

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 2nd June 2021 at 7.30pm

Held in the Main Hall, Ugborough Village Hall

Questions from the Public

1. Bins in Peeke Lane, Bittaford had not been collected for 4 weeks, which Cllr Holway would follow up.
2. Footpath 11 at Earlscombe was blocked, and Paul McFadden had been advised, which Cllr Fletcher would follow up. The gate at FP2 had still not been repaired.

County Cllr Dan Thomas Submitted a report introducing himself. His new responsibilities include membership of Dartmoor National Park Authority, Public Rights of Way Committee and the Standard Advisory Council on Religious Education. He would be meeting Nick Colton to discuss the requests for support from Greener Ugborough around the speed limit reductions on the B3213 and the various speed restriction changes in Bittaford as well as the 20mph request for Ugborough village itself.

Cllr Thomas paid tribute to Cllr Hosking, which the Parish Council endorsed, as he had been a good advocate for Ugborough during his time as County Councillor.

Cllr Abbott outlined complaints about waste collection. Mobility Teams were inspecting towns and beaches, collecting missed recycling bins.

A Citizens Assembly would be holding meetings in June/July. SHDC Housing Benefit service had received praise.

Cllr Holway was passing on complaints about the waste & recycling service, and it was noted that the boxes were too big for many kitchens. The start of the last service phase had been delayed by 1 month. Cllr Holway was now on the SHDC Executive, with responsibility for Climate Change & Biodiversity. He was no longer responsible for Development Management, but was on the Community Safety Partnership. SHDC had supported PL21 in their bid for lottery funding towards a feasibility study for a traffic free path between Ivybridge and Bittaford.

DRAFT MINUTES

Present: Cllrs Fletcher (Chair), Beable, Hart, Holway, Hosking, Johns, Nelson, Smallridge & Slater; SDHC Cllr Abbott

21.066 Apologies for absence were accepted from Cllr Cooper & DNP C Pannell

It was announced that Cllr Fairclough-Kay had resigned as he had moved away, and he was thanked for his contribution to the Parish. Legal notices would be displayed and the vacancy would be announced in the Newsletter.

21.067 Declarations of interest were received from Cllr Hart: Item 21.073.2 (Personal) & Cllr Smallridge: Item 21.069.2 (Personal)

21.068 The Minutes of the Meetings held on the 5th May 2021, as previously circulated, were confirmed and signed by the Chair

21.069 Planning recommendations

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 **Neutral**
2. [0955/21/HHO](#) READVERTISEMENT (Revised plans received) Householder application for provision of a garage/workshop at New Haye Farm Ugborough **Support**
3. [1119/21/FUL](#) Refurbishment of existing barn conversion and barns. Erection of new barn building At Fowlescombe Farm Ugborough **Support, subject to the converted farm buildings being restricted to holiday or worker accommodation, and not separate dwellings. A S106 contribution was requested towards widening and improving the B3196**
4. [1080/21/FUL](#) Proposed office/WC extension at Yeo Bungalow Ermington Road Ivybridge **Neutral**
5. [0404/21/FUL](#) Provision of agricultural workers dwelling after outline approval 1380/20/OPA At Higher Coarsewell Ugborough **Support**

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 **Neutral**
7. [0239/21](#) Use as a single dwelling house at Norris's Nook, Moorhaven **No response**
8. 0244/21 Commencement of works not completed relating to permission granted under number 9/57/0072/92/3 at 10 Bittaford Terrace, Bittaford **No response**
9. [1885/21/FUL](#) Change of use from domestic garden to outside eating area at The Ship Inn, Ware Hill Ugborough **Support**
10. 21/0024 TPO: Works to trees at Moorhaven **Sycamore (4) Agree . Beech trees (2&3) Disagree**

Planning Decisions Noted

11. [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**
12. [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**
13. [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**
14. [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**
15. [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**
16. [0095/21](#) Demolition of existing extension and erection of replacement extension at Cheston Farm Cottage, South Brent **Grant conditionally**
17. [0074/21](#) Erection of single story extension with balcony above to the rear at 4 Bittaford Terrace, Bittaford **Grant conditionally**
18. 21/0017 Fell trees at Kingsview, Moorhaven subject to a TPO **Conditional consent**
19. **Developments, Ugborough West** Cllrs Abbott & Holway had supported a pedestrian access from Filham Park to FP16 using S106 funding.

