UGBOROUGH PARISH COUNCIL MEETING
Wednesday 8th March 2017 at 7.30pm

To all members of the Council
You are hereby summoned to attend a meeting of Ugborough Parish Council to be held at Ugborough Village Hall on Wednesday 8th March 2017 at 7.30pm for the purpose of transacting the following business.

Sarah Woodman, Clerk to the Council
Date 19th February 2017

The Public are welcome to attend. If any member of the public wishing to attend the Meeting has special requirements (mobility or sensory impairment), please contact the Clerk, Sarah Woodman on 01364 661127

Questions from the Public - after which the public may not speak

Reports from District & County Councillors

AGENDA

17.025 To accept apologies for absence
17.026 To note declarations of interest and consider granting dispensation requests
17.027 To confirm the Minutes of the Meeting held on the 8th February 2017, as previously circulated
17.028 Ugborough Neighbourhood Development Plan Working Group Report - Appendix 17.028
17.029 Planning

Planning Applications

To comply with consultation time limits, planning applications received after agenda publication may be considered at the meeting and any recommendations ratified at the subsequent meeting.

Planning Decisions
1. Change of use to Class D2 (Assembly & Leisure) at Unit 2i Wrangaton Business Park, Wrangaton Ref 3517/16/FUL Conditional approval
2. Application for approval of details reserved by condition 2 (Finish and colour of gates) of householder planning consent 2584/16/HHO & 3562/16/ARC at Ware House, Ware Hill, Ugborough Ref 3561/16/ARC & 2585/16/LBC Discharge of conditional approval
3. Erection of single storey extension at Rockdale, Bittaford Ref 0658/16 Conditional permission
4. Erection of bungalow to replace temporary dwelling at Haydens Farm, Wrangaton Ref 2849/15/FUL Withdrawn

Planning Correspondence
4. SHDC: Changes to planning application consultation process for Parish Councils

17.030 Finance
1. To approve cheques for payment:
   
<table>
<thead>
<tr>
<th>Cheque</th>
<th>Description</th>
<th>VAT</th>
<th>Gross</th>
</tr>
</thead>
<tbody>
<tr>
<td>1886</td>
<td>S Woodman – Feb pay</td>
<td></td>
<td>425.48</td>
</tr>
<tr>
<td>1887</td>
<td>S Woodman – Expenses: office £65.13, travel £29.70</td>
<td>0.50</td>
<td>94.83</td>
</tr>
<tr>
<td>1888</td>
<td>Ugborough Village Hall hire</td>
<td></td>
<td>31.00</td>
</tr>
</tbody>
</table>

   Receipts
   | BGC | Groundwork UK - Bittaford playpark grant | 6000.00 |
   | BGC | DNPA – bus shelter grant | 1400.00 |
   | 500040 | Savill Funeral Services – Tilley burial | 405.00 |

2. Financial Statement

   | Lloyds Current Account to 23.1.17 | 4216.87 |
   | Less payments & unpresented cheques | 1689.41 |
   | Plus uncleared receipts | 7805.00 |
   | Total | 10332.46 |
   | Plus: Santander Acc to 17.1.17 | 23137.72 |
   | Total | 33470.18 |
   | Total uncommitted funds £24840.11 |

   Earmarked Reserves

   | P.3 grant | 314.07 |
   | Prize money for parish map | 300.00 |
   | Open space sport & recreation | 4500.00 |
   | TAP: Community Education | 366.00 |
   | Dementia Awareness | 150.00 |
   | Capital projects | 3000.00 |
   | Total | 8630.07 |
3. To review the Clerk’s salary. Currently Spinal Column Point 29 (£6944.32). Next SCP 30 (£7177.30pa)
4. Funding request: Devon Link-UP

**17.031 Asset Maintenance**
1. Burial ground shed
2. Conduit
3. Bus shelters

**17.032 Correspondence received**
1. DCC: Ugborough highway matters
2. Bittaford phone box conversion

**17.033 To change the date of the April Parish Council Meeting** Suggested date 12.4.17

**17.034 Travellers at Hillhead**

**17.035 Reports on Meetings attended**

**17.036 Correspondence available at the Meeting**

**Appendix 17.028**

_Ugborough Neighbourhood Development Plan Working Group_

_Report to Ugborough Parish Council, March 2017_

**February 2017 highlights**

As highlighted in our 8th February 2017 written and verbal update to Ugborough Parish Council, the delayed Regulation 16 feedback regarding the soundness of the draft Ugborough Plan, received on 5th February 2017 from South Hams District Council (SHDC) and West Devon Borough Council (WDBC) as the Local Planning Authority (LPA), is receiving our intense attention.

The Working Group chair engaged in e-mail correspondence with SHDC-WDBC’s Case Management team, culminating in a telephone conversation with the Customer First Case Manager on the morning of Friday 10th February 2017.

Five members of the Working Group took part in the Devon Branch of the Campaign to Protect Rural England (CPRE) seminar on New Housing and the Plymouth & South West Devon Joint Local Plan in Ivybridge on the afternoon of Friday 10th February 2017.

A party comprising five members of the Working Group met on Friday 17th February 2017 to start the desk top research exercise to identify potential development sites and to discuss any additional evidence required. The focus of this study is on areas adjoining the existing settlements of various sizes throughout the Ugborough NDP area. This exercise is being conducted to fulfil the LPA’s requirements, without compromising the Ugborough Plan’s theme-based (rather than sites-based) nature. The emphasis on minor scale development, without excluding the possibility of small scale development on windfall sites, is being retained.

The Working Group is analysing the 22 page SHDC-WDBC feedback document and will meet on Tuesday 21st February 2017 to workshop its response to this. The Working Group will then adjust its existing schedule of proposed amendments, which has already been informed by the Regulation 16 feedback from other consultees, to reflect the outcomes of these deliberations.

An update on the NDP process has been submitted to the Ugborough Parish Newsletter team for inclusion in their March 2017 publication.

**Outlook for March 2017**

The Working Group will remain in contact with WDBC-SHDC Planning regarding the Plan process, ensuring that the Ugborough Plan is deemed suitable to go to independent examination and the examination arrangements.

Responding to an offer from SHDC-WDBC Planning, the Working Group has proposed a meeting with senior Planning staff from the LPA on the evening of Thursday 10th March 2017.

The Working Group will continue to keep the Parish Council updated on a monthly basis.