

**UGBOROUGH PARISH COUNCIL MEETING**  
**Wednesday 3<sup>rd</sup> January 2018 at 7.30pm**

**Questions from the Public**

- The Councillors Code of Conduct was explained, including Declarations of Interest
- Objections were raised to planning application 3460/17/OPA in relation to safety, access and flooding. It was noted that application documents had been published after the consultation had ended.
- The waste bin adjacent to Bittaford bus shelter needed securing, which the Clerk would request
- Signage in Seldons Close and Churchill Cottages was confusing, and Cllr Holway had advised Devon & Cornwall Housing
- The grit bin at Marwood Cross needed refilling, which the Clerk would request

**DCC Cllr Hosking** reported on the ability of DCC to increase its precept by 1% to 5.99%

**SHDC Cllr Holway** reported that SHDC could also increase its precept by 1%; Town & Parish Councils were unlikely to have their precepts capped for the next 2 years; the local lottery for local good causes would proceed; and Totnes public toilet closures were necessary due to the hazard of drug abusers. Cllr Holway would follow up the complaint that the closed Ugborough public toilet lights were illuminated.

**DRAFT MINUTES**

**Present:** Cllrs Beable (Chair), Cooper, Fairclough-Kay, Fletcher, Hart, Holway, Hosking & Nelson; 10 public

**18.001 Apologies for absence** were received from Cllrs Hutcheon & Smallridge

**18.002 Declarations of interest** were received from Cllr Beable: Item 18.005.3 (Personal); Cllr Fletcher: Item 18.005.1 (Pecuniary); Cllr Cooper: Item 18.007 (Pecuniary)

**18.003 The Minutes of the Meetings held on the 6<sup>th</sup> December 2017, as previously circulated, were confirmed and signed by the Chairman**

**18.004 Ugborough Neighbourhood Development Plan**

1. Working Group Report – At the request of the Examiner, the Plan was being updated to refer to the Joint Local Plan and would be resubmitted within the next couple of weeks.

The Parish Council supported, in principle, SHDC's bid for funding from the Planning Delivery Fund.

2. Draft Ugborough Parish Open Space, Sport and Recreation Plan – No progress

**18.005 Planning**

**Planning Applications**

*Cllr Holway abstained from any Resolutions*

1. Readvertisement (additional information received) Outline application for residential development of 7 self build/custom build homes built to high sustainable zero carbon standards, with access from Lutterburn Street at Lutterburn Farm, Lutterburn Street, Ugborough Ref 3460/17/OPA Mr S Baker **Object. Not taken into account the affordable housing requirements in the emerging Parish Plan & Joint Local Plan; Prefer flooding report to be published and flooding to be resolved before development is considered; Public open space should be included within the development; Inadequate access arrangements; Safety concerns over 'shared space' proposals.**

*Cllr Fletcher declared a Pecuniary Interest and left the Meeting*

2. Proposed first floor extension to owners flat at Turtley Corn Mill, South Brent Ref 3870/17/FUL Mr & Mrs B Brunning **Neutral. Prefer windows to reflect the existing design in relation to form & size**

3. Stable building for sheltering horses/ponies at Field at SX 671 560, Off Ridge Road, Ivybridge Ref 4114/17/FUL Mr & Mrs Kerton **Neutral. Two National Grid gas mains nearby**

4. Creation of one new window, widening of three ground floor windows and removal of sunroom at 2 Highfield Terrace, Bittaford Ref 0625/17 Mr M Winter **Neutral. Prefer two traditional windows rather than the proposed corner window**

**Planning Applications considered at the Meeting held on the 6.12.17 were ratified**

5. Erection of 3 industrial unites for B1, B2 & B8 use, associated parking and new road access at Site at SX6935 5891, Woodpecker Inn, South Brent Ref 3854/17/FUL Mr & Mrs DJ Pollard **Neutral, subject to a satisfactory report on access arrangements.**

**Planning Decisions**

6. Non-material amendment following grant of planning permission 27\_57/1347/14/F (residential development comprising 222 dwellings) to reposition LEAP away from attenuation space at Torhill Farm, Godwell Lane, Ivybridge Ref 2317/17/NMM **Conditional permission**

7. Notification of prior approval for proposed change of use of agricultural building to dwellinghouse (Class C3) and for associated operational development (Class Q(a)&(b)) at Corbers Barn, SX672 558, Ridge Road, Ugborough Ref 3555/17/PDM **Refuse**

## 8. Developments, Ugborough West – No report

### 18.006 Finance

#### 1. Cheques approved for payment:

Cheque	Description	VAT	Gross
1961	S Woodman – Dec pay		493.63
1962	S Woodman – Expenses: office £52.55, travel £60.75	0.58	113.30
1963	HMRC (PAYE)		213.40
1964	DCC Pension Fund		507.45
1965	SHDC – Neighbourhood Plan		164.00
1966	L Nelson - Expenses		18.00
<b>Receipts</b>			
BGC	SHDC – Locality grant: Cricket Club mower		175.00
500049	WC Parson (Pain burial)		200.00