21.070 Finance

1. Resolved 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
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2. Resolved to approve the Financial Statement

Earmarked Reserves

Lloyds Current Account to 17.5.2021	34224.39	P.3 grant	590.84
Less uncleared payments	2085.96	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
Total	32138.43	Capital projects	2805.00
Plus: Santander Acc cash book	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. The Internal Audit Report 2020/21 was noted
4. **Resolved to approve the 2020/21 Accounts & Audit Commission Annual Governance Statement, Section 1**
5. **Resolved to approve the 2020/21 Accounts & Audit Commission Annual Governance Statement, Section 2**
6. **Resolved to renew the Internal Audit Contract to March 2022 with Alison Marshall at a cost of £175**

21.071 Correspondence received

1. Remote Meetings call for evidence. *For* remote meetings: Could be attended by Councillors who were away or parishioners physically unable to attend meetings; More effective dissemination of information at meetings. *Against*: Not democratic as depends on adequate internet; Face to face meetings better if achievable. Hybrid meetings, with a combination of remote and in-person attendance, were preferred. Cllr Fletcher would respond to the consultation
2. Proposed mobile coffee trailer 7.30am-midday Ugborough Square from September. The trader would be invited to the July Meeting, and comments would be requested in the Newsletter.
3. Complaints had been received of a new track being built beside the river, on the border with North Huish Parish, which Cllr Holway would follow up
4. DNP: Parish Council Workshop on the Local Plan Modifications Consultation 16th June – Cllrs Hosking & Nelson would attend

21.072 Asset Management

1. Burial ground – spoil heap removal. Cllr Beable had contacted a contractor and would report at the July Meeting. Once the heap had been removed, the bin would be removed on a trial basis, with a sign asking that rubbish be taken home.
2. Bittaford playground – the new equipment had been installed, although repairs to the seesaw pivot were still awaited. Cllr Hart suggested that the mats be re-laid beneath the proposed bench. He would confirm that defects identified in the inspection report had now been remedied. The Clerk would ask for progress on the public use of the school field.
3. Flagpole, Ugborough Square. Owen Davies had been consulted about the renovation, and it was considered that the lower third could be redecorated from a step ladder, with the top segment accessed by cherry picker. The work was not urgent and could be undertaken by volunteers. Repainting was preferred, although further advice was awaited.
4. The Parish Maps had been received, although Cllr Fletcher would determine why the photos had not been included. They would be displayed in the bus shelters at Bittaford, Ugborough & Wrangaton and (subject to permission) at Moorhaven and Lucerne Fields.

21.073 Highways & Rights of Way

1. Cantrell Lane parking – adjoining farmers had confirmed they owned the land and could not support improved parking as they would not encourage additional use of the moor, with the attendant damage to gates and livestock. No further action.
2. Donkey Lane repairs – Paul McFadden would be following up the pothole complaints in the footpath.
3. DCC: B3213, Filham 30mph Speed Limit & Derestriction Order – the derestriction should extend to the East of Davids Lane, where visibility at the junction was poor.
4. DCC funding £100k towards the repair and refurbishment of highway street furniture, such as lighting column, finger posts, seats and bollards. Councillors would email suggestions, including photos, for discussion at the July Meeting.
5. DCC: P3 grant 21/22 £690, which included provision to clear Donkey Lane twice a year. Cllr Fletcher would instruct the Lengthsman to undertake the work.

21.074 Travellers No report

21.075 Matters raised at the Annual Parish Meeting

1. Community purchase of the former public toilets as an Asset of Community Value. In addition to G-up's proposals, the community had expressed interest in providing a shop.
2. Preschool plans for a new building. This was not discussed at the meeting, as plans had been delayed due to Covid. In addition, the School Head would prefer an alternative location on the site of the former swimming pool, which would require new plans.

3. A temporary speed limit of 40mph along the B3213 until the cycleway is implemented – would be added to the consultation under 21.073.3

21.076 Reports on Meetings attended

CLlr Beable attended the IDALC meeting, which would continue to be held remotely. IDALC members were well represented on DALC. Discussions included speed limits and climate change. It was suggested that the Police attend the Meeting.

21.077 Correspondence available at the Meeting None

Meeting ended 10.15pm

Date of Next Meeting 7.7.21

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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	<u>30636.15</u>	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
Balance per Bank Statement 31.03.21	23,056.59	Receipts	36,542.99 +				
Less: Outstanding Cheques		Payments	28551.63 -		30636.15		23056.59
		Transfers	0				
		C/fwd	<u>23,056.59</u>	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	
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
824.50	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

Recie