

DITTISHAM PARISH COUNCIL

Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe

To all members of Dittisham Parish Council

28 April 2018

You are hereby summoned to attend the meetings of Dittisham Parish Council to be held in **Dittisham Village Hall, on Wednesday 2 May 2018 at 7.00p.m.**, for the purpose of transacting the following business.

AGENDA

Annual Meeting of the Parish Council

1. Apologies: To receive apologies for absence.

2. Election of Chairman

Chairman's Signature of Declaration of Acceptance of Office

3. Election of Vice-Chairman

4. Appointments to Working Parties/ positions of responsibility

To review and confirm the appointments:

Working Party / Responsibility	Councillor(s)
Dart Harbour Navigation Authority Non-Beneficiary Stakeholders' Group	Cllr Anderson
Emergency Committee	All Cllrs
Footpaths Officer	Cllrs Bond, Munro, & one member of the public
Health Services Dartmouth Steering Group	Cllrs S Quinn & one vacancy
Car Parks	Cllrs Faulkner, Bond, Anderson, & Green
The Ham Events	Cllr Faulkner
The Ham Maintenance	Cllr Faulkner & R. Bond
Planning	Cllr Anderson, back up Cllr Green
Playground	Cllrs Bond, Green, Nightingale, & Munro
South Hams Community & Voluntary Services	Cllr Tucker
Tree Officers	Cllr Faulkner & Cllr Green
Village Hall	Cllr Tucker

5. Asset Register

To note current asset register.

6. Insurance Cover

To note three year agreement ends 2 July 2018. Review required.

7. To consider 2018-19 contracts & agreements

7.1. Maintenance: *current contract ends 14/7/18*

7.2. Parish Lengthsman: *ongoing arrangement*

7.3. SHDC Playground Inspection Insurance and Maintenance Program: *£130+VAT paid in 2017/18 (July).*

7.4. SHDC Payroll service: *£100+VAT in 2017/18. Paid April 2018.*

7.5. Clerk contract: *ongoing*

7.6. Website and email hosting: *£25/year plus hourly maintenance charge (2 yearly JANET government fee next due 2019)*

7.7. Metric maintenance agreement for Car Park ticket machines: *25/1/2018-24/4/19*

7.8. Car Park Supervision: review of new 12 month agreement for two machines due 29/4/18

7.9. Ice cream bike sales from The Ham: *2018 approved MN 45/18*

8. To note annual subscriptions

8.1. LCR–National Association of Local Councils magazine: *£17.00, invoiced April 2018*

8.2. DALC: *£99.46 invoiced April 2018*

8.3. Information Commissioner's Office: *£35.00 annually next due 1/11/17, compulsory*

8.4. Devon Communities Together, *£50.00 annually, paid January 2018*

9. Consider approval of 2018 Internal Audit review

10. Consider approval of 2018 Risk Register review

11. Ordinary Meetings of the Parish Council

Determine the time and place of ordinary meetings of the full council.

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Ordinary Meeting of the Parish Council

- 1. To declare any personal interests or disclosable pecuniary interests in items on the agenda.**
- 2. To consider approval of the minutes of the meeting held on 4 April 2018.**
- 3. To consider any issues raised by members of the public.**

Members of the public are invited to give their views, to question the Parish Council about issues on this Agenda, or to raise issues for future consideration at the discretion of the Chairman.

