

# AVETON GIFFORD PARISH COUNCIL

[www.aveton-gifford.co.uk](http://www.aveton-gifford.co.uk)

## MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY 4th JANUARY 2024

<b>Present</b>	Cllr Sarah Marcus Cllr Ros Brousson Cllr David Davis-Berry Cllr Mark Smith Cllr Rosie Warrilow Cllr Peter Smith Cllr Peter Wade Cllr Louis Bodmer Cllr Niki Harrop	SH in the Chair RB DDB MS RW PS PW LB NH
<b>In attendance</b>	Amy Clayton Cllr Rufus Gilbert	Clerk RG (County Councillor)
<b>Apologies</b>	Cllr Lee Bonham	LBon (District Councillor)
<b>Members of the public</b>	1	

**1/24 TO RECEIVE APOLOGIES FOR ABSENCE**  
Cllr Bonham sent apologies

**2/24 TO RECEIVE DECLARATIONS OF INTEREST FROM COUNCILLORS**  
No declarations of interest received

**3/24 OPEN FORUM**  
No discussion.

### **4/24 PARISH REPORTS**

#### **ARC Report**

No report given but representative of ARC has been invited to the February meeting to present about the Citizen Science Initiative Water Monitoring project for the Avon river.

#### **Parish Paths Report**

Cllr Marcus spoke to the footpath warden, who queried whether authority has changed following on from an email and gateways/stiles being replaced in the parish without her reporting issues. Cllr Gilbert confirmed that services are still required and the Council will reassure the footpath warden that their work is valued and needed.

Footpath over bridge on A379 needs attention. Clerk to ask Footpath maintenance volunteer to strim.

AC

## 5/24 COUNTY COUNCILLOR'S REPORT

Written report previously circulated referred to – please see ANNEX A.

It was noted that Bantham Cross roundabout flooding issue seems to have improved recently after the last work to clear it.

Cllr Gilbert reminded that from Monday Modbury is closed and Stoke Flemming is currently closed. It was confirmed during the meeting that it is thought buses will be re-joining the A379 at Harraton Cross so buses will continue serving the village through the closures.

Potential improvements to road safety at Harraton Cross was queried. Cllr Gilbert stated that there are no proposals for any work at the moment. However, a landowner has offered to donate land to enable the hedge row to be pulled back in order to improve visibility. Cllr Gilbert will follow up with landowner.

With the cold weather forecast, Cllr P Smith asked for clarification on whether gritting will be done throughout the village on the bus route. Cllr Gilbert will follow up.

RG

RG

## 6/24 DISTRICT COUNCILLOR'S REPORT

Cllr Bonham sent an report with his apologies, which the Clerk read out:

### SHDC update

- SHDC is continuing to work on its action plans and new strategy, now called the Council Plan. More details will be available later this month.
- Cllr Bonham has asked the officers to ensure that the training for town and parish councillors covering planning and development management on Wednesday, 24 January will be recorded for those that are unable to attend on the day.
- The Council has adopted an updated Electric Vehicle (EV) Strategy 2023-2025, which includes the option of looking at installing EV charging points at community centres and parish halls.

### Aveton Gifford update

Cllr Bonham reported that the following topics are being kept watch on:

- SHDC officers have been asked about the annual engineering report from Allianz which has not yet been provided to the PC.
- Enforcement re application 3276/23/FUL, for change of use of land for 1no. pitch Gypsy & Traveller site (Retrospective) (resubmission of 0561/23/FUL) which was refused.
- Application 3661/23 which has been received to regularise the use of land for dog walking, creation of hard standing and improvements to existing access (Retrospective), in the nearby parish.

## 7/24 MINUTES

The Council **RESOLVED** that the Minutes from the meeting on 7th December be accepted as a true record and were signed by the Chair.

## 8/24 UPDATE ON PROGRESS FROM THE MINUTES (NOT ARISING ELSEWHERE)

**161/23:** Blocked pipes under the tidal road. Cllr M Smith & Cllr P Smith to address as water frequently flowing over the tidal road.

**166/23:** Thanks were given to Cllr Smith for his hard work digging out the concrete outfall, with at least a foot of sediment being removed.

**175/23:** The spare defib pads have now been purchased and distributed.

## 9/24 MAINTENANCE OF PARISH OWNED AREAS

### **a) Play parks and playing field**

#### Update on progression of quotes to address faults

Loose boards on play equipment have been fixed thanks to Cllr P Smith.

It was noted that following on from Cllr Bonham chasing for the Allianz report it has now been received.

