

## **DITTISHAM PARISH COUNCIL**

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

**Draft Minutes of the meeting of Dittisham Parish Council held in Dittisham Village Hall, on Wednesday 2 May at 7.20p.m** following the Annual Parish Council Meeting.

Present: Cllr J Walker (Chair), Cllr S Stothart, Cllr J Tucker, Cllr D Harris-Evans, Cllr A Stevens, Cllr P Unitt and Cllr C Fraenkel  
Devon County Cllr J Hawkins

7 members of the public were present.

#### **58/12 Apologies**

Apologies were received from Cllr Faulkner, Cllr Wotton and PCSO Broad.

#### **59/12 Declarations of interest in items on the agenda**

None made.

#### **60/12 Minutes of the meeting of the Parish Council held on 4 April 2012**

The Minutes were **approved** (proposed Cllr Unitt, seconded Cllr Harris-Evans).

#### **61/12 Public issues**

##### **61/12.1 Report from Police Community Support Officer**

The written report from PCSO Broad was read by the Clerk:

'...nothing to report...Police have not attended any logs in the parish over the last month and there have been no crimes reported to us.'

##### **61/12.2 Dittisham Jubilee Celebrations**

It was noted that SHDC and DCC will each be donating £375 to the Dittisham Jubilee Fund.

##### **61/12.3 Footpath number 6**

Council was advised that corn has been planted without re-establishing the footpath.

*Action: Cllr Unitt to address.*

##### **61/12.3 Community Land Trust (CLT) update**

Item moved to Public Issues in consideration of those present for its discussion. A group of parishioners are in the very early stages of forming a CLT with the aim being for locals to self-build a small number of houses on the border of Dittisham which are affordable to those on ordinary wages. It is anticipated that the CLT will be registered as a Community Interest Company (CIC) which requires a 25% asset lock. Freehold and this 25% of asset value would be held by the CLT in perpetuity. The expectation is that both members of the Parish and builders would be on the board of the CLT. Residents of the houses would be asked to meet the allocation policy (local connection) in perpetuity. Comments and the involvement of the Parish are sought and will be welcomed.

##### **61/12.4 Dittisham Parish Neighbourhood Plan**

Item moved to Public Issues in consideration of those present for its discussion. This was discussed at length. In summary it was considered that no conclusive information that a Neighbourhood Plan is in the interests of the Parish was presented. An active quarterly review of the question was scheduled. It is anticipated that this issue will be addressed at the Super Cluster Meeting on Thursday 10 March at which representatives of other SHDC Parishes are expected to be present. It

was agreed that following the Super Cluster meeting the Clerk will arrange a presentation about Neighbourhood Planning from the Community Council of Devon which will ideally to be shared across several local parishes.

*Actions: Cllr Unitt, Cllr Harris Evans and Clerk to attend Super Cluster Meeting. Clerk to arrange Neighbourhood Planning Presentation. A quarterly review of Neighbourhood Planning to be scheduled.*

## **62/12 Planning issues**

### **62/12.1 Sunnybank Summerhouse Usage**

The complaint by a resident that the summerhouse planning applications do not include consent for separate sleeping accommodation was noted and supported (proposed Cllr Harris-Evans, seconded Cllr Fraenkel)

*Action: Clerk to write and convey Council's support of the complaint.*

## **63/12 Communication from South Hams District Council in relation to planning/tree applications noted**

63/12.1 18/0364/12/F Householder application for internal alterations and replacement of conservatory roof. Formation of lowered terrace. Reconstruction of WC and new rear entrance. Thornwell, The Level, Dittisham, Dartmouth, TQ6 0ES Conditional approval

63/12.2 18/0365/12/LB Listed building consent for internal alterations and replacement of conservatory roof. Formation of lowered terrace. Reconstruction of WC and new rear entrance. Thornwell, The Level, Dittisham, Dartmouth, TQ6 0ES. Conditional approval

63/12.3 18/0432/12/F Householder application for alterations and extensions. Dartway, The Level, Dittisham, Dartmouth, TQ6 0ES Conditional approval

## **64/12 Reports from Councillors with specific responsibilities / Working Parties**

### **64/12.1 Ham Maintenance Working Party**

Deferred in the absence of Cllrs Wotton and Faulkner.

*Action: Cllr Faulkner to provide costing of the installation of wooden posts on border of The Ham Car Park.*

*Cllr Wotton to provide estimate of costs to raise marshy area of The Ham and to remove concrete posts.*

### **64/12.2 Ham Car Park Working Party**

Brief non-payment of fees noted in correspondence due to full machine and promptly resolved. A review of some procedures will be reported at next Council meeting.

*Action: Car Park Committee to report at next Council meeting.*

### **64/12.3 Trees Officer**

Deferred in the absence of Cllrs Wotton and Faulkner.

*Action: Clerk to confirm presentation from South Devon Nature Trust with Cllr Faulkner. Provisionally scheduled for 6:30pm 6 June 2012 (prior to next ordinary Council meeting).*

*Cllr Faulkner to provide cost of proposed tree survey of The Ham.*

## **65/12 Matters arising from the minutes not covered elsewhere on the agenda**

### **65/12.1 South West Water Plant Screening**

Planting of screening plants has taken place.

