

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 2nd June 2021 at 7.30pm
In the Main Hall, Ugborough Village Hall

To all members of the Council

You are hereby summoned to attend a meeting of Ugborough Parish Council to be held in the Main Hall, Ugborough Village Hall on Wednesday 2nd June at 7.30pm for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

26th May 2021

Covid safety: The Public should contact the Clerk on 01364 661127 if they wish to join the meeting

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

21.066 To accept apologies for absence

21.067 To note declarations of interest and consider granting dispensation requests

21.068 To confirm the Minutes of the Meetings held on the 5th May 2021, as previously circulated

21.069 Planning

Planning Correspondence

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. [0795/21/OPA](#) Outline application with all matters reserved for demolition of garage and erection of a single split-level dwelling at 7 Filham Cottages, Filham
2. [0955/21/HHO](#) READVERTISEMENT (Revised plans received) Householder application for provision of a garage/workshop at New Haye Farm Ugborough
3. [1119/21/FUL](#) Refurbishment of existing barn conversion and barns. Erection of new barn building At Fowlescombe Farm Ugborough
4. [1080/21/FUL](#) Proposed office/WC extension at Yeo Bungalow Ermington Road Ivybridge
5. [0404/21/FUL](#) Provision of agricultural workers dwelling after outline approval 1380/20/OPA At Higher Coarsewell Ugborough
6. [1650/21/VAR](#) Application for variation of condition 2 (approved plans) of planning consent 3854/17/FUL at Development Site At Sx 6935 5891 South Brent
7. [0239/21](#) Use as a single dwelling house at Norris's Nook, Moorhaven
8. 0244/21 Commencement of works not completed relating to permission granted under number 9/57/0072/92/3 at 10 Bittaford Terrace, Bittaford

Planning Decisions

9. [0949/21/HHO](#) Householder application for creation of dormer in roof space and minor alterations to exterior of building (resubmission of 1600/20/HHO) at 5 Undertown, Ugborough **Conditional approval**
10. [0470/21/ADV](#) Advertisement Consent for non-illuminated 'Coming Soon' sign advertising future development in Ivybridge (Retrospective) at land at the SE verge at Daveys Cross Bittaford **Consent**
11. [1065/21/TEX](#) Conifer A: fell, because suddenly begun to lean since last gales, 5 day notice, no proposal to replant as area has two mature conifers and a mature Magnolia at Hill House, Ugborough, **Grant of exemption**

12. [0770/21/CLP](#) Certificate of lawfulness for proposed siting of an ancillary cabin within the residential curtilage/garden at 28 Fore Street Ugborough **Cert of Lawfulness (Proposed) Certified**
13. [1425/21/AGR](#) Application to determine if prior approval is required for a proposed digging out of sloping field beside the agricultural buildings for the siting of a storage area and extended yard
Address: Higher Witchcombe Farm Ugborough **Ag Determination details required**
14. [0095/21](#) Demolition of existing extension and erection of replacement extension at Cheston Farm Cottage, South Brent **Grant conditionally**
15. [0074/21](#) Erection of single story extension with balcony above to the rear at 4 Bittaford Terrace, Bittaford **Grant conditionally**
16. 21/0017 Fell trees at Kingsview, Moorhaven subject to a TPO **Conditional consent**

17. Developments, Ugborough West

21.070 Finance

1. To approve payments and receipts:

Payments	Description	Gross
BACS	S Woodman – April pay	571.47
BACS	S Woodman – Expenses (net): £20.33 office, £45.90 travel	60.25
BACS	Cutting Crew – Cemetery, Play park & Square	115.20
BACS	Alison Marshall – Internal audit	175.00
BACS	Sutcliffe Play – Bittaford playpark repairs	292.00
BACS	J Widdicombe – Lengthsman	115.50
BACS	Community First - Insurance	756.54

Receipts

BGC	HMRC - Vat	1992.84
-----	------------	---------

2. To approve the Financial Statement

Earmarked Reserves

Lloyds Current Account to 17.5.2021	34224.39	P.3 grant	590.84
<i>Less uncleared payments</i>	2085.96	Open space sport & recreation	5850.00
<i>Plus uncleared receipts</i>	0.00	TAP: Community Education	366.00
<i>Less Transfers not on Bank Statement</i>	0.00	Dementia Awareness	150.00
Total	32138.43	Capital projects	2805.00
<i>Plus: Santander Acc cash book</i>	30,636.41	Community Highway equipment	197.90
Total Funds	62774.84	G-UP	520.00
		Post Office disabled access	500.00
		Coronavirus support	678.77
		Community Projects & Support	20,000.00
		Total	31,658.51

