

**Modbury Parish Council Annual Meeting and Ordinary May meeting
Tuesday 9 May 2023, 7.00 pm**

MINUTES

Present Cllrs Pete Watts (PW), (Out-going Chair), Bill Cole (BC), Helen Nathanson (HN), Barbara Price (BP) (newly appointed Chair), Phil Smith (PS), Ann Turner (AT), Sarah Wyatt (SW)

Also present: Cllrs Rufus Gilbert (RG)(DCC) and Bernard Taylor (BT) (SHDC)

Cllrs Gerry McAllister (GM) and Dave Trigger (DT) joined the meeting following co-option.

6 members of the public were in attendance

2023 38 Election of officers

1. Proposed by AT, seconded by PS and all in favour that BP be elected Chair

BP thanked Council for electing her and thanked PW for his years of service on Council and presented him with a gift from Council

2. Proposed by AT, seconded by HN and all in favour that PS be elected Vice-Chair.

2023 39 There were no apologies for absence

2023 40 There were no declarations of interest

2023 41 Minutes of Meeting 4th April 2023

a) The Council considered the draft Minutes (distributed earlier) and all were in favour they be approved as a true and accurate record.

Members of the public were asked to leave the room whilst consideration was given to the 2 applications for co-option.

2023 42 Co-option

It was resolved to co-opt Gerry McAllister and Dave Trigger to Council – they were invited to sign the declaration of acceptance of office and join the Council tables.

All new Councillors to receive induction training and other training as requested

All new Councillors to use a Modbury.gov.uk email account

2023 43

1) The following Councillor port-folios were agreed:

Planning		All Councillors to contribute at full Council meetings
Community Engagement	Modbury Well-being	To be held pending further recruitment to Council
	Dementia-friendly Modbury and representative on Four Rivers Dementia Alliance	Cllr Price
	Working group with traders	Cllrs McAllister and Wyatt
	Representative on Memorial Hall Committee	Cllr Wyatt
Sustainable Modbury		Cllrs Turner and Nathanson
Homes for Ukraine		Cllr Smith
Modbury Sick Poor Charity		Cllrs Price and Turner

Modbury Education Foundation		Cllrs Price
Councillor Advocate (Devon and Cornwall Police)		Cllr McAllister
Ivybridge Association of Local Councils		Attendance at meetings decided according to availability
Health and Safety		Cllr Smith
Parish Online		Cllr Smith
Website		Cllr Smith

2) The following Committees were agreed

Maintenance:

Grass-cutting, Play Areas, Millenium Meadow / The Patch / Galpin St Orchard
P3, Palm Cross Parking Spaces, Marigold's Day and Town Improvement, Litter Pickers, Road and Snow Warden

Proposed by AT, seconded by HN that PS be Chair of Maintenance. Members to be BC, BP, SW.

Rob West was thanked for his offer to continue as Road and Snow Warden and this was agreed

Allotments – Cllrs Price and Turner to continue liaison

Emergency Plan – Clerk to attend training and to be revisited at a future date

Finance and Human Resources:

Proposed by AT, seconded by PS and all in favour that HN be Chair of Finance. Members to be BP and GM

MARS

Councillors Price and Trigger

3) Bank signatories

It was agreed that GM, HN, BP, PS, AT would all be bank signatories with online authorisation permissions.

4) It was agreed that the Barracks Road working group be held in abeyance pending completion of the work to create a footpath on the corner of Barracks Road with Dark Lane and the identification of any further issues Council feels it can pursue.

5) It was agreed that MPC does not need to stand in for the Modbury Messenger if they are unable to attend the MPC meeting, and as far as we are aware the Champernowne Committee no longer meets

2023 44 Proposed by DT, seconded by PS and all in favour that the following Parish Council arrangements be approved:

1. Insurance arrangements – BHIB three years to end of March 2024
2. Grass-cutting contract with Arborcure to end of March 2027 pending satisfactory annual reviews
3. Casual contract M Wiltshire as Emergency Maintenance Person
4. Annual contract with SHDC for the monthly checks and annual inspection of the Play Parks
5. Membership of DCC Road Warden Scheme
6. Continuation of formal representation of MPC by ex-Councillor Colin Whybrow for the outstanding issues on the Palm Cross Estate (supported by out-going Cllr Keel)
7. Continuation of formal representation of MPC by out-going Councillor Keel for issues relating to the Penn Parks planning application
8. Continuation of Saturday surgeries – see rota at end of minutes
9. Acceptance of receipt of agendas via email

