

UGBOROUGH PARISH COUNCIL MEETING
Wednesday 4th January 2017 at 7.30pm

Questions from the Public

Flooding at Lutterburn was highlighted. Surveys were undertaken during the summer and Cllr Hosking would request a follow-up meeting. The site had not been identified by DCC as a priority.

SHDC Cllr Holway had pressed SHDC for progress with the Neighbourhood Plan. The pothole at Little Bittaford had been reported to DCC Highways. Ivybridge First Responders had asked to attend the Parish Council Meeting. A letter of thanks would be sent to Mark Hawkins at Babcock for the plaque in the Remembrance Garden.

DCC Cllr Hosking reported that:

- The Phase II Broadband contract had been awarded to Gigaclear, which would extend coverage to a further 5% of properties. Airband would also be extending its coverage.
- Highway Maintenance Funding was available for self-help programmes, with £100,000 available
- Rival devolution bids had been put forward by Plymouth, Exeter & Torbay, which would include a mayor. However, DCC's approach was that devolution should include the whole of Devon
- The DCC structure would be rationalised
- DCC was lobbying the Government, requesting funding and clarification on integrated social care
- The recycling centre was on target and on budget, and should reopen in May.

DRAFT MINUTES

Present: Cllrs Hutcheon (Vice Chair), Cooper, Fletcher, Hart, Holway, Hosking, Johns & Nelson; Ian Smith & 1 member of public

17.001 Apologies for absence were accepted from Cllrs Beable, Fairclough-Kay & Smallridge

17.002 Declarations of interest were accepted from Cllr Nelson: Item 17.005.2 (Personal)

17.003 The Minutes of the Meetings held on the 7th December 2016, as previously circulated, were confirmed and signed by the Vice Chairman

17.004 Neighbourhood Development Plan

Consultee feedback from the Regulation 16 stakeholder, public and statutory consultation on the revised Ugborough Neighbourhood Development Plan (NDP) was received from SHDC and the Working Group intend to submit a schedule of the proposed amendments to SHDC in early January.

SHDC, as Local Planning Authority, had yet to provide its Regulation 16 feedback on the soundness of the draft Ugborough Plan.

2. **Open Space Plan** – further details were required, particularly in relation to funding, and it was suggested Stafford Williams may be able to provide information. Consultation on the draft Plan would be included in the March newsletter, and the Annual Parish Meeting would focus on the Plan.

3. **Playing Pitch Strategy** – would be incorporated in the Open Space Plan and discussed at the February Parish Council Meeting.

4. Regulation 15 Ivybridge Neighbourhood Plan consultation – responses by 12.1.17

17.005 Planning

Planning Applications

1. Change of Use to Class D2 (Assembly & Leisure) at Unit 2I Wrangaton Business Park, Wrangaton Ref 3517/16/FUL Mr & Mrs Doak **Support**

2. Erection of single storey extension at Rockdale, Bittaford Ref 0658/16 Mr & Mrs S Matthews **Neutral**

3. Conversion of barn to dwelling at Ladydown Barns, Ugborough Ref 3740/16/FUL Mr & Mrs Lee **Neutral**

4. Householder application for alterations and extension to existing dwelling at Firslea, 1 Brook Gardens, Ugborough Ref 3401/16/HHO Mr R Mears **Neutral, subject to a condition that the possible flooding arising from the development be addressed**

Planning Decisions Noted

5. Non material minor amendment for condition 2, drawings 10 (SE Elevation) and 11 (SW Elevation) to amend planning permission 0775/16/HHO Ref 3617/16/NMM **Conditional permission**

6. Conversion of agricultural buildings to create three new dwellings to include the alteration and partial demolition of the existing buildings and the change of use of agricultural land to ancillary domestic curtilage at Earlescombe Farm, Bittaford Ref 0746/16/FUL **Conditional permission**

7. Outline application with all matters reserved for replacement of existing redundant farm building at Adj to Wool Barn, Langford Parton, Ugborough Ref 3046/16/OPA **Conditional permission**

8. Listed Building Consent to widen the gate by 47cm, utilising all the existing stone and replacing all the corner stones in the same positions so that there is no change in the appearance of the wall, and replacement of rotten lintel at The Manor House, The Square, Ugborough Ref 2989/16/LBC **Conditional consent**
9. Conversion of domestic garage with first floor storage into separate dwelling together with associated parking at Queshills, Ware Hill, Ugborough Ref 0039/16/FUL **Conditional permission**

Planning Correspondence

10. SHDC: Breach of conditions at The Old Coach House, Wrangaton – enforcement case closed

17.006 Finance

1. Cheques approved for payment:

Cheque	Description	VAT	Gross
1870	S Woodman – Dec pay		425.48
1871	S Woodman – Expenses: office £68.41, travel £72.90	0.42	141.31
1872	Cutting Crew – Cemetery, verge & playground	21.20	127.20
1873	J&MJ Widdicombe – Community Lengthsman	27.00	162.00
1874	A&P Wood Services - playground		255.00
1875	HMRC - PAYE		346.80
1876	DCC Pension Fund		468.72
1878	SLCC Membership		88.00
Receipts			
BGC	Santander - interest		4.90
BACS	SHDC (Neighbourhood Plan)		273.00

2. The Financial Statement was received

Earmarked Reserves

Lloyds Current Account to 17.11.16	7335.68	P.3 grant	314.07
Less payments & unrepresented cheques	3336.51	Prize money for parish map	300.00
Plus uncleared receipts	0.00	Playground	4000.00
Total	3999.17	TAP: Community Education	366.00
Plus: Santander Acc to 1.11.16	23132.82	Going the Extra Mile	0.00
Total	27131.99	Dementia Awareness	150.00
		Environmental Enhancement	500.00
		Capital projects	3000.00
		Total	8630.07

