

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 6th January 2021 at 7.30pm

Held remotely on Zoom

Graham Wilson, PL:21 Transition Initiative presented four options for an Active Travel route from Ivybridge Rugby Club to Bittaford, for use by walkers, cyclists or horse riders. The remaining route, in Ivybridge and from Bittaford to South Brent was considered safe, and signage would be erected soon within Ivybridge. Sustrans would be completing a feasibility study.

Councillors requested a more detailed analysis and considered horse riding through Bittaford playpark unacceptable.

G-Up wildlife and diversity proposals were presented by Cllr Hart, in advance of their meeting on the 12 January. Steering groups would be set up to: Create a wildlife meadow on the church green (although this may be restricted to a 3ft edge strip in order to accommodate community use of the green). Planters and extra tubs would be replanted; Replenish the planting area in Donkey Lane playpark (owners SHDC were amenable to the proposal, provided G-Up undertook to maintain the planting); Replant the churchyard with wild flowers; Provide a hedgehog corridor around the village; and encourage wildlife associated with footpaths.

Councillors suggested planting in Bittaford playpark and the burial ground, and a wildlife corridor through private gardens. Cllrs Hart & Fletcher would be attending the G-Up meeting.

Questions from the Public Cllr Beable had received a request that the white lines at Hore's Cross, on the road between Hill Head Cross and Bittaford, be realigned, which the Clerk would report to DCC Highways.

DNPA Member C Pannell reported that, as a result of the Lockdown, visitor centres had closed and the staff furloughed, although the toilets and car parks would remain open. Officers were working from home and any site visits were covid secure. Volunteer activity had been suspended, with no organised recreation activities permitted on the moor. The Coronavirus Community Support Grant was still available, with online applications up to £500.

County Cllr Hosking reported on:

- Incidents of covid in Devon, the new lockdown and approval of the Astra Zenica vaccine.
- Schools were now opening only for vulnerable children and those of key workers, to be reviewed on 14.2.21. Tuition would be delivered online, and additional funding was available to provide those in need with the hardware to view content on the internet.
- The Government would be supporting families qualifying for free school meals and those facing hardship should contact Neil.Hawke@southwestdevon.gov.uk.
- The Chancellor had announced £4.6 billion in new lockdown grants to support business and protect jobs with one-off top up grants, and a further £594 million was also being made available for Local Authorities to support those businesses not eligible for top up grants.
- Help was available through the helpline (01803) 861297, Citizens Advice Bureau 0344 411 1444 and Heart of the Southwest Local Enterprise Partnership 03456 047047
- Connecting Devon and Somerset had just signed new Broadband contracts, including with Airband, to deliver full fibre connectivity to 56,396 homes and businesses across six procurement lots within Devon and Somerset in phases between 2021 and 2024. Public funding of £36.8 million for the contracts included £12.3 million from local authorities and the Heart of the South West LEP. Current total delivered was 350,631 (85.37%).
- Household Waste Recycling Centres would remain open during lockdown, although the resale shops would be closed. Winter opening hours: 9am-4.30pm (weekends 10am-4:30pm).
- A huge thank you was extended to all of the volunteers throughout South Brent & Yealmpton Division who were still, nearly a year after the announcement of the pandemic, helping the vulnerable who are isolating or quarantined.
- The UK had now largely completed the transition and emerged from the European Union with a Trade Deal. Online advice was available at [How to Import](#) and [How to Export](#)
- DCC Locality funding was still available to the end of March.

Cllr Holway advised that SHDC was administering grants to businesses; leisure centres had closed; and £950 Locality funding was available. The Parish Council would formally thank covid support volunteers

MINUTES

Present: Cllrs Fletcher (Chair), Beable, Hart, Holway, Hosking, Nelson, Smallridge & Slater; SDHC Cllr Abbott; DNPA C Pannell; Graham Wilson

21.001 Apologies for absence were accepted from Cllr Fairclough-Kay

21.002 Declarations of interest were noted from Cllr Beable: Item 21.005.4 (Personal)

21.003 The Minutes of the Meeting held on the 2nd December 2020, as previously circulated, were confirmed and will be signed by the Chairman

