

THURLESTONE PARISH COUNCIL

Minutes of Parish Council Meeting

Date: 3rd October 2022		Venue & Time: Thurlestone Parish Hall, 19.30 hrs
Present: Cllr Sue Crowther Cllr Paul Gunning Cllr Rosa Lewis Cllr Jill Munn (Chairman) Cllr Adam Ryan-Carter Cllr Gill Stone Cllr Sian Williams	In Attendance: Kathy Harrod (Parish Clerk) SHDC Cllr Judy Pearce SHDC Cllr Mark Long Parishioners/guests 13	Apologies: DCC Cllr Rufus Gilbert

REF 2022/23 MINUTES

OPEN FORUM

There was an open forum of 15 minutes at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish. The following matters arose:

- a. Why were the two spaces on Kingsbridge High Street near the cinema reduced in size making it more difficult for disabled access? The parishioner was signposted to Devon County Council.
- b. Farmers around the entire country trim both the inner and exterior of those hedges – the exterior being for the benefit of the community. Unfortunately, there has been an increasing amount of abuse to the local farmers while they carry out the works, this is unacceptable. There are no subsidies or payments made for this service. Cllr Munn thanked Mr Palmer for continuing to provide this service. TPC will raise awareness of this valuable service with a request for civility if parishioners are delayed slightly while the works take place.
- c. South Hams District Council garden waste service. It was noted that of the £200k set aside for the setting up of community composting sites, no one has taken up the offer. Parishioners note there will be no service for six months between October and April. Will there be a guarantee on the future paid for service if uptake is insufficient. Cllr Pearce advised people are being asked to subscribe from 1st November and to subscribe as early as possible for the service which will commence in March 2023. There will be a service guarantee as it is an additional payment for service.
The refuse service has been taken back in house effective today with six out of seven brown bin collections proceeding – a positive start.
- d. Last year, some areas in West Buckland experienced issues with the Buckland Shoot, what response has been provided to assure residents will not be showered in shot as per previous year?
- e. Regarding the bin service a request was made to the Ward Councillors to provide confirmation of what the waste service issues have cost each of the residents in pounds and pence?
- f. Airband – how long is it likely to take to complete the installation on The Mead Estate. This is a matter for the private estate.
- g. In respect of the householder application at West Buckland Farmhouse, an overview was given by the architect in respect of the plans. The rooms on the second floor do not comply with building regulations and a roof replacement is required. There are dormers rather than large roof lights and windows have been sited away from neighbouring boundaries. The applicants have responded to the comments previously made by Thurlestone Parish Council.

The Meeting Convened

74 Welcome & Apologies

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75 **Declarations of Interests and amendments to Members' Registers of Interests.**

No declarations or amendments were made.

76 **To confirm the Minutes of the Parish Council Meeting on 5th September 2022.**

It was resolved to accept the minutes as a true record of the meeting.

77 **Clerks Report & Items to allocate:**

- PROW email re road closure to Bantham Quay: No update has been received. Cllr Gunning will take forward.
- Noise complaints update & obtaining TENs (Temporary Event Notice) information: There is no public consultation for TENs notices. Only the police are consulted and then only if the gathering is likely to be in excess of 500 people. As previously agreed Thurlestone Parish Council are writing to South Hams District Council to obtain information regarding their receipt of TENs applications and to request conditions relating to noise/light pollution/size of operation and operational timings. It is not in the remit of South Hams District Council to publicise TENs.
- Councillor Training has been arranged for 31st October.
- SWOOSH update: Deferred until November
- Web Page Accessibility: An accessibility statement has been uploaded in respect of the Thurlestone Parish Council web pages.
- Sustainable South Hams Assembly - Sat 8th October: Sustainable South Hams is a network for climate and nature groups in the South Hams. They are holding their first regional meeting, the Sustainable South Hams Assembly, on Saturday 8th October at Kingsbridge Community College from 10.00 am to 2.00 pm. They are particularly keen to have as many Parish Councillors as possible to attend at least the afternoon session (1.00 to 2.00 pm) for the new Special Interest Group for Parish Councillors.
- Bantham Estate Shoot: The shoot will commence on October 24th through until February 4th. Shoots are due to take place twice per week (Monday and Friday) with occasional Saturday shoots. Further updates will be provided as soon as possible.
- Query re Coastguard Station/Cottages at Bantham WW1, an email was received requesting information dating back to the first World War and the stationing of people at Coastguard Cottages, Bantham (now known as The Watch). Thanks to Cllr Williams we were able to send some relevant information to the requester who has since been in touch again to thank us for our assistance.
- Devon County Council works required:
The West Buckland to Bantham road has been placed on a scheme for the works to be dealt with. No dates have been provided to date, Devon County Council have confirmed it is not likely to be attended to in the near future. The kerb by Heathfield was viewed and deemed not to meet the Devon County Council intervention criteria, therefore no action will be taken. Potholes also appear to have been viewed and not met with the given criteria. Looking at the Devon County Council report maps there is currently only one pothole report for the parish and no trip hazard reports. Parishioners are requested to continue to report ALL parish issues. In light of the financial issues being experienced by Devon County Council, information regarding the Road Warden Scheme will be provided to Councillors for discussion at a future meeting.
- Heritage Representative: Cllr Williams has agreed to be the Heritage Representative on the Council. Cllr Williams was involved in the original Neighbourhood Plan selection procedure and will be involved with the reviewing of the non-designated heritage assets ahead of the five-year Neighbourhood Plan review in July next year.
- Information regarding the running costs and maintenance of the public toilets has been provided to another South Hams Parish Council who are considering taking on the facilities in their area.

