

MINUTES OF SPARKWELL PARISH COUNCIL VIRTUAL MEETING
held on 9th March 2021

Present: Cllrs May, Pearson-Bunt, Milford, Peacham, Lee, McEwing, Ansell, Harvey and Webb

Dawn Johnson (Clerk)

In attendance: Cllr Keith Baldry (joined the meeting later)

Part 1 (Open to the Public)

045/21 Apologies for Absence

None

046/21 Agreement of the Agenda between Parts I and II

Councillors noted one item of business would be considered in Part II of the meeting.

047/21 Declarations of Interest

None

048/21 Review and adoption of documents:

Cllr Pearson-Bunt proposed and Cllr Milford seconded:

(a) Standing Orders (no changes)

RESOLVED to approve the Standing Orders

(b) Finance Regulations (updated)

RESOLVED to approve the Finance Regulations

(c) Assets Register

RESOLVED to approve the Assets Register

(d) H&S Policy

RESOLVED to approve the H&S Policy

(e) Statement of Internal Control

RESOLVED to approve the Statement of Internal Control

(f) Risk Management

RESOLVED to approve the Risk Management Plan

(g) Investment Strategy

RESOLVED to approve the Investment Strategy

049/21 Neighbourhood Planning

There is no doubt that this will include a lot of work. Cllr Peacham, said that he had forwarded two emails regarding the Toolkits available from the Neighbourhood Planning Association. He has read the Toolkits – there is a huge amount of information online.

He believes that we would need between 6/10 people to take this on, and who would have to be prepared to give a day per month, spread across the month. The first step, if we decide to do it, is communicating across the Parish and ask people to come forward to help.

Someone from the PC should lead or be heavily involved, but others outside of the PC should be involved. Once we start telling people what it is, then a large part is asking people what they think, want, feel about the local area. We would then collect the data, hold public meetings to talk about the data and vote on it.

That will reveal matters that are more complex and at that point we would call experts in to say what you can and can't do. You finally come out with a plan.

3 years is the average time.

We would need to split the Parish up into the three groups of Lee Mill, Sparkwell and Hemerdon (including Elfordleigh). Everything would need to be collated into one at the end.

If we do it, it is probably the most important thing that this PC could ever do as it gives a say as to how the parish develops and includes detail that a District could never know.

We would need information from SHDC as to what plans there are for the Parish.

There are grants available.

Cllr Baldry said that it is a big task to take on and would recommend that it is externally driven. There are 3/4 distinctive communities within the Parish, sub committees might be an idea. It will take at least 3 years and we can employ outside people to advise.

After discussion it was **RESOLVED** that the Parish Council will make a start on the preliminary work for a Neighbourhood Plan.

Cllrs Peacham, Ansell, Lee and Webb volunteered to form the basis of a committee and set the ball rolling.

It was agreed that the District Councillor deliver his report.

050/21 District Councillor report

Cllr Baldry reported:

(a) The new recycling arrangements and changes are coming in. Lee Mill and Smithaleigh are in phase 2, starting 12 April; the new containers will be delivered the week before. Sparkwell, Venton and Hemerdon will start on the 26 April and the narrow vehicle to be used around Hemerdon will start on 10 May.

(b) SHDC will be increasing Council Tax by £5 per year for a Band D property, which is only 10p per week, per household, but this small increase will make a really big difference in their ability to provide essential services and projects. The District Council is responsible for the collection of Council Tax on behalf of a number of statutory services including Fire, Police, County Council and Town and Parish Councils. The Tax is split between these organisations, with the District Council's contribution being only 9% of the total amount.

(c) SHDC is trying to keep core services going while pushing ahead with the business grant scheme. They have received thousands of applications and this is taking up a lot of DC officer time.

In response to questions Cllr Baldry said that any problems on waste/recycling should be reported online or to Cllr Baldry for repeated problems.

SHDC has the lowest Covid rate in England; staff with children at home have been struggling, but the SHDC staff have been brilliant. They have been working under a lot of pressure; many have been diverted to business grants so other services may be affected. Now the children back at school it should be easier for some.

Cllr Ansell left the meeting temporarily at 7.15pm

052/21 Hemerdon Mine

We had discussed various planning applications at our last meeting. Since then, TW have said that plans for the new office block are being put on hold. Instead portacabins are going inside the quarry near where the old ones are.

