

AVETON GIFFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY 1st FEBRUARY 2024

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

22/24 TO ELECT A CHAIRMAN AND IF NECESSARY A VICE-CHAIR

To elect a Chairman

Cllr M Smith proposed and Cllr Bodmer seconded the proposal that Cllr Rosamond Brousson be elected as Chair. The Council **RESOLVED** unanimously to elect Cllr Brousson as Chair.

Cllr Brousson signed the Declaration of Acceptable of Office.

To elect a Vice-Chair if necessary

Cllr Harrop proposed and Cllr Wade seconded the proposal that Cllr David Davis-Berry be elected as Vice-Chair. The Council **RESOLVED** to unanimously to elect Cllr Davis-Berry as Vice-Chair.

To discuss a thank you letter for the previous Chair.

The Clerk was asked to send thank you letter to the previous Chair. Personal donations for a gift were suggested. Clerk asked to organise.

AC

23/24 TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Gilbert and Cllr Warrilow sent apologies

24/24 TO RECEIVE DECLARATIONS OF INTEREST FROM COUNCILLORS

No declarations of interest received

Cllr Davis-Berry asked for it to be noted as newly elected Vice Chair that he owns a property next to possible development land.

25/24 OPEN FORUM

ARC Representative to give information about ARC Citizen Science Initiative water monitoring project.

ARC Representative gave a presentation to the Council. Currently ARC is trying to develop a substantial group of volunteers across hot spots of pollution along the length of the river Avon down to the sea to do water sampling, working with neighbouring 'River Guardian' organisations to do so.

The water sampling equipment was demonstrated, which tests the water for phosphates, measures the turbidity (cloudiness of water), total dissolved solids and temperature. Each water-sampling kit costs £35. Tests are ideally performed monthly.

The ARC representative also wanted to emphasise that reporting pollution is only one aspect of what the association is doing.

Cllr Brousson thanked the representative very much for his presentation, and suggested that as the water quality and sewage overflows have long been of concern to both the PC and to residents it would be worth putting on a separate meeting and presentation for a wider audience. To be arranged.

19:55 MOP left the meeting.

26/24 PARISH REPORTS

ARC Report

See above (MIN REF 26/24)

Parish Paths Report

After the Clerk passed on the request for the Footpath maintenance volunteer to clear the permissive path over the bridge on the A379, the volunteer inspected the path, but reported that it seemed to be fine, only needing to cut the odd bramble back. The problem may have been from nettles, which have died now back. The path will be monitored in the Spring when more growth is expected.

The Footpath maintenance volunteer also asked the Clerk to inform the Council that he has currently taken over from the Footpath Warden due to a period of absence.

Shop report

See ANNEX A

27/24 COUNTY COUNCILLOR'S REPORT

Cllr Gilbert send in the following report via email:

- DIY waste taken to recycling centres: Limited free allowance is available for up to four single visits per household in any four week period with either:
 - Up to 2 rubble bags per visit **or**;
 - An unbagged item up to a maximum of 2 metres in length.All else will be charged. Visit: www.devon.gov.uk/wasteandrecycling for more information.
- 2. The A379 in Yealmpton will be closed from 26th Feb to 1st March 2024

It was asked to be shared to Cllr Gilbert that the information regarding Modbury road closure and the one way system could have been better communicated to allay fears prior to the closure. The implementation of the one-way system around the roadworks has meant very little disturbances for general road users.

AC

28/24 DISTRICT COUNCILLOR'S REPORT

Given at 20:40 due to Cllr Bonham not being able to attend until later in the meeting. See ANNEX B for full report.

It was discussed with Cllr Bonham that advice has been obtained from Helen Smart at SHDC and it was confirmed that all possible planning breaches and enforcement cases must always be discussed in a closed part of meeting.

29/24 MINUTES

The Council **RESOLVED** that the Minutes from the meeting on 4th January be accepted as a true record and were signed by the Chair.

30/24 UPDATE ON PROGRESS FROM THE MINUTES (NOT ARISING ELSEWHERE)

5/24 Harraton Cross:

The verge has now been widened and as a result it has significantly improved visibility at the junction. Cllr Harrop reported that it has been very well received by people living locally. Clerk asked to send thank you email to Cllr Gilbert.

9/24: Maintenance of parish owned areas

The Car Show has been approached for the following funding:

- Play park sand: £1000
- New goal posts for Parson's Green: £200
- In addition, an initial donation for the Fireworks show of £500 was requested.

12/24 b PRECEPT:

A precept of £34,650 has been applied for to South Hams District Council.

13/24 c VIRUS PROTECTION:

This has now been purchased at a price of £19.99 and is installed on the Clerk's computer.

