

# AVETON GIFFORD PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY 7th MARCH 2024

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

*Meeting started at 19:38*

**47/24 TO RECEIVE APOLOGIES FOR ABSENCE**  
ClIr Warrilow and ClIr Harrop sent apologies

**48/24 TO RECEIVE DECLARATIONS OF INTEREST FROM COUNCILLORS**  
No declarations of interest received

**49/24 OPEN FORUM**  
No comments

**50/24 PARISH REPORTS**

**ARC Report**

Following on from the ARC report given at the last meeting, ClIr Brousson requested input into how a further meeting to engage public interest could be held so that ARC could create awareness regarding the water testing scheme and re-engage public interest in the river. It was suggested that ARC have a tent at the Car Show. which was acknowledged as a good idea but ideally an event needs to be held earlier in the year. It was suggested if an event was held, that it should be advertised in the mAGpie and school newsletter.

ARC is planning to produce a guide for footpaths that surround the river that will enable walkers to walk the length of the river. It was agreed that it would be suggested to the footpath warden that he attends the meeting as a representative of council.

*ClIr Gilbert entered at 19:41*

**51/24 COUNTY COUNCILLOR'S REPORT**

Cllr Gilbert apologised for the condition of roads. Weather has had big impact, with gullies and drains being overloaded with the amount of rainfall over the winter period. Cllr Gilbert said Devon County Council will do their best to catch up over the summer with the work that is needed.

It was noted that the blockage near Bantham roundabout has coped better recently.

Cllr Brousson reported a flood between the Ashford turnings that occurs with heavy rain. Cllr Gilbert suggested reporting on the road flooding portal. Cllr Brousson to report.

Cllr Gilbert stated that funds were available for a donation to the mAGpie magazine or other community item and asked the Council to consider where funds would be most useful, with an estimate of £1500 available.

*Cllr Gilbert left at 20:02*

RB

#### 52/24 DISTRICT COUNCILLOR'S REPORT

Cllr Bonham gave the following report from South Hams District Council:

- Residents can now renew their subscription for the SHDC garden waste collection service.
- SHDC has launched a programme called the South Hams Housing Offer which will help local communities deliver more affordable homes in their area through funding and practical help.
- We have publicised the government grant scheme for rural community buildings which has now reopened.

#### 53/24 MINUTES

The Council **RESOLVED** that the Minutes from the meeting on 1st February be accepted as a true record and were signed by the Chair.

#### 54/24 UPDATE ON PROGRESS FROM THE MINUTES (NOT ARISING ELSEWHERE)

##### 18/24 Pool (per pupil charge increase)

The Clerk sent a letter to Aveton Gifford Primary school informing the school about the swimming pool per pupil fee rise. The letter has been acknowledged by the head teacher.

##### 22/24 Previous chair

A letter of thanks has been sent to the previous chair.

##### 35/24 Emails

New email accounts for each councillor using the consistent domain of aveton-gifford.co.uk have now been set up and access details forwarded to each councillor. The Clerk asked that from the 11<sup>th</sup> March all councillors move to using these new email accounts for any council communication, and forward any council related emails received into previous accounts onto the new account.

Cllr Wade suggested an email sharing system. Trello was suggested as an option. Cllr M Smith and the Clerk to do some research on possible options.

MS,  
AC

#### 55/24 MAINTENANCE OF PARISH OWNED AREAS

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

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

Cllr P Smith reported that the sleeving rubber for the cross-bouncer footrests and 6 further bushes for the swings have been received, and the relevant repair/maintenance for both these items will be completed next week.

Cllr P Smith is waiting for the weather to improve in order to

- paint the central pillar of the cross-bouncer
- repair the safety surface of the cross-bouncer

Still to be addressed: Shingles on top of play tower.

##### Update addressing sand levels in play park

Parish owned sand has been received from E.J.Tarr and the Council were not charged for delivery. Cllr P Smith and Cllr Bodmer to arrange time to distribute.

