

**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 3rd AUGUST 2023**

<b>Present</b>	Cllr Sarah Marcus Cllr Ros Brousson Cllr Peter Wade Cllr Peter Smith Cllr David Davis-Berry Cllr Rosie Warrilow Cllr Lee Bonham	SH in the Chair RB PW PS DDB RW LB (District Councillor)
<b>In attendance</b>	Amy Clayton	Clerk
<b>Apologies</b>	Cllr Rufus Gilbert	RG (County Councillor)
<b>Members of the public</b>	None	

**62/23 PARISH REPORTS AND OPEN FORUM**

**ACA report**

No report received

**Shop**

No report received

**Parish Paths**

No report received

**AG Heritage**

No report received

**63/23 TO ACCEPT APOLOGIES FOR ABSENCE.**

Apologies received from Cllr Gilbert

**64/23 TO RECEIVE DECLARATIONS OF INTEREST FROM COUNCILLORS**

There were no declarations of interest.

**65/23 COUNTY COUNCILLORS REPORT**

No report received

**66/23 DISTRICT COUNCILLORS REPORT**  
SEE ANNEX A for Cllr Bonham's report

Planning case 1657/23/FUL – Cllr Bonham advised councillors they may want to attend the planning meeting. It was queried whether a letter could be submitted instead. Cllr Bonham indicated attendance might be more influential.

**SHDC funding for EV points**

During previous work, there had been highlighted the possibility of SHDC enabling/funding the PC to put in EV points. There is wish to have 1 or 2 EV points in the village. Cllr Bonham was asked to see if this was a possibility.

**Recycling**

It was queried when bags for recycling would be stopped and moved over to boxes. Cllr Bonham confirmed plan was to get everyone to the same level of recycling for October, but this may have slipped. Cllr Bonham will check the date and update.

LB

**67/23 TO RECEIVE AND APPROVE MINUTES OF THE MEETING HELD ON 6TH JULY AND SIGN**

The Council **RESOLVED** that the Minutes from the meeting on 6th July be accepted as a true record and were signed by the Chair.

**68/23 MATTERS ARISING FROM THE MINUTES NOT COVERED AS SEPARATE AGENDA ITEMS**

**Gigaclear installation over the stream**

The case number for the duct over the issue can't be located – Clerk to contact Kristian at Gigaclear regarding this. It was noted that the issue needs to be sorted prior to Autumn / Winter. Clerk asked to send letter to Gigaclear heavily emphasising the consequences.

AC

**69/23 CO-OPTION OF NEW COUNCILLORS**

To date, two registers of interest have been received from parishioners. One application form received back, still awaiting one. Clerk to chase if necessary.

AC

It was reported that the vacancies have been advertised in the following locations

- 3 adverts in noticeboards.
- 1 in the latest mAGpie publication
- 2 on Facebook pages
- 2 separate pages on the website.
- Included in village voice in Kingsbridge Gazette.

Clerk to contact parishioner who has indicated interest to see if they would like to officially register their interests.

AC

The co-option process will take place in September meeting.

### Help with maintenance

It was suggested that the Parish Council draws up a list of people who are willing to help out with practical tasks to aid the workload on councillors. It was noted volunteer help and insurance would need to be verified.

## 70/23 MAINTENANCE OF PARISH OWNED AREAS

### Play parks and playing field

The Clerk confirmed SHDC have been asked to produce official signs for the new playpark. Clerk to chase and increase to 3 signs.

AC

### Bench for outside fence area

Following on from a request from a parishioner to place a bench outside the new fencing area, it was **AGREED** by the Parish Council to relocate an existing bench on Wednesday 9<sup>th</sup> at 2pm. It was noted that hardstanding might be wanted in the future. Clerk asked to reply to parishioner giving an update.

AC

### Recent inspection of play parks to address faults

£948 quote received from E.J.Tarr. Clerk asked to thank E.J.Tarr for his quote and when we have some available funds we will let him know if the PC want to proceed.

AC

As quote is close to De Minimus it was suggested alternative quotes should be sought.

### SHDC Play Area inspections renewal

It was unanimously **AGREED** to renew service from SHDC. Noted insurance included in service. Worth enquiring with Gallaghers to find out what is covered through them.