#### 2. Financial Statement

#### Earmarked Reserves

Lloyds Current Account to 17.11.17	9240.71	P.3 grant	314.07
Less payments & unrepresented cheques	3567.26	Prize money for parish map	300.00
Plus uncleared receipts	375.00	Open space sport & recreation	4500.00
<b>Total</b>	<b>6048.45</b>	TAP: Community Education	366.00
Plus: Santander Acc to 23.10.17	23187.11	Dementia Awareness	150.00
<b>Total</b>	<b>29235.56</b>	Capital projects	3000.00
		Community Highway equipment	197.90
		<b>Total</b>	<b>8827.97</b>

**Total uncommitted funds £20407.59**

#### 3. Resolved to approve the 2018/19 Budget and Precept, as detailed in Appendix 18.006.3, and request a Precept of £20,000

4. It was confirmed that the ownership of the Cricket Club mower may be transferred to Ugborough Football Club

### 18.007 Asset Maintenance

- Burial ground gate – No progress
- Conduit – No progress
- Bittaford Phone box – Progress would be required within 1 month
- Bittaford playground - Repairs to the slide had been completed by Peter Tanner at a cost of £144, incl £24 VAT Chq 1967

### 18.008 Correspondence received

- Winter public toilet opening, Ugborough – await SHDC decision
- S106 support for Open Space, Sports or Recreation Projects or Affordable Housing Schemes – a Parish Council submission had been made
- Request for DCC funding to improve B3196 Kitterford Cross to Loddiswell – support from Loddiswell Parish Council & Kingsbridge Town Council. It was noted that no response had been received from Meg Booth, DCC Highways. A petition was suggested, and Cllr Hosking would confirm the number of signatures required.
- Cllr Beable would be nominated to the Royal Garden Party 2018

**18.009 Travellers at Hillhead** – Cllr Holway would request progress

**18.010 Ugborough Fair administration** – Cllr Hart would request progress

### 18.011 Reports on Meetings attended

- Cllr Holway had met Stafford Williams concerning the proposed Ugborough Village Hall roof repairs, and the Parish Council confirmed its support for the work and the Community Re-investment Project Funding application.
- Cllrs Beable & Holway had erected the speed sensor. It was not working and instructions had been requested.

**18.012 Correspondence available at the Meeting** None

Meeting ended 10pm

Date of Next Meeting 7.2.18

### Appendix 18.006.3

#### Ugborough Parish Council Budget & Precept for the Year ended 31.3.2019

	Y/E 31.03.18			Y/E 31.03.19	
	Budget	9 Mths Act.	F/Y F'cast	Predicted	Budget
<b>EXPENDITURE</b>					
Clerks Salary & Pens.	9287	7,336	9,781	10026	10026
Office	721	637	849	870	870
Cllrs Expenses	250	0	0	0	0
Chair's Expenses	200	31	41	42	42
Training	130	43	57	58	58
Subscriptions	580	397	529	542	542
Audit	357	350	350	359	359
Hire of Halls	152	131	175	179	179
Grants	1199	3,671	4,250	1500	1500
Maintenance Gen	3158	2,181	2,908	2981	2981
Cemetery & verge maint	1294	891	1,188	1218	1218
Agency Inc. P3	272	0	0	0	0
Community Lengthsman	1000	2,257	3,009	3084	3084
Insurance	656	693	693	710	710
Election expenses	0	0	0	0	0
Neighbourhood Devt	2000	307	500	2000	2000
Open space sport & Recn Reserve	1500	500	1,000	2000	2000
Other Expenses	436	1,103	1,471	7500	7500
Non Revenue Expenses	3000	10,287	13,716	2000	2000
	<u>26192</u>	<u>30,815</u>	<u>40,517</u>	<u>35,069</u>	<u>35,069</u>
<b>INCOME</b>					
Precept	18,500	18,500	18,500	20000	20000
Council Tax Support Grant	611	611	611	551	551
Burial	1,721	1,345	1,793	1838	1838
Interest	84	35	47	48	48
Agency Inc. P3	0	0	0	0	0
Neighbourhood Plan	2,000	0	0	2000	2000
Grants (incl TAP)	3,000	4,765	5,000	5000	5000
Other receipts	0	35	47	48	48
	<u>25,916</u>	<u>25,291</u>	<u>25,998</u>	<u>29485</u>	<u>29485</u>
Surplus/shortfall	-276	-5,524	-14,519	-5584	-5584
Council Tax	25.16			26.99	26.99
<b>Earmarked Reserves 31.12.17</b>					
P.3 grant	314.07				
Prize money for parish map	300.00				
Open space sport & recreation	4,500.00				
TAP: Community Education	366.00				
Dementia Awareness	150.00				
Community Highway Equipment	197.90				
Capital Projects	3,000.00				
<b>Total</b>	<b>8,827.97</b>				
				<b>Projected funds 31.3.18</b>	22,649
				Less Reserves	8,828
				<b>Uncommitted funds 31.3.18</b>	<b>13,821</b>

#### NOTES

##### Payments:

1. Predicted expenditure is likely to increase by about 2.5%
2. Maintenance payments include Community Lengthsman & grass cutting and repairs at Bittaford Playpark
3. Non revenue payments 2017/18: Play equipment; 2018/19 TAP funded purchases
4. Other Expenses: Estimated cost of conduit redecoration £6000 2018/19

##### Receipts:

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

##### Reserves:

1. Total uncommitted funds should be between 3 and 12 months net expenditure. Best practice is 6 months net expenditure
2. Open space recreation & sport reserve required for future repairs & maintenance
3. 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: 735.35 properties 2017/18; 740.94 2018/19