 and not angled to 1100 and this rendered their installation not worthwhile.
- 3550/17/HHO READVERTISEMENT 2 Kings Cottages, Fore Street, Salcombe TQ8 8EN – Objection. Whilst the balcony was acceptable the readvertisement was for a privacy screen but it was felt there should be a privacy screen each end of the balcony to prevent overlooking into number 3.
- 3558/17/HHO Householder application for proposed loft conversion 27 McIlwraith Road, Salcombe TQ8 8FF – No objection to the loft conversion but concern was raised with regard to the inclusion of a Juliette balcony on a flat roof which it was felt could be used as a full balcony in due course.
- 3691/17/LBC Listed Building Consent for internal and external alterations, including replacement of window with French door and conversion of part of attached garage to living space The Old Porch House, Shadycombe Road, Salcombe TQ8 8DJ – No objection.

PLANNING CORRESPONDENCE

- During the review of planning applications Town Councillors had looked at a wall being built adjacent to the McIlwraith development which was a block wall faced with stone but noted that to enable installation the contractor had removed Devon bank hedging and planting. Dist Cllr Mrs Pearce would ask for this to be investigated.

188.SECTION 106 MONIES

The Mayor raised the proposal by South Hams District Council to utilise £9,500 currently held within Section 106 monies for Salcombe to complete their Whitestrand public space improvement. It was noted that District had originally stated they had the monies to complete this project. An OSSR plan had to be prepared by town council for any funds to be applied but this use appeared to be short circuiting any plan. It was noted that many residents did not want this Whitestrand development in the first place. If this space was then used for event people would lose parking. Further points were noted with regard to the fact that District already had the further posts required and used their budget to make bespoke benches along with installing a non-slip surface.

Dist Cllr Mrs Pearce advised that District Council was the authority that decided how such s106 money was released and usually used it against projects as they had some discretion as to whether money was released or not. She noted that most of the money pre dated the requirement to have money allocated to a specific plan as it was Public Open Space money then and not specified in a S106 Agreement. Cllr Baker asked if the money for the original District budget for this area had been taken away. The response was negative but the original works did not include this and to use these bollards remaining could complete this project. The Mayor felt that there were two sets of rules taking place here. Dist Cllrs Wright and Pearce had discussed this matter with the officer who had asked for funds to complete this work. Cllr Long did not feel that Town Council should fund the District projects and was concerned how much funding Town Council might have shortfall for with regard to projects that they then might not then be able to complete. The process was wrong.

It was AGREED that town council did not approve of this use of funds and the Mayor would obtain clarification of older monies.

Dist Cllr Mrs Pearce left the meeting.

189.OPEN SPACES SPORT AND RECREATION

It was felt that any document submitted for public comment needed to be more user friendly together possibly with a summary. Therefore it was AGREED that this draft document should return to town council in a simpler version with the policy within and detail in an appendix.

190.DRAFT NEIGHBOURHOOD PLAN

The draft Neighbourhood Plan had been considered and all the responses to be forwarded to the Neighbourhood Group were AGREED as follows:

- A request be made to prescribe the design standards for Victorian/Edwardian houses/areas.
- The point on the economy not lost to retail was not made clear enough to illustrate such loss.
- Congratulate the team for pulling forward some previous Local Plan policies which had disappeared in the emerging Joint Local Plan.

191.EMERGENCY PLAN

A draft report had been provided to town council and it was AGREED that the following amendments were required due to recent changes within the town council and current advice on Data Protection:

Pg 2 add terrorism

Pg 3 to blue light services add life boat and remove sentence about interested agencies

Pg 4 Off shore was an all weather lifeboat

Bus routes should include when it runs - times/locations

Include Kingsbridge ferry for summer

Pg5 felt to be a repeat of page 3

Pg 6 Emergency grab bag tick list rather than a bag of contents which people would be using everyday

Pg 7 need to discuss and confirm acceptance of volunteers

Pg 9 Sandbags – Cllr Wright had indicated this provision would be changed so must reconsider

Pg 14 Salcombe Original Takeaway – name changed.

Pg 16 Remove Mayor from Emergency Committee.

With regard to the Snow Warden it was considered how councillors interacted with the plan. Those involved could be either councillors or volunteers and job/task titles should be on the front page without names so a separate list could be kept which was easily changed. This would be brought back to the January agenda. Another element to consider was whether certain venues like Cliff House had their own emergency procedures and how these dovetailed.

