

## UGBOROUGH PARISH COUNCIL MEETING

Wednesday 6<sup>th</sup> July 2022 at 7.30pm

In the Committee Room, Ugborough Village Hall

### Questions from the Public

1. The Clerk would follow up complaints about the road surface at Lanteglos Close, Bittaford
2. The footpath along the B3213 in Bittaford & Wrangaton was overgrown, which the Clerk would report to DCC Highways
3. Complaints had been received that the Ugborough noticeboard needed renovation
4. The need for temporary traffic lights at Kitterford Cross was questioned, and it was confirmed that work had now started onsite.

**DCC Cllr Thomas** reported that Dr Phil Norey, DCC Chief Executive, was taking early retirement. DCC was facing an estimated £30.5 million budget overspend, and the Council needed to save money, while prioritising services to help people and communities at the right time and in the right place. A Tactical Leadership Team had been established to identify options to save money, including modernising and remodelling services and delivery, identifying different sources of funding, and cancelling or delaying some projects.

At the Cabinet meeting to be held on the 13 July, a report will be submitted detailing the next steps in the county wide 20mph speed trial.

Graham Jackson had submitted concerns to County Highways about the Bloor Homes development, which had made the David's Lane junction more dangerous because of the poorly located 30mph sign and inappropriate road markings. He considered it was only a matter of time before there would be a serious accident between a motorist and a horse rider or cyclist. Cllr Thomas would be applying pressure on County to justify or alleviate these concerns.

**SHDC Cllr Abbott** reported that:

- 120 Ukrainians were living in the South Hams in over 50 properties, and SHDC was involved in supervising placements. Unaccompanied children may be provided with placements, with a £350 thank you payment per month for up to 3 years. A new Team member would work on resources and support offered by CVS & CAB and translate texts into Ukrainian, and two case workers would be employed for 6 months to complete welcome visits.
- A Special Meeting was held with FCC Environment about recycling & waste collections and brown bin collections.
- Affordable houses came on stream at Bloor Homes a few months ago, and more have become available at Wain Homes/ Saxon Gate.
- The Aldi development had been refused planning permission

**SHDC Cllr Holway** reported that the Plymouth & South Devon Freeport had been approved; he was pressing for a guide for grants available to low income families; and infrastructure projects for climate change and biodiversity were to be decided.

## MINUTES

**Present:** Cllrs Fletcher (Chair), Beable, Cooper, Hart, Holway, Hosking, Johns, May & Nelson; SHDC Cllr Abbott & DCC Cllr Thomas

**22.087 Apologies for absence** were accepted from Cllr Greaves, Slater & DNP C Pannell

**22.088 Declarations of interest** were received from Cllr Johns: Item 22.090.0 (Pecuniary)

**22.089 The Minutes of the Meetings held on the 1<sup>st</sup> June 2022, as previously circulated, were confirmed and signed by the Chairman**

### 22.090 Planning

#### Planning Application recommendations

1. [1770/22/FUL](#) Retrospective application to regularise & retain a roof to cover an existing agricultural yard area at Hillhead Farm, Ugborough **Support** Cllr Johns left the Meeting during the Item

2. [1816/22/HHO](#) Householder application for first floor rear extension (Resubmission of 0465/22/HHO) At Press House, Ware Hill, Ugborough **Neutral**

**Planning Application recommendations from the Meeting held on the 1.6.21 were ratified**

3. [915/21/ARM](#) READVERTISEMENT Application for approval of reserved matters (appearance, scale, layout and landscaping) of Phase 2 (up to 106 dwellings) of outline approval 3703/18/OPA at Land At SX 651 560, Filham **Object. No improvement following previous objections: No biodiversity gain. More green space needed. Pressure on infrastructure. Traffic management plan missing. Object to tandem parking**

4. [1714/22/CLE](#) Certificate of Lawfulness for existing residential use & siting of a caravan adjacent to stables with use as garden/residential curtilage at Higher Witchcombe Farm, Ugborough **No comment**

5. [1715/22/CLE](#) Certificate of Lawfulness for existing residential use & siting of caravan adjacent to Sand School at Higher Witchcombe Farm, Ugborough **No comment**

**Planning Decisions Noted**

6. [3934/20/ARC](#) Approval of Details Reserved by Conditions 8, 9, 10, 11, 12, 13, 14, 15, 17, 19, 20, 21, 26 and 27 of planning application 57/2472/14/O (discharge) At Sx 6481 5631 Land off Rutt Lane, Ivybridge  
**Discharge of Conditions - SPLIT DECISION**

**7. Developments, Ugborough West** No report

**22.091 Finance**

**1. Resolved to approve payments and receipts:**

Payments	Description	Gross
BACS	S Woodman – June pay	550.51
BACS	S Woodman – Expenses (net): Travel £45.90, office £44.83	91.23
BACS	J&MJ Widdicombe – Community lengthsman & clean Bittaford bus shelter	118.80
BACS	Community First	156.08
BACS	HMRC - PAYE	486.40
BACS	Peninsula Pensions	601.83
BACS	Cutting Crew – Burial ground, verge & Bittaford playpark	194.40
Visa	Wordpress - website	15.00
BACS	EuroSpars – flagpole delivery	241.15

**Receipts**

BGC	Santander – interest (3 months)	4.92
BGC	Seated Furniture – reimburse bench purchase	372.64

**2. Resolved to approve the Financial Statement**

**Earmarked Reserves**

Lloyds Current Account to 24.6.22	32,027.03	P.3 grant	1058.91
Less uncleared payments	2440.40	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
<b>Total</b>	<b>29,586.63</b>	Community Highway equipment	96.69
Plus: Santander Acc cash book	30,644.13	Community Lengthsman	0.00
<b>Total Funds</b>	<b>60,230.76</b>	Post office disabled access	377.58
<b>Total uncommitted funds</b>	<b>28,417.81</b>	Coronavirus support	413.77
		Burial ground	1,500.00
		Community Projects & Support*	20,000.00
		<b>Total</b>	<b>31,812.95</b>

\*Community Projects: New Pre School building, Amenity green space (Ugborough village), Bittaford play park equipment and surfaces, Conduit repair and maintenance, Tidying village centres and planters, Grant towards community use of redundant WC buildings, Walking leaflets, 20mph speed limit.

The Clerk was authorised to spend up to £450 on the purchase of a recycled plastic bench for Bittaford.

**3. Resolved to allocate £150 towards Bittaford community planting**

4. Earmarked reserves – Community projects would be identified on the agenda and minutes

5. Review of Community Lengthsman expenditure: Budget £3100; Current expenditure £266.00. The outcome of a grant application was awaited.

**6. Resolved to approve the insurance cover, Appendix 22.091.6 and additional premium £157.63**

**22.092 Correspondence Received**

1. Cllr Holway: Former public toilets, Bittaford & Ugborough. Councillors confirmed their original objections to the purchase, as SHDC was not prepared to remove the overage provisions and the cost of repairing and maintaining the toilets would be excessive, particularly in relation to any benefits to the community. It was considered that SHDC should continue to provide public toilets in the Parish. The Parish Council would support a community group to take on the public toilets, although a business plan would be needed from the community group, together with further details on sale conditions from SHDC.
2. Ivybridge Ring & Ride – additional service to Ugborough. Details would be included in the Newsletter & Bugle
3. Mayor, Ivybridge Town Council: Proposed special school – The Town Council now supported the proposals

**22.093 Asset Management**

1. Bittaford play park: The Localities inspection report identified the faulty pivot on the seesaw, which Cllr Nelson had taken up with Sutcliffe Play; the gate would be replaced by DNPA; and the Clamberstack was compliant with regulations. Cllr Hart would investigate replacing defective surfaces and would work with G-up on replacing the climbing frame log house with an amenity area.
2. Flag pole replacement & plaque – the plaque had been ordered.
3. Asset of Community Value Application: The area of field below Bittaford play park was confirmed

**22.094 Highways & Rights of Way**

1. EV Charging points – a webinar on Parish Council provision was being held on the 20 July
2. 20mph speed limit, Ugborough – a decision was awaited on the 13 July
3. DCC: Public path diversion & definitive map & statement modification order 2022 – Bridleway 6, Ugborough
4. Cllr Hart would instruct the Community Lengthsman to clear Donkey Lane using P3 funding
5. Complaints had been received about the hedge clippings DCC Highways had left on the highway, and the Clerk would ask whether they should have been removed as part of the contract.

**22.095 Resolved to confirm the [Financial Regulations](#) and [Standing Orders](#)** The Clerk would confirm the wording of Standing Order 18F

**22.096 Community Use of School Field** The meeting with the Headteacher had been positive: The Parish Council would work within the terms of the letting agreement and be the ‘hirer’ of the Field for the purpose of sport and recreation. Access would only be to the field and not to the forest school area, and a fence would be erected between these two areas. No fee would be charged for community users.

It was proposed that the Field would be available evenings from 4pm to dusk, weekends from 4pm on Friday to dusk on Sunday and School holidays during daylight hours. Community use would give way for other hirers, and it was noted that Preschool would be using the field during the summer holidays.

The Parish Council would: Hold public liability insurance, and a rota of community volunteers would monitor the site and check for damage, litter etc. before the return of the School; have a safeguarding policy with a lead Councillor for safeguarding; work with the School to install a first aid kit; hold a list of registered users who would either have a key for access or combination code.

Registered users would sign an agreement which specifies conditions of access, prior to be given a key or access code and an adult must always present when site is in use. Allowed activities on the Field would be defined, but would not include bikes, dogs, alcohol, smoking/vaping, fires/barbecues & music.

Cllr Fletcher was awaiting responses to her queries over the letting agreement. A more open, longterm letting agreement would be more appropriate.

The Parish Council confirmed its commitment to community use of the School Field, and requested a similar commitment from the community.

2. Asset of Community Value application – deferred pending progress on negotiations for the community use of the field.

#### 22.097 Clerk recruitment

1. Four applications had been received and interviews would be held mid July.

2. Resolved to approve the [Disciplinary Procedure](#), [Health & Safety Policy](#) and [Equality, Diversity & Inclusion Policy](#)

22.098 Travellers No report

22.099 Reports on Meetings attended None

22.100 Correspondence available at the Meeting None

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Meeting ended 9.20pm

Date of Next Meeting 3.8.22

#### Community First Insurance cover

##### Appendix 22.091.6

<i>Item</i>	<i>Sum insured £</i>	<i>Item</i>	<i>Sum insured £</i>
Office contents	2500	Grit spreader	1762
4 bus shelter	19986	3 picnic tables	894
9 wooden benches	3106	2 defibrillators	5373
Double gates – burial ground	895	Tool shed, emergency plan	176
Flagpole	1348	Wooden shed, burial ground	337
Beacon	658	Bittaford playpark equipment	35441
Notice board, Bittaford	215	Parish map	654
Notice board, Wrangaton	284	Vehicle activated speed sign	3690
War memorial	6424	2 footpath gates	224
2 wooden seats, church lawn	510	Burial ground plaque	269
2 wooden seats, burial ground	561	Strimmer	165
Bittaford playpark gates	280		