

## UGBOROUGH PARISH COUNCIL MEETING

**Wednesday 14<sup>th</sup> May 2014 at 7.15pm**  
**Committee Room, Ugborough Village Hall**

### District Cllr Ward reported:

- The preparation of ‘Our Plan’, which was more holistic than the previous Local Development Frameworks and would run until 2031. It would include a wide range of stakeholders, including Business Voice, Youth Forum and volunteers. The involvement of Parish Councils and local residents were important initially to gain local knowledge, with two further consultations planned.
- Parish Council representatives have been given the right to talk at Development Management Committee Meetings on a trial 12 month basis
- The Dementia Project had successfully run two events, including a presentation by Norman McNamara at Modbury, and an event at Kingston to raise the profile of the project.

## DRAFT MINUTES

**Present:** Cllrs Beable (Chair), Daniels, Holway, Hosking, Hutcheon, Johns & Smallridge; SHDC Cllr Ward

**14.051 Apologies for absence** were accepted from Cllrs Widdicombe & Fletcher

*Cllr Ward left the meeting*

**14.052 Declarations of Personal Interest** were noted from Cllrs Hutcheon & Johns: Item 14.054.3

**14.053 The Minutes of the Meeting held on the 9<sup>th</sup> April 2014, as previously circulated, were confirmed and signed by the Chairman**

### 14.054 Planning

#### Planning Applications

1. Householder application for two storey side extension and creation of vehicular access for off-road parking at Station House, 1 Station Cottages, Wrangaton Ref 57/0896/14/F Mr & Mrs G Patrick **No objection**
2. Demolition of existing ground-floor extension and replacement two-storey extension to rear at The Haven, The Square, Ugborough Ref 57/1018/14/F Mr & Mrs N Sneap **No objection**
3. Change of use of agricultural barn to licensed wedding venue (for no more than 28 days between 1 June-30 November) at Dunwell Farm, Ugborough Ref 57/1074/14/CU TR Johns & Sons Ltd **Support**

#### Planning Decisions

4. Erection of field shelter/stable on solid floor and extension of concrete hard standing at Oakmoor Stables, Folly Cross, Wrangaton Ref 0107/14 **Refuse**
5. Appeal: Erection of a single wind turbine (maximum tip height 79m), associated electrical infrastructure and access improvements at Dunwell Farm, Ugborough Ref App/k1128/A/13/2199641 **Dismissed**
6. Outline application (with all matters reserved except appearance and landscaping) for redevelopment of former Woodpecker Inn site to provide 20 low cost live/work units, office hub and associated parking at Development site at SX6935 5891, former Woodpecker site, South Brent **Refuse**
7. Variation of condition 4 of planning approval 57/0142/01/F to allow studio building to be used as independent dwelling on a personal and temporary basis, together with temporary parking provision at Burnside, Avonwick Ref 57/2943/13/VAR **Conditional Permission**
8. Conversion of barn into 2 dwellings with new external amenity areas and parking at Cider Press Barn, Haye Farm, Ludbrook Ref 57/0248/14/F & 57/0249/14/LB **Conditional Permission**

#### Planning Correspondence

9. Alleged breach of planning permission at Field at SX683567, Ugborough to be investigated - Noted
9. Proposal to erect two 50kW wind turbines at Stone Farm, Ugborough – No further comments

### 14.055 Finance

#### 1. Cheques approved for payment:

Cheque	Description	VAT	Gross
1614	S Woodman – April pay		408.30
1615	S Woodman – Expenses: office £49.72, travel/subsistence £79.88, HMRC (PAYE) £259.20	2.00	388.80
1616	South & West Internal Audit		135.00
1617	Cutting Crew – Grass cuts	11.20	67.20
1618	Lunch – Neighbourhood Plan		50.00
1619	Ugborough PCC – Church hire, Neighbourhood Plan		36.00

