

MINUTES OF A MEETING OF MILTON ABBOT GROUPED PARISH COUNCIL HELD ON WEDNESDAY 6TH JULY 2016, 7.30PM AT MILTON ABBOT VILLAGE HALL

(also available at www.magpc.co.uk)

PRESENT: Cllrs R Tucker (MA) (A/Chair), A Westcott (C), H Asbridge (C), M Pahlsson (C), R Brewer (C), A Cox (MA)

Cllr C Edmonds (WDBC), Cllr B Baldwin (WDBC) Mrs E James (Clerk) and 11 members of public

33:16/17 APOLOGIES FOR ABSENCE

Cllrs Hough (MA) and Beighton (C)

34:16/17 DECLARATIONS OF INTEREST

None

35:16/17 CONFIRMATION OF MINUTES

The Minutes of the ordinary and annual Parish Council meetings held on 18th May 2016 were **agreed** as a true record and signed by the Chairman.

36:16/17 PUBLIC OPEN SESSION

Members of the public present wished to comment upon Planning Application 1579/16/VAR, Lamber Hey. A motion was made and it was **resolved** that this item be dealt with first.

37:16/17 PLANNING

Applications

a) 1579/16/VAR Lamber Hey, Milton Abbot

Details of the application and a report from Cllr Hough regarding a site visit carried out by him, other Cllrs and nearby residents, and subsequent meeting with Planning Officer Tom French, was read out by Cllr Tucker and members of the public were asked for any comments they wished to make.

Planning enforcement action had been instigated and action had been in progress when the amendment application was lodged. Cllr Baldwin had informed Tom French, planning officer, that he wished to see the report and would consider referring the application to the Planning Committee. A site visit may also be recommended.

A lengthy discussion ensued during which residents raised concerns which included;

- The possible lapse of the previously approved application (01830/2011) prior to the commencement of the redevelopment.
- The adverse effect of newly constructed boundary walls on adjoining properties, Meadow Cottage and 9 Venn Hill, through loss of light and visibility from existing windows.
- The adverse effect on the privacy of Meadow Cottage due to being overlooked from the patio of Lamber Hey and the construction of office space that has a large window area.
- The construction of a roof of a building at Lamber Hey that connects with the roof of Meadow Cottage.
- The hard landscaping and overbearing nature of the development, especially as the property is sited within a conservation area.
- Inadequate sight lines for vehicles exiting the property, due to increase in height of boundary wall.

- The construction of a boundary wall in block and render instead of stone as shown on previously approved plans.
- The close proximity of Grade II listed buildings, Dukes Cottage, 3-8 and 11 Venn Hill, and the nearby Grade I listed Church of St. Constantine.

The Parish Council **resolved** to;

- Submit an objection to WDBC based upon the above comments
- Cllr B Baldwin, Ward Representative, be requested to recommend that the application is referred to the Planning Committee,
- Tom French, Planning Officer, to be invited to an Open Meeting to discuss the application at 7pm on either 19th or 21st July in Milton Abbot Village Hall.

(Members of the public left the meeting)

- 1565/16/LBC Dukes Cottage, 2 The Village, Milton Abbot

The planning application was considered by the Parish Council who **resolved** to make a comment of Support.

Appeal Decision

Cllrs noted that the appeal for the erection of a wind turbine, 01013/2014, had been dismissed.

Decisions

Cllrs noted the below listed decisions and queried the refusal of applications for Leigh Ball Cottages:

- 1075/16/HHO: Hardstone Cottage Lane to Woodtown Farm Dunterton – Conditional Approval
- 0624/16/HHO: Leigh Ball Cottages, Milton Abbot - Refused
- 0625/16/LBC: Leigh Ball Cottages, Milton Abbot - Refused
- 1091/16/TCA: 11 Lutyens Fold, Milton Abbot - Allowed
- 00850/2015: Land at Hotel Endsleigh, Milton Abbot - Withdrawn

38:16/17 PROGRESS REPORTS

(Cllr Pahlsson arrived at 8.15pm)

Felldownhead Road

The Highways Department had responded to a Freedom of Information Request for a copy of their Statutory Obligations and Guidelines by providing details of where to obtain the information. This request had resulted from an unhelpful previous response which suggested that the Council make a formal complaint should it wish any further details or to continue to address the traffic and road signage issues along Felldownhead Road.

