



# **STARCROSS PARISH COUNCIL**

**Minutes of the Meeting of Starcross Parish Council held in Starcross Pavilion on Monday 16 May 2022 at 7.40pm**

**Present:**

Cllr Hopper (Chairman), Cadbury, Chase, Pegg, Rastall, Redmond, Williamson and Zawadzka

**Also present:**

Suzanna Hughes (Clerk), District/County Cllr Connett and two members of the public.

## **RESIDENTS' QUESTION TIME**

**(20 minutes)**

Residents are invited to make representations to the Council or to ask questions.

There were no comments from members of the public.

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**160522.01 ELECTION OF OFFICERS**

Members submitted to the clerk their nominations for Chairman, Vice Chairman and Safeguarding Officer. Members cast their votes by paper ballot and officers were elected as follows:

- Chairman - Cllr Hopper
- Vice Chairman - Cllr Chase
- Safeguarding Officer - Cllr Zawadzka

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**160522.02 APOLOGIES**

Apologies were received from:

- Cllr Allen
- Cllr Lovell
- Cllr McNally
- PC Orchard

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**160522.03 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 other declarations of interest or requests for dispensation.

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**160522.04 RATIFICATION OF MINUTES**

Members present received the minutes of the Parish Council meeting held on Monday 11 April 2022.

**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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**160522.05 ACTION REPORT**

The Chairman advised that he would circulate an action report after the meeting.

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## 160522.06 CRIME & SPEEDWATCH REPORT

PC Orchard provided a crime report for the period 1-30 April 2022 for Starcross and Kenton. 7 crimes were reported and 16 incidents.

Members also received the latest edition of the gazette.

A report from the Community Speedwatch co-ordinator, Paul Harmsworth, was also received summarising activity for the year:

In the last twelve months we have held 126 sessions and have monitored a total of 29757 vehicles of which 89% were within the speed limit but resulting in 2832 being reported to Devon & Cornwall Police. The maximum recorded speed was 60mph on Dawlish Warren Road.

The registered keepers of the speeding vehicles will have been issued with a letter requesting they keep within the limit in the future and 18 'serial' offenders will have been visited by the Police and the vehicle registration added to the National Database and can be checked by any ANPR equipped Police car in UK.

Please consider volunteering for as little as one hour per week – we would like to report a reduction in offenders next year, but we need your support with our aim to make the area's roads safer for all.

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## 160522.07 DISTRICT/COUNTY COUNCILLOR'S REPORT

Cllr Connett had no report but was happy to take any questions relating to the District or County.

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## 160522.08 FINANCE AND GOVERNANCE COMMITTEE

(Cllrs Hopper, Chase and Zawadzka)

- 8.1 **Financial Report** – members received and noted the financial report 12 April – 16 May 2021 and were asked to approve the payments listed (copy attached).  
*Proposer: Cllr Hopper; Seconder: Cllr Cadbury*

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

8.2 **Audit 2021-22:**

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

8.2.2 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 Cadbury*

8.2.3 Members received Section 1 of the Annual Return (Annual Governance Statement 2021/22).

**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 Cadbury*

8.2.4 Members received Section 2 of the Annual Return (Accounting Statements 2021/22).

**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 Cadbury*

8.3 **Action List Report**

There were no outstanding actions.

**160522.09 PARKS, GARDENS AND FLOOD DEFENCE**  
(Cllrs Chase, Williamson and Allen)

**Committee Chair Report (Cllr Chase)**

- 9.1 Proposal: To approve extra monies (£496) towards the cost of a nest swing. Total cost £3996 + VAT  
*Proposer: Cllr Williamson; Seconder: Cllr Zawadzka*

**AGREED UNANIMOUSLY** to approve extra monies (£496) towards the cost of a nest swing. Total cost £3996 + VAT

FUNDING: Precept (£3000), grant (£500) + reserves (£496)  
ACTION: Clerk to raise purchase order

- 9.2 Proposal: To accept the donation of a brand new recycled plastic picnic table from Westbank purchased with money donated by Welcome Holiday Park to be used specifically in Starcross. Also to accept the offer of installation of the picnic table on grass matting by The Atmospheric Railway Pub on behalf of the Jubilee Committee  
*Proposer: Cllr Williamson; Seconder: Cllr Chase*

**AGREED UNANIMOUSLY** to accept the donation of a brand new recycled plastic picnic table from Westbank as proposed and accept the offer of installation of the picnic table on grass matting by The Atmospheric Railway Pub on behalf of the Jubilee Committee.

- 9.3 **Action Report**

There were no outstanding matters requiring action.

- 9.4 **General Report/Question & Answers**

Members received the following written report from the Committee:

**Boat Park** – We are keen to begin looking at the possibility of installing more racks and also a small increase in the rent, this is only at the discussion phase at the moment but hopefully we will have more to say on this next month. There has been one issue with a boat being stored in someone else's rack and a notice was issued, this has now been resolved.