192.LEP PRODUCTIVITY STRATEGY CONSULTATION

The delivery plan would be more interesting as this was just policy jargon aimed at major centres, main transport corridors (i.e. Taunton and Hinckley Point). It was AGREED that at this point it was not necessary to provide a response.

193.DEVON & SOMERSET FIRE & RESCUE SERVICE

The Draft Integrated Risk Management Plan (2018 - 2022) Consultation had been circulated and it was AGREED that Salcombe should highlight the difficulty getting retained firemen as a number of employers were not allowing retained fire fighters to answer calls in work as they were making a loss. As the document talked about moving resources around to places where they needed them most there was a concern for this rural environment. Being out on a limb if there was any reduction of facilities this would affect the time taken to get to incidents together with the impact that tourism had in swelling the population and road traffic incidents.

194.LEGAL FEES

A breakdown of the payments to date was provided and to consider future payments. It was felt that nowadays very few solicitors worked on an hourly and town council would prefer a fixed brief. It was AGREED that a request be made for a capped quote that the solicitors would not go above as town council needed more security. It would be explained that this was due to escalating costs and a limited precept.

195.MAYOR'S REPORT

The Mayor thanked all those who attended the Remembrance parade. Some felt that the maroons were not loud enough but this could have been wind direction. The Mayor received a report that the street lights at the top of town were out again earlier the previous week but no one in the meeting confirmed this.

The Mayor together with Cllrs Mrs Turton, Mrs Kemp and Mrs Bricknell had met with Dist Cllr Wright to review weed spraying, street cleaning etc and he had left with four pages of notes which he was going to discuss with the officers and then return for a walk around town. Salcombe was classed as a seasonal town but town council expressed the ineffectiveness of the mechanical sweeper and the fact that there had been no sweeping above Fore

Street where the litter bin emptying was sporadic. They also needed to consider how to educate town businesses about rubbish left out over night or at the weekend causing a mess. A request was also made for facilities for visitors to recycle plastic and paper as there was a bottle bank but nothing else.

The Harbour Office had provided a draft of the letter to be sent with regard to plastic waste which the Mayor read out and would be signed when the final copy was received.

On the recommendation of the previous Technology Group town council had agreed to obtain two new laptops with Office 365 installed. This had proven to be a nightmare and a report was provided. Three months on the staff were still not using these laptops. The products suggested were not compatible with requirements and Pete Robinson had spent a lot of time on this to date. In view of the report an upgrade hosted by Krystal would be obtained and the Office 365 package for one machine downgraded. At the end of the year term the other laptop Office 365 package would also be downgraded so the overall costs remained comparable with a more suitable outcome provided.

196.COUNCILLORS REPORTS

Cllr Mrs Turton – Attended the Coastal Communities group to discuss the fund but there had been no further dates for releasing this. The original proposal was for supporting marine and tourism areas but this had now changed to increasing productivity and sustaining jobs and the next meeting would not be called until a further announcement was made by Government. The Mayor asked whether Jubilee Pier could be included as a project as this was a landing area for the ferry. Cllr Long felt that as the focus was on increasing productivity and supporting jobs it became more relevant.

Attended Devon County Council Highways Conference which introduced Skanska, County asset management plan and two parishes talked about their grant fund works. All problems must be reported online (i.e. potholes and gullies) as this would enter their system and be dealt with directly. The Mayor noted that some people had reported matters and been successful and for others nothing had been done. It appeared that the potholes route was well served but other areas were not.

Cllr Mrs Kemp – Asked when the street lights at the top of Batson were being installed. She asked whether the bus stop could be moved a little further back or another installed at the new estate or Batson Hill as it was dark to walk back.

Cllr Long – Represented town council at the Public Rights of Way Committee with regard to the proposal to adopt the footpath through Croft Fields. He had been very impressed by the comprehensive and thorough report provided by the Public Rights of Way Officer at Devon County. There had been 17 pieces of evidence from local people and he was pleased to report the request was recommended for approval and now was going through official channels. The next procedure was as the Clerk's Report advised but if the owners did object there would need to be a public enquiry held. A South Hams Society representative had also attended and would spread the word to the route users.

He had a meeting on the following Friday with Alex Whish and Dist Cllr Mrs Pearce in Courtney Park to discuss the cedar tree and as Tree Officer he would talk the options through. Dist Cllr Mrs Pearce had also raised the question of the play equipment and Cllr Mrs Bricknell would be asked to also attend with regard to the play equipment but if she was still unwell Cllrs Mrs Turton agreed to go.

