

**Modbury Parish Council Annual Meeting and Ordinary May meeting
Tuesday 7 May 2024, 7.00 pm**

Present Cllr Barbara Price (BP) (Chair), Bill Cole (BC), Richard Foss (RF), Tony Price (TP), Phil Smith (PS), Dave Trigger (DT), Ann Turner (AT), Sarah Wyatt (SW)

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

3 members of the public were in attendance

Annual Parish Council Meeting

MINUTES

2024 18 Election of officers

1. Proposed by AT, seconded by SW and all in favour of electing BP as Chair of Council

2. Proposed by SW, seconded by BP and all in favour of electing PS as Vice-Chair

Both signed the acceptance of office.

Report from Devon County Councillor (RG)

- RG will be attending the pedestrian solution meeting in Modbury with DCC officers on 4th June
- Happy to have donated £500 to the Marvellous Modbury Make-over and £200 to Modbury Vixens
- Was pleased that Modbury had had a very positive meeting with DCC P3 Senior Officer
- AT thanked RG for his support for the Marvellous Modbury Make-over
- BC asked if Rufus would pursue the matter of the hedge slips onto the lanes at Sheephams – **Clerk to re-send emails**
- PS requested that DCC include renewed paint lining for the Modbury pedestrian crossing in their schedule for repainting

Public Forum:

1. A member of the public raised the on-going issue of severe flooding at Orcheton. AT and BT have been trying to arrange a stake-holders' meeting but are struggling to engage The Environment Agency.

2. A member of the public raised the matter of the lack of facilities for young adults in Modbury and proposed that a consultation exercise is undertaken to find out what they would really like.

2024 19 Apologies were received from Cllr Helen Nathanson. She has resigned from the Council but will remain as a non-councillor member on the sustainability working group.

District Councillor's Report

- Produced a written response to MPC's request for details of the reasons SHDC Planning Committee had approved the residential planning application on the New Mills Business Estate – **this does not answer the questions posed and BT will seek a further response**
- SW requested that Modbury be included in the forthcoming Arts Festival that SHDC are supporting – **BT to chase**
- AT thanked the SHDC Localities Team for their support during the Marvellous Modbury Make-over weekends.

2024 20 There were no declarations of interests

2024 21 The Parish Council arrangements were approved:

1. Insurance arrangements – Clear Insurance three years to end of March 2027
2. Grass-cutting contract with Arborcure to end of March 2027 pending satisfactory annual reviews
3. Tree surgery work to be undertaken by Coastal Garden Services to end March 2029 pending satisfactory annual reviews
4. Maintenance work to be undertaken by MS Contracting to end November 2028 pending satisfactory annual reviews
5. Annual contract with SHDC for the monthly checks and annual inspection of the Play Parks to be reviewed at the July meeting
6. Membership of DCC Road Warden Scheme and confirmation of and thanks to Rob West as Road Warden
7. Arrangements for Saturday surgeries to continue
8. Agreement to receive the agendas via email – exception BC
9. Membership of P3 partnership with DCC and confirmation of Adam Slater as P3 Co-Ordinator

2024 22 Proposed by BP, seconded by AT and all agreed to approve representation by members on the committees, sub-committees, working groups and other bodies as detailed in the Scheme of Delegation (see website)

2024 23 Planning and Finance and HR Committees:

Proposed by PS, seconded by AT and all in favour of BP joining the planning committee

Proposed by BP, seconded by PS and all in favour of RF joining the FHR committee

2024 24 The following policies and council documents were adopted with the revisions as noted:

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|---|--|
| 1. Assets Register | 7. Grievance Procedures - Date changes only |
| 2. Standing Orders – slight amendment to update procurement and tendering process | 8. Health and Safety - Date changes only |
| 3. Statement of Internal Control - date changes only | 9. Co-option Policy and Procedure – 2 amendments re attendance at meetings prior to applying to join Council |
| 4. Scheme of Delegation | 10. Planning Policy and TORs |
| 5. Reserves Policy - Updated with 23-24 end of year figures | |
| 6. Disciplinary Policy - Date changes only | |

It was agreed that BP would seek alternative versions of an Equality and Diversity policy

2024 25 Dates for the year's meetings were confirmed – first Tuesday of the month. Exception Tuesday July 16th and Tuesday 8th Oct

Ordinary Council Meeting

Present Cllr Barbara Price (BP) (Chair), Bill Cole (BC), Richard Foss (RF), Tony Price (TP), Phil Smith (PS), Dave Trigger (DT), Ann Turner (AT), Sarah Wyatt (SW)
Also present Cllr Bernard Taylor (BT) (SHDC)

1 member of the public was in attendance

2024 26 Apologies were received from Cllr Helen Nathanson. She has resigned from the Council but will remain as a non-councillor member on the sustainability working group.

