

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 7th January 2015 at 7.30pm
Committee Room, Ugborough Village Hall

County Cllr Hosking confirmed the pothole along the ridge road would be filled, and a grit bin would be installed at Lutterburn.

District Cllrs Holway reported on: the need to keep an eye on the elderly during the cold weather; the appointment of a further senior executive; the reduction in District Councillors at the next election; the reduction in the central Government grant; no change to members' allowances; TAP applications he had submitted for defibrillators, and Highway tools & equipment; and a meeting concerning travellers, with slow progress, but the possibility of DCLG funding available to buy a suitable site.

DRAFT MINUTES

Present: Cllrs Beable (Chair), Daniels, Fletcher, Holway, Hosking, Hutcheon, Johns, Nelson, Smallridge & Widdicombe; DCC Cllr Ward; 1 member of public

15.001 To accept apologies for absence None

15.002 Declarations of interest were received from Cllr Daniels: Item 15.005.6 (Personal)

15.003 The Minutes of the Meeting held on the 3rd December 2014, as previously circulated, were confirmed as amended and signed by the Chairman

15.004 Neighbourhood Development Plan

Public engagement events were being planned for the evening of Saturday 17th January and after Sustainable Saturday on 24th January. Two portable pull up displays were being designed by SHDC at a cost of £150 each.

Flyers advertising the two public engagement events had been printed and distributed to all households in the Plan Area.

The Ugborough Neighbourhood Development Plan website (www.ugboroughplan.org) had been launched, along with Facebook and Twitter.

A further workshop was being planned to facilitate the progress of the Interim Report, which must be produced by the end of February, and the cost of employing consultants would be in the order of £3000 plus printing costs.

Minutes of meetings would be circulated to Councillors.

Resolved to approve the revised Vision Statement: The Ugborough Neighbourhood Plan Area sits between Dartmoor and the sea with a distinct historic and natural environment and is a strong, balanced, rural community. Our aim is to maintain and enhance its character, support the local community while responding to evolving needs and aspirations and striving towards a sustainable future for all.

Resolved to engage Victoria Hemming as support worker/co-ordinator, on a self-employed basis over the next 10 weeks. The initial cost would be £240, with an additional £700 projected in the long term.

Cllr Hosking abstained from the Resolutions

Cllr Hutcheon joined the meeting

15.005 Planning

Planning Applications

Cllr Holway abstained from any Resolutions

1. Change of use of A1 shop to C3 residential (retrospective application) at Post Office Stores, 5 Beacon Terrace, Wrangaton Ref 0697/14 Mr G Macgregor **No objection**

Planning Decisions Noted

2. Extension of dwelling and erection of garage at Gate Lodge, Moorhaven Village Ref 0547/14/ **Refuse**

3. Works to trees subject to TPO at 37 Pykes Down, Ivybridge Ref 27_57/2635/14/tw **Conditional consent**

4. Three bay open-fronted shed for agricultural storage and domestic garage including change of use of agricultural land to domestic at Yolland Cottage, Bittaford Ref 0626/14 **Conditional permission**

5. Erection of replacement stables at Shellwood Farm, Ugborough Ref 57/2433/14/F **Conditional permission**

6. Erection of storage barn at The Donkey Sanctuary Assisted Therapy Centre, Godwell Lane, Ivybridge Ref 57/2655/14/F **Conditional permission**

15.006 Finance**1. Cheques approved for payment:**

Cheque	Description	VAT	Gross
1674	S Woodman – Dec pay		422.08
1675	S Woodman – Expenses: office £49.72, travel £72.25	2.00	123.97
1676	PAYE (HMRC)		290.80
1677	Ugborough Village Hall (Neighbourhood Plan)		5.00
Receipts			
500063	R Hosking – filing cabinet		10.00
500064	Co-op – Hart burial		195.00

2. The Financial Statement was received

Lloyds Current Account to 17.12.14	24114.89
<i>Less</i> payments & unrepresented cheques	1399.28
<i>Plus</i> uncleared receipts	0.00
Total	22715.61
<i>Plus:</i> Santander Acc to 17.4.14	10.39
Total	22726.00

Total uncommitted funds £13941.93

Earmarked Reserves

P.3 grant	914.07
Prize money for parish map	300.00
Playground	3000.00
TAP: e-seniors	820.00
Going the Extra Mile	750.00
Capital projects	3000.00
Total	8,784.07

3. Resolved to approve the 2015/16 Budget, as given in Appendix 15.006.3, and to request a Precept of £15000 for 2015/16**Finance Correspondence****4. Resolved to adopt the SLCC 2014-2016 National Salary Award: A one-off payment of £27.03 in December 2014 and £1.89 in April 2015. Annual salary from 1.1.15 (SCP27) £6404.86****15.007 Correspondence received**