The swing clearances have been checked. Requirement is of a minimum clearance of 350mm and both sets of swings are above this.

Small slide posts are still a concern, it was queried whether it is worth repairing as more money will need to be spent in the future to maintain the equipment. It was suggested that it might be better to look at raising funds to buy a replacement unit that is more durable.

#### Update addressing sand levels in play park

Cllr P Smith has obtained two quotes for 10 tons of sand:

- Gravel Masters. Loose £1450 + VAT. In big sacks £1010 + VAT.
- Padstow (loose bulk delivery £90 a tonne + VAT)

E.J.Tarr has provided a quote of £692 to move and distribute sand. It was suggested to organise a community event instead. It was noted that work can't be done until the weather dries out in early Spring.

Clerk to approach Car Show funds to cover sand costs.

Clerk asked to write to Gary Throgmorton to confirm sand levels are being addressed.

#### Community Resilient Grant

The council discussed applying to the Community Resilient Grant for the following items:

- Path repair on Parson's green
- The bouncy cross play equipment surface repair
- Sand replacement

#### Any other maintenance issues

It was suggested that the old metal goal posts on Parson's green are replaced with plastic goal posts as per the ones used on the Rectory Lawn. Clerk asked to approach car show for funding. Clerk asked Cllr P Smith to send details through of goal posts.

### **b) Parish owned carparks**

#### Update from working group

No update

### **c) Replacement tidal road sign**

Cllr Brousson confirmed that the signs have now been replaced.

### **d) Allotments**

#### To receive an update on the risk assessment

Clerk tried to contact insurance company, but due to holidays didn't manage to speak to contact who deals with the AGPC policy. Clerk will follow up.

### **e) Moorings**

#### To receive an update on the moorings and abandoned boats

Dory: There might be some interest from a MOP to take on ownership. The owner of the mooring that the Dory is using would like it freed. Cllr Bodmer and Cllr Brousson will investigate possibilities of how the Dory could be removed. Will need to ask E.J.Tarr for a quote for repairing / replacing the

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posts that have been damaged by the Dory.

Avon Rib: Eviction letter delivered with photo confirmation on the 13/12/23. January 11<sup>th</sup> is the last day given in the eviction notice. If the boat still remains on the mooring past this date, then the boat will be delivered back to her drive.

Sinking boats on Duchy river discussed, with concern that they could be an environmental concern due to leaking substances. Cllr Brousson to contact Duchy of Cornwall Land Steward as a reminder.

RB

## 10/24 PLANNING MATTERS

### **a) To examine relevant applications and to receive result of decided applications**

Please see ANNEX B

Application 3587/23/FUL and 3807/23/HHO were discussed with the Planning Working Group **AGREEING** to visit both sites.

## 11/24 FINANCE

### **a) To receive the Finance Report and Quarterly Budget Monitoring Report**

The Clerk submitted Financial Statements for December 2023 (See ANNEX C).

The Quarterly Budget Monitoring Report was presented.

### **b) Invoices for payment**

The Council **RESOLVED** to agree to the following payments with invoices being presented and signed by the Chair:

Invoice date	Payee	For / Reason	Net Payment £	Payment inc VAT £
20/11/2023	Amy Clayton / AG Village Shop	Expenses - postage for VAT return and DOI forms for SHDC	£4.70	£4.70
20/11/2023	Amy Clayton / AG Village Shop	Expenses - stationery - 2 envelopes	£1.08	£1.30
19/12/2023	JRB Enterprise Ltd	4000 Dog Poo Bags	£73.90	£88.68
12/12/2023	Amy Clayton / AG Village Shop	Expenses - postage for mooring eviction letter	£7.35	£7.35
12/12/2023	AG Village Hall	Hire of AG Hall including resuscitation sessions	£262.50	£262.50
21/12/2023	Palladium	Screws for playpark repair	£7.16	£8.59
31/12/2023	Amy Clayton	Clerk pay - including back pay to May 2023 for pay rise	£850.18	£850.18
<b>Total</b>			<b>£1,206.87</b>	<b>£1,223.30</b>

The Clerk also informed the council of a payment taken on 02/01/2024 by an existing Standing Order for the sum of £622.00 by Savills for the Vicarage Lawn Agricultural Rent for the period of 01/01/2024 to 31/12/2024.

**c) Online banking access.**

The Clerk confirmed that Cllr Brousson now has online banking access and payments will now be set up by the Clerk and then approved by Cllr Brousson.

