

## UGBOROUGH PARISH COUNCIL MEETING

Wednesday 3<sup>rd</sup> March 2021 at 7.30pm

Remotely at

<https://us02web.zoom.us/j/81229853950>

Meeting ID: 812 2985 3950

### 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 3<sup>rd</sup> March 2021 at 7.30pm for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

24<sup>th</sup> February 2021

**The Public are welcome to join the meeting** at <https://us02web.zoom.us/j/81229853950>

Meeting ID: 812 2985 3950

Or phone 0131 460 1196, 0203 051 2874, 203 481 5237, 0203 481 5240, 203 901 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

**21.025 To accept apologies for absence**

**21.026 To note declarations of interest and consider granting dispensation requests**

**21.027 To confirm the Minutes of the Meeting held on the 3<sup>rd</sup> February 2021, as previously circulated**

**21.028 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. [0038/21](#) Erection of first floor extension over existing balcony to the front at Ash Grove, Bittaford
2. [0075/21/HHO](#) Householder application for first floor side extension (amended plans) at 1 Churchill Cottages Seldons Close, Ugborough
3. [0307/21/FUL](#) Erection of timber stables at Land at SX 659 553, Earlscombe Farm, Quarry Cross, Bittaford
4. [3896/20/PAU](#) READVERTISEMENT (Revised plan recieved) Application to determine is prior approval is required for proposed change of use of agricultural buildings to B8 storage use at East Cannamore, Avonwick
5. [2399/20/FUL](#) READVERTISEMENT (Revised Plans Received) Change of use of land from agricultural to equestrian use, erection of single storey barn for use as stables for horses and hay storage, new access track, and retention of storage shed and manure stockpile area on concrete base at Lot A Earlscombe Farm Ugborough
6. [0055/21](#) Installation of 3No electrical vehicle chargers to existing petrol filling station forecourt together with associated plant compound and DNO on-site substation at Carew Service Station, South Brent
7. [0074/21](#) Erection of single story extension with balcony above to the rear at 4 Bittaford Terrace, Bittaford
8. [0404/21/FUL](#) Provision of agricultural workers dwelling after outline approval [1380/20/OPA](#) at Higher Coarsewell Ugborough PL21 OHP

## Planning Decisions

9. [4298/20/COM](#) Notice of intention to install fixed line broadband electronic communications apparatus comprising 3 x 9m wooden poles (7.2m above ground) at Ennaton Farm Ugborough **Permitted development**

10. [1177/20/FUL](#) Creation of small log cabin village of 5 cabins consisting of 4 learning spaces and 1 toilet and kitchenette facility at Cannamore Farm, Avonwick **Discharge of condition Approved**

11. [4069/20/CLE](#) Certificate of lawfulness for existing use of land as residential garden land at 28 Street Ugborough **Cert of Lawfulness (existing) Certified**

12. [2393/20/FUL](#) Retrospective change of use of land to a residential traveller site, associated operational development and barns, Land At Torpeek, Bittaford

13. [4150/20/HHO](#) Householder application for single storey rear extension at Willow Cottage 12 Lutterburn Street, Ugborough **Conditional approval**

## 14. Developments, Ugborough West

### 21.029 Finance

#### 1. To approve payments and receipts:

| Payments | Description  | Gross  |
|----------|--|--------|
| BACS     | S Woodman – Sustainable Furniture (Lucerne Fields bench)                     | 390.00 |
| BACS     | S Woodman – February pay   | 580.84 |
| BACS     | S Woodman – Expenses (net): £73.17 office, £45.90 travel                     | 123.65 |
| BACS     | Joan Fletcher – Ugborough Covid19 Support (from Coronavirus support Reserve) | 14.39  |
| BACS     | J Widdicombe – Lengthsman  | 535.50 |

#### Receipts

|     |  |         |
|-----|--|---------|
| BGC | DCC – locality grant: Bittaford playpark                         | 2000.00 |
| BGC | SHDC - Locality grant: Bittaford playpark & Lucerne fields bench | 700.00  |
| BGC | Walter Person (Fox burial)                                       | 300.00  |
| BGC | Martin & Sons (Mason memorial)                                   | 135.00  |

#### 2. To approve the Financial Statement

#### Earmarked Reserves

|                                      |                 |                               |                 |
|--------------------------------------|-----------------|-------------------------------|-----------------|
| Lloyds Current Account to 23.2.2021  | 23879.21        | P.3 grant                     | 590.84          |
| Less payments & unrepresented        | 1289.38         | Open space sport & recreation | 5850.00         |
| Plus uncleared receipts              | 0.00            | TAP: Community Education      | 366.00          |
| Less Transfers not on Bank Statement | 0.00            | Dementia Awareness            | 150.00          |
| <b>Total</b>                         | <b>22624.83</b> | Capital projects              | 2805.00         |
| Plus: Santander Acc cash book        | 30,635.65       | Community Highway equipment   | 197.90          |
| <b>Total Funds</b>                   | <b>53260.48</b> | G-UP                          | 520.00          |
|                                      |                 | Post Office disabled access   | 500.00          |
| <b>Total uncommitted funds</b>       |                 | Coronavirus support           | 707.82          |
| <b>£ 21572.92</b>                    |                 | Community Projects & Support  | 20,000.00       |
|                                      |                 | <b>Total</b>                  | <b>31687.56</b> |

3. Burial ground fee review *Appendix 21.029.3*

4. To review the Clerk's salary w/e/f 1.3.2021: *Currently SCP27 £8450; Next SCP28 8689.20pa*

5. Village website funding request *May 2020 granted £158.40*

### 21.030 Correspondence received

1. Litter picking

### 21.031 To review the [Open Space and Recreation Plan](#)

### 21.032 Asset Management

1. Burial ground

2. Bittaford playground

3. Bench – Lucerne Fields & Hillhead

**21.033 Highways & Rights of Way**

1. Highway Maintenance Community Enhancement Fund application

**21.034 Travellers****21.035 Reports on Meetings attended****21.036 Correspondence available at the Meeting**

1. Clerks & Councils Direct, Jan 2021

Privacy policy – visit [ugboroughparishcouncil.gov.uk](http://ugboroughparishcouncil.gov.uk)

**Appendix 21.029.3****Burial ground fee review**

| Burial ground fees  | Current | Proposed<br>(+1.5 RPI) |
|---|---------|------------------------|
| <b>Deed of Grant:</b>   |         |                        |
| Single  | 220     | 225                    |
| Double  | 300     | 315                    |
| Cremation (1/2 plot – single or double)                       | 150     | 155                    |
| <b>Burial</b>   |         |                        |
| Single  | 300     | 315                    |
| Single – under 15   | 230     | 235                    |
| Double  | 300     | 315                    |
| Cremation   | 110     | 110                    |
| <b>Headstone:</b> Upright (not to exceed 2'6" including base) | 135     | 140                    |
| Cremation (not to exceed 18" x 18")                           | 135     | 140                    |
| Flat  | 80      | 80                     |
| Choice of plot – additional fee                               | None    |                        |

Double charge for non-parishioners. A Parishioner is defined as a current parishioner, or having lived more than half his/her life in the Parish, or at least 11 of the last 20 years in the Parish.