1. SHDC: Super Cluster Meeting, Follaton 6.30pm 11.2.15 – No agenda items would be submitted. Cllrs Holway & Beable would attend.
2. Devon Rural Housing Partnership: Opportunity to self-build in Dartmoor – Details would be included in the Newsletter
3. Rural Community Energy Fund: Renewable energy projects – Details would be sent to Councillors

15.008 Reports on Meetings attended

1. Cllr Holway attended the Modbury Mental Health Workshop, which discussed identifying the problem and agencies available to help.
Cllr Ward joined the Meeting
2. Cllr Smallridge attended the Ugborough Village Hall Committee Meeting, and funding had been granted towards the feasibility study

15.009 Correspondence available at the Meeting

1. South Hams Society Bulletin December 2014 & Events 2015
2. Healthwatch Voices, Winter 2015
3. Clerks & Councils Direct, January 2015

Meeting ended 9.05pm

Date of next Meeting 4.2.15

Appendix 15.006.3**Predicted costs for estimating Precept for the Year ended 31.3.2016**

	Y/E 31.03.15			Y/E 31.03.16	
	Budget	9 Mths Act.	F/Y F'cast	Predicted	Budget
EXPENDITURE					
Clerks Salary & Pens.	8,250	6,228	8,304	9000	9000
Office expenses	443	452	833	620	620
Cllrs Expenses	75	0	0	80	80
Chair's Expenses	200	0	200	200	200
Training	75	50	67	150	150
Subscriptions	560	381	545	560	560
Audit	241	235	235	240	240
Hire of Halls	95	65	87	100	100
Grants	1,803	3,030	4,040	4100	4100
Maintenance Gen	1,267	50	800	800	800
Burial Ground Maint.	1,229	1,002	1,336	1500	1500
Agency Inc. P3	0	16	22	100	100
Insurance	767	757	757	780	780
Printing & website	99	0	0	0	0
Election expenses	155	0	0	1500	1500
Neighbourhood Devt	1,082	404	539	15000	15000
Bittaford playpark Reserve	1,000	2,000	2,000	1000	1000
Other Expenses	200	1,554	2,374	0	0
Non Revenue Expenses	0	172	230	4000	4000
	<u>17,541</u>	<u>16,397</u>	<u>22,368</u>	<u>39730</u>	<u>39730</u>
INCOME					
Precept	14,000	14,000	14,000	15000	15000
Council Tax Support Grant	836	836	967	752	752
Burial	2,089	995	1,327	1350	1350
Interest	0	0	0	0	0
Agency Inc. P3	0	16	22	100	100
Neighbourhood Plan	1,082	527	702	15000	15000
Other Receipts	0	4,500	4,500	4000	4000
Non Revenue Receipts	0	3,850	3,850	0	0
	<u>18,007</u>	<u>24,724</u>	<u>25,368</u>	<u>36202</u>	<u>36202</u>
Surplus/shortfall	466	8,327	3,000	-3528	
Council Tax	19.69			20.91	

Projected Reserves**31.3.15**

P.3 grant	914.07
Prize money for parish map	300.00

Playground	3,000.00
TAP: e-seniors	0.00
Lengthsman	0.00
Capital Projects	3,000.00
Total	7,214.07

Projected funds 31.3.15

Less Reserves **13,679**
7,214

**Uncommitted funds
31.3.15****6,465**

NOTES**Payments:**

1. Predicted expenditure is likely to increase by about 1.5%
2. Printing & website included in Office expenses
3. Grants 2014/15 include £500 for WWI Commemorative herb garden and £2250 TAP Community Lengthsman distribution to neighbouring parishes
4. Maintenance payments 2014/15 includes Community Lengthsman; 2015/16 includes grass cutting at Bittaford Playpark
5. Non revenue payments 2015/16: Defibrillator (TAP funded)
6. Other Expenses 2014/15 includes e-seniors (TAP funded) & professional fees re Donkey Lane
7. Burial ground projected expenses included replacement of the gate post and clearance of spoil heap

Receipts:

1. Burial receipts remain difficult to predict.
2. Council Tax Support Grant will decline year on year
3. Other receipts 2014/15: TAP funding for e-seniors & Community Lengthsman; TAP receipts 2015/16 estimated for defibrillator
4. Non revenue receipts: Donkey Lane easement

Reserves:

1. Total uncommitted funds should be between 3 and 12 months net expenditure. Best practice is 6 months net expenditure
 2. Bittaford Playpark reserve required for future repairs & maintenance
- Council Tax based on Band D Equivalent: 710.96 properties 2014/15; 717.33 properties 2015/16