PS, LB

Gravel Path Repair

Cllr M Smith suggested using resin as an alternative to gravel, and it was suggested that a quote for 530m on a 1.2m width was obtained which could be used to get an estimate of overall cost on a pro-rata basis. The clerk reported the quotes received for repairing with gravel:

- Company A: £2560.00
- Company B: £11489.50 plus VAT
- Company C: Still awaiting quote

The brief given to each company was to restore the paths to their original condition. The discrepancy in quotes came from the depth contractors thought necessary.

Cllr Wade said in future when asking for quotes companies should be given documentation stating the requirements.

Clerk reported a possible revenue of funding could be the National Lottery Awards for All. The Clerk also informed the Council that unfortunately applications to the King Charles III Charitable Fund Small Grants programme are now closed.

Any other maintenance issues

- Jubilee street carpark. It was **AGREED** to ask E.J.Tarr to remove the sleepers which are deteriorating and replace them with existing boulders..
- Goal posts on Parson's green. It was **AGREED** to replace the existing goal posts with plastic ones. This is being funded with Car Show donation to the Parish Council and will be bought once money has been received.

**b) Parish owned carparks**Update from working group

Cllr Wade asked Cllr Bonham how South Hams District Council handle enforcement in car parks. Cllr Bonham will pass on contact details of contact in SHDC who can advise on bylaws etc.

Timbers revenue opportunity

Cllr M Smith suggested installing a SUP inflation station, which could potentially generate between £936 and £2184 annually. It would however need a power source which isn't currently readily available in Timbers car park.

Cllr M Smith suggested placing car parking signs, that include a disclaimer stating that all funds given are donations to the Parish Council.

**c) Allotments**To receive an update on the risk assessment

The Clerk reported that the risk assessment is underway, and the Allotment Association has been asked to provide the agreement that Allotment holders are given as information obtained in this will be pertinent to the risk assessment.

**d) Moorings**To receive an update on the moorings and abandoned boats

The Avon Rib has now been removed. The Dory has also been taken by a MOP following on from a successful Facebook post advertising it free to anyone willing to remove it. Since, it has been removed the Clerk has received communication from a friend of the original owner who has expressed dissatisfaction. They have been informed that appropriate notices were displayed and that due to no contact during the notice period the boat was classified as abandoned.

To receive an update on mooring post repairs

Following the damage to the mooring post from the Dory boat, E.J.Tarr has put in a replacement post for the sum of £25.

To receive a report on annual moorings fees

Letters to mooring holders are due to go out in the next couple of weeks asking for the annual payment of £30.65 (including online fees). The online terms and conditions agreement and payment system has been checked and is ready.

**e) What's App volunteer maintenance group**

It was **RESOLVED** that a What's App group containing relevant councillors and volunteers in the community is setup up to help with maintenance around the village. What's App chat group to be called AGPC Maintenance.

## 56/24 PLANNING MATTERS

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

The Council was informed that since the Agenda was published two planning applications have come in:

Application Number: 0594/24/CLE

Proposal: Certificate of lawfulness for existing use of shepherds hut (caravan) currently on site used ancillary to the forestry use of land

Location: Land at SX 701 480 Aveton Gifford

**No action needed.**

Application Number: 0651/24/HHO

**Proposal:** Resubmission of Application Reference 2867/23/HHO for Demolition of existing single storey garage, rear conservatory and rear extension, internal alterations to existing layout, modifications to existing door & windows openings, proposed side single storey extension, new rear two storey extension with new roof, external alterations to include retaining works, relocation of existing oil tank, installation of new flue to wood burning stove.

**Location:** Primrose Cottage.

**Response date:** 05/04/2024, which is the day after the next Parish Council meeting. Cllr Brousson asked councillors to look at the application so a decision can be made at next meeting.

### **b) To receive result of decided applications**

Application Number: 3807/23/HHO

**Proposal:** Householder application for proposed front porch

**Location:** 3 Pulleys Close, Aveton Gifford, TQ7 4JE.

**APPROVED**

Application Number: A4089/23/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.

**REFUSED**

Cllr Brousson highlighted that the Parish Council's Neighbourhood plan was heavily taken into consideration in the planning officers conclusion, stating that it shows the Parish Council shouldn't vote against the Neighbourhood Plan unless there is a very good reason.