A request for an additional councillor to have access to online banking was suggested, so that another councillor could be used to approve payments if Cllr Brousson was unavailable. The Council **RESOLVED** to agree that Cllr M Smith was added to the Lloyds Bank account and granted online access.

**d) Churchyard donation**

The Clerk explained that there were differing opinions on whether Councils have the authority to spend money on churchyard maintenance and that it was a 'grey area'. The Council considered this advice and **RESOLVED** to agree to donate £500 towards grass cutting as it has been a long-standing agreement.

**f) Clerk overtime**

The Clerk reported 11 hours of overtime for December and the Council **RESOLVED** to approve overtime

**12/24 BUDGET AND PRECEPT**

**a) to consider the draft budget for 2024/25**

The Clerk presented the draft budget which the Council considered.

Following discussion, the Council **RESOLVED** to agree to an expenditure budget of £53,286 (increased from £40,348 the previous year) to incorporate essential tree works and an increase in costs and responsibility for ground maintenance.

**b) to consider and agree the setting of the Precept level for 2024/25**

SHDC had informed the Parish that the estimated Tax Base figure for the year 2024/25 would be 389.78 (previous year 394.25).

Having agreed the budget, and taken the predicted income and reserves into account, the Council considered the Precept request and **RESOLVED** to agree to an increase of £4,950 on the previous year to £34,650. The annual cost to a Band D household would be £88.90 – an increase of £13.57 over the whole year.

It was noted that the items contained in the budget are all regarded as essential work. The Council has discussed at length what the budget needs to cover now that many areas of maintenance have been devolved to the Parish Council's responsibility and budgets were carefully calculated. Any budget lines which could be considered as unessential are self-funding items. It was also noted that an increase is necessary to avoid the further reserve reductions that previous underfunded years have resulted in.

The Clerk will inform SHDC of the decision.

AC

**13/24 GOVERNANCE AND CONSULTATIONS**

**a) Meeting dates for 2024/2025**

The Council **RESOLVED** to agree the following dates for Parish Council meetings, with working party meetings convened as required:

**2024**

4<sup>th</sup> April

2<sup>nd</sup> May – Annual Parish Meeting and Annual Meeting of the Parish Council

6<sup>th</sup> June

4<sup>th</sup> July

1<sup>st</sup> August  
5<sup>th</sup> September  
3<sup>rd</sup> October  
7<sup>th</sup> November  
5<sup>th</sup> December

2025

6<sup>th</sup> January (being held on the first Monday, in order to give the Council enough time to prepare for the meeting after the Christmas holiday season)

6<sup>th</sup> February

6<sup>th</sup> March

**b) Policy Review - to consider the Data Protection Policy**

It was reported that the Clerk and Working Group needed to discuss the Data Protection Policy further prior to it being presented to the Council.

**c) Virus protection for Clerk's computer**

The Council **RESOLVED** to agree for the Clerk to purchase Norton Virus protection for their computer at a cost of £19.99 for the year.

**14/24 EMAIL ADDRESSES**

Postponed to next month

**15/24 TREE WARDEN**

**a) To receive an update on the Trees by Pittens Barn**

No update as no decisions have been made yet. The work required is being reconsidered due to various suggestions that have been made and investigations will continue. It was commented that with the recent high winds the trees coped remarkably well.

**b) To receive an update on any other tree matters**

No updates

**16/24 FIREWORKS**

No further update

**17/24 DEFIBRILLATORS**

**To get an update on grant funding for solar defib unit**

The Kitt Will trust meets this month, and it was reported that the Council will have an answer to whether the application for £3000 for the solar powered defibrillator has been successful soon.

**18/24 COMMUNITY POOL**

**a) To receive an update**

No update given

**b) To discuss an increase to the per pupil charge made to the school**

10:00pm: Cllr Marcus informed the council the meeting was due to end and the council **AGREED** to suspend item 3x. of Standing Orders to allow meeting to continue.

The Council **RESOLVED** to agree to an increase in the per pupil rate charged to Aveton Gifford Primary School as per the criteria set out in the lease.

**19/24 SWOOSH**

The Council **RESOLVED** to agree that the Swoosh contract can be signed by the Council and Level Water, although it was noted that councillors wish for further assurance that a Level Water site manager will remain to supervise the clear up until the field and car park are fully cleared, with measures to collect used wrist bands.

Event organisers have asked if any AG residents would like to volunteer to help the traffic management team.

Cllr Bodmer indicated that he would be happy to help Cllr P Smith with organising the car parks ahead of Swoosh.

**20/24 TRAFFIC MIRROR ON CORNER OF TAVERNERS**

Still awaiting for reply from owner of house. Clerk to contact and ask if owner has had time to consider the mirror proposal.

