

## DITTISHAM PARISH COUNCIL

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

**DRAFT Minutes of the Meetings of Dittisham Parish Council held in Dittisham Village Hall, on Wednesday 2 May 2018 at 7.00p.m.**

#### Annual Meeting of the Parish Council

**Present:** Cllrs, Faulkner, Bond, Anderson, Green, Nightingale and Munro were present, as were Devon County Cllr Hawkins, A Thom (Clerk), and no members of the public.

#### 73/18 Apologies

Apologies were received from Cllrs Tucker and Quinn.

#### 74/18 Election of Chairman

Cllr Tucker was re-elected unanimously and unopposed.

#### 75/18 Chairman's Signature of Declaration of Acceptance of Office

Deferred in Cllr Tucker's absence.

#### 76/18 Election of Vice-Chairman

Cllr Faulkner was re-elected unanimously and unopposed.

#### 77/18 Appointments to Working Parties/ positions of responsibility

The following appointments were agreed:

<b>Working Party / Responsibility</b>	<b>Councillor(s)</b>
Dart Harbour Navigation Authority Non-Beneficiary Stakeholders' Group	Cllr Anderson, Cllr Green back-up
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 & Bond
The Ham Maintenance	Cllr Faulkner, Munro & 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
Communications	Cllr Green, Munro, Nightingale & Quinn

#### 78/18 Asset Register

The current asset register was noted.

#### 79/18 Insurance Cover

It was noted that the three year agreement ends 2 July 2018 and a review is required.

#### 80/18 2018-19 contracts & agreements

The following agreements were noted:

- Maintenance: current contract ends 14/7/18
- Parish Lengthsman: ongoing arrangement
- SHDC Playground Inspection Insurance and Maintenance Program: £130+VAT paid in 2017/18 (July).
- SHDC Payroll service: £100+VAT in 2017/18. Paid April 2018.
- Clerk contract: ongoing
- Website and email hosting: £25/year plus hourly maintenance charge (2 yearly JANET government fee next due 2019)
- Metric maintenance agreement for Car Park ticket machines: 25/1/2018-24/4/19
- Car Park Supervision: review of new 12 month agreement for two machines due 29/4/18
- Ice cream bike sales from The Ham: 2018 approved MN 45/18

It was agreed that the Clerk would circulate the playground agreement. The Clerk was delegated authority to remove the public liability component the following week unless concerns were raised by councillors because the duplicated insurance is problematic.

#### 81/18 Annual Subscriptions

The following subscriptions were noted:

- LCR-National Association of Local Councils magazine: £17.00, invoiced April 2018

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- DALC: £99.46 invoiced April 2018
- Information Commissioner's Office: £35.00 annually next due 1/11/17, compulsory
- Devon Communities Together, £50.00 annually, paid January 2018

#### **82/18 2018 Internal Audit review**

The review was supported.

#### **83/18 2018 Risk Register review**

The review was supported.

#### **84/18 Ordinary Meetings of the Parish Council**

It was agreed that the ordinary meetings of the full council would continue to take place on the first Wednesday of each month excluding August..

### **Ordinary Meeting of the Parish Council**

#### **85/18 Declaration of interests**

None declared.

#### **86/18 Approval of minutes.**

The minutes of the meeting held on 4 April 2018 were approved.

#### **87/18 Public Issues.**

##### **87/18.1 Transport to Torbay Hospital**

The Clerk has been told that there is not a new problem with transport.

##### **87/18.2 Fireworks**

DPC resolved to support the suggestion of fireworks on The Ham in November 2018 in principle. They must be professionally run and have the necessary insurance.

#### **88/18 Community Reports**

##### **88/18.1 Devon County Councillor**

Deferred in the absence of Cllr Hawkins.

##### **88/18.2 South Hams District Council Councillor**

Deferred in the absence of Cllr Tucker.

#### **89/18 Communications in relation to planning/tree applications.**

89/18.1. 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.

89/18.2 0524/18/POD DB Skips Laphom 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

89/18.3. 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.

89/18.4. 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.

#### **90/18 New planning/tree applications**

90/18.1. 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.

No Objection however DPC raises concerns about the incorrect title boundary shown in the application documents and about the number of parking spaces provided. (resolution proposed Cllr Nightingale, seconded Cllr Green)

Only three parking spaces can be provided in this application. Four spaces should be provided, and more than this if the related occupied part of the recently completed Old Chapel redevelopment is also considered. Parking is an existing problem in Dittisham. A recent survey counted 52 residences in the Village which do not have private parking and the availability parking on the Highway is very limited.

