

SYDENHAM DAMEREL PARISH COUNCIL

Minutes of a meeting of Sydenham Damerel Parish Council held on Thursday 15th November 2018 at 7.00pm in St Mary's Church, Sydenham Damerel.

Present: - Cllr Isaacs (Chairman), Cllr Windemer (TW), Cllr Rogers (PR), Cllr Reddicliffe (SR)

In Attendance: - M Forster (Locum Clerk), one member of the Public

		Action
1	<p>Apologies for absence Apologies have been received from Cllr Baldwin, Cllr Hurdwell and Cllr Brittan. Cllr Pattison was absent from the meeting.</p>	
2	<p>Declarations of interest relating to matters on the Agenda i) Cllr Isaacs declared an interest in Agenda Points 7 i) & 7 vi) ii) Cllr Windemer declared an interest in Agenda Point 8 i)</p>	
3	<p>Members of the Public Open Forum - Questions No Public Questions</p>	
4	<p>Approval of Minutes of the previous meeting(s) Minutes of the previous meetings held on 15th July 2018 and 20th September 2018 were accepted as a true and accurate record and were duly signed by the Chairman.</p>	
5	<p>WDBC Update The Locum Clerk read out an update provided by Cllr Baldwin, the salient points are;</p> <p>i) Tamar Valley AONB Consultation. The 5-year plan to 2024 is currently out for consultation and proposes major changes to the AONB boundary. However, due to Government constraints, Cllr Baldwin is of the opinion that there will be no change any time soon.</p> <p>ii) Joint Local Plan. Following Public Examination, a requested modification will impact Sydenham Damerel in that it would not be designated as a sustainable village and will not have an indicative (target) number [10] of new houses during the plan period (2014-2034) and consequently will no longer have settlement boundaries. The consequence of this is that future planning applications will be considered as though they were in open country side. This together with other major modifications is currently out for consultation. It is still anticipated that the JLP, with modifications should be adopted by all 3 Councils in March/ April 2019.</p> <p>iii) WDBC Elections May 2019. Cllr Baldwin will not be standing for re-election as ward member for Milton Ford.</p>	
6	<p>Matters arising from the minutes of the previous meeting i) Change of Bank Provider (previous minute 6.1 refers) After a short discussion it was resolved that the current Bank Mandate Holders should begin the process of switching from TSB to Lloyds ii) Attendance at meetings (previous minute 6.3 refers) The Locum Clerk confirmed that; All Cllrs email addresses had been verified as correct. Dates of forthcoming meetings are now posted on the PC Website Cllr Bob Baldwin has been included in the circulation list for PC meeting agendas and minutes.</p>	Chair/TW

	<p>iii) Telecoms Mast (previous minute 6.4 refers) It was resolved that this was a matter for St Marys Church as they would be the beneficiary of any revenue and no further action would be taken by the PC.</p> <p>iv) Local Projects / Funding (previous minute 6.6 refers) The Chairman noted that no projects had been proposed since the last meeting and that sourcing of funding, e.g. TAP, is project specific.</p> <p>v) Adoption of Standing Regulations (previous minute 6.7 refers) An abridged version of the NALC Standing Orders and Financial Regulations had been circulated to all Cllrs along with a template Financial Risk Assessment. It was resolved that the Locum Clerk should work with Cllrs to prepare these for adoption as soon as possible.</p> <p>vi) Payment to departing Locum Clerk (previous minute 7.1 refers) The Locum Clerk confirmed that a cheque in the amount of £63.09 had been issued on 16th October.</p> <p>vii) Contract for Parish Clerk (previous minute 7.2 refers) The Chairman read through the draft contract provided by Cllr Hurdwell. It was resolved that all Cllrs should read and comment as necessary in order to finalise the contract as soon as practicable.</p> <p>viii) Job Description for Parish Clerk (previous minute 7.3 refers) The Chairman read through the draft Job Description provided by Cllr Hurdwell. It was resolved that all Cllrs should read and comment as necessary in order to finalise the Job Description as soon as practicable.</p>	<p>Locum Clerk / All</p> <p>Chairman/All</p> <p>Chairman/All</p>
7	<p>New Business</p> <p>i) Improved Website Security The Chairman outlined the issues surrounding Data Protection and website enquiry forms /email correspondence. It was resolved that the PC would monitor the situation for the time being but take no action at this time other than to add a disclaimer to the enquiry submission form on the PC website.</p> <p>ii) Village Notice Boards Cllr Windemer noted that the current key access to the Horsebridge Notice Board was unwieldy and alternatives are being investigated. Further discussion took place with regard to Sydenham Damerel Notice Board and it was resolved that Cllr Windemer should seek quotations for its replacement. The Chairman requested that any replacement should be clearly identified as a SDPC notice board.</p> <p>iii) Village Signs Cllr Windemer noted that the Village Signs were dirty and one damaged. There was no consensus as to which Authority has responsibility and it was resolved that the Locum Clerk should investigate and report back to the PC in order that requisite action can be taken / requested.</p> <p>iv) Potential Village Car Parking All agreed that parking provision in the Village would be a good thing but as there was no detail available as to how this might be achieved it was resolved that the matter should be deferred until the next meeting.</p> <p>v) Including notice of village activities on PC Website As accommodating this proposal does not involve any cost to the PC It was resolved that Village Activities can be promoted on the PC website News Column</p> <p>vi) Fibre Broadband Voucher Scheme The Chairman noted that there may be voucher funding of £3000 becoming available for small businesses to access fibre broadband and acting as hubs for local communities. Whilst this level of funding would not cover the cost of accessing fibre from Sydenham Damerel there may be potential to exploit this for wireless broadband. It was resolved the Chairman should monitor the situation.</p>	<p>Chairman</p> <p>TW</p> <p>TW</p> <p>Locum Clerk</p>

8	<p>Planning Applications</p> <p>8.1 Application 3115/18/HHO Homeleigh, Sydenham Damerel PL19 8PU Proposed extension & alterations</p> <p>8.2 Application 3326/18/HHO 1 Kings Tenement, Townlake PL19 8PQ Proposed detached summerhouse</p> <p>8.3 Application 3373/18/HHO Churchtown Court, Sydenham Damerel PL19 8PU Proposed extension & porch</p> <p>It was resolved that the Locum Clerk should respond with "No Comments" in relation to all three applications.</p>	Locum Clerk
9	<p>Correspondence</p> <p>The Locum Clerk read through the following correspondence received since the last meeting;</p> <p>i) West Devon Borough Council & South Hams District Council Peer Challenge It was resolved that SDPC would not be represented at this event.</p> <p>ii) Council Tax Support Grant It was noted that the Council Tax Support Grant for 2019/20 would reduce by a further £1 to £13.</p> <p>iii) Provision of sandbags & sand After a short discussion it was resolved that there were no areas of significant flooding in the Parish that would warrant the stockpiling of sandbags and sand.</p> <p>iv) Super Link Meeting It was resolved that SDPC would not be represented at this event.</p>	
10	<p>Income & Expenditure since last meeting</p> <p>The Locum Clerk confirmed that there had been no income since the last meeting and that two cheques had been issued; £63.90 in respect of Locum Clerk duties and £160.65 in respect of the annual Insurance Premium.</p>	
11	<p>Dates of next Meeting(s)</p> <p>Thursday 17th January 2019 7pm St Mary's Church Thursday 14th March 2019 7pm St Mary's Church Annual Assembly Thursday 16th May 2019 7pm St Marys Church</p> <p>The Chairman closed the meeting at 9.10pm</p>	

Accepted as a correct record

17 Jan 2019 Date

Signed



Chairman