 - Torbay Hospital Transport
- 4. Community Reports**
 - 4.1. Devon County Councillor
 - 4.2. South Hams District Council Councillor
- 5. Communications in relation to planning/tree applications.**
 - 5.1. 0484/18/ARC Lanes End Cottage The Level Dittisham Devon TQ6 0ES. Application for approval of details reserved by conditions 4, 5 and 6 following grant of planning consent 3979/16/HHO. Discharge of condition Approved.
 - 5.2. 0524/18/POD DB Skips Laphorn Cross Dittisham TQ6 0HP. Notification for Prior Approval for change of use from premises in light industrial use (Class B1(c)) and any land within its curtilage to dwellinghouses. Refusal
 - 5.3. 0171/18/FUL Land at SX 862 550 Surrounding Sewage Treatment Plant Riverside Road Dittisham. Replacement of an existing post and rail boundary fence with a new close-board, feather edge fence. Withdrawn.
 - 5.4. 3385/17/HHO Chipton Barton Old Mill Lane Dittisham Devon TQ6 0HW. READVERTISEMENT (Revised Plans Received) Householder application for proposed extension to the barn and associated landscaping and terrace area. Refusal.
- 6. New planning/tree applications.**
 - 6.1. 0974/18/FUL The Old Chapel, The Level, Dittisham, TQ6 0ES. Retrospective application for alterations and part conversion of dwelling (part unoccupied) to form two separate dwellings.
 - 6.2. 1212/18/FUL Newlands Farm Blackawton TQ9 7DR. Replacement of agricultural dwelling.
 - 6.3. 0682/18/HHO Water Edge, Lower Street, Dittisham, TQ6 0HY. READVERTISEMENT (Revised Plans) Householder application for alterations to roof.
- 7. SHDC Training Session: 'Permission in Principle'**

To receive a report from Cllr Quinn.
- 8. Consultations:** To agree any submission from DPC.
 - National Planning Policy Framework – Consultation closes 10 May 2018
 - Proposed changes to law and guidance about who can operate public service vehicles (PSVs) without a PSV licence. Closes 4 May 2018.
 - SHDC Air Quality Strategy. Closes 20 June 2018.
 - SHDC/DCC Draft South Hams SAC Greater Horseshoe Bat Supplementary Planning Document. Closes 30 May.
 - National Rural Crime Survey, Office of the Police and Crime Commissioner, Devon, Cornwall and the Isles of Scilly
- 9. Reports from Councillors with Specific Responsibilities / External Forums**
 - 9.1. Playground Working Group**

To confirm acceptance of the quote and plan as circulated.
 - 9.2. Ham Maintenance**

To agree replacement of existing cradle seat swings and process to install.
To agree purchase of new flat seat swings and rubber for seat under slide, £187.00, and process to install
To approve expenditure for maintenance and repairs to Ham retaining wall as per circulated quote.
 - 9.3. New Maintenance Agreement**

To agree works schedule and term of contract (draft circulated), and process to advertise the maintenance contract.
- 10. Car Parks Working Group**

To consider approval of expenditure of up to £150 for Car Park Starts here sign in The Level Car Park
- 11. No Parking in Manor Street Turning Bay**

To consider approval of expenditure of up to £150 for no parking sign – as per draft circulated.
- 12. Ham Display Board**

To consider review of current design, suggestions for new design & cost of refurbishment
- 13. Long HGV Signs**

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To receive an update on meeting with DCC.

14. Devon Air Ambulance Community Night Landing Site

To discuss public feedback, quote and agree next actions.

15. Charity

To discuss charitable object and structure.

16. Financial Matters

16.1. Update on Current Financial Position

To receive report.

16.2. Payments Made, Due and Received

To approve payments:

- D R Hallett, Parish Lengthsman, £660
- DALC Subscription £99.46
- LCR subscription £17.00
- Salary and pension £593.03

To note payments made

- Dittisham Village Hall March & April £26.40
- Metric for maintenance agreement 2018/19 £1015.20

17. Annual Parish Meeting Preparation

To confirm the arrangements for the Annual Parish Meeting on 16 May 2018 at 7:00 pm. Subjects will be The Ham playground project, Car Parks, Air Ambulance community night landing site, and communications.

18. To note / consider correspondence

18.1. For consideration

- Community Safety Partnership Forum, Rattery Village Hall, 17/5/18 12.15
- Slapton Beach Management Plan, Thursday 3rd May, 4-7pm, Slapton Village Hall
- Health Services Meeting St Saviours Dartmouth, 7pm , 14/5/18

18.2. For information

- SHDC Notice that a pay on entry system will be installed in Dittisham public toilets..

19. To confirm date of the next meeting of Dittisham Parish Council which is scheduled for 6 June 2018 at 7:30 pm.

PRESS AND MEMBERS OF THE PUBLIC ARE VERY WELCOME TO ATTEND