It was suggested by Cllr Asbridge that the Council now needed to review the situation, ascertain the outcome it was seeking and to focus on that aspect of the issues. Cllr Pahlsson had yet to view the information and would do so before the next meeting of the Council.

Retaining Wall, Milton Abbot

Quotes had been obtained by the Clerk for repairs to the wall. However it had recently been established from the Planning Department that as the wall was within a conservation area, planning

permission would need to be obtained. Work might also be further affected if the wall was considered to be part of the curtilage of the adjacent Grade I listed Church, and also therefore listed.

Cllrs noted that the information from Graham Lawrence, Planning Officer, indicated that in order to pursue a planning application the first step would be to engage a suitably qualified structural engineer with heritage accreditation, to assess the condition of the wall and draw up a specification.

In addition to this the Council would also need to seek to close the road and/or a Section 171 licence for permission to store materials on the road.

The Parish Council **agreed** that the Clerk would:

- i) Defer acceptance of any quotations for the time being.
- ii) Establish if the wall is part of the curtilage of the church and therefore listed.
- iii) Seek the advice of Building Control on whether or not there is a 'risk to public health or property'.
- iv) Take any other action needed to progress this matter, short of committing expenditure on behalf of the PC.
- v) Reach a clear understanding with WDBC as to whether or not an assessment of the condition of the wall by a suitably qualified structural engineer would be required as part of a planning application and whether or not any further assessments would be needed if the wall is listed.

Devon Air Ambulance Trust (DAAT) – Night Flying Initiative

Cllr Edmonds, who had been looking into the possibility of TAP funding to assist with the project, updated the Council with progress;

Lifton Parish Council (LPC) had identified a site which DAAT were happy with and a quote for the lighting requirements had been received. Public support had been forthcoming but consultation with close neighbours of the site was still to be undertaken. An enquiry with regards to seeking joint TAP funding had been received from Bratton Clovelly Parish Council (BCPC). BCPC had also identified a site that DAAT were happy with and received a quotation. As the two Councils were in a similar position with regards the project, LPC had agreed to the submission of a joint TAP funding application with BCPC subject to approval by BCPC at the next meeting of their Council.

The Clerk advised that although Cllr Hough had been liaising with Milton Abbot Primary School and potential sites identified in Chillaton, no information had been forthcoming from Cllrs regarding specific sites along with landowner's details so that their permission could be obtained to forward the information to DAAT. Clerk to pursue this information.

Chillaton Traffic Issues

As there had been no injuries on roads in Chillaton in a number of years the Highways Department would not give any priority to undertaking further traffic calming measures within the village.

A report from Cllr Asbridge which detailed progress to date and identified possible options as to the way forward by raising funds for a professional study into traffic management measures was considered by the Council. The Council noted that even if sufficient funds were raised for a survey to be commissioned there was no guarantee that any further work could, or would, be undertaken. The Parish Council **agreed** the following;

- i) If sufficient funds were raised by local residents, to commission a professional study into remedial traffic management measures in Chillaton from DCC highways.

- ii) To authorise the Clerk to receive such contributions from residents, which if proved insufficient, would then be returned to donors.

Joint Local Plan (JLP) and MACKPlan

The PC considered a briefing paper prepared by Cllr Asbridge, as Chair of MACKPlan, on an initial public consultation regarding the proposed Joint Local Plan, covering the combined areas WDBC, South Hams DC and Plymouth Council. Accepting that this was only an outline of the JLP proposals at this stage, it appeared that 'larger villages' would have a target of 20 – 30 homes and 'smaller villages' 10 – 20. Assuming that Milton Abbot was a larger village, the likely target would be similar to that envisaged in *Our Plan*. However, the JLP had introduced a new concept; *Villages and Village Networks* stating that:

When planning for new homes and jobs in rural areas, it is important to understand the relationship between our villages, the networks that they form and the range of facilities that can be accessed. It is not uncommon for example for a village to benefit from a pub and village hall, whereas a nearby village may have a post office and petrol station. A third village could offer a primary school and between them the villages within the 'network' can make a valuable contribution to meeting the day-to-day needs of the combined communities.

It was also proposed that the JLP could:

Group the villages, potentially by size and level of facilities, and allocate a target housing number to each village in that group. Under such an approach, larger villages with a wider range of facilities could have a higher target housing figure (say 20-30) and smaller villages, a lower target range (say 10-20). It would be down to individual neighbourhood plan groups to consider local site availability (with the SHELAA as the starting point) and put in place appropriate allocations and policies.

