

**APPROVED MINUTES OF THE ANNUAL MEETING OF FROGMORE AND SHERFORD PARISH COUNCIL
HELD ON, ON MONDAY, 20th MAY 2024**

HELD IN SHERFORD VILLAGE HALL AT 7.00 PM

Present. Cllr Peter Hadley (Chair) PH Cllr Ben Johnson (Vice Chair) BJ Cllr Antony Marshall AM Cllr Nick White NW Cllr Nigel Smith NS Cllr Tamsin Oakley Cllr Steve Hart SH	In Attendance: SHDC Cllr Julian Brazil JB SHDC Helen Leather (Parish Clerk) HL Parishioners/Guests: 1	Apologies: Cllr Ed Fevyer EF Cllr Laurel Lawford LL
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REPORT IT:

Potholes: Members of the public are requested to report all Highways issues through the Highways Website, enabling faster assessment of problem areas which can then be added to the repair/maintenance schedules. You can report potholes, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-pothole/report-a-pothole-form/>

To report: Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

<https://www.southhams.gov.uk/report-it>

It takes two minutes to report a problem, please help keep our community beautiful.

1. PARISHONERS OPEN FORUM

Mr David Peters asked about the Parish Noticeboard at Sherford and if there was any news of a replacement. Cllr Hadley said he had asked for quotes for a replacement but had yet to receive a reply. Cllr Hart stated that the Frogmore noticeboard was also in a bad state of repair. Cllr Hadley had received a quote of £600 for a new one, and Cllr Hadley had asked if it was possible to replace just the Perspex. Cllr Hadley will chase up quotes for both boards.

2. ELECTION OF CHAIRMAN

- Steve Hart nominated Peter Hadley for the position of Chair. Tamsin Oakley seconded the nomination. Unanimously agreed by all councillors.
- Cllr Peter Hadley signed the Declaration of Acceptance of Office and it was countersigned by the Clerk

3. ELECTION OF VICE CHAIRMAN

- Nigel Smith nominated Ben Johnson for the position of Vice Chair and Peter Hadley seconded the nomination. Unanimously agreed by all councillors
- Cllr Ben Johnson signed the Declaration of Acceptance of Office and it was countersigned by the Clerk.

4. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Ed Fevyer and Cllr Laurel Lawford.

5. DECLARATIONS OF INTEREST

None were received.

6. COUNTY COUNCILLOR REPORT: CLLR JULIAN BRAZIL.

Cllr Brazil reported that the full DCC Council meeting will be held on Thursday. The Devolution Deal and been passed and verified. The deal now goes to Westminster where it has to go through planning committees and standing orders. It should be signed and in law by early Autumn.

Cllr Brazil spoke about the safety valve funding for the Special Education Needs and Disabilities budget, which is massively overspent. DCC need to save £7 million.

Cllr Brazil stated that DCC had repaired the Pool Hill Culvert. Cllr Oakley and Cllr Hadley showed Cllr Brazil some photos of the road following the work and stated that the problem was that DCC had taken away the top layer but had not dug down or cleared the ditch. Cllr Oakley asked if DCC could dig out the ditch and Cllr Brazil said he would request this. Cllr Hadley will send him the report he had written on the problem.

Nothing to update regarding the Slapton Line from the previous meeting.

7. DISTRICT COUNCILLOR REPORT: CLLR LAUREL LAWFORD

Cllr Brazil reported on District Council in Cllr Lawford's absence. There is a full SHDC meeting on Tuesday, 21st May where they will decide who will be chair and who is sitting on the various committees. Nadine Dommett, an Ivybridge Councillor is joining the Executive with two specific briefs, which is PV on the leisure centres, and to provide local food at Follaton House.

8. MINUTES OF PREVIOUS PARISH COUNCIL MEETING

The minutes of the Parish Council Meeting held on 15th April 2024 were agreed and signed by the Chair.

9. CLERKS REPORT

The clerk had no updates for the meeting.

10. REVIEW & ACCEPTANCE OF KEY POLICIES AND PROCEDURES (SEE APPENDIX A)

Councillors approved the updated key policies and agreed to abide by them. They will be published on the parish website.

11. APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES – ANY CHANGES TO NOTE

Councillors agreed to appoint Cllr White to the position of Creek Steward. No other changes to lead roles.

12. MATTERS ARISING FROM PREVIOUS MINUTES.

Pool Hill road culvert / flooding - this had been covered under Item 6.

Defibrillator Update. Cllr Hadley reported that a new defibrillator had been delivered to Cllr Johnson at The Globe. It will be put in place when the old one has been taken away.

13. SLAPTON LINE UPDATE

Nothing to report this month. Will be carried forward to next month.

14. COMMUNITY FUND APPLICATIONS

None were received this month. Cllr Hadley suggested promoting the fund again on social media and the website stating that new applications are welcome and Cllr Johnson will write a synopsis of what the fund is for and how to apply.