#### **65/12.1 Estuaries interpretation panel on The Ham**

Nothing to report.

*Action: Clerk to follow-up.*

### **66/12 Strategic Planning Matters**

#### **66/12.1 Progress regarding transfer of assets (the Level Car Park) from SHDC, and the toilets on The Ham**

Cllr Tucker advised there is nothing to report.

#### **66/12.2 Delegated authority to respond to applications for Works to Trees**

It was **resolved** that Council delegates authority to the Parish Clerk to respond to SHDC in regard to applications for Works to Trees in consultation with the Tree Officers. Both Officers are to be consulted if reasonably practical. (proposed Cllr Walker, seconded Cllr Unitt)

#### **66/12.3 Delegated authority to respond to Emergencies**

Council **resolved** to delegate authority to the Clerk to respond to Emergencies as follows (proposed Cllr Stevens, seconded Cllr Stothart):

'If an emergency decision is required, on a time-scale that precludes full consultation with the Parish Council, responsibility for responding shall be delegated to the Parish Clerk following consultation with at least two Councillors, one of whom will be the Chairman if reasonably practical. The Clerk may incur necessary expenses up to £500. All members of the Parish Council must be notified of the emergency decision as soon as possible (e-mail is acceptable). The emergency decision must be on the Agenda of the next full meeting of the Council.'

### **67/12 Financial Matters**

#### **67/12.1 Approval of payments to be made as circulated**

It was **resolved** to approve payment (proposed Cllr Unitt, seconded Cllr Fraenkel).

#### **67/12.2 Approval of current income/expenditure statement**

It was **resolved** to approve the statement circulated which shows a balance of £23,427 (proposed Cllr Walker, seconded Cllr Harris-Evans). The balance includes DSC annual car parking payment and one of the two precept payments.

#### **67/12.3 Financial Audits**

The Annual Return is required by the Audit Commission by 11 June 2012. End of year accounts will be available to Councillors shortly.

#### **67/12.4 Draft Financial Regulations**

These are nearly complete with a couple of questions to check.

#### **67/12.5 Bank of Ireland change to deposit protection**

Correspondence was noted stating that after 30 March 2012 the deposit account will be covered solely by the FSCS and no longer covered by the Irish Eligible Guarantee Scheme as previously.

### **68/12 Correspondence received since the previous meeting**

**For consideration:**

#### **68/12.1 Removal of rubbish from holiday lets**

Correspondence had been received and circulated to councillors about a particular fly-tipping incident. The following points were noted:

- Removal of rubbish is the owner's responsibility.
- Littering is an offence and fly-tipping is a criminal offence.

- SHDC will investigate incidents – phone 01803 861234, via an anonymous 24 hours line 01803 861262 or using [streetscene@southhams.gov.uk](mailto:streetscene@southhams.gov.uk).
- SHDC provide green trade waste sacs for a small charge.
- Provision of information to and by those letting properties may be of assistance.

*Action: Clerk to respond to correspondence received and research information provision.*

#### **68/12.2 Devon Wildlife Trust: Agreement to display a poster on parish notice board and add to parish magazine/website**

Promotion of Devon Wildlife Trust was agreed.

#### **68/12.3 St Johns Ambulance: purchase of cardiac defibrillator?**

It was agreed that this will not be pursued.

#### **68/12.4 Supervision of Car Park**

Covered under 64/12.2 above.

#### **68/12.5 DCC Dangerous Wall: Update on progress**

The Council was advised that DCC have assessed the damaged stone barrier wall approximately parallel to Dittisham Mill Creek. Inspection was somewhat hampered by growth, however it was concluded that although maintenance is required there does not appear to be a structural concern at present. The work will be scheduled but was not rated to be high priority. (The meeting discussed a weight/height limit on the road but did not consider it practical.)

#### **For information**

**68/12.6** Totnes and Dartmouth Ring and Ride: donation thanks received

**68/12.7** South Hams Citizens Advice Bureau: donation thanks received

**68/12.8** SHDC: Notice of infrastructure planning consultation

**68/12.9** Devon Libraries: **The mobile library stops in Capton** Village Centre fortnightly on Thursdays 14.00 - 14.20

**68/12.10** Annual Police letter to Clerks and Councillors

**68/12.11** DCC School admission arrangements for 2013-14: finalised

### **69/12 Report from Devon County Council / South Hams District Council**

#### **69/12.1 South Hams District Council**

Cllr Tucker stated that he did not have anything additional to report.

#### **69/12.2 Report from Devon County Council**

County Cllr Hawkins reported that DCC have approximately £1,000 to spend in each Parish. There is also a Town and Parish Fund (TAP) to which both DCC (£1 per elector) & SHDC (10p/elector) contribute. It was agreed that a bid be submitted to South Hams TAP Fund to pay for the anticipated Neighbourhood Planning presentation.

*Action: Clerk to liaise with neighbouring Councils in regard to a TAP bid.*

### **70/12 Date of the next meeting of Dittisham Parish Council**

The next full meeting of the Parish Council will take place on **Wednesday 6 June at 7.30p.m** in the Village Hall.

Press and members of the public are welcome to attend.