



Starcross  
Parish Council

# STARCROSS PARISH COUNCIL

Minutes of the Annual Meeting of Starcross Parish Council held in  
Starcross Pavilion on Tuesday 14 May 2024 at 7.30pm

**Present:**

Cllrs Hopper (Chairman), Allen, Chase, Coupe, Eyre, Lovell, Pegg and Rastall

**Also present:**

Suzanna Hughes (Clerk) and nine members of the public.

## RESIDENTS' QUESTION TIME

The Chairman invited questions/comments from residents.

There were no comments.

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**140524.01 ELECTION OF CHAIR**

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

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

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**140524.02 ELECTION OF VICE CHAIR**

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

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

**AGREED UNANIMOUSLY** that Safeguarding will continue as part of the Vice Chairman's role.

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**140524.04 APOLOGIES FOR ABSENCE**

- Cllr Cadbury
- Cllr McNally
- Cllr Williamson
- District Cllr Taylor
- County Cllr Connett

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**140524.04 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Members were reminded of their responsibility to continually update their Notice of Registerable Interests and 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.

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.

There were no declarations of interest or requests for dispensation.

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**140524.05 RATIFICATION OF MINUTES**

Members present received the minutes of the Parish Council meeting held on Monday 9 April 2024.

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

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**140524.06 ACTION REPORT**

The Chairman advised that he still in the process of revising the action report so that it is in a more workable format and hopes to circulate this before the next meeting.

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**140523.07 CRIME & SPEEDWATCH REPORT**

No crime report.

Community Speedwatch - the signs are due to be swapped around in the coming week or so.

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**140524.08 COUNTY & DISTRICT COUNCILLORS' REPORTS**

No reports.

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**140524.09 FINANCE AND POLICY COMMITTEE  
(Cllrs Hopper, Chase, Pegg and Rastall)**

9.1 **Financial Report** – members received and noted the financial report 10 April to 13 May 2024 and were asked to approve the payments listed (copy attached).

*Proposer: Cllr Hopper; Seconder: Cllr Chase*

**AGREED UNANIMOUSLY** that the payments listed are made.

9.2 Proposal: To receive an application for a s137 grant of £350 from Starcross Dons towards funding match kit for their newest team of players

*Proposer: Cllr Hopper; Seconder: Cllr Rastall*

**AGREED UNANIMOUSLY** to award Starcross Dons a s137 grant of £350 towards the cost of new match kit for their newest team of players.

9.3 **Audit 2023-24**

9.3.1 Members received and **NOTED** the year end bank reconciliation.

9.3.2 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*

9.3.3 Members received Section 1 of the Annual Return (Annual Governance Statement 2023/24).

**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*

9.3.4 Members received Section 2 of the Annual Return (Accounting Statements 2023/24).

**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*

The Chairman highlighted that the difference between income and expenditure for the year was only £2,000. Considering how many projects have been completed, this demonstrates how well the budget has been controlled, how savings have been made through the precept and the positive impact of successful grant applications.

9.4 **General Report/Question & Answers**

None

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**140523.10 PARKS, GARDENS AND FLOOD DEFENCE**  
**(Cllrs Chase, Williamson, McNally, Allen and Lovell)**

- 10.1 To receive and note the monthly inspection report (including the RoSPA inspection)  
A couple of items were picked up on the RoSPA report; the Committee will arrange for these items to be rectified.

The Starcross Goes Wild group has met. It has looked at a program of maintenance which includes the log seating. They would like to join in with an estuary-based swift corridor project where villages build swift boxes to encourage swifts into the village.

The mowing has been done. The Committee will be asking Plant Tech to curve the end of the wilded area when they mow so it is less angular.

It is also intended to reconvene a meeting with Teign Housing about the grill.

- 10.2 Proposal: To consider and accept a quote to provide access to seating in the Bonhay Park area. Various options had been circulated to members for consideration.  
*Proposer: Cllr Chase; Seconder: Cllr Allen*

**AGREED UNANIMOUSLY** to accept the quote from Mamhead Sawmills to purchase and install a softwood bench on the footpath on the outside of the outside of the playpark for £525 + VAT.

ACTION: Clerk to raise Purchase Order

- 10.3 Proposal: To place 'no dogs allowed' temporary signs on the park gates, repeating the wording on the existing signs, whilst awaiting a response from Environmental Health/the Dog Warden. Cost £0-£20 for 2 laminated plastic signs  
*Proposer: Cllr Chase;*

**AGREED UNANIMOUSLY** to defer this item until the Parks & Gardens Committee has spoken to the Dog Warden.

- 10.4 Proposal: To approach TDC regarding their offer of equipment and disposal facilities for village litter picking, with a view to organising events in Starcross  
*Proposer: Cllr Chase; Seconder: Cllr Allen*

**AGREED UNANIMOUSLY** that the Committee makes enquiries of TDC regarding the help they can give to aid village litter picking.

**Committee Chair Report (Cllr Chase)**

- 10.5 **General Report/Question & Answers**  
None

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**140524.11 PLANNING AND DEVELOPMENT**  
**(Cllrs Pegg, Cadbury & Lovell)**

**Whole Council to Debate (accompanying documents)**

11.1 **New applications/appeals**

11.1.1 24/00726/HOU – 43 Counties Crescent, Starcross  
Single storey rear extension with roof terrace/balcony and two storey side extension including storey over existing garage

**AGREED UNANIMOUSLY** to raise no objections to this application.

- 11.2 **Decisions:**  
None

11.3 **General Report/Question & Answers**

Cllr Pegg updated members on the two cottages on Well Street which have been neglected and are in need of refurbishment. He has spoken to the owner who has commenced work to bring them up to a living state but this is likely to be a long-term project.