### Campervans in parish owned carparks

Old school bus has been reported as having no current MOT. Cllr Wade to investigate if the vehicle is insured and send details to Clerk. If relevant Clerk will then speak to Kingsbridge police.

PW  
AC

Parish Council needs to make a decision on whether they will police the car parks in a more formal manner. It was **AGREED** to place item on September agenda for further discussion.

## 71/23 PLANNING MATTERS SEE ANNEX B

### In addition:

A site visit was **AGREED** for application 0176/23/HHO Application at Tree Farm.

## 72/23 FINANCE AND FINANCIAL STATEMENT

### Financial Statement

The Clerk submitted Financial Statements for July 2023 (see ANNEX C)

### Invoices for payment

The Council **RESOLVED** to agree the following payments

<b>Invoice date</b>	<b>Payee</b>	<b>For / Reason</b>	<b>Net Payment</b>	<b>Payment inc VAT</b>
10/07/2023	Tall Orders Landscaping	Grass cutting contract from Dec 22 to June 23	765.00	765.00
31/07/2023	Amy Clayton	Clerk wages for July	933.74	933.74
19/07/2023	SLCC	Webinar Clerk training	20.00	24.00
24/07/2023	Pixl Digital Design	Website maintenance for June 2023	109.80	109.80
31/07/2023	Nick Walker	August/September mAGpie Printing	242.00	242.00
03/08/2023	Gallagher	Additional premium for pool cover	250.00	280
<b>Total</b>			<b>£2,320.54</b>	<b>£2,354.54</b>

The Parish Council also **AGREED** to transfer £400 to The Hive Pre-School for their share of the money received from the Swoosh Agreement.

### Income

The Clerk reported that the VAT reclaim submission for the period 01/04/2022 – 31/03/2023 has now been submitted and is hoped to generate £2,797.92

### Audit update

The Clerk informed **the Parish Council** that the external auditors have confirmed receipt of the AGAR submission. Official thanks from the Parish Council to the Clerk for meeting the submission deadline was given.

### Clerk Overtime

In addition to the allocated 8 hours per week, the Clerk worked 13 hours overtime during July 2023. The council **RESOLVED** to agree to the overtime hours being submitted

AC

### Return of Lottery grant

Due to spending not being allocated correctly in past accounts, the Council **RESOLVED** to reduce the allocated reserve to £5650.99.

AC

Clerk asked to contact Lottery to enquire about returning unspent grant money of £5150.99.

In addition it the Clerk was asked to look into past accounts to see if there is any funds left in the Sports & Leisure allocation.

<b>73/23</b>	<p><b>DIGITAL FILE STORAGE AND BACKUP</b></p> <p>The Clerk confirmed the implementation of our digital backup system. Cllr Brousson has managed to establish access to it. Cllr Harcus will arrange for her access to be set up.</p>	SH
<b>74/23</b>	<p><b>STANDING ORDERS REVIEW &amp; ADOPTION</b></p> <p><b>AGREED</b> to postpone. Revised schedule is for adoption in October meeting having previously discussed Standing Orders at a separate meeting for presentation of acceptance.</p>	
<b>75/23</b>	<p><b>FINANCIAL REGULATIONS REVIEW &amp; ADOPTION</b></p> <p><b>AGREED</b> to postpone. Revised schedule is for adoption in October meeting having previously discussed Standing Orders at a separate meeting for presentation of acceptance.</p>	
<b>76/23</b>	<p><b>FINANCIAL RISK ASSESSMENT REVIEW</b></p> <p>The council <b>RESOLVED</b> to accept the suggested additions and adopt the Risk Assessment document. Cllr Brousson Proposed, Cllr Harcus seconded.</p>	
<b>77/23</b>	<p><b>INSURANCE</b></p> <p><b><u>Joint policy with Allotment Association</u></b></p> <p>The Parish Council <b>AGREED</b> that from the 11<sup>th</sup> August the Allotment Association will be removed from the Parish Council Insurance policy.</p> <p>Clerk asked to write a letter to the Allotment association informing them of the decision and contact insurance company to change the policy.</p> <p><b><u>Additional premium for pool cover</u></b></p> <p>Discussed under Invoices for Payment under minute item <b>72/23</b></p>	AC
<b>78/23</b>	<p><b>TREE WARDEN</b></p> <p>Nothing new to report.</p>	
<b>79/23</b>	<p><b>DEFIBRILLATORS</b></p> <p>The street light that has been marked as a potential electricity source was confirmed to be number 5, which Clerk was asked to email Cllr Gilbert. It was noted, that permission would need to be sought from Live West to place it on the garage wall.</p> <p>The possibility of a solar powered defib unit was also discussed. Cllr Smith will look into options. Clerk asked to approach Cllr Bonham for potential recommendations.</p> <p>Replacement Pads – community fundraisers for replacement pads suggested. It was noted that spares should be kept so pads can be replaced immediately. Clerk</p>	AC  AC