18/24 SCHOOL PUPIL RATE:

CPI increase is 4% so rate can increase to £13.52 per pupil. Clerk to inform School

19/24 SWOOSH:

The agreement has now been signed by both parties

31/24 MAINTENANCE OF PARISH OWNED AREAS

a) Play parks and playing field

Update on progression of quotes to address faults

Swing heights have now been amended after Cllr P Smith had a discussion with Gary Frogmorton. Links have been taken out in each swing to ensure that are at a satisfactory height above minimum height requirements. During the repair work, shackles needed replacing on swing. Cllr P Smith submitted expenses for £30.55 inc VAT and a mileage claim for 16 miles resourcing supplies.

Cllr P Smith also reported that the brass swivel bush at top of the swing chains need replacing. Cllr P Smith has contacted Rhino play regarding replacements.

Bouncy cross springer. Several issues discussed:

- Safety surface is damaged. Gary Frogmorton recommended that it can be fixed by the Parish Council by cutting out affected area and replacing with a resin and rubber mix. £100 would cover the costs for fixing.

AC

AC

- Feet supports should have rubber casings.
- Four timbers at centre are held together by thick steel that is a rusty. Needs remedy work to protect. Cllr P Smith has paint for the purpose and will complete.

Repairs will be completed by Cllr P Smith with support from Cllr Louis Bodmer.

The Council **RESOLVED** to approve the expenses submitted by Cllr P Smith and **RESOLVED** to approve the spending needed to repair issues mentioned above.

PS,
LB

Update addressing sand levels in play park

Cllr P Smith has been in contact with E.J Tarr regarding getting the 3 tonnes of Parish owned sand delivered, with Cllr Smith and Cllr Bodmer organising volunteers to spread. After distribution, an evaluation of how much additional sand is required will be made and Cllr P Smith is hoping that less sand will be needed that first estimated.

PS,
LB

Community Resilient Grant

The Clerk reported that James Tall and Flete Gardens had been contacted with regard to getting quotes for the repair to the path around Parson's Green. A meeting has been arranged with James Tall for next week and Flete Gardens are due to ring back later in the week to arrange a suitable time. Clerk will also ask E.J. Tarr to quote. It was agreed that the Parish Council would like to see the paths returned to the standard of when they were first installed and be suitable for the width of a wheelchair.

The Clerk also stated it could be worth investigating the King Charles III Small Grants Programme which provides up to £5000 funding. Clerk will send more information round about it.

AC

Any other maintenance issues

On the track into Jubilee Car Park, there are quite a few pot holes and in the adjacent ford there is quite a big drop from the road into the river. Both areas to monitored.

b) Parish owned carparks

Update from working group

No update

d) Allotments

To receive an update on the risk assessment

Following on from a recent conversation with the insurance company to gain firmer guidance regarding the Council being landowners that rent to the Allotment Association, the Clerk will update the risk assessment previously prepared by Cllr Bodmer and relate it to the clauses set out in the Allotment lease.

AC

e) Moorings

To receive an update on the moorings and abandoned boats

The three week timeframe given in the two notices placed on the Dory have now expired. As the boat has been on the foreshore since mid October with no one coming forward to claim it, it can be considered to be abandoned. The Council **RESOLVED** for the abandoned Dory to be advertised on Facebook Marketplace for free. Because of its size and extreme weight it was agreed that it would go to the first applicant to remove it from the foreshore, using appropriate equipment, because of concerns of additional damage being done to the mooring posts and adjacent boats in the upcoming high spring tides. Failing it being taken, it was discussed that it could be worth contacting Bantham's ex harbour master who might be able to assist in getting it moved.

Cllr Brousson wrote to Duchy steward regarding the sunken boats on the river. A reply has been received saying the Duchy will support the current Duchy of Cornwall moorings manager in getting relevant boats disposed of.

Cllr Wade has tried contacting Avon Rib owner, and thinks she might be prepared to gift it. He will follow this up.

20:38 Cllr Bonham entered the meeting and the district councillor report was given (see MIN REF 28/24 above)

32/24 PLANNING MATTERS

a) Planning Applications - to consider all recent applications received from SHDC:

Application Number: 4089/23/FUL

Proposal: Change of use from motor garage / MOT testing centre to mixed use , commercial, business and service use (Class E) and x 1 dwellinghouse (Class C3) (resubmission of 1657/23/FUL)

Location: Dream Hill Garage, Modbury, PL21 0SX

The site is outside the settlement boundary for residential development and is still classified as commercial. AGPC could not support this application because it conflicts with Neighbourhood Plan policies. Following a discussion the Council **RESOLVED** to oppose the application.

b) To receive result of decided applications

None to report

33/24 FINANCE

a) To receive the Finance Report

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

b) To receive the Quarter 3 Financial Report

The Quarter 3 report was presented to councillors along with bank statements. Cllr Harrop confirmed bank statements reconciled with reports and signed both.