Application Number: 3587/23/FUL

**Proposal:** Application for repairs to barn roof and replacement of the roof structure

**Location:** Marsh Mills, Aveton Gifford, TQ7 4JW.

**WITHDRAWN**

21:08 Cllr Bonham left meeting

## 57/24 FINANCE

### **a) To receive the Finance Report**

The Clerk submitted Financial Statements for February 2023 (See ANNEX A).

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

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

<b>Invoice date</b>	<b>Payee</b>	<b>For / Reason</b>	<b>Net Payment £</b>	<b>Payment inc VAT £</b>
19/02/2024	Watkins Electrical Contractors	Electrical Installation Condition Report	£99.91	£119.89

20/02/2024	Flete Gardens	Grounds maintenance: Area 2 on 08/02/24	£200.00	£240.00
26/02/2024	South Hams Supplies	40 keys for swimming pool memberships	£150.52	£180.62
29/02/2024	Clerk	February wage	£555.36	£555.36
<b>Total</b>			<b>£1,005.79</b>	<b>£1,095.87</b>

The Clerk noted that payments for both Watkins Electrical Contractors and South Hams Supplies will be requested to be paid on the 1<sup>st</sup> April due to the services supplied relating to next years pool budget.

**c) Transfer of funds from savings to current account**

The Council **RESOLVED** to transfer £2000 over to Treasury account from the Instant Access Savings account and to re-access when the Precept arrives.

**d) Online Banking access**

Having spoken to Lloyds the Clerk reported that Cllr M Smith is now on the bank mandate following the original application, but his online application didn't go through and it was advised to make a separate online application which is now in hand.

**e) Clerk Overtime**

No overtime to report for February

**58/24 GOVERNANCE AND CONSULTATIONS**

**a) Meeting dates**

Following confirmation from the Village Hall, it is not possible to hold a meeting on the 6<sup>th</sup> January 2025 as agreed in the January meeting (min ref 13/24) due to the hall being unavailable. The Clerk has confirmed availability with the Village Hall and instead it was agreed to hold the January 2025 meeting on Wednesday 8<sup>th</sup> at 7:30pm

**b) Co-option of a new councillor**

Following on from a Notice of Casual Vacancy the Council has now received confirmation from South Hams District Council that a new councillor can be co-opted and as a result the vacancy needs advertising. The Council **RESOLVED** to advertising in the following locations: the mAGpie, Village Voice in the local Gazette, village noticeboards, village website, and the school & hive newsletter.

AC, RB

**59/24 TREE WARDEN**

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

Following on from the Extra Ordinary Meeting:

- Cllr Wade has contacted a tree surgeon who has said he will provide his opinion free of charge on the sycamore coppicing. Clerk has also found a local arboricultural consultancy company and was asked to contact them for a quote.
- Cllr Davis-Berry is in the process of getting a quote on removing branches overhanging the barn.

AC

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

It was reported that the ivy on the trees on Pittens Walk is quite substantial. However, it was noted that the ivy doesn't take any nutrients or damage the trees so therefore no action is needed.

**60/24 FIREWORKS**

Cllr M Smith has obtained a third quote which will be sent through to the Clerk.

**61/24 DEFIBRILLATORS**

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

The Kitt Will trust got in contact with the Clerk indicating that a pre requisite for receiving money for a defibrillator solar panel cabinet from the trust would be the Parish Council offering resus training courses. The Clerk informed Kitt Will that it would be put on the agenda for the March meeting.

**b) To discuss running community heart start training**

The Council are very welcome to the idea of providing training to the community and will research the best avenue of providing this.

**62/24 COMMUNITY POOL**

**a) Update on pool manager**

Cllr P Smith has been in contact with a semi-retired chartered engineer, who has been taken for a site visit to the pool. A breakdown of pool manager activities has been provided and it is reported that the potential applicant is interested in the role.

Remuneration for the successful applicant was discussed, with Cllr P Smith suggesting an hourly rate of £25 an hour should be considered. Based on a contract of 3.5 hours a week this would result in £2000 per pool season without travel time or mileage included. With mileage and time factored in it would increase £2580. The council was undecided as to whether mileage and travel time should be included in the package offered.

