

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 6th January 2021 at 7.30pm

Remotely at

<https://us02web.zoom.us/j/83470130325?pwd=ZzRpcWNiR2VZV2pHa3ZKSFZhMTd0Zz09>

Meeting ID: 834 7013 0325 Passcode: 326777

To all members of the Council

You are hereby summoned to attend a meeting of Ugborough Parish Council to be held remotely due to the coronavirus pandemic on Wednesday 6th January 2021 at 7.30pm for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

30th December 2020

The Public are welcome to join the meeting at

<https://us02web.zoom.us/j/83470130325?pwd=ZzRpcWNiR2VZV2pHa3ZKSFZhMTd0Zz09>

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Or phone 0131 460 1196, 0203 051 2874, 0203 481 5237, 0203 481 5240 or 0203 901 7895

Questions from the Public – *After which the public may not speak. Ten minutes designated for public participation, with a member of public speaking for not more than 5 minutes (Standing Orders 3a,3b)*

Reports from District & County Councillors

AGENDA

21.001 To accept apologies for absence

21.002 To note declarations of interest and consider granting dispensation requests

21.003 To confirm the Minutes of the Meeting held on the 2nd December 2020, as previously circulated

21.004 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.

1. [2393/20/FUL](#) Retrospective change of use of land to a residential traveller site, associated operational development and erection of barn, Land at Torpeek, Bittaford
2. [3542/20/FUL](#) Application for new agricultural access and track at Venn Farm Ugborough

To ratify Planning Application recommendations from the Meeting held on the 2.12.2020

3. [3653/20/HHO](#) Householder application for fence to enclose back garden (retrospective) at 1 Butterdon Walk, Ivybridge PL21 0HS **Neutral**

Planning Decisions

4. [2810/20/FUL](#) Retrospective application to regularise engineering works that have been undertaken to improve the access, retention of two field shelters and the change of use of land to equestrian (resubmission of 0165/20/FUL), Land at Sx 659 553, Earlscombe Farm, Bittaford **Conditional approval**
5. [2381/20/FUL](#) Conversion of agricultural machine shed to charcuterie production at Fowlescombe Farm Ugborough **Conditional approval**
6. [2836/20/ARC](#) Application for approval of details reserved by conditions 7, 8, 10- 22, 24, 26 & 27 of planning consent 1317/16/OPA at Land adjacent to Siding Cross Wrangaton **Discharge of condition approval**
7. [0464/20](#) Amendments to design of pergola/screen. Replacement extension to include external pergola/screen walls at Windbells, 5 Highfield Terrace, Bittaford **Conditional permission**
8. [0526/20](#) Construction of garage, Maple Lodge, Bittaford **Conditional permission**

9. Developments, Ugborough West

21.005 Finance

1. To approve payments and receipts:

Payments	Description	Gross
BACS	S Woodman – December pay	580.84
BACS	S Woodman – Expenses (net): £52.22 office, £30.60 travel, other £23	110.85
BACS	HMRC - PAYE	253.80
BACS	DCC Pension	561.93
BACS	L Cross – Xmas light batteries	7.00
BACS	IDALC – Membership	7.00
BACS	Cllr C Hart – Hazard tape, Bittaford playpark	6.21
BACS	J Widdicombe – Lengthsman	409.50
BACS	Cutting Crew	97.20
BACS	Joan Fletcher – Ugborough Covid19 Support (from Coronavirus support Reserve)	51.98
2081	Martin Paul – Wrangaton bus shelter repairs	35.00

Receipts

Chq	ME Shingleton – Grave space reservation	300.00
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2. To approve the Financial Statement

Earmarked Reserves

Lloyds Current Account to 18.12.2020	24685.55	P.3 grant	590.84
Less payments & unrepresented	2121.31	Open space sport & recreation	5850.00
Plus uncleared receipts	300.00	TAP: Community Education	366.00
Less Transfers not on Bank Statement	0.00	Dementia Awareness	150.00
Total	22864.24	Capital projects	2805.00
Plus: Santander Acc cash book	30,634.88	Community Highway equipment	197.90
Total Funds	53499.12	G-UP	520.00
		Post Office disabled access	500.00
		Coronavirus support	736.60
		Community Projects & Support	20,000.00
		Total	31,716.34

