

UGBOROUGH PARISH COUNCIL MEETING
Wednesday 8th May 2019 after the Annual Parish Council Meeting (7pm)

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 May 2019 after the Annual Parish Council Meeting (7pm) for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

1st May 2019

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*

Jamie Grant, Wainhomes – Rutt Lane Development

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

Reports from District & County Councillors

AGENDA

19.057 To accept apologies for absence

19.058 To note declarations of interest and consider granting dispensation requests

19.059 To confirm the Minutes of the Meetings held on the 14th April 2019, as previously circulated

19.060 Planning

Planning Application recommendations

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.

To ratify Planning Applications considered at the Meeting held on the 3.4.19

1. Erection of single storey extension at Grove Villa, Bittaford Ref 0123/19 Mr A Brown **Neutral. Prefer a more traditional construction**

Planning Decisions

2. Notification for prior approval for proposed change of use of agricultural building to dwellinghouse (Class C3) and for associated operational development (Class Q(a+b)) (Resubmission of 2047/18/PDM) at Barn at Coarswell Cross, Ugborough Ref 0197/19/PDM **Conditional prior approval**

3. Application for a Lawful Development Certificate for a proposed use or development – conversion of garage and store into ancillary accommodation at Ugborough House, Parsonage Lane, Ugborough Ref 0441/19/CLP **Lawful**

4. Proposed window replacement at Owley Cottage, South Brent Ref 0048/19 & replacement roof and windows to farmhouse at Owley Farmhouse, South Brent Ref 0049/19 **Grant of Listed Building Consent**

5. Developments, Ugborough West

Planning Correspondence

6. Bittaford: Proposed development site

7. DNPA: Dartmoor Local Plan – commenting on planning applications

19.061 Finance

1. To approve payments and receipts:

Cheque	Description	Gross
BACS	S Woodman – April pay	558.77
BACS	S Woodman – Gross expenses: £49.29 office, £76.95 travel	126.24
2062	J&MJ Widdicombe – Community lengthsman	220.50
2063	Cllr Beable - expenses	9.70
BACS	Octagon Consultants – website domain renewal	48.00
2064	Cutting Crew - Bittaford playpark & burial ground	97.20
2065	Bittaford Community Hall – hall hire	17.00
Receipts		
BGC	SHDC - £11250 precept + £497 grant	11747.00
500087	WC Parson (Coker burial)	290.00
BGC	Santander - interest	15.99

2. To approve the Financial Statement**Earmarked Reserves**

Lloyds Current Account to 22.4.19	15230.45	P.3 grant	902.11
<i>Less</i> payments & unrepresented cheques	1077.41	Prize money for parish map	300.00
<i>Plus</i> uncleared receipts	290.00	Open space sport & recreation	3850.00
<i>Less</i> Transfers not on Bank Statement	0.00	TAP: Community Education	366.00
Total	14443.04	Dementia Awareness	150.00
<i>Plus</i> : Santander Acc cash book	31389.09	Capital projects	2805.00
Total	45832.13	Community Highway equipment	197.90
Total uncommitted funds £37,261.12		Total	8571.01

3. To approve the 2018/19 Accounts and Audit Commission Annual Governance Statement *Appendix 19.061.3*

4. To transfer funds from Lloyds to Santander account

5. Bittaford community planting £107.75

6. Funding request: Ugborough website £115

19.062 Correspondence received

1. Devon Rural Housing Partnership: Affordable housing

2. Devon Community Resilience Forum, 13 June Bishops Nympton

3. Fields in Trust: Have a Field Day, 6 July

4. Ivybridge Community First Responders: Ugborough Parish Council name on response car & further support.

5. DNPA: Dartmoor Awards open for nominations to 31.5.19

6. DALC Training: Being a Good Councillor 9.45am-4pm 5.6.19 Ivybridge £55+VAT; Chairmanship 6.30-8.30pm

8.7.19 Ivybridge £30+VAT; Planning 6.30-8.30pm Cheriton Bishop 4 & 22 July, 11 Sept £40+VAT

7. CPRE: Devon's Best Churchyard Competition 2019

19.063 Asset Management

1. Burial ground - gates

2. Phone box, Wrangaton – defibrillator

3. Bittaford playground – Report of inspection

4. Bittaford & Ugborough public toilets – condition survey

19.064 Highways & Rights of Way

1. Footpath 24, Whitehouse Hill – safety repairs

2. Erme Playing Fields – dogs mess

3. DNPA: Dartmoor Way Walking Route

4. Crownhill Cross to Strode Cross – drainage & maintenance

19.065 Parish Map**19.066 To review the [Ugborough Parish Open Space, Sport and Recreation Plan](#)****19.067 Travellers at Hillhead****19.068 Reports on Meetings attended****19.069 Correspondence available at the Meeting**