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- New Tree Preservation Order Served, Woodland to the South of Clanacombe Lodge, West Buckland, SX 686439. The reasons for serving the Order are:
 - In the interests of preserving the significant public visual amenity benefits of W1 which serve to add extensive varied amenity benefits as a visually prominent large, wooded group to the wider sylvan setting of the area.
 - W1 contains good age structure of a number of varied tree species and as such bears potential to contribute indefinitely to the public visual amenities of the visual landscape from adjacent PROWs, residences and users of the highway network.

This Tree Preservation Order became active on 7th September 2022 and will initially remain in force for six months. During this time, the Council will carry out consultations and investigations to decide whether the Order should be given permanent status, modified or withdrawn.

- Grit Bins. With the colder weather due to draw in, a review of Grit Bins in the parish is required. We need to confirm where the bins are, do they have a hand scoop for shovelling grit, if they require filling or not and if any addition bin sites are required across the parish? Councillors will split by location.
- Please note that between 24th – 28th October there will be road closures Kerse Cross to Whitley Cross & Eddystone Road to Kerse Cross. This is an Openreach application to allow for safe access to underground/overhead cabling. Information re closures will be added to the website along with other links to signpost parishioners to the correct reporting procedures.

78 BUSINESS TO BE DISCUSSED:

- a. South Hams Policing – councillor advocate scheme. Cllr Gunning will take this forward as the TPC representative.
- b. Defibrillators in the Parish: The defibrillator at the Sloop may not be operational and is no longer accessible. The unit at the Quay is checked fortnightly but is believed to require new pads. Cllrs Williams & Gunning will look at the unit sited at the Sloop and Cllr Ryan-Carter will look after the unit at Coronation Quay on behalf of the Bantham Sailing Club. Cllr Munn will speak to the Golf Club.
- c. Climate Emergency: Cllr Ryan-Taylor will be attending the Sustainable South Hams meeting on 8th October and has made contact with Mike Hodges. A further report will follow in November.
- d. Golf Club Meeting & Public Toilets/Gritter update: Cllr Munn met with the golf club representatives. In the past a suggestion has been made to add a small monetary increment on the price of a parking ticket for the beach parking area which can then be used for the upkeep of the public toilets. The Golf Club will be considering the request.
Gritter Update: A request has been made to an engineer to view the machine to ascertain if it remains road worthy. No report has been received. A new home is also required for the gritter. Mr Palmer will help by looking for storage options. Note: We also need to consider who is going to operate it!
- e. Island View Green: Cllr Crowther. Thurlestone Parish Council is now the registered leaseholder of Island View Green. The 99 year Lease dated 8th August 2006 between SHDC and TPC has finally been registered at the Land Registry. The green is for public recreation only and TPC is responsible for its maintenance. Permission would have to be obtained from SHDC (the freeholder) for any other use.
- f. Cllr Stone attended the Parish Hall meeting. The committee are keen to ensure everyone is aware of the hall and the facilities contained within. There is currently a survey taking place with a view to making this more effective community hub.

79. To receive reports from County and District Councillors and to ask any questions arising:

DEVON COUNTY COUNCIL REPORT: No report received.
Cllr Rufus Gilbert, Email: Rufus.Gilbert@devon.gov.uk

REPORT IT:

Members of the public are requested to report all Highways issues through the Highways Website, enabling faster assessment of problem areas which can then be added to the repair/maintenance schedules. You can report potholes, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

DISTRICT COUNCILLOR REPORTS:

Email Cllr Judy Pearce: cllr.judy.pearce@southhams.gov.uk

Email Cllr Mark Long: cllr.mark.long@southhams.gov.uk

1. Cllr Pearce attended the Avon Estuary Forum last week, their new Co-ordinator was excellent and very forthcoming with information. The Environment Agency have a consultation at the moment, the content of which was deemed confusing at best. The by laws governing the estuary are no longer on the SHDC website, Cllr Pearce has asked that they be uploaded again.
2. Information regarding the cost-of-living help is now available on the SHDC website, <https://www.southhams.gov.uk/cost-of-living-help>, this provides help and guidance on a wide variety of help available and also includes a support directory for other organisations. Most of the schemes are income capped but some are based on disposable income.
3. A council meeting took place on 22nd September. The waste service came back in house on 3rd October, there will be challenges in the first months of the new control. The number one priority is for the service to be legal and compliant. The waste service also includes street sweeping, fly tips, public waste and more. The council are engaging and collaborating with the staff to understand their perspective on the situation and how they believe improvements can be made. The brown bin service will stop at the end of October, plans are in place for a new paid for service to commence from Spring 2023. There are a lot of people who do not require a brown bin service either because they have no garden or they opt not to use the brown bins. The annual charge for the service from Spring will amount to £49. This can be subscribed to online and there will be a service guarantee included in the contract between SHDC and the subscriber. The scheme will operate for eleven months and will not collect over Christmas and New Year. If you are left with a full brown bin in October, you will receive one final pickup before the service is stopped. Letters are being issued now with full details of the service stopping and how to apply for the new fortnightly service.
The old brown bins can be collected by SHDC if requested or they can be used by residents – but not for the storage of waste.
Within the council tax payment there are a raft of services that may or may not be used by residents – i.e.- planning, homelessness as well as many others such as the Covid Grant payments.
Parishioners requested that South Hams District Council ensure only residential properties who pay council tax have their waste collected. There are concerns in the parish that a larger than acceptable number of properties have taken advantage of being zero rated for business rates yet continue to use the residential waste service instead of a commercial bin service. All reports of people abusing the system should be reported to South Hams District Council or to the Parish Clerk to report on their behalf.
The Parish Councillors were again requested to feedback their views on the refuse collection service.
4. For all planning applications made after 31st October there will be an online webtool to direct applicants as to what they need to provide, this includes a lot more information regarding climate change and measures that need to be taken to mitigate the situation. Building regulations were upgraded in June 2022 meaning that all development after this date needs to adhere to the increased requirements with immediate effect.
If people are looking for assistance with property upgrades please see the South Hams District Council website as some of the grants are based on low income while others are based on disposable income.

5. Homes for Ukraine, there are now 167 guests over 71 hosts, the number of arrivals is slowing but SHDC are still receiving up to 3 families per week. Hosts were asked to house guests for a period of six months, SHDC staff are now working with these people to try to provide continuity with housing/schools etc as well as support if they wish to live independently. The housing situation in the South Hams is extreme, despite this a request has been received from Central Government asking for Chinese and Afghans to be accommodated too. SHDC have advised that this would cause unacceptable impacts on housing stock that is already severely strained.
6. The freeport continues and South Hams District Council expect to receive permission to proceed mid-October.
7. Parts of Devon/Cornwall/Somerset are now in an avian flu zone. Avian influenza (bird flu) is a notifiable animal disease. If you suspect any type of avian influenza in poultry or captive birds you must report it immediately by calling the Defra Rural Services Helpline on 03000 200 301.

Full details can be found via this link: <https://www.gov.uk/guidance/avian-influenza-bird-flu>

Clean your birdfeeders to prevent spread!

It takes two minutes to report a problem, please help keep our community beautiful.

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

80 Planning & Enforcement

a) LIST OF APPLICATIONS RECEIVED/FOR DISCUSSION:

1. RATIFICATION: 1251/2/HHO, Tree Tops, Thurlestone, single storey extension with first floor balcony above and external alterations. Thurlestone Parish Council Support.
2. 2402/22/HHO, 2 Mead Lane, Thurlestone, cladding to south elevation (13/10). TPC Support.
Thurlestone Parish Council support this application. Councillors considered that the proposed cladding on the front elevation of the dwelling will not have an unacceptable impact on neighbouring residential amenity (NP Policy TP1.1); that the design and building material used are in keeping with the street scene, being proportionate and appropriate in style, scale and character to the location (TP1.2); and that there will be no impact upon the character and quality of the natural environment and South Devon AONB (NP Policies TP1.5 and TP22.1).
3. 2160/22/HHO, West Buckland Farm, Readvertisement, refurb, extension, raised roof & rebuilding outhouse (13/10). TPC Object

Councillors considered that unlike the consented replacement dwelling (3077/21/FUL) which was in keeping and blended into the landscape, the design of the retained building is more akin to a contemporary townhouse than a historic farmhouse. While the neighbouring West Buckland Barns and Old Chapel had been sympathetically restored, the works to the existing house did not respect the rural vernacular and local distinctiveness (contrary to NP Policies TP1.2 and TP1.6). This is most apparent from two viewpoints: (1) from FP5 - due to the increased roof height, which is accentuated by two gabled dormer windows, and glazed dining extension on the South (South West) elevation; and (2) from the lane, at the gateway to the village, due to the increased roof height and additional second floor windows on the West (North West) and North (North East) elevations. As a result, the building has a dominant and overbearing impact on the neighbouring West Buckland Barns, the rural street scene, natural environment and long uninterrupted views into and out of the AONB (contrary to NP Policies TP1.1, TP1.5 & TP22.1).

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Concerns also remained about the increased light pollution from artificial light at an elevated height as a result of the new glazing on the South (South West) and West (North West) elevations being angled towards the adjoining fields on the edge of the settlement, the intrinsically dark landscape and AONB (contrary to NP policies TP1.2, TP1.4 & TP1.5, JLP policy DEV25 8iv, and para 185 c) of the NPPF 2021); and to the lack of landscaping details to show how the proposal would conserve and enhance the AONB, given the sensitive rural and coastal location of the building on the edge of the settlement within the AONB (NP policies TP1.5 & TP22.1, JLP policies DEV23, DEV24 & DEV25, and paras 174 & 176 of the NPPF 2021).

4. 3045/22/HHO, Apple Trees, Thurlestone, alterations, extension and construction of garage block (27/10). TPC Object.

Thurlestone Parish Council object to this application. Councillors considered that the cumulative impact of the two proposed extensions was excessive and not subordinate in scale and form to the existing dwelling (contrary to NP Policy TP7.2i). The external footprint of the proposed dwelling is 108% larger than the existing dwelling and the ridge height of the 2-storey side extension is only 135mm lower than that of the existing dwelling, sitting just below the principal ridge height. There were also concerns about the substantial amount of proposed glazing on the North West elevation that may have a detrimental impact on light pollution and the South Devon AONB (contrary to NP Policies TP1.4 & TP1.5).

b) DECISIONS:

1. 2786/20/FUL, West Buckland Barn, TQ7 3AJ. **SHDC No Decision Yet.**
2. 0915/22/FUL, Land off Bantham Beach Road. **SHDC No Decision Yet.**
3. 1420/22/FUL, Upton Grange, Bantham. **SHDC No Decision Yet.**
4. 2614/22/FUL, Summerstrand, Eddystone Rd. **SHDC No Decision Yet.**
5. 2489/22/TCA, The Old Workshop, Parkfield. **SHDC No Decision Yet.**
6. 3026/21/FUL, Vineyard, north west of Buckland. **SHDC Conditional Approval.**
7. 3027/21/FUL, Vineyard, north of Lower Aunemouth. **SHDC No Decision Yet.**
8. 1416/22/HHO, 2 Valleyside, West Buckland. **Withdrawn.**
9. 1251/22/HHO, Tree Tops, Thurlestone.. **SHDC No Decision Yet.**
10. 2178/22/HHO, Lower Furlong, Ilbert Rd. **SHDC Conditional Approval.**
11. Tree Preservation Order 1069 at 2 Leonards Close, Thurlestone – **SHDC Confirmed.**

c) ENFORCEMENT

Please note that the Enforcement Lists are confidential and issues concerning Enforcement cannot be discussed at a public meeting.

South Hams District Council are responsible for the enforcement of all planning breaches, the Parish Council have no authority to deal with issues of this nature.