1620	DALC - Membership	50.37	392.26
1621	Community First – Insurance		757.02
<b>Receipts</b>			
BGC	HMRC – VAT repayment		399.48
BGC	SHDC – Precept 1 <sup>st</sup> instalment		7836.00

## 2. The Financial Statement was received

Lloyds Current Account to 24.4.14	17575.89
Less payments & unpresented cheques	4984.58
Plus uncleared receipts	7836.00
<b>Total</b>	<b>20427.31</b>
Plus: Santander Acc to 17.4.14	10.39
<b>Total</b>	<b>20437.70</b>

## Earmarked Reserves

P.3 grant	930.27
Prize money for parish map	300.00
Playground reserve	2000.00
<b>Total</b>	<b>3230.27</b>
<b>Total uncommitted funds</b>	<b><u>£17207.43</u></b>

### 3. Resolved to approve the 2013/14 Accounts and Audit Commission Annual Governance Statement as detailed in Appendix 14.055.3

### 4. Resolved to transfer £2250 TAP funds to Earmarked Reserves

### 5. Resolved to support the SHDC Locality Fund application for £600 from Ugborough Sustainable Saturdays

#### 14.056 Resolved to co-opt Laurie Nelson as Parish Councillor

**14.057 Ugborough Annual Parish Meeting** – Matters raised at the Meeting included the length of time buses waited before the end of school. It was explained that buses arrived up to an hour earlier in order to park safely.

**14.058 Neighbourhood Development Plan** - An all-day workshop comprising the Working Group and leaders of Focus Groups resulted in the draft Vision Statement. Jo Widecombe has suggested a further workshop to analyse different viewpoints in order to provide a unified vision. As this would take place after the 21 June, it was unlikely a further consultation would be achieved by the Ugborough Fair.

**14.059 Ugborough Conservation Area Management Plan** – Cllr Holway would clarify responsibility for preparing the plan.

**14.060 First Aid Training Courses** for the community, with free hall hire funded by the Parish Council. Charge per person: St John Ambulance £25+VAT; South Hams First Aid £50. Interest would be requested in the Newsletter.

**14.061 DCC Highways maintenance hierarchy** – The Clerk would ask that the following roads be upgraded to ensure their continued maintenance: Whitely Cross to Combe Cross; the lane to Coarsewell; & the lane to Torpeek

*Cllr Hutcheon left the Meeting*

#### 14.062 Correspondence received

1. SHDC: Agents Forum, Follaton House Friday 23 May – Cllr Hosking would attend
2. South Hams Voluntary Voice Forum, Follaton Community Centre Tuesday 20 May 10am-12.30 - Noted
3. SHDC: Self-help emergency plans, Follaton House Tuesday 1 July – Cllr Johns would attend
4. SHDC: Seasonal closure of public toilets (consultation) – Cllr Beable would attend

#### 14.063 Reports on Meetings attended

- Cllr Smallridge attended the Ugborough Village Hall AGM, in which it was decided to replace chairs and renovate the hearing loop
- Cllrs Smallridge and Beable attended the Dementia Meeting, which included a range of representatives from the community, and included a talk from a dementia sufferer.

#### 14.064 Correspondence available at the Meeting - Noted

1. Healthwatch Voicees, Spring 2014
2. Junkmail, Issue 14
3. Clerks & Councils Direct, May 2014

*Meeting ended 9.25pm*

*Date of next Meeting 11.6.14*

**Appendix 14.055.3****UGBOROUGH PARISH COUNCIL. YEAR END 31.03.14****RECONCILIATION OF BANK ACCOUNTS**

<b>Bank Deposit Account (Santander)</b>		<b>Cash Book</b>	
Balance per Bank Statement 31.03.14	10.39	b/fwd	10987.44
<b>Add: Interest</b>	0.00 +	Receipts	22,105.30 +
	<u>10.39</u>	Payments	<u>-15211.6 -</u>
		C/fwd	<u><b>17881.14</b></u>