Cllr Baker – Asked if an item updating progress with regard to the Berry could be put on the agenda but as there was nothing to report nothing would go on and Cllr Long advised that once the working party received any feedback they would report such.

Cllr Lang – Noted the proposed works by the Cliff House Trust contractor climbing up into the town council office recess but this was not discussed as it was a Cliff House maintenance matter.

CLERK'S REPORT.

- A telephone call from a Kingsbridge resident advised that a parking ticket had been issued and the resident did not feel that it should be paid. The resident was to make an offer as this ticket was deemed an invoice not a penalty notice and they took issue with the fact of Town Council charging for parking in the winter. He had since advised he would pay the fine but expressed his belief that there should be no charge during winter. Those present felt that parking in the winter was acceptable at £3 per day.
- Manager of Salcombe Rise had advised that they intend to erect a fence between their development and the Bonfire Hill cemetery and requested to meet on site to discuss possibilities with town council. They had also considered the complaint with regard to pebbles escaping on to the footway between the development and the park and ride pavement and would be installing a low fence to stop people walking across and kicking these stones out. The Mayor and Cllrs Long, Mrs Turton and Lang would meet with the contractor any time Friday 1st December.

- South Hams District Council was carrying out a consultation and review of the Planning Validation Checklist with a response date of 9th January 2018. Town Council was asked if they wished to agenda this item for the December meeting or have a working group consider such and report to the next meeting.
- The contractor had advised that he was currently on a job in Kingsbridge and would therefore be in Salcombe at the beginning of the New Year to carry out the Jubilee Gardens wall works. If there was a fall he would attend as an emergency.
- Joint Local Plan Public Examination dates had been received setting out when Salcombe Town Council was on the agenda to speak. This would be on Tuesday 27th February 2018 for the Smaller Towns and Key Villages session and Wednesday 28th February 2018 for Policy Area Strategies: Thriving Towns and Villages.
- Deodar Cedar tree in Courtney Park meeting between Alex Whish, Dist Cllr Mrs Pearce, Cllr Long on Friday 24th November 2p.m. In view of discussion with regard to play equipment should any other councillors be attending?
- Devon Countryside Access Forum was seeking new members to represent underrepresented groups such as young people or ethnic minority groups and any applications should be before Friday 9th February. There was no payment for this post but a generous mileage payment.
- Devon County was running Recycle Devon Thank You Awards inviting recognition of people who make a real effort to reduce, reuse or recycle waste. This could be a friend, neighbour, child, community group, small business, recycling collector or staff at the local recycling centre. All nominations to be in by 1st December.
- Memorial bench at South Sands needs replacing and Town Council had received an offer to donate one. District would be advised of the offer for a donation and consideration be given by the town clerk and project officer once their response was received.
- Devon County Public Rights of Way had advised that following the Committee meeting on 9th November the next stage of the process was to make and public the Modification Order to add the footpath to the Definitive Map and Statement. This was the formal consultation stage and notices would be posted on site and in the local newspaper. It was hoped that this would be published in the middle of January 2018.
- Cliff House Trust Ltd contractor had an initial look at the damp in the office and decided that they needed to climb up into the recess above the office rooms. Investigation to be done on Monday 27th November but it had been noted that a water tank could be seen in the roof space above the damp patch.

197.FINANCE

EXTERNAL AUDITOR NOTIFICATION

The Smaller Authorities Audit Appointments had notified that the local audit would now be known as “Annual Governance Accountability Return” and would be carried out across Devon by PKF Littlejohn LLP, Canary Wharf, London.

Bank Balances

Current Account £500.00

Deposit Account £287,589.62

Receipts: None.

Councillors APPROVED Internet payments to:

HMRC – Tax & NI £757.93

NEST – Pension £145.26

Wages - £1736.84

Claydon – Sundries for office £16.00

M. Long – Travel to and from meetings plus parking charge £65.60

Post Office – Stamps 30x65pence and 30x56pence £36.30

Devon Wildlife Trust – Neighbourhood Plan Biodiversity Report £77.40

Play Inspection – Jubilee Gardens annual inspection £78.00

Salcombe Christmas Lights Committee – Grant £600

Cheques: None

198.NEXT MEETING

The next town council meeting would be held on Wednesday 13th December 2017 in the Library at Cliff House, Cliff Road, Salcombe at 6.30p.m.

Meeting Closed: 21.16p.m.

..... 13th December 2017.
Town Mayor.