The Clerk reported that the spreadsheet set up to produce the reports is working very efficiently and as a result the report only took an hour to produce. It was asked to be minuted that the councillors gave thanks to the Clerk for work done to achieve this.

c) 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 VA
29/01/2024	Nick Walker	Printing the February / March mAGpie	£229.00	£229
31/01/2024	Clerk	January Wages and December overtime	£731.58	£731
31/01/2024	Pixl Digital Design	Website work completed in Nov, Dec & January	£237.60	£237
Total			£1,198.18	£1,198

In addition during MIN REF 31/24 payments to Cllr Smith were **APPROVED** for expenses of £30.55 inc VAT + mileage claim for 16 miles (charged at 0.45p per mile resulting in an mileage expense of £7.20)

The Clerk also made the council aware of a payment made on 30/01/2024 to HMRC of £12.74 for tax owed on PAYE payments. This was made prior to the meeting to avoid interest accruing.

AC

d) Online banking access

An application for Cllr M Smith to have access to online banking has been made in order for there to be an additional councillor who can approve payments that have been set up by the Clerk. No response from Lloyds. Clerk to contact Lloyds to find out status of the application.

e) Clerk overtime

No overtime reported for January.

20:16 **Cllr Bonham** left the meeting.

34/24 GOVERNANCE AND CONSULTATIONS

a) Policy Review - to consider the Data Protection Policy

Cllr Harrop presented the Data Protection and Retention policy having decided to join the two policies together into one document. The Council **RESOLVED** to adopt policy.

b) Policy Review - to consider the Co-option Policy

Didn't need to be a policy, but a process documentation. NALC guidelines were followed and process outlined. The process was **ADOPTED** by the council. The Clerk was asked for this policy to be published on the website.

AC

It was also noted following on from the previous Chair resigning, a Casual Vacancy Notice has been published on the website and noticeboards, and South Hams District Council notified. If no election is called for by electors of Aveton Gifford Parish Council by the 5th February the co-option process for a new councillor can be started.

35/24 EMAIL ADDRESSES

Following on from a discussion around email addresses, the Council **RESOLVED** for all councillors to move away from using personal email addresses and to be assigned an email address using the aveton-gifford.co.uk domain for council emails.

Cllr M Smith to look into free google workspace for charities and the Clerk to set up new email addresses for each councillor.

MS,
AC

36/24 TREE WARDEN

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

Confirmation from SHDC that the Council will receive the increased precept means that Cllr Davis-Berry can start to investigate the appropriate course of action. Cllr David-Berry will get back in contact with contractors to discuss the work required. Cllr David-Berry to ask SHDC tree officer if he would like to join.

b) To receive an update on any other tree matters

None reported

37/24 FIREWORKS

No further update

38/24 DEFIBRILLATORS

To get an update on grant funding for solar defib unit

No update

39/24 COMMUNITY POOL

a) To discuss maintenance work and spending required for 2024 season

The Maintenance work that was previously outlined and which the Council agreed to is in progress.

b) To discuss possible employment of a new pool operator

Cllr P Smith has prepared a document summarising the work required to manage the pool. It adds up to no more than 3.5 hours a week, but included daily tasks which makes it sporadic in nature.

It was suggested that the Council investigate getting community members to do daily checks, to reduce the frequency of visits for pool manager.

Employing a contractor was discussed, suggesting they could do a weekly check, but Cllr P Smith highlighted that a difficulty with this approach if anything goes wrong with the pool then it could potentially take a while to be fixed.

It was **AGREED** that a letter should be sent to existing pool members, school parents and hive parents highlighting the need for a pool manager to come forward, The position won't need to be filled until the next pool season in 2025, but the Council is very keen for someone to step forward now so that they can shadow Cllr P Smith for the upcoming season. Remuneration to be discussed with the right individual.

Cllr Wade was asked to contact Churchstow contractor.

Training for new manager would be needed – two courses one costing around £100 another costing £250 which has been accounted for in the 2024/2025 budget.

c) To discuss potential funding

Cllr Brousson contacted Level Water regarding their previous offer to help the Council find grant money to help with running the pool. Representative from Level Water is coming down on Monday and meeting councillors to discuss.

*10:00pm: Cllr Brousson 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.*

d) To receive an update

No further items for update

40/24 TRAFFIC MIRROR ON CORNER OF TAVERNERS

Clerk has contacted the owner of the house again to follow up on the proposal that was sent however there has been no response received .

41/24 ITEMS FOR INFORMATION OR NEXT AGENDA

None

The meeting closed at 10.00pm

Signed 

Date. *07/03/24*

Mrs R Brousson (Chair)

NEXT MEETING Thursday 7th March at 7.30pm in the Memorial Hall

PS

PW

AC

ANNEX A: SHOP REPORT

The AGVSA management committee met in January after several months of not meeting.