**Bank Current Account (Lloyds Bank Plc)**

Balance per Bank Statement 31.03.14		13,978.48	
Less: Outstanding Cheques			
	Cheque 001601	148.30	
	Cheque 001602	18.75	
	Cheque 001603	36.00	
	Cheque 001604	394.29	
Total		597.34 -	
Plus: Outstanding receipt: SHDC BGC	4,500.00	<u>4500</u>	
Balance per Accounts		<u><u>17881.14</u></u>	
<b>Total Cash &amp; Investments</b>		<u><u><b>17,891.53</b></u></u>	

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31.03.2014**

Y/E 31.03.13		Current Year to 31.03.14
	RECEIPTS	
13,000.00	Precept	13500.00
0.00	Council Tax Supp757.02ort Grant	967.00
1,125.00	Burial Ground Fees	1690.00
1.99	Interest on Investments	0.00
0.00	Agency (P3)	0.00
1,251.39	Neighbourhood Plan	845.80
650.00	Other Receipts	5102.50
1,590.73	HM Customs & Excise VAT	<u>0.00</u>
<u>17,619.11</u>		<u><u>22105.30</u></u>

£.p	PAYMENTS	
7,765.51	Clerk's salary & pension	8024.13
522.18	Office expenses	508.68
62.24	Councillor's Expenses	0.00
112.35	Chair's Expensees	177.60
204.00	Training	55.00
491.38	Subscriptions	525.50
270.00	Audit Fee	235.00
92.75	Hire of Halls	87.38
10.00	S.137 Payments	0.00
996.80	Other Grants	1316.00
1,235.88	Maintenance - General	1075.10
896.00	Maintenance - Burial Ground	953.34
33.30	Agency Services (P3)	0.00
730.44	Insurance	746.00

1,098.99	Neighbourhood Development Plan	1050.10
154.22	Other Expenses	0.00
6,139.00	Non Revenue Items	58.29
1,590.73	HM Customs & Excise VAT	399.48

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22,405.77

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15211.60

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(4,786.66)

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NET RECEIPTS/(DEFICIT)

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6893.70

### Explanation of variances

Lines	Description	Year ending		Variance		Explanation if variance over 15% & over £250
		31.03.13	31.03.14	£	%	
1	Balances brought forward	15,784	10,998			
2	Annual Precept	13,000	13,500			
3	Total other receipts (excl precept)	4,619	8,605	3,986	86	Yes
4	Staff costs	7,765	8,024	259	3	No
5	Loan interest/capital repayments	0	0	0	0	No
6	Other payments	14,640	7,187	-7,453	-51	Yes
7	Balances brought forward	10,998	17,892			
8	Total cash & short term investments	10,998	17,892			
9	Total fixed assets & long term assets	46,690	50,781	4,091	9	No
10	Total borrowings	0	0	0	0	No

### Explanation of variances

<b>Box No. 3</b>		<b>£</b>
Figure in 2012/13 column		4,619
Figure in 2013/14 column		8,605
Variance		3,986
<b>Reason</b>		<b>Amount (£)</b>
1. 2013/14 received £967 Council Tax Support Grant; None received 2012/13		967
2. 2012/13 received £1125 burial fees; 2013/14 received £1690		565
3. Neighbourhood Plan receipts 2012/13 £1251; 2013/14 received £845		-406
4. 2012/13 £1590 VAT received; 2013/14 VAT reclaim received after 31.3.14		-1,591
5. 2013/14 received £5102 grants; 2012/13 received £602 grants		4,500

<b>Box No. 6</b>		<b>£</b>
Figure in 2012/13 column		14,640
Figure in 2013/14 column		7,187
Variance		-7,453
<b>Reason</b>		<b>Amount (£)</b>
1. 2012/13 included purchase of play equipment £6845; Total purchases 2013/14 £58		6,845