Draft Minutes of the monthly meeting of Blackawton Parish Council held at 7:30 p.m. on Tuesday 6 March 2018 in Blackawton Village Hall

Report from County Councillor
Cllr Brazil reported that DCC will increase its Council Tax demand by 5% in 2018/19: 2% of the increase will be ring-fenced for adult social care. DCC will receive an additional £4.6 million for highways. Half of the Slapton Line road has been washed away at the Strete Gate end. Funds will be sought from central Government for reinstatement works.
Cllr Brazil left the meeting to attend another meeting scheduled for 8:00 pm.

Open Forum
Two emails which send thanks for work done by volunteers during the snow were read. BPC minutes its thanks to the farmer at Higher Seawardstone Farm for clearing the road from Clyston Cross to the main Road, to Cllr Perry, the Community Shop volunteers, staff at The George, and to the many others in the Parish who did things big and small to mitigate the effects of the recent heavy snow.

Present: Cllrs Joyce (Vice-Chairman), Mallyon, Lewis-Davis, Coe, Thomas, and Perry, District Councillor Hicks, Devon County Cllr Brazil, and A Thom (Clerk). District and County Councillors did not stay for the full duration of the meeting.

30/18 Apologies
Apologies were received from Cllr Rake.

31/18 New Councillor's Declarations of Acceptance of Office and agreement to receive Agendas by email
Newly co-opted Cllr Steve Thomas was congratulated and welcomed. His signed Declaration of Acceptance of Office and agreement to receive emailed Agendas were both received.

32/18 Declarations of Interest
None declared.

33/18 Minutes of Previous Meetings
The minutes of the Meetings held on 6 February 2018 and 27 February 2018 were approved with the amendment that Cllr Coe is recorded as absent on 27 February 2018.

34/18 Report from District Councillor
From 1 April 2018 SHDC will not accept cheque payments at Follaton House. Cash and cheque payments to SHDC can still be made at local shops and Post Offices. South Hams District Council's Locality Officer is running a drop-in session in the Village Hall Car Park to help people access SHDC's services on line, including council tax. Date to be confirmed. BPC will book the Village Hall and Cllrs will be present.
SHDC's Slapton Line Car Parks have been damaged by recent storms. The toilet facilities in the Car Park near the junction with the road to Slapton have been damaged by a burst pipe.
Cllr Hicks reported that SHDC has approved a revenue neutral 2018/19 budget. SHDC has no core central Government funding in 2018/19. It still receives some income via central Government such as a Council Tax Support Grant and retains an element of Business Rates. Cllr Hicks reported that DCLG expects Local Government funding via central Government to be further reduced in the future.

35/18 Planning Issues

35/18.1 SHDC Planning Approvals/Refusals
The following decision was noted:

- 3587/17/FUL Sea Glimpse Blackawton Totnes TQ9 7DE. Replacement dwelling and garage (Amendments to consent 06/2523/15/F). Conditional Approval.

35/18.2 Review of New Applications
BPC made the following comments on current applications:

- 0318/18/VAR Development At Sx 8052 5109, Town Farm, School Lane, Blackawton, Devon. Application for variation of condition 2 (Approved Plans)

following grant of planning permission 06/0992/14/F (Erection of 60no. dwellings, employment floorspace, highway layout, incidental open space, car parking, playspace for Blackawton Primary School and multi-use games area).
SUPPORT.

- 4337/17/FUL 2 West Hartley, Blackawton, TQ9 7DT. READVERTISEMENT (Revised Plans Received) Internal and external alterations to dwelling.
  SUPPORT.
- Application to vary the premises licence for The Laughing Monk Restaurant, Totnes Road, Strete, Dartmouth, TQ6 0RN. The application is to:
  Include the sale of alcohol for consumption off the premises (currently only consumption on the premises permitted).
  Amend the layout of the premises to include a new deli area and outside seating.
  Remove the embedded conditions under Annex 2 of the premises licence (including alcohol only being sold ancillary to a meal) and replace with conditions addressing the four licensing objectives.
  No Comment.

35/18.3 Consultations

Strete Neighbourhood Plan published in draft form for consultation closes noon on Tuesday 03/04/2018.
No BPC comment. The Plan will be on the BPC website.