**Memorial Garden and Strand** – All looking clean and tidy, no real issues although some planting required along the Strand.

**Playing Field** – The grass is clean and tidy and the Committee has asked Chris from PlantTech to trim back the blanket of hedge that has grown across concrete area and any other over hanging areas. The nest swing and new swing seats have now been installed. The annual ROSPA inspection has been completed and remedial action has been taken where possible.

**Future Plans** – We are pleased to accept the kind donation of a Recycled plastic picnic table donated by Sally Chatham on behalf of Westbank, paid for by money donated specifically for Starcross by Welcome Holiday Park, and also the installation onto grass mats provided by the Atmospheric on behalf of Heavitree Brewery and the Jubilee Committee. We have one active funding application in at the moment and are getting ready to start on the nature area of the park as well as purchasing another picnic table.

**Jubilee**

The Jubilee plans have really taken shape. Details have been included in Starcross News. Activities in the play park will form a big part of the day's celebrations. The new name for the play park will also be announced.

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**160522.10 PLANNING AND DEVELOPMENT**  
(Cllrs Cadbury, Lovell, Zawadzka & McNally)

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

**10.1 New applications/appeals**

- 10.1.1 22/00742/FUL – The Croft, Starcross  
Change of use from a bed and breakfast (use Class C1) to a single residential dwelling house (use Class C3)

Proposal: To accept the Planning Committee's recommendation that no objections are raised to the change of use from a Class C1 Guest House to a Class C3 Dwelling on the basis that this is a former residence being converted back to its original use

*Proposer: Cllr Cadbury; Seconder: Cllr Redmond*

**AGREED UNANIMOUSLY** to accept the Planning Committee's recommendation.

**10.2 Decisions:**

None

**10.3 Action List Report**

There were no outstanding actions requiring action.

**10.4 General Report/Question & Answers**

None.

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**160522.11 PAVILION & SPORTS FIELD**  
(Cllrs Rastall, Hopper, Allen and Redmond)

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

**11.1 Action List Report**

There were no actions requiring action.

**11.2 General Report/Questions & Answers**

None

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**160522.12 WORKING PARTY REPORTS**

The Chairman will circulate a layout of the new website for members' comments.

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**160522.13 NON-COMMITTEE ITEMS**

None

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**160522.14 COUNCILLORS' PROJECTS**

None

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**160522.15 CORRESPONDENCE**

- 15.1 Members noted items of correspondence relating to dogs on the sports field and play park.

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**160522.16 DATE OF NEXT MEETING**

The next meeting of the Parish Council is to be held on Monday 13 June 2022 in the Pavilion commencing at 7.40pm.

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SIGNED:  
Chairman of the Parish Council

DATE: 13 June 2022

## Starcross Parish Council Finance Report – 16 May 2022

<b>Summary of Bank Balances at 16 May 2022</b>	
Current (C)	£34,061.89
Pavilion Trading (P)	£8,972.43
Allocated Reserves (A)	£37,951.10
<b>Total</b>	<b>£80,985.42</b>

<b>Income: 12 April – 16 May 2022</b>		
HMRC VAT	£470.08	P
Pavilion hire	£92	P
Allocated Reserves interest (March & April)	£2.64	A
Police & Crime Commissioners Office (VAS sign)	£3,626	C
Teignbridge District Council (First instalment of precept)	£20,928.50	C

<b>Payments for approval</b>			
Clerk	Salary & disbursements	£508.82	C
HMRC (PAYE)	PAYE	£1.40	C
Rhino Play	Birds Nest Swing	£4,795.20	C
Stocksigns Ltd	VAS sign (grant funded)	£2,998.50	C
Online Playgrounds	Swing seats	£263.60	C
R May	Sand and repaint cradle swings in play park	£140	C
Wayland Building Ltd	Repairs to storm damage - Pavilion	£1,374	C
Lee Accounting (SW) Ltd	Internal audit of accounts	£240	C
Playsafety Ltd	Annual ROSPA inspection of play equipment	£201.60	P
T Greenslade	Pavilion cleaning, fobbing and cleaning materials (April)	£231.45	P

<b>Direct Debits: 12 April – 16 May 2022</b>			
Natwest (19/4/22)	Bankline fees	£24.00	C
ICO	Data Protection Licence	£35	C
Opus (21/4/22)	Pavilion electricity	£57.25	P
Biffa (25/4/22)	Waste bin at Pavilion (rental & collection)	£42.82	P
Opus (26/4/22)	Pavilion gas	£54.78	P
Shell Energy Broadband (12/4/22 & 11/5/22)	Pavilion telephone & broadband	£36	P

<b>Clerk (April)</b>	<b>Salary</b>	<b>Tax</b>	<b>Net</b>	<b>Disbursements</b>
Salary	£481.25	£1.40	£479.85	
Telephone and Internet	-	-	-	£5.00
Using home as an office	-	-	-	£8.67
Mileage @ 45p per mile				£15.30
<b>TOTAL</b>				<b>£508.82</b>