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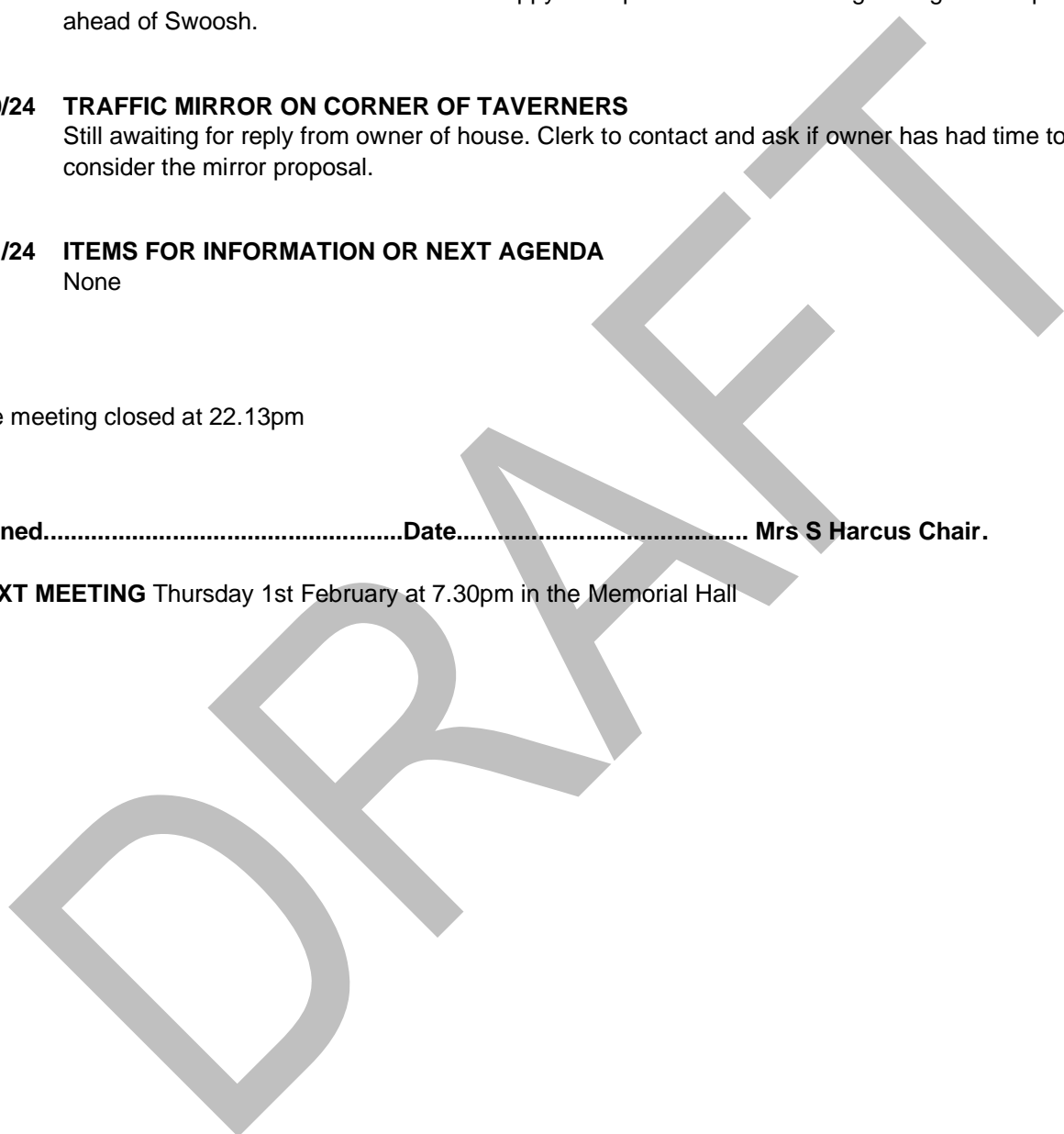
**21/24 ITEMS FOR INFORMATION OR NEXT AGENDA**

None

The meeting closed at 22.13pm

Signed.....Date..... Mrs S Harcus Chair.