2023 45 Policies and Council Documents

Proposed by PS, seconded by HN and agreed by all that:

a) The following be adopted:

- Standing Orders (Adopting the new NALC template)
- Code of Conduct (Revisions to align with the SHDC Code of Conduct)
- Statement of Internal Control
- Financial and Business Risk Assessment (distributed to all Councillors at the meeting)

b) Financial Regulations – Due to the proposed revisions (introduced to offer flexibility through greater delegation to Committees) impacting MARS procedures, **to be considered in further detail by the FHR Committee.**

c) Other policies due for renewal to be reviewed later in the year

2023 46 **Dates of Future Meetings to continue on the first Tuesday of the month with the following exceptions:**
October **Tuesday 24th**
November **Thursday 16th**

Annual Parish Council Meeting closed at 7.53pm

Ordinary Council Business

Public Forum

Damaged play equipment in the Memorial Hall Play Area has been removed and the equipment made safe. **Maintenance Committee to decide the way forward.**

DCC Councillor Report

CLlr Gilbert was absent and apologies had been received – his annual report can be seen on MPC [website](#).

SHDC Councillor Report (BT)

- Thanked everyone who had voted for him in recent elections
- There will be lots of changes in SHDC with the change in political administration
- Waste has been the biggest issue over the last year but monies raised from penalty fees to the previous contractor is being invested in the new in-house service and it is hoped things will continue to improve
- finances are healthy
- SHDC has been very active in providing support for Ukrainian guests

PS offered his thanks to the SHDC Ukraine support team for their considerable help with various guests in Modbury
 BC thanked the SHDC road sweeper in Modbury
 BT confirmed that action was being taken to address the flooding situation in Orcheton but that it was a complicated situation

2023 47 **Finance**

- a) Proposed by HN, seconded by AT and all in favour that the payments as listed in [Appendix 1](#) be approved**

2023 48 **Planning**

1. The following Planning applications were considered:

- a) The decision to application [0250/23/FUL](#) (Moon Lane) made at the last meeting was ratified and **it was confirmed that MPC had considered further communication from the agent and there were no changes to the submission made.**
- b) [0559/23/HHO](#) Householder application for kitchen extension, building a connector between buildings & enclosing an open shed Clyng Mill Kingston. TQ7 4HA
- c) **Request clarification that full wildlife surveys have been taken and there is no interference to any bat corridors – Support**
- d) [1329/23/ARC](#) Application for the approval of details reserved by conditions 1 (Accord with plans), 2 (Fireplace), 3 (Window) and 4 (Historic Records) of planning consent 3290/22/LBC 62 Brownston Street. Modbury. PL21 0RQ
No Comment

- e) [0843/23/HHO](#) Lucy McTaminey Householder application for single storey rear & front extensions with associated works (resubmission of 4430/22/HHO) 12 Traine Villas Modbury PL21 0RL
MPC still considers that this is over-development of the site and Object to the application.
- f) [1249/23/TPO](#) Mr Martin Ranwell T3: Beech - Reduce height by 4m to match height of T2. T3 is a rather slender specimen & its position at the top of the ridge leaves it vulnerable to high winds, this work will lower the risk of failure by reducing the level of exposure & the tree is near to buildings and a public road. 10 The Priory Modbury PL21 0TL
It was agreed that if the SHDC Tree Officer approved this MPC support
- g) [1081/23/VAR](#) Mrs Rebecca Algar Application for variation of condition 10 (new glazing) of planning consent 2946/22/HHO Larkbarrow Modbury PL21 0SA
Support
- h) [1043/23/FUL](#) Mr Steven Lovegrove Proposed freestanding single storey agricultural/storage building (resubmission of 2762/22/FUL) Field At Sx 6681 5216 Modbury
Standing orders were dropped for consultation with BT and PW
MPC have the same reservations as per the previous submission:
- treatment of effluent breaches the Environmental Agency standards
- Restrictions are applied to residential rights into the future
- Planning enforcement issues are resolved
MPC request that there is a further site visit by SHDC before a decision is made. Providing all these issues are addressed MPC supports the application
- i) [0896/23/LBC](#) / [0895/23/HHO](#) Mr Neil Turner Listed building consent for replacement of four existing windows with new double glazed sash windows, matching the existing design Address: 20 Brownston Street Modbury PL21 0RG
Application withdrawn
2. **Penn Parks** the [additional comments](#) submitted by the working group as authorised at the April meeting were ratified

2023 49 Highways

The response to the Devon County Council (South Hams HATOC) (Traffic Regulation) Amendment Order DEV001-343 ENV 6035 – Barracks Road parking restrictions was noted

2023 50 Maintenance

1. The Patch

a) The maintenance requirements for The Patch were considered:

The Patch.