The committee discussed the level of rent that should be paid by the tenant shopkeeper, and while members felt a rise was probably due, it was decided to postpone this possible rise until August.

This decision was taken due to the tough economic conditions facing all retailers right now, as well as the committee's desire to calculate its own level of inflation (meaning, how much its own costs are rising by) so that any rise we do propose will be proportionate and fair.

The committee is also going to write to the tenant shopkeeper to arrange a meeting to discuss any proposals to increase the rent, and receive any representations from her.

Separately, the committee is trying to push forward with its plans to update AGVSA's legal structure, and work is ongoing here.

Elsewhere, our committee member Keith Pound is working hard on digitising our shareholder register to ensure it is more easily kept up-to-date, and that it remains accessible to the AGVSA management committee regardless of who sits on the committee.

The committee's biggest struggle right now is resource: We have not had a chair of the committee since Wissit Furlong stood down in June. Current members are unable to take on the chair role for various reasons, including existing responsibilities on the committee or other commitments.

Without a chair, it makes it far more difficult to maintain momentum on the things that we absolutely have to do, and makes trying to do the things that would be nice to do – such as fundraising – almost impossible.

Furthermore, as time goes on, it's likely that fundraising will move from a 'nice-to-do' thing to a 'need-to-do' thing. While AGVSA has cash reserves now, if a freezer broke down again, as happened in 2023, our financial buffer would be significantly dented.

Therefore, if there is anybody in the parish (or from beyond) who would like to join the committee, it would be greatly appreciated.

Bradley Gerrard
Secretary, AGVSA.

ANNEX B: DISTRICT COUNCILLOR'S REPORT

Report from District Councillor, Lee Bonham, 1 February 2024

SHDC has published the Council Plan for the rest of this Council term with a focus on Housing, Climate & Biodiversity, Economy & Jobs and Community Services, as well as efficiency and value for money.

Each Councillor has been given an additional small budget which can be used to fund projects for Climate Change and Biodiversity improvements such as carbon reduction, awareness & engagement. Do let me know if anyone wants to apply.

I hope some of you were able to attend the training on planning and development management on Wednesday, 24 January. The recording is now available.

I see that new plans were put forwards for application 3402/23/HHO High Barn, Chillaton. I have been in contact with the planning officer to get the latest position.

I have talked to the planning officer about application 3587/23/FUL for Marsh Mills Barn and I understand that the Heritage officer will be involved.

Application 3661/23 to regularise the use of land for dog walking, creation of hard standing and improvements to existing access (Retrospective), in the nearby parish was refused.

I have asked about the AG precept in response to the question from Ros. I am also awaiting an answer on EV charging.

I hope this is useful. Do let me know if there are other topics to discuss.

Cllr Lee Bonham.

ANNEX C: JANUARY FINANCIAL STATEMENT

Financial Statement at January 31st 2024

Total in Treasury account: £ 6,157.65
 Total in Instant Access account: £ 17,281.29

Total £ 23,438.94

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 £ 13,431.94

Payments Made: January 1st – January 31st 2024

Folio	Payee	Reason	£GROSS	£VAT	£NET
102	Savills	Rent for Rectory Lawn	662.00	0.00	662.00
103	AG Village Hall	Pool resuscitation hall hire cost (invoiced together with #104)	67.50	0.00	67.50
104	AG Village Hall	Hall hire costs for meetings and interview (invoiced together with #103)	195.00	0.00	195.00
105	AG Village Shop	Clerk Expenses: 2 x envelopes	1.30	0.22	1.08
106	AG Village Shop	Clerk Expenses: Postage for VAT return	4.70	0.00	4.70
107	AG Village Shop	Clerk Expenses: Postage for boat eviction notice	7.35	0.00	7.35
108	Clerk	Clerk wages	850.18	0.00	850.18
109	JRB Enterprise	Dog poo bags	88.68	14.78	73.90
110	Palladium	Screws for fixing playpark equipment	8.59	1.43	7.16
111	Norton	Virus protection for Clerk's computer	19.99	3.33	16.66
112	HMRC	Tax owed	12.74	0.00	12.74
113	St Andrew's	Churchyard annual donation	500.00	0.00	500.00
Total Payments			£2,418.03	£19.76	£2,398.27

Payments Received: January 1st – January 31st 2024

Folio	Payee	Reason	£
46	West Country Stove	mAGpie advert	54.60
47	Lloyds Bank	Interest	17.83
48	Richard Bannister	mAGpie advert	69.00
49	Greatland Gardens	mAGpie advert	54.60
Total Receipts			£196.03