**NEXT MEETING** Thursday 1st February at 7.30pm in the Memorial Hall



## **ANNEX A: COUNTY COUNCILLORS GENERAL REPORT FOR JANUARY BY CLLR GILBERT**

1. The Devolution proposals for Devon (not now to include Plymouth) have in principal been agreed with government and should come in to force April 1st.
2. There will no changes to the make up of Districts, Parishes and DCC.
3. The transfer of LEP's Local Enterprise Partnerships to upper tier authorities (DCC) will also be completed by April 1<sup>st</sup>
4. The £2.00 bus fare will continue till end 2024
5. Devon will get £6.6M from Hs2 cancellation towards road repairs
6. DCC has bought six replacement gritters.
7. DIY waste taken to recycling centres. Contrary to media coverage, this will be limited and not include tyres and asbestos. I will let you know the detail.

DRAFT



## **ANNEX A: PLANNING REPORT FOR JANUARY 2024**

All application and decision documents can be read in full on the SHDC website <https://southhams.planning-register.co.uk>

### **Applications since last meeting**

Reference **3807/23/HHO**  
Proposal Householder application for proposed front porch  
Site Address 3, Pulleys Close, Aveton Gifford, TQ7 4JE  
Response by 18<sup>th</sup> January

Reference **3587/23/FUL**  
Proposal Application for repairs to barn roof and replacement of the roof structure  
Site Address Marsh Mills, Lane To Marsh Mills, Aveton Gifford, TQ7 4JW  
Response by 19<sup>th</sup> January 2024

### **For information only**

Reference **3988/23/CLE**  
Proposal Certificate of lawfulness for existing commencement of works pursuant to application 0068/21/FUL in relation to conversion of barn  
Site Address Barn at SX 691513 Polston Parks Modbury

Reference **3661/23/FUL**  
Proposal Regularise the use of land for dog walking, creation of hard standing and improvements to existing access (Retrospective)  
Site Address Land At Sx 699 467, Aveton Gifford

### **AGPC responses since last meeting**

None.

### **SHDC decisions since last meeting**

Reference **3429/23/HHO**  
**Hillhead Barn, Rock Hill**  
Proposal Householder application for creation of small side extension and the implementation of a PV array  
SHDC decision Conditional approval

Reference: **3046/23/FUL**  
**South Efford Barns**  
Proposal: Full application for targeted flood defence measures to address flood risk  
SHDC decision Conditional approval

### **Planning appeal decisions**

- **4151/21/FUL South Efford House**, Aveton Gifford – DISMISSED
- **4432/22/HHO Clanturkan Cottage**, Aveton Gifford – DISMISSED

## ANNEX C: DECEMBER FINANCIAL STATEMENT

### Financial Statement at December 31<sup>st</sup> 2023

Total in Treasury account: £ 8,397.48  
 Total in Instant Access account: £ 17,263.46

**Total £ 25,660.94**

### Restricted/Allocated reserves:

Parish Paths Partnership £ 774.00  
 Heritage Group Projects £ 1,370.00  
 Lottery grant for hall £ 500.00  
 Play park fencing £ 0.00  
 Play park project £ 363.00  
 Pool liner fund £ 7,000.00

**Total reserves £ 10,007.00**

**Working Surplus £ 15,653.94**

### Payments Made: December 1<sup>st</sup> – December 31<sup>st</sup> 2023

Folio	Payee	Reason	£GROSS	£VAT	£NET
94	Public Work Loans	6 monthly installment on allotment loan	966.36	0.00	966.36
95	Nick Walker Printing	Magpie printing for Dec issue	229.00	0.00	229.00
96	Tall Orders Landscaping	Groundwork for period of 05/09 to 21/11	930.00	0.00	930.00
97	The Good Heat Compai	Winter frost protection service of the pool	170.00	28.33	141.67
98	Flete Gardens / Greatla	Grounds maintenance on Area 2 on 06/1	240.00	40.00	200.00
99	Amy Clayton / Clerk pay	Clerk wages	543.22	0.00	543.22
100	Fisherman's Rest	Donation for xmas lights	250.00	0.00	250.00
101	Defib Store Ltd	Spare defib pads	308.40	51.40	257.00
<b>Total Payments</b>			<b>£3,636.98</b>	<b>£119.73</b>	<b>£3,517.25</b>

### Payments Received: December 1<sup>st</sup> – December 31<sup>st</sup> 2023

Folio	Payee	Reason	£
39	AG Plumbing	mAGpie advert	39.00
40	A F Brown	mAGpie advert	56.10
41	Lloyds Bank	Interest	19.65
42	Longley Consulting	mAGpie advert	112.20
43	Scobbiscombe Turkey Ad	mAGpie advert	18.20
44	Harvest Moon	mAGpie advert	82.80
45	Carers Direct	mAGpie advert	82.80
<b>Total Receipts</b>			<b>£410.75</b>