The boundary shown in the application has major errors. Please refer to the attached title boundary for the neighbouring Old Chapel Burial Ground.

90/18.2. 1212/18/FUL Newlands Farm Blackawton TQ9 7DR. Replacement of agricultural dwelling.

Support (resolution proposed Cllr Anderson, seconded Cllr Nightingale)

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90/18.3. 0682/18/HHO Water Edge, Lower Street, Dittisham, TQ6 0HY. READVERTISEMENT (Revised Plans)  
Householder application for alterations to roof.

Support (resolution proposed Cllr Munro, seconded Cllr Green).

#### **91/18 Community Reports**

##### **88/18.1 Devon County Councillor**

Cllr Hawkins reported that the meeting with DPC agreed signs to direct long HGVs. £1,500 is available from his Locality Fund. Cllr Hawkins explained the arrangements for the health services public meeting on 14 May 2018. He will be requesting six beds are reopened in Dartmouth Hospital.

#### **91/18 SHDC Training Session: 'Permission in Principle'**

In Cllr Quinn's absence Cllr Anderson described the new 'Permission in Principle' planing process..

#### **92/18 Consultations**

- National Planning Policy Framework – Consultation closes 10 May 2018.  
No comment by DPC.
- Proposed changes to law and guidance about who can operate public service vehicles (PSVs) without a PSV licence.  
Closes 4 May 2018.  
DPC will respond describing the impact on the local community (questions 6) and supporting DCC's written response.
- SHDC Air Quality Strategy. Closes 20 June 2018.  
No comment by DPC.
- SHDC/DCC Draft South Hams SAC Greater Horseshoe Bat Supplementary Planning Document. Closes 30 May.  
No comment by DPC.
- National Rural Crime Survey, Office of the Police and Crime Commissioner, Devon, Cornwall and the Isles of Scilly.  
No comment by DPC.

#### **93/18 Reports from Councillors with Specific Responsibilities / External Forums**

##### **93/18.1. Playground Working Group**

The quote (£20,000) and plan for the Galleon wooden play equipment in The Ham were accepted as circulated.

##### **93/18.2. Ham Maintenance**

It was agreed that Cllr Faulkner would replace the existing cradle seat swings with the replacement seats.

It was agreed to purchase new flat seat swings and rubber for seat under slide (£187.00) and that Cllr Faulkner would install.

The quote (£114) for maintenance and repairs to Ham retaining wall was accepted.

##### **93/18.3. New Maintenance Agreement**

The works schedule and terms of contract were approved as circulated. It was agreed the contract would be advertised in the local newspaper, on Facebook, and on the DPC website.

#### **94/18 Car Parks Working Group**

Expenditure of up to £150 for Car Park Starts here sign in The Level Car Park was approved.

#### **95/18 No Parking in Manor Street Turning Bay**

Expenditure of up to £150 for an A3 no parking sign was approved – as per draft circulated. Cllr Green abstained.

#### **96/18 Ham Display Board**

Deferred.

#### **97/18 Long HGV Signs**

A meeting with DCC has agreed the content of the signs.

#### **98/18 Devon Air Ambulance Community Night Landing Site**

Public feedback supports the proposal. Funds are needed to support this project and the installation of defibrillators. DPC will advertise for a person to lead the fund raising.

#### **99/18 Charity**

The legal advice to establish an Association Model Charitable Incorporated Organisation (has a wider membership that elects trustees from amongst the members) with the object "to provide or maintain any public amenities or facilities that are charitable in law for the benefit of the inhabitants of the parish of Dittisham" was supported. Clerk to obtain further information about trustees.

#### **100/18 Financial Matters**

##### **100/18.1. Update on Current Financial Position**

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The report which showed a 2018/19 balance of -£2,064.70, a total balance of £61,422.38, and earmarked reserves of £48,556.26 was approved.

#### **100/18.2. Payments Made, Due and Received**

The following payments were approved:

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

The following payments made were noted:

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

#### **101/18 Annual Parish Meeting Preparation**

The arrangements for the Annual Parish Meeting on 16 May 2018 at 6:30 pm. were confirmed. Subjects will be The Ham playground project, Car Parks, Air Ambulance community night landing site, and communications.

#### **102/18 Correspondence**

##### **102/18.1. 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

##### **102/18.2. For information**

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

#### **103/18 Next meeting of Dittisham Parish Council**

It was confirmed that the next ordinary meeting of DPC would take place on 6 June 2018 at 7:00 pm.