

DIPTFORD PARISH COUNCIL

MINUTES OF THE MEETING - HELD AT DIPTFORD PARISH HALL TQ9 7NY

ON TUESDAY 17th June 2025 @ 7.30pm

1) Open Forum – Public & Parishioners (15 minutes) – no points raised.

2) Present - Cllr S Franklin (Chair), Cllr G Paterson, Cllr C Peach, Cllr D Thomas, D Cllr G Pannell, Cllr L Lethbridge, Cllr S Parker-Davidson.

In Attendance – no public present.

3) Apologies for Absence – Cllr L Carroll, Cllr T Crocker.

4) Declarations on interest – none received.

5) Minutes

Minutes of the Annual Meeting of the Council – Tuesday 20th May 2025 -

Minutes of the meeting held Tuesday 20th May 2025.

Minutes have been circulated – proposed by Cllr C Peach & seconded by Cllr G Paterson with all in agreement and duly signed by the Chair – Cllr S Franklin.

6) Matters Arising

a) Parish Councillor Vacancy – this has now been advertised. Cllrs wished to thank Steve Hill for all his service to the Parish Council this has been much appreciated. Cllrs in agreement for Cllr S Franklin to purchase a gift £50 to give to Steve.

7) Reports

a) County Councillor D Thomas - Outstanding Highways issues in the Parish to be looked at. Preschool has asked for funding support from the Locality Budget. Local Council Review - DCC have agreed to work around the 1,4,5 model.

b) District Councillor G Pannell & D Hancock – Cllr G Pannell – A questionnaire has gone out today regards the Local Government Review proposals with options. The Data will be collated and in September the views will be looked at and some consultations will be held with Parishes. Second homes Council Tax – will this come back to the Parish – Cllr Pannell thought this would come back to the Parish Council but will find out more information about this.

c) Diptford Amenity Trust.

1) Constitution – Report from the Clerk – a copy of the report from the Clerk has been circulated to Cllrs and is as follows:-

After the last PC meeting and meeting of the Amenity Trust legal advice from DALC has been taken regards the matter of the Amenity Trust being separate from the Parish Council.

Several items became clear.

The Field is owned by the Parish Council. Therefore it can never be separate unless we were to sell it. The final decision making on changing the constitution or the wording at the Charity Commission must be made by the Parish Council.

The majority of Trustees need to be Cllrs, however other Trustees can be added by agreement of the Parish Council.

The duty to keep it safe and fit for use, has to be made by the Parish Council, we have a duty to ensure the maintenance work is carried out.

Amenity Trust Committee – This can be members of the Parish who are volunteers and want to run events and complete maintenance, however the Chair and at least one other Committee member should be Cllrs. Although Parishioners sit on this Committee they do not have powers to amend the constitution. They are able to fund raise for new equipment, hold events and carry out maintenance but if they are unable to do so in a timely manner the Parish Council need to further ensure this is done.

Finance – although the Amenity trust have their own bank account with funds available for works and new equipment, the account will always be linked to the Parish Council because of the need for the Parish Council to reclaim the VAT on purchases made. This account should be audited as such each year with the Parish Council accounts to ensure financial regulations are being followed.

Therefore there is a need for a slot on the Parish Council agenda, each month, this can be a brief item once the Amenity Committee is formed and functioning, just outlining whats been done and the bank total at that present time.

2) Quotes for repairs to the Slides – a quote has been received. All in agreement that the quote for £750 to be accepted. C Cllr D Thomas will give £200 from is Locality Budget towards this.

3) Wildlife Trust Trees – 10 trees coming in the Autumn to be planted.

4) Amenity Trust Meetings – kept on the Parish Council Agenda.

d) Tree Warden – nothing to report.

e) P3 Co-Ordinator – Cllr S Parker-Davidson – still waiting to hear from John Boyd regards new signage to be provided and also the application for funding.

f) Parish Councillors reports.

1) Parish Council Documents to be stored at the Village Hall – Cllr S Franklin confirmed that a filing cabinet will be put in the basement where old documents will be stored.

8) Planning Applications / Matters.

Applications received from South Hams District Council – none

Decisions received from South Hams District Council -

a) Discharge of Condition Approved – Application no 0939/25/ARC – Stert Barton Farm, The Old Barn, Diptford TQ9 7NB – Approval of details reserved by conditions 3 (Tree Protection Plan) & 4 (Hedge/Visibility splay) of planning consent 3700/24/FUL.

Planning matters -

a) An unauthorised development has been noted at Canny Park Wood – this will be reported to SHDC enforcement for further investigation to take place.

9) Correspondence

10) Highways

- a) Grass Vegetation in the Visibility Splay at Crabadon Cross – this was reported to DCC and was not cut within the 7 day period so a Parishioner has now cut it back.
- b) Flooding on the Ridge Road – Cllr C Peach has reported this on the DCC website.
- c) Road surface down to Bearscombe is very bad, also to Broadley this road is bad, subsidence outside Whitegates in the village. These items have all been brought to the attention of C Cllr D Thomas.

11) Finances.

1) Amendment of Bank signatories – Steve Hill will now be taken off and replaced by Cllr S Parker-Davison.

2) Annual Audit report – the Clerk confirmed that the Internal Audit has now been completed, the forms were signed by Cllr S Franklin and The Clerk and will now be sent off to the External Auditor.

Payments

BACS – 3.6.25 = £86.40 (vat £14.40) – Western Web (PC email Account).

BACS – 10.6.25 = £30.00 – L Baldwin (PC Expenses).

BACS – 10.6.25 = £289.98 (vat £48.33) – Bell Devon Properties (Playing Field Timber).

BACS – 10.6.25 = £678.60 – Sharon Raggett (Clerks Salary, April, May & June 25).

Bank Balances June 2025

<u>Parish Council Treasurers Account</u>	£16,376.83
<u>Parish Council Instant Access Account</u>	£7,232.90
	<u>£23,609.73</u>

<u>Amenity Trust Treasurers Account</u>	£2189.10
<u>Amenity Trust Instant Access Account</u>	£2260.50
	<u>£4449.60</u>

12) Any Items to go onto the next Parish Council meeting Agenda.

a) Development site opposite Wheat Park – A representative for Morrish Homes would like to attend the July meeting to give a presentation of what is to be proposed for the site. Cllrs in agreement to start the meeting at 7pm with extended Public Time 7 to 7.30pm.

There be no further business the meeting closed 8.52pm

Next Meeting Date – Tuesday 15th July 2025 @ 7pm.

ANY MEMBER OF THE PUBLIC WHO HAS SPECIAL NEEDS AND REQUIRES A COPY OF THESE MINUTES SENT TO THEM – PLEASE CONTACT THE CLERK 01364 654607.

They can also be found on the Parish web site – diptfordparishcouncil.org