Total uncommitted funds £ 18501.92

3. Devon LGPS: Employer Contribution Rates 2017-2020 21.2% from 1.4.17
4. SHDC: Local Government Finance Settlement – Council Tax referendum principles not extended to parish & town councils in 2017/18
5. Internal auditor Ken Abraham had ceased work, and the Clerk would consult neighbouring Parish Councils about an alternative.
6. TAP Application Form 2017/18 - £3000 had been requested, in conjunction with Ermington Parish Council, for a second hand mower for Ermington Cricket Club
- 7. Resolved to approve the 2017/18 Budget, as given in Appendix 17.006.7 and request a precept of £18500.**

17.007 Correspondence received

1. SHDC: Domestic recycle sacks – Collection points for sacks would supplement door-to-door delivery of sacks. To control the number of sacks issued, those requesting sacks would be asked for their signature and postcode. No local outlet was available.
2. Lloyds Bank: Branch closures in Modbury, Salcombe, South Brent and Dartmouth were due to a reduction in customers. An alternative branch was available in Ivybridge and customers could use their local Post Office.
3. DCC Highways: Highway Community Enhancement Fund – Funding may be requested for: Flood equipment, personal protection equipment, drainage clearance contractors and queuing signage at Ware Hill.
4. SHDC & DNPA: BT payphone kiosk removal, final decision notice – Wrangaton (consent), Godwell Ln (object), Bittaford (consent – Parish Council expressed interest in adoption)
5. DCC Highways: 6 month closure of FP16
6. Bittaford bus stop – rubbish had been thrown over the wall behind the bus stop. The Clerk had asked for the bin to be moved closer to the new bus shelter and that the bench be reinstated. More protection was needed to the back and sides of the new shelter, which the Clerk would follow up.
7. SHDC: Homeless Strategy consultation until 13.2.17 – details would be included in the Newsletter

17.008 Bittaford Playpark – a quotation had been received from Mant Leisure for the installation of a Clamber Stack and cleaning to existing rubber play surfaces. The Clerk would request additional information and negotiate the price with a view to finalising the agreement at the February Meeting.

17.009 Travellers at Hillhead Cllr Hosking would forward concerns at the proximity of the vans, which was potentially hazardous

17.010 Resolved that the next Meetings would be held on the 8 February and 8 March

17.011 Reports on Meetings attended None

17.012 Correspondence available at the Meeting None

Meeting ended 10.20pm

Date of next Meeting 8.2.17

2017/18 Budget and Precept			Appendix 17.006.7			
	Y/E 31.03.17			Y/E 31.03.18		
	Budget	9 Mths Act.	FY Fcast	Predicted	Budget	
EXPENDITURE						
Clerks Salary & Pens.	9600	6,829	9,105	9287	9,287	
Office	900	530	707	721	721	
Cllrs Expenses	250	0	250	250	250	
Chair's Expenses	200	39	52	200	200	
Training	150	95	127	130	130	
Subscriptions	580	391	521	580	580	
Audit	260	350	350	357	357	
Hire of Halls	100	112	149	152	152	
Grants	700	881	1,175	1199	1,199	
Maintenance Gen	1800	2,322	3,096	3158	3,158	
Cemetery & verge maint	1800	952	1,269	1294	1,294	
Agency Inc. P3	100	200	267	272	272	
Community Lengthsman	630	383	511	650	1,000	
Insurance	600	643	643	656	656	
Election expenses	180	320	0	0	0	
Neighbourhood Devt	7718	1,919	2,000	2000	2,000	
Open space sport & Recn Reserve	2000	2,000	2,000	2000	1,500	
Other Expenses	900	320	427	436	436	
Non Revenue Expenses	2000	4,128	14,710	3000	3,000	
	30468	22,414	37,359	26,342	26,192	
INCOME						
Precept	17,000	17,000	17,000	18500	18,500	
Council Tax Support Grant	678	678	678	611	611	
Burial	3,450	1,265	1,687	1721	1,721	
Interest	22	68	82	84	84	
Agency Inc. P3	100	0	0	0	0	
Neighbourhood Plan	7,718	2,832	3,776	2000	2,000	
Grants (incl TAP)	2,000	2,450	13,400	3000	3,000	
Other receipts	0	70	72	0	0	
	30468	24,363	36,695	25916	25916	
Surplus/shortfall	0	1,949	-664	-426	-276	
Council Tax	22.64			25.16	25.16	
Earmarked Reserves 31.3.17						
P.3 grant	314.07	Projected funds 31.3.17			23,685	
Prize money for parish map	300.00	Less Reserves			8,630	
Open space sport & recn	4,500.00					
TAP: Community Education	366.00	Uncommitted funds 31.3.16			15,055	
Dementia Awareness	150.00					
Capital Projects	3,000.00					
Total	8,630.07	NOTES				

Payments:

- Predicted expenditure is likely to increase by about 2%
- Grants 2016/17 include £1928 defibrillator, £10,000 playground & £1400 bus shelter
- Maintenance payments include grass cutting and repairs at Bittaford Playpark
- Non revenue payments 2016/17: Defibrillator (TAP funded), bus shelter & play equipment

Receipts:

- Burial receipts remain difficult to predict.
- Council Tax Support Grant will decline year on year
- TAP receipts to equal payments
- Neighbourhood Plan receipts to equal payments

Reserves:

- Total uncommitted funds should be between 3 and 12 months net expenditure. Best practice is 6 months net expenditure
- Bittaford Playpark reserve required for future repairs & maintenance
- Surplus income from the Burial Ground could be placed in a Burial Ground Reserve for long term maintenance

Council Tax based on Band D Equivalent: 728.66 properties 2016/17; 735.34 properties 2017/18