

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 5th January 2022 at 7pm
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 5th January 2022 at 7pm for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

27th December 2021

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

Stafford Williams: Discussion on playing field provision & requirements

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

22.001 To accept apologies for absence

22.002 To note declarations of interest and consider granting dispensation requests

22.003 To confirm the Minutes of the Meeting held on the 1st December 2021, as previously circulated

22.004 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. [0665/21](#) Demolition of existing extension and erection of replacement extension and garage at Cheston Farm Cottage, South Brent
2. 21/0067 Carry out works to trees at Bittaford Wood Caravan Park
3. [915/21/ARM](#) Application for approval of reserved matters (appearance, scale, layout and landscaping) of Phase 2 (up to 106 dwellings) of outline approval 3703/18/OPA Land At SX 651 560 Filham Ivybridge
4. [4182/21/FUL](#) 18 ground mounted solar panels on two frames of 9 at Ludbrook Mill Ludbrook
5. [4375/21/FUL](#) Construct two garden rooms for use as guest accommodation at Turtley Corn Mill South Brent
6. [3623/19/FUL](#) READVERTISEMENT (Revised plans received) Full planning application for the development of 111 residential dwellings with associated access, parking, landscaping, locally equipped play area and infrastructure at Land off Godwell Lane, Ivybridge

Planning Decisions

7. [3774/21/FUL](#) Provision of an agricultural livestock building and a manure store at East Cannamore Farm Avonwick Totnes **Conditional Approval**
8. 026777 Alleged Breach of planning conditions at land at SX 651 560, Filham **No breach found**
9. [0566/21](#) Erection of single story extension to the side at Cherry Trees, 51 Moorfields, Moorhaven **Grant Conditionally**
10. 026710 Alleged Unauthorised Earth Works, Cement Lorries and Breeze Blocks at The Caravan, Ugborough **Breach of Planning not expedient**
11. 026703 Alleged Unauthorised "All year Round" Campsite - Refusal of 1319/19/FUL At: Cannamore Farm, Cannamore, Avonwick **No breach found**
12. [2360/21/ARC](#) Application for approval of details reserved by condition 6 of Planning Permission 3651/20/FUL at Cannamore House, Avonwick **Discharge of condition Approved**

13. [2504/21/PAA](#) Prior Approval application for proposed digging out of sloping field beside the agricultural buildings for the siting of a storage area and extended yard (following Agricultural Determination 1425/21/AGR) at Higher Witchcombe Farm, Ugborough **Prior Approval Given**

14. Developments, Ugborough West

22.005 Finance

1. To approve payments and receipts:

Payments	Description	Gross
BACS	S Woodman – December pay	528.27
BACS	S Woodman – Expenses (net): Travel £76.50, office £42.33, Xmas decs £86.70	222.88
BACS	HMRC (PAYE)	468.00
BACS	DCC Pension Scheme	577.86
BACS	J Fletcher - Chair's expenses	38.10
BACS	DALC - Training	18.00
BACS	Modbury Parish Council - Training	25.80
BACS	Fifty Threes Grounds Maintenance	30.00
BACS	Cutting Crew – Bittaford Playpark & Cemetery	127.20
BACS	Natural Solution Cleaning Co. – Bittaford playpark	21.00
BACS	J&MJ Widdicombe – Community Lengthsman & P3	504.00

Receipts

BGC	Devon Communities – Grant (emergency planning)	77.62
BGC	Walter Parsons – Burial (Andrews burial)	305.00
BGC	Santander - Interest	0.76

2. To approve the Financial Statement

Earmarked Reserves

Lloyds Current Account to 1.12.21	22,439.59	P.3 grant	1058.91
Less uncleared payments	2,561.11	Open space sport & recreation	7,850.00
Plus uncleared receipts	0.00	TAP: Community Education	366.00
Less Transfers not on Bank Statement	0.00	Dementia Awareness	150.00
Total	19,878.48	Community Highway equipment	129.62
Plus: Santander Acc cash book	30,638.45	Community Lengthsman	736.25
Total Funds	50,516.93	Post office disabled access	500.00
		G-UP	520.00
		Coronavirus support	523.77
		Burial ground	1,500.00
		Community Projects & Support	20,000.00
		Total	33,334.55

Total uncommitted funds
£ 17,182.38

- Community Projects & Support Reserve: Identification of community projects *Appendix 22.005.3*
- To approve the 2022/23 Budget and Precept, *Appendix 22.005.4*
- Technical [Consultation](#) on the Local Government Finance Settlement for 2022/23, including Council Tax referendum principles for Town and Parish Councils.
- Review of community lengthsman expenditure