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**140524.14 PAVILION & SPORTS FIELD**  
(Cllrs Rastall, Hopper, McNally and Williamson)

**Committee Chair Report (Cllrs Rastall & Hopper)**

- 12.1 Proposal: To reimburse Cllr Hopper a total of £129.46 for items purchased for the Pavilion Café (£72.48), ink cartridges (£46.99) and laminator pouches (£9.99)  
*Proposer: Cllr Rastall; Seconder: Cllr Lovell*

**AGREED UNANIMOUSLY** to reimburse Cllr Hopper, as proposed.

ACTION: Clerk to refund

- 12.2 Proposal: To reimburse Cllr Rastall £9.98 for blue rolls for the Pavilion kitchen  
*Proposer: Cllr Hopper; Seconder: Cllr Lovell*

**AGREED UNANIMOUSLY** to reimburse Cllr Rastall, as proposed.

- 12.3 Proposal: To accept Steve Chudleigh's quote to paint the terrace steps (not including paint) - £75

*Proposer: Cllr Hopper; Seconder: Cllr Rastall*

**AGREED UNANIMOUSLY** to accept a quote Steve Chudleigh's quote, as proposed

ACTION: Clerk to raise Purchase Order

12.4 **General Report/Questions & Answers**

Cllr Rastall has asked Biffa to provide a larger bin as the size of the current bin is insufficient. Starcross Dons have agreed to contribute to the additional cost.

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**140524.13 WORKING PARTY REPORTS**

- 13.1 Proposal: To consider options for the planter with the chosen option to be adopted as the final project (in principle). The final vendor to be selected by the working party.  
*Proposer: Cllr Eyre; Seconder: Cllr Coupe*

With funds not yet secured to support this project, it was **AGREED UNANIMOUSLY** to approve, in principle, Option 1 of those proposed (a decorative, bonded resin design to be laid on top of existing walled area resulting in minimal ongoing maintenance) until funding is raised.

- 13.2 Bus Shelter, The Strand  
The Chairman advised that Highways, as part of its ongoing maintenance program, will be replacing the two signalised crossings on the A379 in Starcross and Cockwood. Works will be predominantly based in the footway which may impact the relocation of the bus shelter. It was agreed that further clarification was needed from DCC and whether the works could be linked in with the proposed relocation of the bus shelter.

- 13.3 Adventure Corner  
Cllr Coupe outlined initial thoughts about developing a corner of the sports field to provide more facilities for young teenagers such as a pump track and zip wire. This is at very early stages and will continue to be progressed by Cllr Coupe and the Chairman.
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**140524.14 NON-COMMITTEE ITEMS**  
None

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**140524.15 COUNCILLORS' PROJECTS**

None

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**140524.16 CORRESPONDENCE**

16.1 Members received an email regarding refurbishment of the war memorial.

Whilst it wasn't thought that the war memorial was an asset of the Parish Council, it was agreed that a contribution towards cleaning it and ensuring the names are visible would be in order. The Chairman will look further into this.

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**140524.17 DATE OF NEXT MEETING**

The next Parish Council meeting will be held on Tuesday 11 June 2024 in the Pavilion commencing at 7.30pm.

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SIGNED:  
Chairman of the Parish Council

DATE: 11 June 2024

*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](mailto:starcrossp for cclerk@gmail.com)*

## **Starcross Parish Council Finance Report – 13 May 2024**

<b>Summary of Bank Balances at 13 May 2024</b>	
Current (C)	£30,432.33
Pavilion Trading (P)	£8,975.10
Allocated Reserves (A)	£59,506.16
<b>Total</b>	<b>£98,913.59</b>

<b>Income: 10 April – 13 May 2024</b>		
TDC (1 <sup>st</sup> instalment of precept)	£23,319	C
CIL (Starcross Garage)	£2,752.24	C
Dinghy licences	£120	C
Pavilion hire	£453	P
Pavilion café	£193.85	P
Pavilion VAT	£2,007.31	P
Bank interest (30 Apr)	£77.91	A

<b>Payments for approval</b>			
Clerk	Salary & disbursements (April)	£597.02	C
Mamhead Sawmills	Bonhay Park fencing	£5640.00	C
Lee Accounting (SW) Ltd	Internal audit of accounts	£240	C
T Greenslade	Weeding of dinghy park	£20	C
Swift Print	Dinghy licence stickers	£55.20	C
Playsafety Ltd	Annual inspection of play equipment	£244.80	C
Plant Tech	Grass cutting and maintenance	£622.08	C
J Hopper	Reimbursement for items purchased for Pavilion Café (£72.46), ink cartridges (£46.99) and laminator pouches (£9.99) as listed at 12.1 (April agenda)	£129.46	P
S Rastall	Reimbursement for blue rolls as listed at 12.2 (April agenda)	£9.98	P
T Greenslade	Pavilion - cleaning, fobbing & supplies (April)	£159.00	P

<b>Direct Debits: 10 April – 13 May 2024</b>			
Bankline (15/4)	Banking fees	£25.60	C
Octopus Energy (8/5)	Gas	£835.87	C
Octopus Energy (13/5)	Electricity	£171.44	C
ICO	Data protection licence	£35	C
Shell Energy (12/3)	Pavilion telephone & broadband	£21.99	P
Biffa (29/4)	Waste bin at Pavilion (rental & collection)	£30.53	P

<b>Clerk (April)</b>	Salary	Tax	Net	Disbursements
Salary	£551.25	£0	£551.25	
Telephone and Internet	-	-	-	£5.00
Using home as an office	-	-	-	£8.67
Mileage @ 45p per mile	-	-	-	£15.30
Quickbooks	-	-	-	£16.80
<b>TOTAL</b>				<b>£597.02</b>