asked to contact Cllr Bonham and Cllr Gilbert to ask if there is any available funding for replacement pads.

**80/23 EV CHARGE POINTS**

No further update.

**81/23 COMMUNITY POOL**

Projected costs for the 2023 season are £5262 against a generated income of £7178.

Invoice for £40 for pool supplies from Peter Wade was **APPROVED**.

**Do we need any extra premium for opening this year?**

Discussed under Invoices for Payment under minute item 72/23

**Zero hours contracts**

Potential contract sent to councillors. Will be reviewed and with the aim of implanting.

**Pool opening in 2024**

Cllr Smith will commit to opening the pool in 2024, but this would be his last season. It will be necessary to line up a replacement who can shadow his last season. Training will be required. Advert to be placed in the next mAGpie.

**82/23 BANTHAM SWOOSH**

**Update**

It was noted that during the 2023 event traffic around cricket pitch and down to Icpark was incredibly congested and made travel for locals difficult. Lucy Powell would like to come to September PC where the traffic issue can be discussed with her. Clerk to invite Lucy Powell to September meeting.

AC

**Thank you letters**

Clerk requested to send letter to Dominic Webb thanking him for his hard work.

AC

**83/23 CAR SHOW EVENT**

**Insurance**

Dominic Webb and Cllr Brousson are due to do risk assessment shortly.

**84/23 VILLAGE STOCKS**

No further updates received

**85/23 TRAFFIC MIRROR**

Current renters of Taverners cottage think owners would be willing to have a traffic mirror placed on the house. Clerk to approach tenants to get landlords address and then write letter to landlords.

AC

Additionally, it was suggested that mirror could be placed on Baker's Terrance. Cllr Wade to find out address and approach landlord.

PW

**86/23 AOB**

Clerk asked to approach the Sport and Community Development Officer at Fusion to see if any funding is available to the Parish, with an outdoor table tennis table being in mind as a possibility.

AC

Dog fouling in Icy park. It was suggested that a Residents Association is set up to address this and similar issues.

Faye from Airband attending the October meeting was APPROVED.

It was noted that an email has been sent to Neil Everest.

The meeting closed at 10.06pm

Signed *S Harcus*

Date *07/09/2023*

**Mrs S Harcus Chair.**

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

## ANNEX A

### AVETON GIFFORD PARISH COUNCIL REPORT FROM DISTRICT COUNCILLOR, LEE BONHAM, 3 AUGUST 2023

SHDC is working on its new strategy which will reflect the LibDem manifesto. We are keen to start conversations with Towns and Parishes on the details hence we held a Town and Parish Forum meeting on Wednesday 26<sup>th</sup> July 2023 at 6pm. The consultation period is continuing.

Also work underway to look at sustainable travel needs (eg cycling routes).

Regarding AG interests, I know that there has been a question from the PC chair about Airband broadband installation; [works planned in Aveton Gifford are to erect a new telecoms cabinet, which is needed to serve properties in and outside of AG who may not already have fibre. I have been told they will not be digging up through the village as will use exiting ducts for cables.](#)

I noted that the PC has objected to 1657/23/FUL, Dream Machine Motor Cycles, change of use and build of 2 x 3-bed houses.

