



STARCROSS PARISH COUNCIL

Minutes of the Annual Meeting of Starcross Parish Council held in Starcross Pavilion on Tuesday 16 May 2023 at 7.30pm

Present:

Cllrs Hopper (Chairman), Allen, Cadbury, Chase, Eyre, Lovell, McNally, Pegg, Rastall, Williamson and Zawadzka

Also present:

Suzanna Hughes (Clerk), District Cllr Taylor and three members of the public.

RESIDENTS' QUESTION TIME

The Chairman invited questions/comments from residents.

There were no comments.

160523.01 ELECTION OF CHAIR

Members submitted to the clerk their nominations for Chair. Cllr Hopper was the only nominee.

AGREED UNANIMOUSLY that Cllr Hopper is elected as Chair. Cllr Hopper signed his Declaration of Acceptance of Office.

160523.02 ELECTION OF VICE CHAIR

2.1 Member discussed the role of Vice Chair.

AGREED UNANIMOUSLY that the role of Vice Chair will include Safeguarding thus dispensing with the need for a Safeguarding Officer.

2.2 Members submitted to the clerk their nominations for Vice Chair. Cllr Chase was the only nominee.

AGREED UNANIMOUSLY that Cllr Chase is elected Vice Chair. Cllr Chase signed her Declaration of Acceptance of Office.

160523.03 DECLARATION OF ACCEPTANCE OF OFFICE

All members signed their Declarations of Acceptance of Office.

160523.04 APOLOGIES FOR ABSENCE

There were no apologies.

160523.05 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

All members to be reminded of their responsibility to complete a Register of Interests form and return it to Teignbridge District Council by 1 June 2023.

All members to be invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct.

There were no requests for dispensation (unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting).

160523.06 DELIVERY OF AGENDAS BY EMAIL

Consent was given by all members to receive agendas via email.

160523.07 RATIFICATION OF MINUTES

Members present received the minutes of the Parish Council meeting held on Monday 11 April 2023.

AGREED UNANIMOUSLY by those members present that these minutes be signed by the Chairman as a true and correct record of that meeting.

160523.08 ACTION REPORT

The Chairman listed the items on the action report:

Starcross Garage

Cllr Taylor advised that there was little he could say as it was a confidential enforcement matter.

Cycle Path and Pavements

No further progress.

Swan Road Steps

The vegetation has grown back and the steps are not visible. The Chairman suggested that the Council could ask its contractor to cut this back in consultation with TDC.

Playpark bench

Councillors continue to explore options.

Bus Shelter

The Chairman spoke again with Fernbank and they asked to be put in touch with Starcross Fishing & Cruising Club which he has done. They will liaise with them direct about the resiting of the shelter.

Investment Plan

The Chairman has not progressed this yet, the interest rate for the Allocated Reserves account is currently 1.05%.

Bonhay Circle

Cllr Eyre advised that in order to raise additional funding, a detailed plan is required. The grant already received from Tidy Teignbridge will be used to clear the circle but something will need to be put back in it. The Chairman also suggested that ownership of the planter should be established.

160523.09 CRIME & SPEEDWATCH REPORT

No crime report.

Community Speedwatch - there has been no activity for a couple of weeks due to members not being available.

160523.10 COUNTY & DISTRICT COUNCILLORS' REPORTS

County Cllr Connett was not present at the meeting.

District Cllr Taylor introduced himself as the newly elected District Councillor for the Kenton and Starcross ward. He advised that TDC received over 1000 responses to the Local Plan consultation. It is expected to go to the Inspector later this year for review. News is expected soon about the opening of the Marsh Barton station. There is going to be 20mph speed limits in Cockwood and Dawlish. He is going to put himself forward for the role of Portfolio Holder for Planning and will therefore not take part in any discussions regarding planning applications.

160523.11 FINANCE AND POLICY COMMITTEE
(Cllrs Hopper, Chase, Pegg and Rastall)

- 11.1 **Financial Report** – members received and noted the financial report 12 April – 15 May 2023 and were asked to approve the payments listed (copy attached).

Proposer: Cllr Hopper; Seconder: Cllr Cadbury

AGREED UNANIMOUSLY that the payments listed are made.

11.2 **Audit 2022-23**

- 11.2.1 Members received and **NOTED** the year end bank reconciliation.

- 11.2.2 Members received the internal audit report and noted that no issues had been raised.

AGREED UNANIMOUSLY that this Council is confident that the internal audit arrangements provide excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with the appointment of Lee Accounting (South West) Ltd as the Internal Auditor to the Parish Council
Proposer: Cllr Hopper; Seconder: Cllr Allen

- 11.2.3 Members received Section 1 of the Annual Return (Annual Governance Statement 2022/23).

AGREED UNANIMOUSLY to complete and approve Section 1 of the Annual Return and authorise the Chair and Clerk/RFO to sign it.
Proposer: Cllr Hopper; Seconder: Cllr Allen

- 11.2.4 Members received Section 2 of the Annual Return (Accounting Statements 2022/23).

AGREED UNANIMOUSLY to approve Section 2 of the Annual Return and authorise the Chair and Clerk/RFO to sign it.
Proposer: Cllr Hopper; Seconder: Cllr Allen

11.3 **General Report/Question & Answers**

None

160523.12 PARKS, GARDENS AND FLOOD DEFENCE
(Cllrs Chase, Williamson, McNally and Allen)

- 12.1 Cllr Chase advised that the monthly checks have been completed. The swing in Bonhay Park has been removed. The fencing to the side of the Teign Housing property has been replaced.