21.004 Planning

Planning Application recommendations

Cllr Holway abstained from any resolutions

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 **Object. New development in open countryside**

Planning Application recommendations from the Meeting held on the 2.12.2020 were ratified

2. [3653/20/HHO](#) Householder application for fence to enclose back garden (retrospective) at 1 Butterdon Walk, Ivybridge PL21 0HS **Neutral**

Planning Decisions

3. [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**

4. [2381/20/FUL](#) Conversion of agricultural machine shed to charcuterie production at Fowlescombe Farm Ugborough **Conditional approval**

5. [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 adj to Siding Cross Wrangaton **Discharge of condition approval**

6. [0464/20](#) Amendments to design of pergola/screen. Replacement extension to include external pergola/screen walls at Windbells, 5 Highfield Terrace, Bittaford **Conditional permission**

7. [0526/20](#) Construction of garage, Maple Lodge, Bittaford **Conditional permission**

8. [3542/20/FUL](#) Application for new agricultural access and track at Venn Farm Ugborough **Conditional permission**

9. Developments, Ugborough West Cllr Abbott was keen for Ugborough West residents to become Parish Councillors. Currently, there were no vacancies and residents had previously been asked to join the Parish Council through the Newsletter. A Parish noticeboard may encourage involvement.

21.005 Finance

1. Resolved 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 Resolved 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. Resolved to approve the 2021/22 Budget and Precept, Appendix 21.005.3 and to request a precept of £26570

4. Review of community lengthsman expenditure. Following receipt of two further invoices, total expenditure in 2020/21 was predicted to be £3000, with 2021/22 expenditure predicted to be £3100.

5. Resolved to grant Ring & Ride £250**21.006 Correspondence received**

- SHDC: Asset of Community Value applications: The Bittaford & Ugborough former public toilets had been approved, but Lutterburn bench had not been successful. The Ermington public toilets were still owned and maintained by SHDC and Cllr Holway would establish why Ugborough Parish was treated differently.
- DCC: Interim [Devon Carbon Plan](#) consultation. To be considered at the February Meeting. G-UP would be reminded of the consultation.
- SHDC: <http://www.southhams.gov.uk/housing-strategy-2021> consultation. It was noted there was no reference to Neighbourhood Development Plans.

21.007 Asset Management

- Burial ground – No report
- Ugborough playground – Councillors queried if SHDC had submitted the order.
- Bittaford playground – Cllr Hart had received one quotation and was awaiting two further quotes. A new infant activity unit and swing unit would be requested. DCC Locality funding of £1500 was available and the Clerk would submit the grant application as soon as the revised quote had been received. Additional funding may also be available from SHDC.
- Bench – The Clerk would meet the site manager to agree the concrete base for the Lucerne Fields bench. No progress on the Hillhead bench.

21.008 Highways & Rights of Way

- Footpath 27 Bittaford – the route had been corrected
- Grit bins, Lucerne Fields – the Clerk would ask the management company to provide bins.

21.009 Travellers No report

21.010 Reports on Meetings attended Cllr Fletcher attended the DCC Budget Meeting, which encouraged Parishes to fund community lengthsman. Cllr Hosking confirmed that DCC had been given additional responsibilities without additional financial support.

21.011 Correspondence available at the Meeting Noted

- Clerks & Councils Direct, November 2020

Meeting ended 10.20pm

Date of next Meeting 3.2.21

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Appendix 21.005.3 2021/22 Budget & Precept				
	Y/E 31.03.21			Y/E 31.03.22
	Budget	9 Mths Act.	F/Y Fcast	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	3,000	3100
Insurance	701	744	744	759
Election expenses	1530	1,529	1,529	0
Open space sport & recreation Reserve	2000	2,000	2,000	2000
Burial Ground Reserve	0	0	0	1500
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	29,580	30,594
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	964	890
Council Tax	30.86			30.86
Earmarked Reserves				
		Projected funds 31.3.21		56,584
		Less Reserves		31,748
P.3 grant	590.84			
Open space sport & recreation	5,850.00			
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			24,836

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