2024 27 The Council considered the draft minutes for the 2nd April meeting (distributed earlier). Proposed by PS, seconded by BC and all were in favour that, with the amendment,;

2024 07 Policy

1. Proposed by BP, seconded by AT and all in favour of the following status and operation of the following committees and working groups:

a) Finance and Human Resources, Planning and Maintenance Committees – delegated committees with delegated powers to spend as per financial regulations, open to the public, subject to the statutory notice period and clerk to service and attend

b) Sustainability, Community Engagement – advisory working groups - can have non-councillor membership with restricted voting rights

c) Marvellous Modbury Makeover and Speed Awareness Group – working group

they be approved as a true and accurate record

Proposed by PS, seconded by SW and all in favour of approving the minutes to the meeting of 23rd April.

Matters arising:

SHDC decision on the planning application for the accommodation on New Mills Business Estate – **dealt with earlier**

Kitterford Cross – **For consideration at the June meeting**

2024 28 Finance

1. Proposed by PS, seconded by DT and all in favour that the payments as listed in Appendix 1 be approved

2. The reconciliation was noted

3. Grant funding applications:

Proposed by BP, seconded by TP and all in favour that the Modbury Memorial Hall be granted £500 towards the purchase of a new piano

The applications from South Hams CAB £300 and Modbury Messenger £450 were deferred pending further information – TP Modbury Messenger and clerk SHCAB

4. The minutes from the last meeting were received

5. It was agreed to support, in principal, the purchase of seating for the new orchard area on the Bloor Estate - AT to bring further information to the next meeting

Standing Orders were dropped and BT offered £300 from his localities budget towards the purchase.

Standing Orders resumed

BP proposed and Council agreed that the meeting would go beyond 9pm in order to finish the business on the agenda.

6. It was agreed that funding for the Marvellous Modbury Make-over would be considered by the FHR Committee – date to be arranged.

7. The end of year accounts were received.

2024 29 Audit

1. The internal audit report was received and it was agreed that BP would check the monthly accounts

2. Proposed by BP, seconded by PS and all agreed to approve Section 1 of the Annual Governance Statement 2023-2024

3. Proposed by PS, seconded by DT and all agreed to approve Section 2 Accounting Statements 2023 – 2024 noting the restatement made to accommodate the removal of MARS accounts from the Parish Council

4. The dates for the period for the exercise of public rights were agreed - Wed 22 May to Friday 12 July

2024 30 Planning

1. The minutes from the last planning committee meeting were received and the decisions made under delegated authority noted

2. The following applications were considered:

a) [0869/24/FUL](#) Development Site At Sx 657 516 Back Street Modbury Proposed new dwelling and alterations to access drive entrance (part retrospective)

Council had done a site visit and discussed the application in detail with the applicant. Previous concerns regarding the access had been addressed and MPC agree that DCC will evaluate the revised design. The orientation of the house had been changed and the roof line lowered.

Proposed by AT, seconded by RF and all in favour of submitting no objection to the application with the following comments:

- that the materials used for the development be in keeping with the existing streetscape and neighbouring properties and that consideration be given to the recycling of the grey water collection.

b) 1038/24/ARC Hardware Store, 2 Broad Street, Modbury, PL21 0PS Application for approval of details reserved by Conditions 4 (Doors/Windows) & 6 (External Attachments) of Planning Consent [4226/23/LBC](#) Approval of Details Reserved by Conditions

Proposed by AT, seconded by RF and all agreed that a 2nd site visit was not needed and Council support this application

3. The decisions made by SHDC (See appendix) were noted.

2024 31 Maintenance

The minutes from the last committee meeting were received

It was noted that, following a meeting with Coastal Garden Services, the contract for tree works was now being formalised

AT requested that the closing mechanism for the gate into the MHPA be examined as it is very stiff

Remaining chippings from the Palm Cross verge tree planting to go to the Millenium Meadow

2024 32 Community Engagement

1. The minutes from the last committee meeting were received

2. The Marvellous Modbury Makeover update:

- Thanks to everyone who turned out on the 2 weekends – lots of progress has been made with planned projects
- There has been very positive feedback from members of the public
- A meeting is planned to review progress and plan the next steps
- SWW have donated 4 water butts for the town

3. Youth facilities in the parish.

It was agreed that BP would contact RG to request information regarding what support is available from DCC who have the statutory obligation to provide youth facilities

2024 33 MARS update

Matters progress slowly. The lease is currently with the Surveyor to finalise the Heads of Terms.

2024 34 The Saturday Rota was agreed:

11th May	Tony Price	18 th May	Barbara Price
25 th May	Phil Smith	1 st June	Dave Trigger
8 th June	Ann Turner	15 th June	Sarah Wyatt

2024 35 Date of next meeting: Tuesday 4th June

Meeting closed at 9.45pm