With regard to the replacement of the primary crusher with a mobile jaw crusher, the application says that it will be in housing that would normally hold a static machine. Wolf Minerals had restrictions on them for use at night and at the weekend but were subsequently released from the clause. Cllr Peacham has asked DCC to re-insert the time and weekend restrictions clause, but TW are objecting to this. DCC are not keeping us in the loop as it is not a new planning application, however Cllr Peacham believes that this is outside of the permitted development.

Cllr Ansell re-joined the meeting at 7.23pm

Cllrs Peacham and May are in correspondence with DCC over this and the PC confirmed that they operate with the full authorisation, backing and support of the PC.

The Environment Agency say that the jaw crusher must operate within limits. TW are not able to give full details on size etc at this point.

053/21 Speed Monitoring

The Clerk reported that she had made the request to DCC Highways for the installation of the data monitoring equipment. This has been submitted by them to the traffic data team but there is a backlog of requests to clear so it may not happen for a few months.

054/21 Bus Shelters

A quote for repairs on Hemerdon bus shelter had been circulated. Despite several attempts to obtain more quotes, these have not been forthcoming.

RESOLVED to accept the quote for works submitted by R A Landscaping in the sum of £305. There was a discussion about the need for a dog bin and waste bin on the A38 slip road and the plans for painting the Sparkwell bus shelter.

Action – the Clerk will contact SHDC although Cllr Baldry felt that this would be unlikely

055/21 Lee Mill Community Association

The Council considered the request for a donation towards repairs of mower owned by resident's association and used to cut the grass in the Bottle Park Area (PC land).

The Clerk explained that the Repairs and Maintenance budget would be used with the repairs and painting of the bus shelters. However, we could make virements and from unspent budgets into the Repairs and Maintenance budget which would make a further £648 available.

RESOLVED to meet the costs of the repairs in full and to contribute towards annual servicing.

056/21 Minutes

Councillors considered the minutes of the meeting on the 9th February 2021

RESOLVED unanimously that the minutes of the Parish Council meeting held 9th February 2021 be approved and signed at a later date.

057/21 Planning

(a) Planning Application Ref: [0268/21/FUL](#)

Description: Conversion of barn to dwelling

Address: Ford Farm Plympton PL7 5AU

Comments by 11 March 2021

RESOLVED that the Parish Council has no objections.

(b) Cllr Lee said that the new owners of Welbeck Manor are proposing changes to the planning application. She has suggested to them that they come to a meeting and present their ideas before they start applying properly.

(c) Choakford Farm – there was a complaint raised and filed on behalf of the resident. Planning have said that it is not a breach. Cllr Lee asked if someone else could go down and judge whether it could be a planning breach. Cllrs Peacham and May will inspect.

Cllr Baldry left the meeting at 8.10pm

058/21 Road and Snow Warden

Nothing to report.

059/21 Chairman's Business

Nothing to report.

060/21 Correspondence

(a) Pre planning information from a resident in Hemerdon.

- (b) Email from Brixton Parish Council regarding a working group of the 4 parish councils to work together to improve the water quality of the River Yealm.
- (c) Draft Resource and Waste Strategy for Devon and Torbay has been published for consultation.

Cllr Pearson-Bunt has spoken to the Manager of Langage Power Station. One item discussed was sound monitoring. He thought there was a sound monitoring device at the old school and we were welcome to have it if we wanted it.

061/21 Finance

- (a) Councillors present considered the budget analysis report and bank reconciliation for February 2021

RESOLVED unanimously that the reports be approved.

- (b) The Clerk requested virements:
 £500 from Professional fees to Salary
 £300 from Training to Salary
 £248 from Parks to Repairs and Maintenance
 £100 from Community Consultations to Repairs and Maintenance
 £300 from Emergency Planning to Repairs and Maintenance

RESOLVED that the virements requested be made.

- (c) The Clerk referred to paragraph 2.2 of the Finance Regulations approved at this meeting, specifically that the bank reconciliation had now to be carried out every quarter. This has to be done by a non-signatory.

RESOLVED that Cllr Ansell would complete this.

061/21 Payments and Receipts

- (a) The Clerk confirmed that the VAT refund of £464.12 had been received.
- (b) Cllrs reviewed and **RESOLVED** to approve the list of payments for February 2021

062/21 Date of next meeting

The next meeting will be held on 13th April 2021 at 7pm - Virtual meeting using Zoom.

Meeting closed at 8.35 pm.

This is a true and accurate record of the meeting.

Signed

Name Date