- 12.2 Cllr Chase updated members regarding the Bonhay Park wildlife area. Details are being put together for a consultation event on 30 May.

- 12.3 Proposal: To provide refreshments for attendees of the wildlife project activity afternoon on 30 May for the sum of £50.

Proposer: Cllr Chase; Seconder: Cllr Williamson

AGREED UNANIMOUSLY to allocate up to £50 for refreshments, as proposed.

Committee Chair Report (Cllr Chase)

12.4 **General Report/Question & Answers**

None

160523.13 PLANNING AND DEVELOPMENT
(Cllrs Pegg, Cadbury, Lovell & Zawadzka)

Whole Council to Debate (accompanying documents)

District Cllr Taylor left the meeting for this item.

13.1 New applications/appeals

13.1.1 23/00716/FUL & 23/00717/LBC – Brickhouse, Mamhead

Relocation of car park and erection of courtyard building in association with use as a wedding venue

AGREED BY MAJORITY that the Parish Council raises no objections.

13.1.2 23/00702/ADV – Bus Shelter, Starcross

Replace existing double-sided internally illuminated 6-sheet bus shelter advertising displays with double-sided digital displays, digital displays will portray static advertising images that change every 10 seconds

AGREED UNANIMOUSLY that the Parish Council has no objections.

13.2 Decisions:

13.2.1 23/00339/HOU – 7 Brunel Road, Starcross

Proposed first floor side extension

Members noted that TDC has granted conditional planning permission.

13.3 General Report/Question & Answers

None

160523.14 PAVILION & SPORTS FIELD
(Cllrs Rastall, Hopper, McNally and Williamson)

Committee Chair Report (Cllrs Rastall & Hopper)

14.1 Proposal: To accept a quote for £80 for the cleaning of the carpet in the Pavilion hall
Proposer: Cllr Rastall; Seconder: Cllr McNally

AGREED UNANIMOUSLY to accept a quote for £80 for the cleaning of the carpet in the Pavilion hall

14.2 General Report/Questions & Answers

None

160523.15 WORKING PARTY REPORTS

15.1 Proposal: That Council do not wish to be responsible for the ongoing organisation of the VAS signs process but that it funds from monies left over from the original funding a reasonable proportionate share of the insurance costs for the volunteers acting for the SW VAS signs group

Proposer: Cllr Hopper; Seconder: Cllr McNally

FUNDING: Monies left over from original grant funding

ACTION: Chairman to write to Paul Harmsworth

160523.16 NON-COMMITTEE ITEMS

16.1 Proposal: That the Council considers a request from Starcross Growers Allotment Group to increase the rent for plot holders by 5% for the period 2023-24 (£22 for a full plot and £11 for a discounted plot)

AGREED UNANIMOUSLY that the rent for ploholders increases by 5% for the period 2023-24

160523.17 COUNCILLORS' PROJECTS
None

160523.18 CORRESPONDENCE
None

160523.19 DATE OF NEXT MEETING
The next Parish Council meeting will be held on Tuesday 13 June 2023 in the Pavilion commencing at 7.30pm.

SIGNED:
Chairman of the Parish Council

DATE: 13 June 2023

Note: Where a document or paper is referred to on the Agenda, this document will be available on request from the Clerk by emailing starcrossp for cclerk@gmail.com

Starcross Parish Council Finance Report – 16 May 2023

Summary of Bank Balances at 16 May 2023	
Current (C)	£50,693.23
Pavilion Trading (P)	£8,930.03
Allocated Reserves (A) (at 28 Feb)	£38,145.12
Total	£97,768.38

Income: 12 April – 16 May 2023		
TDC – first instalment of precept	£21,509.75	C
HMRC VAT reclaim	£5,429.48	C
TDC Grant - Tidy Teignbridge	£480	P
Pavilion café	£166.25	P
Pavilion hire	£1,044.60	P
Bank interest (31 March & 28 April)	£62.10	A

Payments for approval			
Clerk	Salary & disbursements (April)	£562.02	C
Lee Accounting (SW) Ltd	Internal audit of accounts	£240	C
Westbank	S137 grant to help support the running of the Starcross Community Larder	£200	C
Access Underwriting Ltd	Temporary insurance for West Exe Community VAS sign group	£119.60	C
Plant Tech Grounds Maintenance Ltd	April maintenance: Playing fields £540 Play park - £213.12 Strand - £180	£933.12	C
Colin McLelland	Replacement outside tap	£50	P
T Greenslade	Pavilion - cleaning, fobbing and supplies	£190	P
MAT Electrics	DAAT Night Landing Site Service	£107.94	P
J Hopper	Stock for Pavilion café	£69.75	P

Direct Debits: 12 April – 16 May 2023			
Natwest (17/4 & 15/5)	Bankline fees	£48.00	C
Octopus (20/4)	Gas and electricity	£69.61	C
ICO	Data Protection Licence	£35	C
Shell Energy Broadband (14/4)	Pavilion telephone and broadband	£19.10	P
Biffa (2/5)	Waste bin at Pavilion (rental & collection)	£28.03	P
HMRC	Pavilion VAT	£22.73	P

Clerk (April)	Salary	Tax	Net	Disbursements
Salary	£516.25	£0	£516.25	
Telephone and Internet	-	-	-	£5.00
Using home as an office	-	-	-	£8.67
Mileage @ 45p per mile	-	-	-	£15.30
Quickbooks	-	-	-	£16.80
TOTAL				£562.02