You may have see that there is an Appeal on application 3195/22/CLE Certificate of Lawfulness for existing single storey timber barn being used as a single dwelling house At Sx 687 746 Borough Cross To Waterfoot Aveton Gifford, (Near Waterhead Bridge)

The PC is aware of the refusal of application: 0561/23/FUL – No update from last month

I am also monitoring the situation at the site near the burial ground adjacent to a footpath (in Churchstow Parish) which is being used as a dog walking / training area. No update from last month

You are probably aware of the appeal reference: APP/K1128/W/22/3312269 Proposed demolition of existing C2 care home and replacement of 6 C3 Residential Dwellings at South Efford House. This has gone to Appeal.

Cllr Lee Bonham.



## ANNEX B: PLANNING REPORT FOR AUGUST 2023 PARISH COUNCIL MEETING

### New SHDC applications since the last meeting

**Reference; 2202/23/PDM**  
**Higher Wizaller, Modbury**

Proposal; Application to determine if prior approval is required for proposed change of use of agricultural buildings/barns to 2no dwellinghouses (Class C3), and associated development (Class Q (a+b))

Comments; by determination date 27<sup>th</sup> August.

**Reference: 0176/23/HHO**  
**Tree Farm**

Proposal: Householder application for proposed roof extension & alterations to existing dwelling (part retrospective)

**Respond by** 31<sup>st</sup> August

### AGPC responses since last meeting

**Reference: 2075/23/FUL**  
**Land at SX 685 513 (Heathfield Cross)**

Proposal: Provision of agricultural storage building

**AGPC response – support** on grounds of necessary addition for existing agricultural business, justified by full report on agricultural need.

### New SHDC decisions since the last meeting

None

## ANNEX C: JULY FINANCIAL STATEMENT

### Financial Statement at July 31st, 2023

Total in Treasury account:	£ 17,052.49
Total in Instant Access account:	£ 7,206.43
<b>Total</b>	<b>£ 24,258.92</b>

### Restricted/Allocated reserves:

Parish Paths Partnership	£ 774
Heritage Group Projects	£ 1,370
Lottery grant for hall	£ 7,700
Play park fencing	£ 0
Play park project	£ 363
Pool liner fund	£ 6,000
<b>Total reserves</b>	<b>£ 16,207</b>
<b>Working Surplus</b>	<b>£ 8,051.92</b>

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

Folio	Payee	Reason	£GROSS	£VAT	£NET
39	Nick Walker Printing	Printing June mAGpie	267.00	0.00	267.00
40	Pixl Digital Design	Website work during May	50.39	0.00	50.39
41	E.J.Tarr	Fencing around playground	10,774.08	1,795.68	8,978.40
42	Amy Clayton	Clerk Salary & Overtime	700.93	0.00	700.93
43	Phil Thomas Arboriculture	Parish Tree Survey	460.00	0.00	460.00
44	Aveton Gifford Village Hall	Rent for 6 months for meetings	90.00	0.00	90.00
45	Greatland Gardens (Flete)	Grass cutting contract	624.00	104.00	520.00
46	Accountant	Internal audit	189.00	0.00	189.00
	Peter Smith invoices:	Folio 47-49 paid as one sum to PS			
47	Ebay	Pool - Dosing pump tubing	14.95	2.49	12.46
48	Plymouth Hotsprings	Pool – TA Increaser	39.96	6.66	33.30
49	RG Pools & Lesiures	Pool – Sulpheric Acid & Floc tablets	96.40	16.08	80.32
50	Aveton Gifford Village Hall	Donation for Coronation	50.00	0.00	50.00
51	ZORO UK Limited	Drum pump for swimming pool	25.98	4.33	21.65
52	South West Water	Sample analysis for swimming pool	90.00	15.00	75.00
<b>Total Payments</b>			<b>£13,472.69</b>	<b>£1,944.24</b>	<b>£11,528.45</b>

**Payments Received: July 1<sup>st</sup> – July 31<sup>st</sup> 2023**

<b>Folio</b>	<b>Payee</b>	<b>Reason</b>	<b>£</b>
22	Aveton Gifford Allotment Association	Rent for 2023	746.00
23	Phillips HM	mAGpie advert	52.50
24	Lloyds Bank	Interest	4.89
25	Swim Collective	Swoosh payment	2,800.00
26	Luscombe Maye	mAGpie advert	224.40
27	The First Federation	Aveton Gifford School Pool use	1,339.00
<b>Total Receipts</b>			<b>£5,166.79</b>