It was unclear whether the combination of these two proposed elements of the JLP would mean the villages in the MACKPlan area would be included in such a grouping, regardless of the fact that between them they did not possess many of the facilities expected to be included in a 'village network'. The outcome might be that development would now be required in villages with no facilities that had previously been identified as unlikely to support any sustainable development. The PC agreed that, as Chair of MACKPlan, Cllr Asbridge should seek clarification from WDBC.

The consultation paper also proposed that, as an alternative to Neighbourhood Plans identifying the sites needed to generate the minimum number of new homes required by the JLP, the Borough Council could prepare a *Village Site Allocation Development Plan Document*. This could allocate sites in settlements where a neighbourhood plan is not being prepared, or in circumstances where neighbourhood plans have failed to provide sufficient certainty over delivery. Cllr Asbridge considered that there was merit in this suggestion as it avoided the inherent vulnerability of neighbourhood plans; their need to be approved in a local referendum. Bearing in mind experience with major planning applications and the views so far expressed in the MACKPlan process, it seemed reasonable to assume that a significant number of those voting in a referendum would have concerns over a development proposed near them. Having to vote 'No' to the entire plan in order to oppose a particular element would increase the chances that a neighbourhood plan would fail to gain approval.

Instead, would it not be possible for a parish council [or a neighbourhood forum if that covered a more practical geographical area] to work with WDBC on refreshing the list of potential development sites identified in the 'call for land' exercise, carry out public consultation at village level and hold public meeting[s] after which the parish council[s] concerned would, in the light of the views of local residents and the need to meet a minimum requirement for new homes, put forward what they saw as the optimum sites potentially available? Those sites would then be included in the JLP and have the status of that plan. Any local design issues that would have been in a neighbourhood plan could be included in the JLP as a preamble to the specific sites concerned and the protection of green

spaces could be covered either by reference to specific areas or by a presumption that any new housing development would take place on the sites identified.

It was **agreed** that:

- i) WDBC be sent a formal response to the initial consultation on the JLP regarding the use of a *Village Site Allocation Development Plan Document* as an alternative to a neighbourhood plan
- ii) The need for a further response regarding the grouping of villages be considered at the next meeting in the light of any clarification received from WDBC
- iii) Further consideration be given at the next meeting to the future development of MACKPlan in the light of the outcome of i) above and Cllr Asbridge's intention to stand down as Chair of the MACKPlan team.

Cllr Tucker thanked Cllr Asbridge for his hard work on the MACKPlan.

39:16/17 FINANCIAL MATTERS

Bank Reconciliation and Budget

A revised bank reconciliation was circulated by the Clerk, the initial one missing some payment details. Both the revised bank reconciliation and budget were reviewed and **agreed**.

Cllr Tucker enquired about a sum of money, believed to have been in the region of £3,000, which had been ring-fenced some time ago for use by the Council for issues in Chillaton. This sum of money was partly used to fund the speed signs, the remainder of the balance to be identified and reported on at the next meeting.

Grants to PCC's and Other Organisations

Authority was given to pay the previously approved donations to the PCC's and Kelly Village Hall for this current financial year, 2016/17, as detailed below;

| | |
|-----------------------|-------|
| Bradstone & Kelly PCC | £ 100 |
| Dunterton PCC | £ 175 |
| Kelly Village Hall | £ 100 |
| Marystowe PCC | £ 315 |
| Milton Abbot PCC | £ 315 |

A request from Milton Abbot Community Group (MACG) for the donation of £150 for a sign to be added to existing road signs highlighting the location of the children's play area was considered. Cllrs also queried the comment in the letter that suggested those some of those attending the local school were not aware of the play area and suggested this could be easily remedied. Cllr Westcott advised that when the initial agreement to lease the land to MACG for a play area was set-up, it was agreed that the group would not approach the Council for funding. Cllrs **resolved** that funding would not be granted.