Please will all parishioners continue to report full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via

www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

81 Receipts & Payments – see Appendix A:

a. Receipts & Payments: Month 7

Accounts to pay – Clerk Salary & HMRC, Parish Hall Hire £14, EDF Energy £7, Public Toilets Water £112, DALC Training Course & Expenses £300, Studio Flowers £50, **The Councillors resolved to accept the payments, a mandate sheet was produced and signed accordingly.**

b. Governance:

1. External Audit. Despite all documents being forwarded to the auditor on 27th June it took until 22nd September (8 days prior to the deadline) before the conclusion of audit was received. The documentation has all been issued and uploaded to the website.
2. Fixed Interest Account: Despite the bank showing a third account with a balance in excess of £10k, we were advised that the funds were transferred back to the council some years ago. Having been back through ten years

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of accounts it is clear that this information is correct. However, with investment rates increasing it would be worth placing funds into a three month account to gain a higher rate of interest. Thurlestone Parish Council resolved to invest £16,500 for a three month period.

3. Civility & Respect: Civility & Respect across the industry:

The pledge would require, Thurlestone Parish Council to agree to treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles, and that it:

- will put in place a training programme for councillors and staff
- has signed up to the Code of Conduct for councillors
- has good governance arrangements in place including staff contracts and a Dignity at Work policy
- will seek professional help at early stages should civility and respect issues arise
- will commit to calling out bullying and harassment if and when it happens
- will continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme
- supports the continued lobbying for change in legislation to support the civility and respect, including sanctions for elected members where appropriate

Councillors resolved to support the pledge.

82 Close of Meeting:

At 21.03hrs the Chairman thanked everyone for their attendance and declared the meeting closed.

83 Next Meeting Dates: 7th Nov & 9th January, Thurlestone Parish Hall 7.30pm

Signed as a true record: _____

Print Name & Date: _____

Agenda Items and Updates; where possible please submit to the Clerk one week prior to the meeting to ensure time for inclusion, circulation, and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

Distribution List : Cllrs Crowther, Gunning, Lewis, Munn, Ryan Carter, Stone & Williams. **For Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Dist. Cllr Mark Long, Thurlestone Parish Website: <https://www.thurlestoneparish.co.uk/>

APPENDIX A: Month 7

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Category	Descriptor	Date	Month No. of Payment approval	banked	Paid In	Paid Out	Cash Book Balance
Payments	Parish Hall Hire	27/09/2022	7	Y		14.00	27,770.92
Payments	EDF Energy	21/09/2022	7	Y		7.00	27,763.92
Payments	Public Toilets Water	03/10/2022	7	Y		112.00	27,651.92
Payments	Julian Lee Grass Cutting	27/09/2022	7	Y		360.00	27,291.92
Payments	SHDC Election Charge	27/09/2022	7	Y		2,643.20	24,648.72
Payments	Nick Walker Printing	27/09/2022	7	Y		75.60	24,573.12
Receipts	South Hams District Council Precept	16/09/2022	7	Y	16,500.00	-	41,073.12
Receipts	September Gross Interest	09/09/2022	7	Y	0.27	-	41,073.39
Receipts	HMRC VAT Refund	16/09/2022	7	Y	2,545.28	-	43,618.67
Payments	EDF Energy	08/09/2022	7	Y		10.00	43,608.67
Payments	Studio Flowers Wreath	27/09/2022	7	Y		50.00	43,558.67
Payments	September Wages	30/09/2022	7	Y		363.99	43,194.68
TOTALS YTD Financial year 2022/23					£ 36,195.98	-£ 25,835.23	£ 43,194.68
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2022/23 month		£ 43,194.68
Revenue Accounts							
Unpresented Items							
					receipts	36,195.98	
					payments	- 25,835.23	
						£ 10,360.75	- 0.00
							Variance
RESERVED FUNDS:					ACCOUNTS FOR PAYMENT & RATIFICATION		
£ 10,000.00	Public Toilets				Wages/HMRC		-454.99
£ 1,000.00	Village Events & Assoc				Parish Hall Hire		-14.00
£ 3,107.45	Annual Loan Repayments				EDF Energy		-7.00
£ 9,000.00	Repairs & Maintenance				Public Toilets Water		-112.00
£ 500.00	Election Costs				Studio Flowers		-50.00
£ 2,500.00	P3/Grass Cuts & Climate Related				DALC Training		-300.00
£ 500.00	Website updates						
£ 500.00	Computer Equipment & Related						
£ 500.00	Speed Signage						
£ 500.00	Training - Cllrs/Clerk						
£ 15,087.23	General funds						
43,194.68	TOTAL				Meeting Sub Total		- 937.99