15. PARISH COUNCILLOR REPORTS

Cllr Hart reported he attended a meeting at Southdown Farm, which is near South Milton. It was part of the National Trust programme on hedges and wildlife and what they are doing to promote hedge growing. They are encouraging a programme of reinstating hedgerows which were taken out years ago. They encourage wildlife, flowers and endangered species. Farmers are compensated through DEFRA for the land they use when reinstating hedgerows.

Cllr Marshall produced an updated template for the new Sherford Village sign. The artist will use the template to make the mould out of clay and wax and it will then be cast in aluminium which then gets painted. The Parish Council has already agreed a grant for this project, and all councillors approved of the latest template.

Cllr Hart had produced some more photographs showing the intrusion of the scaffolding at Swansong onto the highway, and these will be sent to enforcement.

16. PART A: PLANNING APPLICATIONS (RESPONSE DATES NOTED)

- a) 1301/24/HHO - Oddicombe House, A379 Frogmore To Chillington, Chillington, TQ7 2JD, Householder application for extension & replacement windows. **28/05/2024.** Councillors agreed that this was a logical application, it would not be visible to anyone else, and all councillors agreed to support the application.
- b) 0814/24/FUL - Homefield Farm, Sherford, TQ7 2AT. Change of use of commercial buildings and dwelling house to 4 no. holiday lets. 2) Demolition of existing retail unit. 3) Replacement of commercial building with 1 no. self-build dwelling house. 4) Associated works to include comprehensive landscape and ecology enhancement works (Variation to planning approval 4751/21/FUL). Councillors were supportive of the general tenor of the application. The original application went to appeal and the appeal was found in favour and now the applicant wants to make some changes which appear to be minor roof lights, steeper roof pitch, different cladding? A couple of windows extra. And some corporations to steps. The change in use and the development or use of those buildings for residential will mean far less traffic commitment than the previous application which was for multi occupation by commercial operations. All Councillors supported the application.

Part B: South Hams Planning Decisions:

- a) 0939/24/FUL - Winslade Farm, Frogmore, TQ7 2PA - Erection of agricultural building for manure storage. **Under Consideration**

17. FINANCE

It was agreed to pay the following accounts– Clerks Salary. Defibrillator purchase - £845.94. Monthly payments to Scribe accounts agreed annually. Regular payments to Neville Brooking for grounds maintenance throughout financial year. The clerk will circulate full accounts at the next meeting and a VAT return will be produced.

18. ANY OTHER BUSINESS

Cllr Hart noted that when walking along the foreshore some residents have got running moorings that they secure from the top of their walls, rather than a hook on the ground. This can be very dangerous, especially for people who have mobility issues. Cllr White suggested drawing up an advisory leaflet for boat owners on procedure for mooring and registering boats with the harbour office. Councillors agreed this was a good idea. To be carried forward to the next meeting

Cllr Hart also noticed there seemed to be an abandoned trailer on the slipway, which was broken. Cllr White will report to the Harbour Office but noted that abandoned vehicles and trailers can be reported on the South Hams District Website as well, and encouraged councillors to use the facility. <https://www.southhams.gov.uk/report-it>

Cllr Hart noted that the grass was growing up around the new benches that the council had put in opposite the slipway. He asked if Neville Brooking could add this to his cycle of strimming/grass cutting. Cllr Hadley will speak to Mr Brooking.

Cllr White reported that David Burner has reported that the condition of the bench at the top of Sherford hill was in a poor condition. Cllr White will go and assess the bench.

19. NEXT MEETINGS:

Date of Next Meetings: 17th June 2024, 15th July 2024

20. CLOSE OF MEETING

The meeting closed at 19.55.

Signed as a true record:

Print Name & Date:

Agenda Items and Updates; where possible please submit to the Clerk one week prior to the meeting to ensure time for inclusion, circulation, and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

Distribution List: Frogmore and Sherford Parish Councillors. For Information to: County Cllr J Brazil, South Hams District Councillor Laurel Lawford, Frogmore and Sherford Parish Website: <https://frogmoreandsherford.co.uk>

Appendix A

Frogmore and Sherford Parish Council

Policies for review/approval and adoption at Annual General Meeting – 20th May 2024

- Complaints Policy 2024
- Councillor Code of Conduct 2024
- Equality Diversity Policy 2024
- Grant Policy and Application Form 2024
- Health and Safety NALC LTN 23 – 2024
- ICO Publication Scheme – 2024
- Information and Data Protection Policy 2024
- LTN Handling Complaints England 2024
- Meeting Protocol 2024
- Standing Orders 2024
- Financial Regulations 2024
- Privacy Notices NALC 2024
- Publication Scheme 2024
- Risk Management 2024
- Transparency Code for Smaller Authorities