

UGBOROUGH PARISH COUNCIL MEETING

Wednesday 2nd February 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 2nd February 2022 at 7pm for the purpose of transacting the following business.



Sarah Woodman, Clerk to the Council

26th January 2022

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

Charlotte Walliker: Preschool proposals

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

22.012 To accept apologies for absence

22.013 To note declarations of interest and consider granting dispensation requests

22.014 To confirm the Minutes of the Meeting held on the 5th January 2022, as previously circulated

22.015 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. [4753/21/FUL](#) Change of use of farm house and converted barns to holiday accommodation.

Conversion of redundant barns and construction of accommodation and events buildings at Fowlescombe Farm Ugborough

2. [0130/22/VAR](#) Application for variation of condition 2 (approved plans) of planning consent

[1650/21/VAR](#) at Development Site At Sx 6935 5891 South Brent

Planning Decisions

3. [0665/21](#) Demolition of existing extension and erection of replacement extension and garage at Cheston Farm Cottage, South Brent **Conditional Permission**

4. Developments, Ugborough West

22.016 Finance

1. To approve payments and receipts:

Payments	Description	Gross
BACS	S Woodman – January pay	528.27
BACS	S Woodman – Expenses (net): Travel £76.50, office £60.25, Emergency planning equipment £66.66, Lengsthman equipment £32.93	259.84
BACS	J&MJ Widdicombe – Community Lengthsman	168.00
BACS	Fifty Threes Grounds Maintenance - Moles	30.00

Receipts

BGC	Camp - Roperidge	2.50
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2. To approve the Financial Statement**Earmarked Reserves**

Lloyds Current Account to 17.1.22	19,880.98	P.3 grant	1058.91
Less uncleared payments	986.11	Open space sport & recreation	7,850.00
Plus uncleared receipts	0.00	TAP: Commuinity Education	366.00
Less Transfers not on Bank Statement	0.00	Dementia Awareness	150.00
Total	18,894.87	Community Highway equipment	96.69
Plus: Santander Acc cash book	30,638.45	Community Lengthsman	596.25
Total Funds	49,533.32	Post office disabled access	500.00
		G-UP	520.00
		Coronavirus support	523.77
Total uncommitted funds		Burial ground	1,500.00
£ 16,371.70		Community Projects & Support	20,000.00
		Total	33,161.62

3. Verification of bank statements and reconciliations

Financial Regulation 2.2: On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council

4. To amend the Financial Regulations Appendix 22.016.4

21.017 Annual Parish Meeting To arrange a date, venue & speaker. Held 1st March - 1st June incl

22.018 Correspondence Received

1. SW Devon: The Queen's Platinum Jubilee
2. DALC Training: Being a Good Councillor Part 3, 16.2.22 £18. To confirm Cllr Greave's attendance

22.019 Asset Management

1. Bittaford play park footpath & replacement climbing frame
2. Flag pole maintenance

22.020 Highways & Rights of Way

1. Community led schemes for EV charging points

22.021 To review the Draft Emergency Plan**22.022 To draft a Climate Emergency Plan****22.023 Parish Councillor vacancy****22.024 Travellers****22.025 Reports on Meetings attended**

1. Cllr Holway: G-Up

22.026 Correspondence available at the Meeting

1. Clerks & Councils Direct, January 2022

Privacy policy – visit ugboroughparishcouncil.gov.uk

Appendix 22.016.4**Financial Regulations**

6.17. Any Debit Card issued for use will be specifically restricted to the Clerk and will also be restricted to a single transaction maximum value of [£500] unless authorised by council or finance committee in writing before any order is placed.