Privacy policy – visit ugboroughparishcouncil.gov.uk

Appendix 19.061.3
2018/19 Accounts

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31.03.2019			
<u>Y/E 31.03.18</u>			Current Year
			to
		RECEIPTS	31.03.19
18,500.00	Precept		20,000.00
611.00	Council Tax Support		551.00
2,565.00	Burial Ground Fees		3,900.00
78.18	Interest on Investments		147.85
400.00	Agency (P3)		200.00
34.64	Other Receipts		2.50
0.00	Neighbourhood Plan		929.27
8,132.37	Grants		950.00
0.00	Non revenue receipts		0.00
1,895.21	HM Customs & Excise VAT		3,844.41
32216.40			30525.03
9,719.16	Clerk's salary & pension		10,034.37
815.24	Office expenses		732.46
57.67	Councillor's Expenses		38.78
80.86	Chair's Expenses		122.20
43.33	Training		116.05
396.69	Subscriptions		415.00
350.00	Audit Fee		394.35
131.00	Hire of Halls		169.50
3,920.50	Grants		2,996.40
2,541.21	Maintenance - General		2,188.00
1,066.79	Maintenance - Burial Ground		1,036.00
3,041.85	Highway maintenance		875.00
0.00	Agency Services (P3)		113.75
692.96	Insurance		687.48
469.97	Neighbourhood Development Plan		337.17
1,102.50	Other Expenses		2.50
10,287.63	Non Revenue Items		898.28
3,686.29	HM Customs & Excise VAT		957.79
38403.65			22115.08
-6187.25	NET RECEIPTS/(DEFICIT)		8409.95

Significant variances in the statement of accounts

Please provide full explanations, including numerical values, for the following:
 . variances of more than 15% between totals for individual boxes (except variances of less than £200);
 . a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

Lines	Description	Year ending		Variance	15% & over	Detailed explanation of variance (with amounts £)
		31.03.18	31.03.19			
1	Balances brought forward	34,005	27817			
2	Annual Precept	18,500	20000			
3	Total other receipts (excl precept)	13,716	10525	-3,191	-23	y
4	Staff costs	9,720	10034	314	3	
5	Loan interest/capital repayments	0	0	0	0	
6	Other payments	28,684	12081	-16,603	-58	y
7	Balances brought forward	27,817	36227			
8	Total cash & short term investments	27,817	36227			
9	Total fixed assets & long term assets	60,204	27226	-32,978	-55	y
10	Total borrowings	0	0	0	0	

1. Council Tax Support: 2017/18 £611, 2018/19 £551
2. Burial Fees: 2017/18 £2565, 2018/19 £3900
3. Interest: 2017/18 £78, 2018/19 £147
4. Agency (P3): 2017/18 £400, 2018/19 £200
5. Neighbourhood Plan: 2017/18 £0, 2018/19 £929
6. Grants: 2017/18 £8132, 2018/19 £950
7. HMRC VAT: 2017/18 £1895, 2018/19 £3844

1. Office expenses: 2017/18 £815, 2018/19 £732
2. Councilor expenses: 2017/18 £58, 2018/19 £38
3. Chairman expenses: 2017/18 £81, 2018/19 £122
4. Training: 2017/18 £43, 2018/19 £116
5. Hall hire: 2017/18 £131, 2018/19 £169
6. Grants: 2017/18 £3920, 2018/19 £2996
7. Maintenance general: 2017/18 £2541, 2018/19 £2188
8. Maintenance burial ground: 2017/18 £1067, 2018/19 £1036
9. Highway maintenance: 2017/18 £3042, 2018/19 £875
10. Neighbourhood Plan: 2017/18 £470, 2018/19 £337
11. Agency services (p3): 2017/18 £0, 2018/19 £113
12. Insurance: 2017/18 £693, 2018/19 £687
13. Other expenses: 2017/18 £1102 (playground landscaping), 2018/19 £2
14. Non revenue expenses: 2017/18 £10288 (play equipment, bus shelter materials, projector), 2018/19 £898 (benches, tubs, speed sign fixings)
15. VAT: 2017/18 £3686, 2018/19 £958

Asset Register valuations restated in accordance with the Governance & Accountability for Local Councils Practitioners' Guide