36/18 DCC Consultation

Review of traffic sensitivity classification of the highway – for roadworks. Closes 31 March 2018.
No BPC comment. The Clerk will forward the consultation to all Cllrs.

37/18 Parish Weed Control

BPC prefers natural methods where possible. The Clerk will meet with the relevant SHDC Officer and report back to BPC's April meeting.

38/18 Community Website

The Clerk was delegated authority to liaise with the designer, in consultation with Cllrs. A revised site is required in three weeks i.e. well before the next meeting of the Parish Council.

39/18 Finance

39/18.1 Update on Current Financial Position

The Report which showed a 2017/18 balance of £4,650.32, a total balance of £43,297.32, and an unearmarked balance of £6,899.82, was approved.

39/18.2 Payments Made, Due and Received

The following payments were approved:

- Salary February 2018 £554.30
- MAT Electrics, night landing site and a new power supply £7,970.72 (incl VAT)
- HMRC PAYE February 2018 £43.81
- Westdown Farm Ltd, Cemetery hedge trimming, £54.00 (incl VAT)
- SHDC, TAP funded weed spraying 2017, £126 (incl. VAT)
- CE07, Reimbursement of February phone bill & stamps

The Clerk noted that BPC will receive a grant of £3,294.37 which will cover the portion of the MAT Electrics invoice.
The receipt of the following payment was noted: Transparency Code grant £523.55 from NALC towards the new community website
The success of shared 2018/19 TAP grants of £635.05 for drain clearance, £399.40 for the supplementary lengthsman service, and £311.53 for village weed spraying.

39/18.3 Internet Banking

It was agreed that

- The Clerk will be authorised to have full Delegate user access to BPC Bank Accounts.

- The Clerk will Create transactions that have been approved in accordance with BPC Financial Regulations and that the transactions will then be authorised by two signatories (see Application for Delegate user access Terms and Conditions 5.2.2).
- That signatories may obtain internet banking access.
- That a standing order will be used to meet BPC's obligations for the Clerk's base pay and pension contributions.

It was noted that users must comply with BPC Financial Regulations and Lloyds Bank security requirements. The device must have a high level of security and the bank account must not be located by Google search. Cllrs Joyce, Rake and Mallyon will establish internet banking access and set the Clerk's access.

40/18 Payroll

It was agreed that HMRC payroll from April 2018 may be processed by the Clerk. The Clerk will meet with Cllr Rake in March 2018 to confirm this is feasible and efficient. The current arrangement with SHDC can continue in need.

41/18 General Data Protection Regulations

The Clerk summarised the new GDPR requirements which commence 25 May 2018. A project will be need to carried out to ensure compliance including an audit of data held, to establish new consent forms, and to locate a Data Protection Officer.

42/18 Annual Parish Meeting

The 2018 APM will take place on 24 April 2018 from 6:30 pm -8:30 pm.
As in 2017 the meeting will be a celebration of Blackawton's volunteers.
Topics will be the new community website, Linden Homes' development, and the new commercial units at the development**.**

43/18 Correspondence

To note, and respond as necessary to, miscellaneous correspondence.

Sent

- Tozers, 14/2/18, Thank-you for removal of cemetery bin.
- Invitations to Air Ambulance Night Landing Site event and official switching on on-site 15 March 2018 at 6:30 pm. All welcome!

Received

- SHDC fly tipping posters.

Two posters are required for the Community Shop and the PC noticeboard.

44/18 Reports from Parish Councillors and Wardens

- The Clerk will report potholes at Millcombe and an overgrown vegetation on bridle path 5.
- The Clerk will enquire about the timing of an upgrade to sewage works in Blackawton. It was explained to the meeting that there are regular tankers to pump out the Blackawton sewage works, Blackawton sewage pollutes Slapton Ley, and farmers are in a nitrate vulnerable zone. The Environment Agency is aware. The demand on the works will increase as a result of the new homes being built.
- The Clerk will suggest to Linden Homes that the yellow 'Trench Firs' sign near Torr Cross be covered until the Main Street road closure is completed.
- BPC will work to install an additional grit bin at Shepleigh Hill – a need identified during the recent cold weather.

45/18 Future Meeting

It was confirmed that the next meeting of the Parish Council will take place on 10 April 2018 at 7:30 pm.