It was suggested that the Council meets with him to discuss the opportunity and logistics in more detail.

*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.*

The Clerk queried whether the potential applicant need to be employed or whether they would be invoicing as a company.

It was **AGREED** that the Council should draft an employment contract that states the requirements of the pool manager role, including that remuneration will be paid in one sum on completion of the pool season, along with a clause that if job is left early or the contract needs to be terminated then a pro-rata rate will be applied. An overtime rate could be included for emergencies.

Also, it was noted that the role still hasn't been advertised. Cllr P Smith has written a letter, which will be distributed to existing key holders, placed in the mAGpie and on the community website, and sent to school pupil parents.

**b) Pool staff employment**

The Clerk reported that it was necessary to get in contact with South Hams District Council who currently handle the Clerk's pay to find out more about moving away from their HMRC payroll services should the Council take on staff to manage the pool and perform regular checks.

*10:16 Cllr Davis-Berry left the meeting*

**c) To discuss and set up the annual membership fee**

Cllr P Smith stated that the operating costs aren't predicted to rise for the upcoming season. The Council **RESOLVED** that pool membership fees will be kept at the current rate of £70 for Household membership and £40 for Single membership. The booking fees will be checked and increased to cover online payment costs if necessary.

**d) To receive an update**

DBS checks for individuals performing daily pool checks need to be performed. Cllr P Smith to speak to Mrs De Beer and then feedback to Clerk.

AC

PS

**63/24 EMERGENCY PLAN**

The Council agreed to **POSTPONE** until next meeting.

**64/24 TRAFFIC MIRROR ON CORNER OF TAVERNERS**

The owner of the house has been contacted twice with the Council's proposal but has not responded. The Council **AGREED** not to send further emails, and instead for Cllr Wade to contact the owner of house opposite to see if an alternative location could be used. Clerk to send Cllr P Wade a picture of mirror.

65/24 ITEMS FOR INFORMATION OR NEXT AGENDA  
Possible replacement post-box in Icy Park.

The meeting closed at 10.32 pm

Signed *R Brousson*  
Mrs R Brousson (Chair)

Date *04/04/24*

**NEXT MEETING** Thursday 4th April at 7.30 pm in the Memorial Hall

## ANNEX A: FEBRUARY FINANCIAL STATEMENT

### Financial Statement at February 29<sup>th</sup> 2024

Total in Treasury account:	£ 4,917.20
Total in Instant Access account:	£ 17,300.37
<b>Total</b>	<b>£ 22,217.57</b>

### 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
<b>Total reserves</b>	<b>£ 10,007.00</b>
<b>Working Surplus</b>	<b>£ 12,210.57</b>

### Payments Made: February 1<sup>st</sup> – February 29<sup>th</sup> 2024

<b>Folio</b>	<b>Payee</b>	<b>Reason</b>	<b>£GROSS</b>	<b>£VAT</b>	<b>£NET</b>
114	Clerk	Clerk wages and overtime	731.58	0.00	731.58
115	Nick Walker Printing	Magpie printing for Feb issue	229.00	0.00	229.00
116	The Boat Store	Shackles for playpark repairs	30.55	5.09	25.46
117	Peter Smith	Mileage claim for playpark related work	7.20	0.00	7.20
118	George Lodge	Replacment bushes for swings	5.23	0.87	4.36
119	Hilltop Products	Cross Springer replacement footrests	10.79	1.80	8.99
120	Pixl Digital Design	Website work for Nov/Dec/Jan	237.60	0.00	237.60
<b>Total Payments</b>			<b>£1,251.95</b>	<b>£7.76</b>	<b>£1,244.19</b>

### Payments Received: February 1<sup>st</sup> – February 31<sup>st</sup> 2024

<b>Folio</b>	<b>Payee</b>	<b>Reason</b>	<b>£</b>
50	Lloyds Bank	Interest	19.08
51	NC and KE Lethbrid	mAGpie advert	11.50
<b>Total Receipts</b>			<b>£30.58</b>