Payments

The Parish Council **approved** the following payments for which cheques were signed;

- a) Milton Abbot Village Hall for hire of the Reading Room in November 2015, March and April 2016 in the sum of £24 (Chq No 506)
- b) Donations to PCC's and other organisations as above:

| | | |
|-----------------------|-------|--------------|
| Bradstone & Kelly PCC | £ 100 | (Chq No 507) |
| Marystowe PCC | £ 315 | (Chq No 509) |

| | | |
|--------------------|-------|------|
| Dunterton PCC | £ 175 | BACS |
| Milton Abbot PCC | £ 315 | BACS |
| Kelly Village Hall | £ 100 | BACS |

Clerk's pay for May (£119.41 and HMRC £29.80) and June (£157.41) by BACS was noted.

On-Line Banking

In order to sign up to on-line banking, as agreed at the last meeting (Min No 30:16/17), Cllr Hough would first need to become a signatory. Relevant forms to be sent to Cllrs Hough and Phalsson for completion.

(Cllr Baldwin left the meeting)

40:16/17 RURAL BROADBAND

Rollout of superfast broadband is continuing and already available in parts of Chillaton. Milton Abbot was due to be connected in the summer. Some areas of the parish including Dunterton and Bradstone were currently not included in the programme.

Connecting Devon and Somerset were offering a subsidy of up to £500 in the way of vouchers for persons and businesses for the installation of a new broadband connect for those with speeds of less than 2Mbps. Applications can be made until 30th November 2016.

41:16/17 RISK ASSESSMENT

At its annual meeting on 18th May the Council agreed that the Clerk investigate ways in which the risk of some aspects of the Assessment could be reduced;

1. *Make enquiries of all the operators of premises used by the Parish Council, to ensure that they comply with relevant health and safety legislation.*

Milton Abbot Village Hall and Marystowe Church Hall are the two premises the Council uses to hold its meetings. Letters of enquiry have been sent and responses are awaited.

2. *Ensure an annual inspection of all premises and equipment owned by the Parish Council is undertaken.*

The Clerk's proposal that Councillors local to the locations of assets held by the Council undertake annual inspections in the autumn just prior to the setting of the coming years budget and precept request was **approved**:

| | |
|--|---|
| Parcel of land leased from Bedford Estate | Milton Abbot Cllrs |
| Noticeboards in Chillaton and Milton Abbot | Cllr Asbridge (Chillaton), Clerk (Milton Abbot) |
| Vehicle activated signs in Chillaton | Cllr Asbridge |
| Samsung Galaxy Tablet | Cllr Asbridge |

Cllr Asbridge reported that the noticeboard in Chillaton was in a poor state of repair and may need to be moved from its current location in the future.

3. *Carry out a review of the Council's record keeping and produce proposals for the safe and efficient use of computer systems for internal communication and archives, particularly in respect to electronic records.*

Three identified elements were discussed and action **approved** as detailed;

- i) Electronic data held by the Clerk to be stored/backed up on a regular basis to a cloud storage facility.
- ii) Main passwords such as clerks email, to be held by the Chairman in case of emergency
- iii) Archive hardcopies of papers to be reviewed annually by the Clerk in the autumn and statutory documentation, once no longer required to be readily available, to be sent to the Records Office for safe keeping.

42:16/17 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

A Cllr requested that the Clerk look into the possibility that permission for a temporary dwelling at a location in Milton Abbot had terminated. Cllr Anderson to forward details to the Clerk.

43:16/17 DATES OF FUTURE MEETINGS

| | |
|-------------------------------------|--|
| 3 rd August 2016* | Marystowe Church Hall |
| 7 th September 2016 | Marystowe Church Hall |
| 5 th October 2016* | Milton Abbot Village Hall |
| 2 nd November 2016 | Milton Abbot Village Hall |
| 7 th December 2016* | Marystowe Church Hall |
| 4 th January 2017 | Marystowe Church Hall |
| 1 st February 2017* | Milton Abbot Village Hall |
| 1 st March 2017 | Milton Abbot Village Hall |
| 5 th April 2017* | Marystowe Church Hall |
| 3 rd May 2017 | Annual Parish Meeting for Chillaton - Marystowe Church Hall |
| 4 th May 2017 (Thursday) | Annual Parish Meeting for Milton Abbot, Dunterton and Bradstone in Milton Abbot Village Hall followed by the Parish Council Annual and Ordinary meetings |

*Note: Meetings dates followed by * are additional meetings which may be cancelled if not required. All meetings are on Wednesdays at 7.30pm unless otherwise specified*

The meeting closed at 9.40pm

Signed:
Cllr Hough, Chairman

Date: