

UGBOROUGH PARISH COUNCIL MEETING
Wednesday 4th May 2022 at 7.30pm (after the Annual Parish Council Meeting)
In the Main Hall, Ugborough Village Hall

Questions from the Public

1. Options on the preschool were awaited from Charlotte Walliker, and Councillors expressed support for the preschool. Legal documents on the School Field had been obtained.
2. Objections were received to the proposed Aldi superstore in Ivybridge. The Parish Council would object to the planning application [1059/22/FUL](#) on the grounds that the infrastructure could not cope with a superstore in the heart of Ivybridge; the net loss of parking spaces and the loss of parking available to access local traders and services, which affected surrounding villages who needed to use their cars to access the town. A transport management plan should be provided before a decision was made.

Cllr Holway abstained

SHDC Cllrs Abbott & Holway had submitted a report detailing the Ukrainian guests accommodated in the South Hams. The first £150 Council Tax Energy Rebates had been paid to households in Council Tax bands A to D who paid by Direct Debit. Just over 9,000 payments had been made.

The Council administered 12 different business covid grant schemes over the last two years, all of which ended on the 31.3.22

Staff absences had resulted in a number of missed bin collections. If a resident's bin was not collected on its scheduled day, please leave the brown bin out until 5pm the following day and, if still uncollected, take in the bin and present it on their next collection day. Residents should report missed collections online.

DCC Cllr Dan Thomas reported that there had been over 72 applications for a 20mph speed limit. The School Academy lease allowed for the property to be used for community benefit, which was encouraging. A response was still awaited from the school.

Minutes

Present: Cllrs Fletcher (Chair), Beable, Cooper, Greaves, Hart, Holway, Hosking, Johns, May, Nelson & Slater; DCC Cllr Thomas; 2 public

22.062 Apologies for absence were accepted from SHDC Cllr Abbott & DNP C Pannell

22.063 To note declarations of interest and consider granting dispensation requests None

22.064 The Minutes of the Meeting held on the 6th April 2022, as previously circulated, were confirmed and signed by the Chairman

22.065 Planning

Planning Application recommendations

1. [1201/22/TPO](#) T1: Macrocarpa - Fell and Remove Tree due to evidence of decaying roots underneath the bole of the tree and to reduce limb failure and T1: Macrocarpa - Fell and Remove Tree to reduce limb failure at Forder Brook Farmhouse, Nr Bittaford **Support**

Planning Application recommendations from the Meeting held on the 6.4.21 were ratified

2. [0977/22/FUL](#) Replace existing wooden flagpole with recycled aluminium flagpole at The Flagpole, The Square, Ugborough **Support**

Planning Decisions

3. Alleged Breach of 2239/19/ARM Works to Trees at Proposed Development At Sx 6481 5631, Ivybridge Station Access Road, Ivybridge **No breach found** – The Clerk would query the decision
4. [0461/22/LBC](#) Listed Building Consent for proposed roof slate replacement, with bat mitigation works to roof at Lower Bowcombe Farm, Ugborough **Conditional approval**

5. Developments, Ugborough West – Any boundary change would not proceed until after the 2023 election.

22.066 Finance

1. Resolved to approve payments and receipts:

Payments	Description	Gross
BACS	S Woodman – April pay	550.71
BACS	S Woodman – Expenses (net): Travel £45.90, office £43.65	89.82
BACS	J&MJ Widdicombe	240.00
BACS	Cutting Crew – Playpark, burial ground, Square & verge	127.20
BACS	Fifty Threes Grounds Maintenance – moles, burial ground	40.00
BACS	DALC - Membership	543.75
BACS	Alison Marshall – internal audit	175.00
BACS	Rhinoplay – Seesaw repairs (<i>not included in the Financial Statement</i>)	595.20

Receipts

BGC	SHDC – 1 st Precept	14150.00
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2. Resolved to approve the Financial Statement

Earmarked Reserves

Lloyds Current Account to 14.4.22	29,484.60	P.3 grant	1058.91
Less uncleared payments	1,766.48	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	27,718.12	Community Highway equipment	96.69
Plus: Santander Acc cash book	30,639.21	Community Lengthsman	56.25
Total Funds	58,357.33	Post office disabled access	377.58
		Coronavirus support	413.77
		Burial ground	1,500.00
		Community Projects & Support	20,000.00
		Total	31,869.20

Total uncommitted funds
£26,488.13

3. Cllr Nelson verified the bank statements and reconciliations

4. The Internal Audit Report 2021/22 was noted:

- Meeting agenda from previous years would not be displayed on the website
- To meet GDPR requirements, Councillor email addresses would not be published. Communication would be made via the Parish Council email address.
- The Risk Management Scheme and Statement of Internal Control would be reviewed annually
- A Complaints Policy would be approved and displayed on the website

4. Resolved to approve the 2021/22 Accounts & Audit Commission Annual Governance Statement, Section 1

5. Resolved to approve the 2021/22 Accounts & Audit Commission Annual Governance Statement, Section 2, Appendix 22.066.5

6. Resolved to renew the Internal Audit Contract to March 2023 with Alison Marshall at a cost of £175

22.067 Correspondence Received

1. DALC New Councillor training would be arranged for Cllr May.
2. [Wild about Devon](#) – Community Wildlife Grant Scheme to 31.10.22. Max grant £500 – details would be provided to Moorhaven Management and in the Newsletter
3. Ashburton Post Office: Post Office Outreach Service – Cllr Fletcher would respond that no additional Post Office service was needed at this time.
4. New Premises Licence Application: Brackenhill Glamping, Ugborough – No response

22.068 Asset Management

1. Bittaford play park: The fence posts had been replaced, and thanks were extended to the working party. The Parish Council contribution towards the footpath was estimated at £1800+VAT, and Cllr Hart would liaise with DNP.
2. Flag pole – to be removed by Cllr Johns

3. Councillors confirmed the proposed purchase of a recycled plastic 1500mm bench adjacent to the Bittaford glazed bus shelter, at a cost of £372.64+delivery
4. Cleaning the glazed Bittaford bus shelter was deferred until wet weather.

22.069 Highways & Rights of Way No report

22.070 Climate Emergency

1. Resolved to adopt the [Climate Emergency Declaration and Plan](#)
2. NALC: Fighting Climate Change: Online event 12-13.15 £38.93 – No one would attend
3. EV charging points – No report. To be placed on the agenda every other month

22.071 Travellers No report

22.072 Resolved to apply for the field below Bittaford Playpark to be registered as an Asset of Community Value. An application for the school field would be considered in two months

22.073 Reports on Meetings attended

1. Cllr Holway: G-Up – No meetings attended
2. Cllr Beable attended the IDALC Meeting, which considered 20mph restrictions, the need for affordable housing in Newton & Noss, and a suggested 200% Council Tax on second homes.
3. Cllr Beable met the owner of Ugborough Beacon, who confirmed he did not want the pole reinstated.
4. Cllrs Fletcher & Hosking attended the Parish and Town Council Knowledge Share Event, which discussed pesticides, tree planting and grass cutting. Grants were available for tree planting, and Cllr Hosking would provide details for the Newsletter. The Forestry Commission would provide advice on appropriate trees.
5. Following a recent fire, the Clerk would ask the Fire service to provide details on the location of fire hydrants.

22.074 Correspondence available at the Meeting Noted

1. Clerks & Councils Direct, March 2022

Privacy policy – visit ugboroughparishcouncil.gov.uk

Meeting ended 9.25pm

Date of next Meeting 1.6.22

Appendix 22.066.5

2021/22 Accounts & Audit Commission Annual Governance Statement, Section 2

Significant variances in the statement of accounts

Lines	Description	Year ending		Variance		Variance over 15% & over £200
		31.03.21	31.03.22	£	%	
1	Balances brought forward	45,635	53693			
2	Annual Precept	25,475	26570			
3	Total other receipts (excl precept)	11,135	10468	667	6	
4	Staff costs	10,726	11092	366	3	
5	Loan interest/capital repayments	0	0	0	0	
6	Other payments	17,826	31551	13,725	77	y
7	Balances brought forward	53,693	48088			
8	Total cash & short term investments	53,693	48088			
9	Total fixed assets & long term assets	29,888	46291	16,403	55	y
10	Total borrowings	0	0	0	0	

