

UGBOROUGH ANNUAL PARISH COUNCIL MEETING
Held remotely on Zoom due to the Coronavirus pandemic
Wednesday 6th May 2020 at 7.00pm

MINUTES

Present: Cllrs Beable (Chair), Fairclough-Kay, Fletcher, Hart, Holway, Hosking, Nelson & Slater;
 SHDC Cllr Abbott

20.063 Election of officers

1. Cllr Fletcher was elected Chair and would complete the Declaration of Acceptance of Office of Chairman

Cllr Beable was thanked for his leadership and hard work over the last 9 years as chairman.

2. Cllr Slater was elected Vice-Chair

20.064 To accept apologies for absence DNP C Pannell

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

Responsibility	Committee/Outside body	Councillor
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 Beable
Planning – Development Control		Cllr Hosking
Finance/Budgets/Council Tax	Lead Councillor for Finance	Cllr Nelson
Public Rights of Way	P.3 Co-ordinator	Cllr Hart
Voluntary Organisations/grant funding	Ugborough Village Hall Cttee Bittaford Community Hall Cttee	Cllr Slater Cllr Nelson
Public Health/Community care	Carers Forum	Cllrs Smallridge & Cooper
Police/Traffic/Road Safety/transport	Ivybridge Community Transport/Neighbourhood Watch	Cllr Holway
Emergency Planning	Snow warden	Cllr Johns & Fairclough-Kay
	Ugborough Fair Committee	Cllr Slater

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

20.067 Resolved to confirm Zurich Municipal (Community First) Insurance Policy details and Asset Register 2020/21, Appendix 20.067

19.068 Resolved to Confirm the Meeting Schedule 2020/21: The first Wednesday of each month

Meeting ended 7.20pm

Asset Register 2020/21

Description	Value 2019/20 (£)	Value 2020/21	Audit value* (£)	Comments
Burial Ground				
Land 1.5ha				
Wooden shed	308	314	1	
Double iron gates	820	835	830	£830 net replacement purchased 6.11.19
1 Wooden bench	257	262	1	
Gate & fencing to waste area	633	644	51	
Playgrounds				Ugborough playground owned/insured by SHDC
2 Picnic benches	420	428	375	
Bittaford				SHDC public liability ins
2 Footpath gates	205	209	2	
Field gate	257	262	1	
Roundabout	2109	2147	1713	
Seesaw	4914	5002	3991	
Clamberstack	11578	11786	9404	
Other recreation (7 items)			7	
Ugborough Primary School Field				Public liability
Christmas lights			59	Insurance excess £100
Church Lawn/Path, Ugborough				Adopted by UPC
War memorial	5889	5995	1	
2 Wooden benches	468	476	456	Replacements purchased 2018/19
Equipment				
Laptop, software, printer/copier, data	2565	2611	450	
Parish Map	600	611	600	Purchased 6.11.19
Street Furniture				
Bus shelter	Ugborough & Wrangaton	18321	18651	2
	Bittaford (Metal/glass)			2907
				Includes Bittaford shelter extras £423
6 wooden benches	1539	1567	200	Ugborough bench £195 + 5 benches
Plastic bench, Hillhead	240	244	234	
Flagpole	1236	1258	1	Ownership unknown
Conduit	11781	11993	1	Ownership unknown
Beacon	603	614	1	
Noticeboard Bittaford	196	200	190	
Noticeboard Wrangaton	260	265	250	
Phone boxes, Bittaford & Wrangaton			2	Adopted
Planters, Bittaford (2)			90	Purchased 2018/19. Insurance policy excess £100
Emergency & Highways				
Saltspreader	1615	1644	1312	
Defibrillator	4925	5014	4000	
Community Lengthsman equipment			1093	
Tool shed	162	165	132	
Speed sensor brackets			298	Purchased 2018/19
Total	£71,901	£73,197	£28,655	

***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).