

UGBOROUGH PARISH COUNCIL MEETING
Wednesday 8th January 2020 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 January 2020 at 7.30pm for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

1st January 2020

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

20.001 To accept apologies for absence

20.002 To note declarations of interest and consider granting dispensation requests *A dispensation can be granted where so many members of the Council have disclosable pecuniary interests in a matter that it would impede the transaction of the business (i.e. it would otherwise be iniquorate).*

20.003 To confirm the Minutes of the Meetings held on the 4th December 2019, as previously circulated

20.004 Planning

Planning Application recommendations

1. Provision of an Agricultural Building at Land at Sx 706 549, Coarsewell Farm, Ugborough Ref [3786/19/FUL](#)
2. Householder application for two storey and first floor extensions at Tor Cottage, Ugborough Ref [4169/19/HHO](#)

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 4.12.19

3. Outline application with all matters reserved for single new dwelling at Land to rear of 24 Lutterburn Street Ugborough Ref [3744/19/OPA](#)
4. Erection of single storey extension, enlarged entrance porch and alterations to dwelling at Hillcrest, Ugborough Road, Bittaford Ref [0540/19](#)

Planning decisions

5. Erection of three agricultural buildings at Fowlescombe Farm Ugborough Ref [2524/19/FUL](#) **Conditional permission**

6. Demolition of stable block and erection of replacement barn at Cheston Farm, Wrangaton Ref [0496/19](#)

Conditional permission

7. Developments, Ugborough West

20.005 Finance

1. To approve payments and receipts:

Cheque	Description	Gross
BACS	S Woodman – December pay	587.37
BACS	S Woodman – Gross expenses: £49.65 office, £60.75 travel	110.40
BACS	HMRC (PAYE)	130.00
BACS	DCC Pension Fund	534.66
BACS	Devon Wildlife Management (Mole control)	116.00
BACS	Cllr Beable - expenses	83.03
BACS	Cllr Nelson - expenses	18.00
BACS	J&MJ Widdicombe	1444.50
BACS	Cutting Crew	97.20
BACS	Graham Gilbert – Parish Map	122.00

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

Lloyds Current Account to 30.12.19	15653.20	P.3 grant	826.07
<i>Less</i> payments & unrepresented cheques	3380.83	Open space sport & recreation	5850.00
<i>Plus</i> uncleared receipts	0.00	TAP: Community Education	366.00
<i>Less</i> Transfers not on Bank Statement	0.00	Dementia Awareness	150.00
Total	12272.37	Capital projects	2805.00
<i>Plus</i> : Santander Acc cash book	30493.27	Community Highway equipment	197.90
Total	42765.64	Total	10194.97

Total uncommitted funds £32570.67

3. To approve the 2019/20 Budget and Precept – Appendix 20.005.3

4. Review of community lengthsman expenditure

5. G-UP banking arrangements

20.006 Correspondence received

1. South Brent Parish Council CEEAG Inaugural Meeting 16.1.20

2. DALC: Nomination for the Royal Garden Party 2020

20.007 Asset Management

1. Burial ground – hedge trimming

2. Phone box, Wrangaton

3. Bittaford playground

4. Bench – Hillhead

20.008 Highways & Rights of Way

1. Footpath diversion application – FP11 & 17 (Earlescombe Farm)

20.008 Parish Map – Funding & promotion**20.009 Climate Emergency Declaration – Appendix 20.009****20.010 Public toilets – Solicitor's charges & future provision****20.011 To review the [Ugborough Parish Open Space, Sport and Recreation Plan](#)****20.012 Travellers at Hillhead****20.013 Reports on Meetings attended****20.014 Correspondence available at the Meeting**