22.006 Correspondence Received

- SHDC: Pitch Perfect and S106 contributions for open space, sport & recreation
- Simon Niles, Strategic Planning Children's Services: Potential Special School in Ugborough Parish – follow-up information & Land allocation F
- SHDC: Housing Crisis – Working in partnership with our Residents & Communities
- Airband Community Liaison Executive

22.007 Asset Management

- Bittaford play park
- Bittaford noticeboard

22.008 Highways & Rights of Way

1. Community led schemes for EV charging points

22.009 Travellers**22.010 Reports on Meetings attended****22.011 Correspondence available at the Meeting**

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Appendix 22.005.3

	Amount	Possibility of s106	could use UPC OSSR budget (£7,850)
Community projects			
New Pre School building	£ 10,000	yes	
Amenity green space - Ugborough village	unknown	yes	yes
Bittaford play park equipment and surfaces	unknown	yes	yes
Speed warning signs	£ 775		
Renovation of flag pole	£ 1,000		
Conduit repair and maintenance	£ 750		
Tidying village centres and planters	£ 500		
Grant towards community use of redundant WC buildings	£ 3,000		
walking leaflets	£ 200		
Climate emergency fund - set up separate reserve			
carbon foot print assessment	£ 500		
EV charging points/electric bikes (possibility of grant funding)	£ 3,275		
TOTAL	£ 20,000		

Appendix 22.005.4

2022/23 Budget and Precept

Predicted costs for estimating Precept for the Year ended 31.3.2023					
	Y/E 31.03.22			Y/E 31.03.23	
	Budget	9 Mths Act.	F/Y Fcast	Predicted	Budget
EXPENDITURE					
Clerks Salary & Pension	10938	8,213	10,951	11334	
Office	835	600	800	828	
Cllrs Expenses	100	9	12	12	
Chair's Expenses	100	0	38	39	
Training	100	45	82	85	
Subscriptions	638	486	486	503	
Audit	383	375	375	388	
Hire of Halls	150	175	233	360	
Grants	1922	514	685	709	
Maintenance General	2263	809	1,079	1117	
Cemetery & verge maintenance	1017	1,154	1,539	1593	
Agency Inc. P3	381	112	690	714	
Community Lengthsman	3100	1,593	2,124	2500	
Insurance	759	757	757	783	
Election expenses	0	0	0	0	
Open Space Sport & Recreation Re	2000	2,000	2,000	2070	
Burial Ground Reserve	1500	1,500	1,500	1500	
Other Expenses	408	0	20	400	
Non Revenue Expenses	4000	17,867	17,933	4000	
	31,136	36,209	41,304	28,935	
INCOME					
Precept	26570	26,570	26,570	27500	
Burial	2591	2,500	3,333	3450	
Interest	56	2	3	3	
Agency Inc. P3	300	690	690	714	
Grants	1967	4,669	6,225	6443	
Other receipts	0	0	0	0	
	31240	34,431	36,821	38110	
Surplus/shortfall	104	-1,778	-4,483	9175	
Council Tax	30.86			30.57	
Earmarked Reserves					
		Projected funds 31.3.22			48,594
P.3 grant	1168.91	Less Reserves			33,755
Open space sport & recreation	7850				
TAP: Commuinity Education	366.00	Uncommitted funds 31.3.22			14,839
Dementia Awareness	150.00				
Community Highway equipment	129.62				
Community Lengthsman	1,046.25				
Post office disabled access	500.00				
G-UP	520.00				
Coronavirus support	523.77				
Burial ground	1,500.00				
Community Projects & Support	20,000.00				
Total	33,754.55				

NOTES

Council Tax based on Band D Equivalent: 861 properties 2021/22; 899.47 properties 2022/23

Payments:

1. Inflation is predicted to be 3.5%
2. Maintenance payments include grass cutting, maintenance & SHDC insurance & inspection contract, Bittaford Playpark
3. Non Revenue expenses: Litterpicking equipment, Commemorative plaque, bench, vehicle activated speed sign.
4. Election expenses payable in the financial year following the election.

Receipts:

1. Burial receipts remain difficult to predict.
2. Grants: S106 Bittaford Playpark ££3001.64, Community Lengthsman £790, Emergency Planning £77.72, Vehicle Activated Speed Sign £2300

Reserves:

1. Total uncommitted funds should be between 3 & 12 months net expenditure. Best practice 6 months net expenditure
2. Surplus income from the Burial Ground could be placed in a Burial Ground Reserve for long term maintenance
3. Coronavirus Projects & Support and G-UP reserves held on behalf of voluntary groups