Total uncommitted funds
£ 21782.78

3. To approve the 2021/22 Budget and Precept, *Appendix 21.005.3*

4. Review of community lengthsman expenditure

5. Ring & Ride: Funding request 2019 *granted £250*

21.006 Correspondence received

1. SHDC: Asset of Community Value applications: Bittaford & Ugborough former public toilets, and Lutterburn bench

2. DCC: Interim Devon Carbon Plan consultation

3. SHDC: <http://www.southhams.gov.uk/housing-strategy-2021> consultation to 1.2.21

21.007 Asset Management

1. Burial ground

2. Ugborough playground

3. Bittaford playground

4. Bench – Lucerne Fields & Hillhead

21.008 Highways & Rights of Way

1. Footpath 27 Bittaford

2. Grit bins, Lucerne Fields

21.009 Travellers

21.010 Reports on Meetings attended

21.011 Correspondence available at the Meeting

1. Clerks & Councils Direct, November 2020

Appendix 21.005.3 2021/22 Budget and Precept					
Predicted costs for estimating Precept for the Year ended 31.3.2022					
	Y/E 31.03.21			Y/E 31.03.22	
	Budget	9 Mths Act.	F/Y Fcast	Predicted	Budget
EXPENDITURE					
Clerks Salary & Pension	10705	8,043	10,724	10938	
Office	820	614	819	835	
Cllrs Expenses	102	0	100	100	
Chair's Expenses	102	0	100	100	
Training	170	15	100	100	
Subscriptions	978	469	625	638	
Audit	383	375	375	383	
Hire of Halls	200	10	10	150	
Grants	3000	1,413	1,884	1922	
Maintenance General	914	1,664	2,219	2263	
Cemetery & verge maintenance	1066	748	997	1017	
Agency Inc. P3	103	174	374	381	
Community Lengthsman	1530	1,664	2,219	2263	
Insurance	701	744	744	759	
Election expenses	1530	1,529	1,529	0	
Bittaford playpark Reserve	2000	2,000	2,000	2000	
Public toilets	2300	0	0	0	
Other Expenses	532	300	400	408	
Non Revenue Expenses	4000	3,211	3,580	4000	
	31,136	22,973	28,799	28,257	
INCOME					
Precept	25475	25,475	25,475	26570	
Council Tax Support Grant	248	248	248	0	
Burial	4814	1,905	2,540	2591	
Interest	143	65	55	56	
Agency Inc. P3	0	0	0	300	
Grants	560	3,506	1,928	1967	
Other receipts	0	298	298	0	
	31240	31,497	30,544	31484	
Surplus/shortfall	104	8,524	1,745	3227	
Council Tax	30.86			30.86	
Earmarked Reserves					
		Projected funds 31.3.21		57,365	
		Less Reserves		31,748	
P.3 grant	590.84				
Open space sport & recreation	5,850.00	Uncommitted funds 31.3.21		25,617	
TAP: Community Education	366.00				
Dementia Awareness	150.00				
Community Highway equipment	197.90				
Post office disabled access	500.00				
G-UP	520.00				
Coronavirus support	768.58				
Community Projects & Support	20,000.00				
Capital Projects	2,805.00				
Total	31,748.32				
NOTES					
Payments:					
1. Inflation is predicted to be 2%					
2. Maintenance payments include grass cutting, maintenance & SHDC insurance & inspection contract, Bittaford Playpark					
3. Other Expenses include £300 reimbursement of duplicated burial fees.					
4. Non Revenue expenses 20/21: Defibrillator, Christmas decorations, drain rods, bench & commemorative trees; 21/22 Bittaford playpark renovation					
Receipts:					
1. Burial receipts remain difficult to predict.					
2. Council Tax Support Grant phased out 2021/22					
3. Defibrillator grants £2000 2021/21					
4. Other grants: £92.69 drain rods, £1165 Covid (held in reserve for use by voluntary support groups)					
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					
4. Coronavirus Projects & Support reserve held on behalf of voluntary support groups					
Council Tax based on Band D Equivalent: 825.48 properties 2020/21; 861.00 properties 2021/22					