

**UGBOROUGH ANNUAL PARISH COUNCIL MEETING**  
**Ugborough Village Hall**  
**Wednesday 8<sup>th</sup> May 2019 at 7.00pm**

**DRAFT MINUTES**

**Present:** Cllrs Beable (Chair), Fairclough-Kay, Fletcher, Holway, Nelson, Slater & Smallridge; DNP C Pannell, 1 public

**19.050 Election of officers**

1. Cllr Beable was elected Chairman and completed the Declaration of Acceptance of Office of Chairman
2. Cllr Fletcher was elected Vice-Chairman
3. Parish Councillors completed the Declarations of Acceptance of Office

**19.051 Apologies for absence** were accepted from Cllr Hart

**19.052 Resolved to appoint members to serve on the following Committees and outside bodies**

<b>Responsibility</b>	<b>Committee/Outside body</b>	<b>Councillor</b>
Education/Youth		Cllr Hart
Dartmoor National Park	Forum Committee Representative	Cllr Nelson
Conservation/Recycling/Environment	Tree & Hedge Warden	Cllrs Johns
Local Government Authorities	IDALC	Cllr Fletcher
Planning – Development Control		Cllr Hosking
Finance/Budgets/Council Tax	Lead Councillor for Finance	Cllr Fletcher
Public Rights of Way	P.3 Co-ordinator	Cllrs Fletcher & Hart
Voluntary Organisations/grant funding	Ugborough Village Hall Cttee	Cllr Slater
	Bittaford Community Hall Cttee	Cllrs Nelson
Public Health/Community care	Carers Forum	Cllr Smallridge
Police/Traffic/Road Safety/transport	Ivybridge Community Transport/Neighbourhood Watch	Cllr Nelson
Emergency Planning	Snow warden	Cllr Johns & Fairclough-Kay
	Ugborough Fair Committee	Cllr Slater

**19.053 Resolved to confirm that the Parish Council meets the General Power of Competence eligibility criteria**

**19.054 Resolved to co-opt Denise Cooper for one vacancy in Ugborough West Ward**

**19.055 Resolved to confirm Zurich Municipal (Community First) Insurance Policy details and Asset Register 2019/20, Appendix 19.055**

**19.056 Meeting Schedule 2019/20: The first Wednesday of each month**

*Meeting ended 7.25pm*

Description	Value 2018/19 (£)	Value 2019/20	Audit value* (£)	Comments
<b>Burial Ground</b>				
Land 1.5ha				
Wooden shed	300	308	1	
Double iron gates	799	820	1	
1 Wooden bench	250	257	1	
Gate & fencing to waste area	617	633	51	
<b>Playgrounds</b>				
				Ugborough playground owned/insured by SHDC
2 Picnic benches	409	420	375	
<b>Bittaford</b>				
				SHDC public liability ins
2 Footpath gates	200	205	2	
Field gate	250	257	1	
Roundabout	2056	2109	1713	
Seesaw	4789	4914	3991	
Clamberstack	11285	11578	9404	
Other recreation (7 items)			7	
<b>Ugborough Primary School Field</b>				
Christmas lights			59	Public liability Insurance excess £100
<b>Church Lawn/Path, Ugborough</b>				
				Adopted by UPC
War memorial	5740	5889	1	
2 Wooden benches	456	468	456	Replacements purchased 2018/19
<b>Equipment</b>				
Laptop, software, printer/copier, data	2500	2565	450	
<b>Street Furniture</b>				
Bus shelter	Ugborough & Wrangaton	17857	18321	2
	Bittaford (Metal/glass)		0	2907
				Includes Bittaford shelter extras £423
6 wooden benches	1500	1539	200	Ugborough bench £195 + 5 benches
Plastic bench, Hillhead	234	240	234	
Flagpole	1205	1236	1	Ownership unknown
Conduit	11482	11781	1	Ownership unknown
Beacon	588	603	1	
Noticeboard Bittaford	191	196	190	
Noticeboard Wrangaton	253	260	250	
Phone boxes, Bittaford & Wrangaton			2	Adopted
Planters, Bittaford (2)			90	Purchased 2018/19. Insurance policy excess £100
<b>Emergency &amp; Highways</b>				
Saltspreader	1574	1615	1312	
Defibrillator	4800	4925	4000	
<b>Community Lengthsman equipment</b>				
Tool shed	158	162	132	
Speed sensor brackets			298	Purchased 2018/19
<b>Total</b>	<b>£69,493</b>	<b>£71,301</b>	<b>£27,226</b>	

**\*Governance and Accountability for Local Councils A Practitioners' Guide (England) March 2014**

3.74 Most assets will be first recorded in the asset register at their actual purchase cost. In some cases the purchase cost may not be known and a proxy cost should be substituted. A proxy cost is a value for the asset which is estimated by the council based on external advice. Councils may apply the insurance value of the asset at the time of first recording as a proxy. Whether actual or proxy cost is used, for accounting purposes the first recorded value of the asset will not change throughout its life.

3.75 Whatever asset valuation basis is applied, the method used (actual or proxy) should be recorded in the asset register. If for some reason the council decides that the basis of valuation is to be changed, the change should be applied consistently to all fixed assets. In such an event, the value shown in Box 9 of the annual return for the previous year should also be changed to the same new basis and clearly marked as 'RESTATED'. The council should provide a justification and explanation for the change to the external auditor.

3.76 In the special case where a local council receives an asset as a gift at zero cost, for example by transfer from a principal authority under a community asset transfer scheme, the asset should be included in the asset register at cost. However, it is strongly recommended to ensure that such assets are always disclosed in Section 1, Box 9 of the annual return councils should assign a nominal one pound (£1) value as a proxy for the zero cost. The use of the £1 proxy is particularly important in cases where a council operates an asset registration system that requires a positive value for every asset. Any costs of bringing gifted assets into productive use should be expensed as revenue items.

3.77 Many councils own assets that do not have a functional purpose or any intrinsic resale value (for example, a village pond or war memorial). These assets are often referred to as 'community assets'. Councils should record community assets in the assets register in the same way as gifted assets (see 3.76 above).