Total uncommitted funds
£ 31116.33

3. To note the Internal Audit Report 2020/21
4. To approve the 2020/21 Audit Commission Annual Governance Statement and Accounts, Appendix 21.070.4
5. To renew the Internal Audit Contract to year ending March 2022 with Alison Marshall at a cost of £175

21.071 Correspondence received

- Remote Meetings call for evidence
- Proposed mobile coffee trailer 7.30am-midday Ugborough Square from September

21.072 Asset Management

- Burial ground – spoil heap removal
- Bittaford playground - renovation
- Flagpole, Ugborough Square - renovation

21.073 Highways & Rights of Way

- Cantrell Lane parking
- Donkey Lane repairs
- DCC: B3213, Filham 30mph Speed Limit & Derestriction Order
- Signs audit and application for funding

5. DCC: P3 grant 21/22 £690

21.074 Travellers

21.075 Matters raised at the Annual Parish Meeting

1. Community purchase of the former public toilets as an Asset of Community Value
2. Preschool plans for a new building
3. A temporary speed limit of 40mph along the B3213 until the cycleway is implemented

21.076 Reports on Meetings attended

21.077 Correspondence available at the Meeting

Privacy policy – visit ugboroughparishcouncil.gov.uk

Appendix 21.070.4

RECONCILIATION OF BANK ACCOUNTS						
Bank Deposit Account (Santander)		Cash Book		Reconciliation Of Account Balance To Bank Statement		
Balance per Bank Statement 31.03.21	30,636.15	b/fwd	30,569.46	Balance per Cash Book	30,636.15	23056.59
Add: Interest advised, not received	0.00 +	Receipts	66.69 +			
		Payments	0 -	Add: Payments not on Bank Statement	0	0
	<u>30,636.15</u>	Transfers	0			
		C/fwd	30636.15	Less: Receipts not on Bank Statement	0	0
Bank Current Account (Lloyds Bank Plc)		b/fwd	15,065.23	Transfers not on Bank Statement	0	0
		Receipts	36,542.99 +			
Balance per Bank Statement 31.03.21	23,056.59	Payments	28551.63 -		30636.15	23056.59
Less: Outstanding Cheques		Transfers	0			
		C/fwd	23,056.59	Balance Deposit Bank Statement 31.3.21	30636.15	
Total	0.00 -			Balance Current Bank Statement 31.3.21		23059.59
Balance per Accounts	<u>23056.59</u>					
Total Cash & Investments	<u>53,692.74</u>					

Annual Audit for the Year ending 31.03.2021						
Lines	Description	Year ending		Variance		Variance over 15% & over £200
		31.03.20	31.03.21	£	%	
1	Balances brought forward	36,227	45635			
2	Annual Precept	22,500	25475			
3	Total other receipts (excl precept)	9,796	11135	1,339	14	y
4	Staff costs	10,498	10726	228	2	
5	Loan interest/capital repayments	0	0	0	0	
6	Other payments	12,390	17826	5,436	44	y
7	Balances brought forward	45,635	53693			
8	Total cash & short term investments	45,635	53693			
9	Total fixed assets & long term assets	28,655	29888	1,233	4	
10	Total borrowings	0	0	0	0	

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31.03.2021			
Y/E 31.03.20			Current Year to 31.03.21
		RECEIPTS	
22,500.00	Precept		25,475.00
497.00	Council Tax Support		248.00
4,640.00	Burial Ground Fees		2,940.00
197.13	Interest on Investments		66.69
0.00	Agency (P3)		0.00
3.50	Other Receipts		300.00
3,500.00	Grants		6,274.91
0.00	Non revenue receipts		0.00
957.79	HM Customs & Excise VAT		1,305.08
32,295.42			36609.68
		PAYMENTS	
10,497.69	Clerk's salary & pension		10,725.93
756.06	Office expenses		805.22
54.00	Councillor's Expenses		0.00
82.25	Chair's Expensees		0.00
0.00	Training		45.00
469.18	Subscriptions		476.00
375.00	Audit		375.00
191.50	Hire of Halls		10.00
1,033.97	Grants		1,929.54
703.47	Maintenance - General		1,835.93
991.00	Maintenance - Burial Ground		882.00
1,601.25	Highway maintenance		3,166.25
136.76	Agency Services (P3)		173.98
704.89	Insurance		744.36
1,853.58	Other Expenses		1,853.58
3,161.41	Non Revenue Items		3,536.00
1,305.03	HM Customs & Excise VAT		1,992.84
22887.96			28551.63
9407.46	NET RECEIPTS/(DEFICIT)		8058.05