

UGBOROUGH ANNUAL PARISH COUNCIL MEETING

Wednesday 5th May 2021 at 7.55pm

Held remotely on Zoom

MINUTES

Present: Cllrs Fletcher (Chair), Beable, Cooper, Fairclough-Kay, Hart, Holway, Hosking, Nelson & Slater;
SDHC Cllr Abbott, 2 public

21.048 Election of officers

1. Cllr Fletcher was elected Chairman and will complete the Declaration of Acceptance of Office of Chairman

2. Cllr Slater was elected Vice-Chairman

21.049 Apologies for absence were accepted from Cllr Johns

21.050 Parish Councillors were asked to review their [register of interests](#) and submit any amendments using forms supplied by the Clerk

21.051 Resolved to appoint members to serve on the following Committees and outside bodies

Responsibility	Committee/Outside body	2021/22 Councillor
Education/Youth		Cllr Hart
Dartmoor National Park	Forum Committee Representative	Cllr Nelson
Conservation/Recycling/Environment	Tree & Hedge Warden	Cllrs Johns
Climate Emergency	G-Up	Cllrs Beable, Fletcher, Hart & Holway
Local Government Authorities	IDALC	Cllr Beable
Planning – Development Control		Cllr Hosking
Finance/Budgets/Council Tax	Lead Councillor for Finance	Cllr Nelson
Public Rights of Way	P.3 Co-ordinator	Cllr Hart
Voluntary Organisations/grant funding	Ugborough Village Hall Cttee	Cllr Slater
	Bittaford Community Hall Cttee	Cllr Nelson
Public Health/Community care	Carers Forum	Cllrs Smallridge & Cooper
Police/Traffic/Road Safety/transport	Ivybridge Community Transport/Neighbourhood Watch/Police advocates	Cllr Holway Cllr Beable
Emergency Planning	Snow warden	Cllr Johns & Fairclough-Kay
	Ugborough Fair Committee	Cllr Slater

21.052 Resolved to confirm that the Parish Council met General Power of Competence eligibility criteria

21.053 Resolved to confirm Zurich Municipal (Community First) Insurance Policy details and Asset Register 2021/2, Appendix 21.053 Asset values increased in line with Consumer Price Inflation (0.9% over the previous year). Public Liability insurance would be requested for Donkey Lane.

21.054 Resolved to Confirm the Meeting Schedule 2021/22 Meetings would continue on the first Wednesday of each month. The June Meeting would be held in the main hall.

Meeting ended 8.10pm

Asset Register 2021/22

Appendix 21.053

Description	Value 2020/21 (£)	Value 2021/2	Audit value* (£)	Comments
Burial Ground				
Land 1.5ha				
Wooden shed	314	317	1	
Double iron gates	835	843	830	£830 net replacement purchased 6.11.19
2 Wooden bench	262	528	2	20/21 additional bench donated
Gate & fencing to waste area	644	650	51	
Trees			56	Purchased 2020/21
Playgrounds				
				Ugborough playground owned/insured by SHDC
2 Picnic benches	428	432	375	
Bittaford				
				SHDC public liability ins
2 Footpath gates	209	211	2	
Field gate	262	264	1	
Roundabout	2147	2166	1713	
Seesaw	5002	5047	3991	
Clamberstack	11786	11892	9404	
Other recreation (7 items)			7	
Ugborough Primary School Field				
Christmas lights			59	Public liability Insurance excess £100
Church Lawn/Path, Ugborough				
				Adopted by UPC
War memorial	5995	6049	1	
2 Wooden benches	476	480	456	
Equipment				
Laptop, software, printer/copier, data	2611	2634	450	
Parish Map	611	616	600	
Street Furniture				
Bus shelter Ugborough & Wrangaton	18651	18819	2	
Bittaford (Metal/glass)			2907	Includes Bittaford shelter extras £423
9 wooden benches	2136	2925	759	20/21 Lucerne Fields Bench £325
Flagpole	1258	1269	1	Ownership unknown
Conduit	11993	12101	1	Ownership unknown
Beacon	614	620	1	
Noticeboard Bittaford	200	202	190	
Noticeboard Wrangaton	265	267	250	
Phone boxes, Bittaford & Wrangaton			2	Adopted
Planters, Bittaford (2)			90	Insurance policy excess £100
Xmas decorations			134	
Emergency & Highways				
Saltspreader	1644	1659	1312	
Defibrillator	5014	5059	4800	20/21 1 new £1800 + 1 replaced £1000
Community Lengthsman equipment			1186	20/21 purchased drain rods £93
Tool shed	165	166	132	
Speed sensor brackets			298	
Signs			149	Purch 2020/21 Individ items below policy excess
Donkey Lane				Public Liability
Total	£73,522	£75,216	£30,213	

***Governance and Accountability for Local Councils A Practitioners' Guide (England) March 2014**

3.74 Most assets will be first recorded in the asset register at their actual purchase cost. In some cases the purchase cost may not be known and a proxy cost should be substituted. A proxy cost is a value for the asset which is estimated by the council based on external advice. Councils may apply the insurance value of the asset at the time of first recording as a proxy. Whether actual or proxy cost is used, for accounting purposes the first recorded value of the asset will not change throughout its life.

3.75 Whatever asset valuation basis is applied, the method used (actual or proxy) should be recorded in the asset register. If for some reason the council decides that the basis of valuation is to be changed, the change should be applied consistently to all fixed assets. In such an event, the value shown in Box 9 of the annual return for the previous year should also be changed to the same new basis and clearly marked as 'RESTATED'. The council should provide a justification and explanation for the change to the external auditor.

3.76 In the special case where a local council receives an asset as a gift at zero cost, for example by transfer from a principal authority under a community asset transfer scheme, the asset should be included in the asset register at cost. However, it is strongly recommended to ensure that such assets are always disclosed in Section 1, Box 9 of the annual return councils should assign a nominal one pound (£1) value as a proxy for the zero cost. The use of the £1 proxy is particularly important in cases where a council operates an asset registration system that requires a positive value for every asset. Any costs of bringing gifted assets into productive use should be expensed as revenue items.

3.77 Many councils own assets that do not have a functional purpose or any intrinsic resale value (for example, a village pond or war memorial). These assets are often referred to as 'community assets'. Councils should record community assets in the assets register in the same way as gifted assets (see 3.76 above).