Explanation of Variances

Box No. 6	
	£
Figure in 2020/21 column	17,826
Figure in 2021/22 column	31,551
Variance	13,725
Reason	Amount (£)
1. Office expenses: 2020/21 £805; 2021/22 £716	-89
2. Councillor expenses: 2020/21 £0; 2021/22 £9	9
3. Chair's expenses: 2020/21 £0; 2021/22 £38	38
4. Training: 2020/21 £45; 2021/22 £81	37
5. Subscriptions: 2020/21 £476; 2021/22 £493	17
6. Hall hire: 2020/21 £10; 2021/22 £175	165
7. Grants: 2020/21 £1940 (incl covid support, community website, Ring&Ride, CAB & Libraries Unltd) ; 2021/22 £1034 (incl Greener Ugborough)	-895
8. Maintenance general: 2020/21 £1836 (incl tree felling); 2021/22 £1142 (incl playground repairs, flagpole planning)	-694
9. Maintenance burial ground: 2020/21 £882; 2021/22 £1350 (incl spoil heap removal)	468
10. Highway maintenance: 2020/21 £3255; 2021/22 £2416 (Dry year, fewer repairs)	-750
11. Agency services (p3): 2020/21 £174; 2021/22 £202	28
12. Insurance: 2020/21 £744; 2021/22 757	12
13. Other expenses: 2020/21 £1854 (incl election expenses & burial fee returned); 2021/22 £164	-1,690
14. Non revenue expenses: 2020/21 £3536 (incl trees, bench, defibrillators, signs & Xmas decs); 2021/22 £17995 (incl play equipment, picnic bench, & vehicle activated sign)	14,459
15. VAT: 2020/21 £1993; 2021/22 £4603 (inc Non revenue purchases)	2,610
Box No.9	
	£
Figure in 2020/21 column	29,888
Figure in 2021/22 column	46,291
Variance	16,403
Reason	
2021/22 purchases, including: Litter picking equipment £314; Commemorative plaque £211; swing £6216; play castle £5674, picnic bench £410; vehicle activated speed sign £3075	

Bank Reconciliation

Reconciliation Of Account Balance To Bank Statement			
Balance per Cash Book			17,448.69
<u>Add</u> : Payments not on Bank Statement			85.48
<u>Less</u> : Receipts not on Bank Statement			0.00
			0.00
Transfers not on Bank Statement			0.00
			17,534.17
Balance Deposit Bank Statement 31.3.22			30,639.21
Balance Current Bank Statement 31.3.22			£17,534.17

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31.03.2022			
Y/E 31.03.21			Current Year to 31.03.22
		RECEIPTS	
25,475.00	Precept		26,570.00
248.00	Council Tax Support		0.00
2,940.00	Burial Ground Fees		3,110.00
66.69	Interest on Investments		3.06
0.00	Agency (P3)		690.00
300.00	Other Receipts		2.50
6,274.91	Grants		4,669.26
0.00	Non revenue receipts		0.00
1,305.08	HM Customs & Excise VAT		1,992.84
36,609.68			37037.66
		PAYMENTS	
10,725.93	Clerk's salary & pension		11,091.64
805.22	Office expenses		716.28
0.00	Councillor's Expenses		8.55
0.00	Chair's Expensees		38.10
45.00	Training		81.50
476.00	Subscriptions		493.00
375.00	Audit		375.00
10.00	Hire of Halls		175.00
1,929.54	Grants		1,034.39
1,835.93	Maintenance - General		1,142.13
882.00	Maintenance - Burial Ground		1,350.12
3,166.25	Highway maintenance		2,416.33
173.98	Agency Services (P3)		201.86
744.36	Insurance		756.54
1,853.58	Other Expenses		164.07
3,536.00	Non Revenue Items		17,994.86
1,992.84	HM Customs & Excise VAT		4,603.13
28551.63			42642.50
8058.05	NET RECEIPTS/(DEFICIT)		-5604.84