Objectives and responsibilities of Modbury Parish Council.

The Patch is a small piece of land in the Tuckers Brook development that is under the Parish Councils ownership and management. This also includes a strip of grass running adjacent to the stream, starting from the Bridge and finishing at the start of Fullers Ope.

a) Proposed by PS, seconded by BC and all in favour (HN abstained) that the recycled plastic accessible picnic bench be purchased (offering a durable and low maintenance solution) – cost £445 + VAT

b) Proposed by PS, seconded by BC and all in favour (HN abstained) that Arborcure be requested to undertake the tree work (TPO status to be ascertained) – cost £600 + VAT

c) Work to the railings – 1 quote received to date of £765 (includes materials). Proposed by PS, seconded by AT and all in favour (HN abstained) that further quotes be sourced

It was noted that the railings are the responsibility of SHDC and that MPC are in discussion with SHDC regarding assets in general and would be requesting reimbursement for this. It is not intended that MPC take on this work in perpetuity.

d) Removal of the bird bath – Arborcure be requested to dispose of as part of their work

e) Clerk to order sign for the area to reflect signage of play areas.

f) The addition of this grass area to the MPC grass cutting contract at no additional cost was noted

2. It was agreed to decommission the Tuckers Brook lawnmower

Standing orders were dropped for feedback on marigold's Day from a member of the public:

3. It was agreed that Marigold's Day had been successful (despite the weather) although the turnout was not as many as there had been in earlier years. SHDC Localities team were thanked for their contribution. **It was agreed to hold another Marigold's Day next year.**

**2023 51 Open Space Sports & Recreation Plan (OSSR):
Deferred to the June meeting.**

**2023 52 MARS
The minutes from the April meetings were received.**

2023 53 Updates from Committees, Sub-committees and Working Groups:

P3 - the following work has been undertaken by the team - FP 2 clearing work plus surfacing and drainage actions, FP7 clearance work, FP 4 drainage and surfacing work. It is envisaged that May clearing will be minimal during May to preserve wild flowers and other natural growth.

MARS – The entrance drive to the recreation field will be resurfaced in May

Homes for Ukraine Support Group - the team has supported the two families who lived in sponsored accommodation in Brownston St into unfurnished private rented accommodation in Kingsbridge. The team has also provided advice to the family in the Orchard who moved to a new sponsored arrangement in Kingsbridge. One of the work placements reported to the last meeting has not worked out and has come to an end although the team will continue to support her and her hosts. All remaining Ukrainian guests and their hosts have been offered complimentary tickets to the Modbury Players production

Litter Pickers - There have been no organized group litter picks in the last month

Parish Online - All the lost rights of way mentioned at the last meeting have been mapped. **Clerk to provide new Councillors with log-in details.**

Sustainable Modbury – There is a joint meeting of neighbouring parish councils Wednesday 10th May with the focus being on cooperative working particularly in relation to water quality within the Erme catchment.

2023 54 Correspondence received:

1. **Difficulties with access to the MPC parking spaces at Palm Cross due to inconsiderate parking on the road**

It was agreed that the clerk would continue to monitor

2. **Parking outside the Co-Op and the abusive and threatening behaviour residents in Burns Lane are facing.**

It was agreed that the clerk would pursue recognition of camera data with DCC and Devon and Cornwall Police and encourage residents to report incidents of unsocial behaviour on the [police online portal](#).

3. **Communication from a Champernowne resident concerning various issues**
Noted

4. [Libraries unlimited mobile library service consultation](#)
BP to respond

Saturday Rota agreed:

13 th May	Bill Cole
20 th May	Ann Turner
27 th May	Barbara Price and Sarah Wyatt
3 rd June	Dave Trigger

Meeting closed at 9.30pm