1. Ring & Ride Annual Review 2018-19

Appendix 20.005.3						
2019/20 Budget and Precept						
Predicted costs for estimating Precept for the Year ended 31.3.2020						
	Y/E 31.03.20			Y/E 31.03.21		
	Budget	9 Mths Act.	FY Fcast	Predicted 1	Predicted 2	Budget
EXPENDITURE						
Clerks Salary & Pension	10304	7,871	10,495	10705	10705	
Office	774	603	804	820	820	
Cllrs Expenses	103	36	100	102	102	
Chair's Expenses	100	10	100	102	102	
Training	167	0	0	170	170	
Subscriptions	558	719	959	978	978	
Audit	404	375	375	383	383	
Hire of Halls	188	147	196	200	200	
Grants	3890	625	1,125	3000	3000	
Maintenance General	2990	672	896	914	914	
Cemetery & verge maintenance	1092	784	1,045	1066	1066	
Agency Inc. P3	156	76	101	103	103	
Community Lengthsman	1252	438	1,500	1530	1530	
Insurance	704	705	687	701	701	
Election expenses	0	0	0	1530	1530	
Bittaford playpark Reserve	2000	2,000	2,000	2000	2000	
Public toilets	1225	300	1,040	2300	2300	
Other Expenses	3	400	522	532	532	
Non Revenue Expenses	2500	3,041	3,041	4000	4000	
	28410	18,802	24,986	31,136	31,136	
INCOME						
Precept	22,500	22,500	22,500	25475	25700	
Council Tax Support Grant	497	497	551	248	248	
Burial	2,604	3,540	4,720	4814	4814	
Interest	82	120	140	143	143	
Agency Inc. P3	400	0	0	0	0	
Grants	2,000	0	1,928	560	560	
Other receipts	0	0	0	0	0	
	28,083	26,657	29,839	31240	31465	
Surplus/shortfall	-327	7,855	4,853	104	329	
Council Tax	30.21			30.86	31.13	
Earmarked Reserves						
P.3 grant	826.07					41,080
Open space sport & recreation	5,850.00					10,195
TAP: Community Education	366.00					
Dementia Awareness	150.00					
Community Highway equip	197.90					
Capital Projects	2,805.00					
Total	10,194.97					30,885

NOTES**Payments:**

1. Inflation is predicted to be 2%
2. Maintenance payments include grass cutting, maintenance & SHDC insurance & inspection contract at Bittaford Playpark
3. Public toilet payments include legal costs & portaloo hire in Bittaford & Ugborough. No allowance for additional portaloo hire on Fair Day.
4. Other Expenses include Parish Map, partly paid by reserves
5. Outstanding £500 grant payable towards PO access in the church
6. Non Revenue expenses 2019/20: Defibrillator, cemetery gates, signage

Receipts:

1. Burial receipts remain difficult to predict.
2. Council Tax Support Grant to be phased out by 2021/22
3. Defibrillator grant £1928 2019/20, HMCEF grant £560 application submitted

Reserves:

1. Total uncommitted funds should be between 3 & 12 months net expenditure. Best practice 6 months net expenditure
2. Bittaford Playpark 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: 744.71 properties 2019/20; 825.48 properties 2020/21

Appendix 20.009

Climate Emergency Declaration

Proposed Next Steps:

- Councillors *to be* responsible for implementing Climate Emergency policy in the Devon Carbon Plan
- A Working Group of Councillors *to be established to implement any agreed Parish Council Action Plan*
- Working Group *to liaise with cross-section of community (Greener Ugborough Parish) where helpful in achievement of Action Plan and to appoint Parish Council representative to join this organization.*
- Adopt Target Carbon Reduction and Target Date *as established in Devon Carbon Plan (2030)*
- Consider Supplement to Neighbourhood Plan *or lobby South Hams District Council to produce a Supplementary Planning Document on the subject of Climate Change.*
- Establish a set of principles *to work so that all planning decisions and all aspects of Parish Council work to consider Climate Impact.*
- Build an OSSR Plan
- Request Carbon footprint data from suppliers. *Ethical procurement to ensure all suppliers reduce Climate Change Impact. Consider balance between cost and Carbon Footprint when making procurement decisions*
- Scrutinize SHDC, DCC and Government policy and funding *and lobby if necessary, to achieve the desired level of Climate Change Impact.*
- Shadow DCC and SHDC strategies/plans *to monitor progress. Establish links to DCC & SHDC strategies/plans as their work progresses.*

Additions/amendments in italics

Privacy policy – visit ugboroughparishcouncil.gov.uk