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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **CLEARBROOK VILLAGE HALL** on **TUESDAY** the **13th DECEMBER 2016** at **7.30pm**

Present: Cllrs G Baird (GB), V Bolitho (VB), S Britton (SB), D Butland (DB), S Challiss (SC), R Cheadle (RC), I Vincent (IV) and S Woollacott (SW).

In Attendance: Mr P Glanville (DNPA Ranger for Area)
Mrs K Johns (Parish Clerk)

Mr P Glanville attended and updated members of the Parish Council on works that the National Park have recently carried out in the Parish. They include removal of the fallen tree across the footpath near Elford town. The National Park have had to deal with lots of flytipping, including the removal of a caravan. Cllr Woollacott notified him that the gate along the right of way from Harrowbeer Lane to Whitman's Corner is badly buckled. Mr Glanville said that he would look into the matter.

392/16 **APOLOGIES FOR ABSENCE** was received from Cllrs M Fowler, L Wood and L Larkin.

393/16 **TO RECEIVE DECLARATION OF INTERESTS** None.

394/16 **TO CONSIDER AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 22nd November 2016:**
It was **AGREED** to approve the minutes of the meeting held on 22nd November 2016 without amendment.

395/16 **TO CONSIDER AND APPROVE MINUTES OF PLANNING COMMITTEE MEETINGS HELD ON 25TH OCTOBER 2016**
It was **AGREED** to approve the minutes of the meeting held on 22nd November 2016 without amendment.

396/16 **TO CONSIDER AND APPROVE MINUTES OF FINANCE COMMITTEE MEETING HELD ON 9TH NOVEMBER 2016**
It was **AGREED** to approve the minutes of the meeting held on 9th of November 2016 without amendment.

397/16 **FINANCE** The Clerk circulated a finance report to Members which included the recent bank reconciliation dated 12th December 2016 - **NOTED**. Cllr Britton had checked the details and signed the bank reconciliation.

Payments and receipts

a) The following receipts (£) were **noted** since the last meeting:

2815	07/11/2016	CASH	£100.00	Crapstone field rent - Nov 2016
A/c	02/12/2016	CR	£4.98	Gross Interest HSBC A/C No. 11372815
	06/12/2016	CASH	£100.00	Crapstone field rent - Sept 2016
	10/11/2016	CR	£1804.89	HMRC VAT Reclaim
2807	14/11/2016	CHQ	£20.00	HG Stacey - 2nd Inscription - Middleton E5-6
A/c	02/12/2016	CHQ	£150.00	Interment E5-10
		CHQ	£130.00	Memorial GoR 24
	05/12/2016	CHQ	£130.00	Memorial H3-19
	05/12/2016	CHQ	£50.00	Transfer ExRoB H3-19
	05/12/2016	CHQ	£150.00	Interment E2-3
	05/12/2016	CHQ	£600.00	Purchase ExRoB D5-9
	05/12/2016	CHQ	£450.00	Interment D5-9

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b) It was **AGREED** to make the following payments:

<u>Payee</u>	<u>Gross £</u>	<u>Net £</u>	<u>VAT £</u>	<u>Council Ref</u>	<u>Reason</u>
D Ashton	£1.27			102223	Reimbursement of postage
Perfect Pastures	£469.50	391.25	78.25	102224	Yelverton GM Oct
WDBC	£3,418.80	2849.00	569.80	102225	Annual contr. To W.C.'s
M Boughton	£520.00			102226	Cemetery Yew Hedge
Grant Thornton	£360.00	300.00	60.00	102228	Audit BMPC a/c's 2015/16
Royal British Legion	£30.00				Poppy Wreath & donation
J Rendle	£780.00			102229	Buck. Mon GM Oct
CCA	£25.00			102230	Hall Hire 9/11/16
Peninsula Pensions	£237.76			102231	Emp. & employee contr. Nov. 2016
T. T. C.	£120.00	100.00	20.00	102233	Cemetery cover Aug'16
E Pascoe & Son	£300.00	250.00	50.00	102234	Repair to war mem. Post
Dartmoor Forest PC	£1,225.00			102235	TAP Fund - Drainage
Kelly Johns	£818.25			102236	Clerks salary Mth 8
Kelly Johns	£155.78			102236	Clerks admin Mth 8
CCA	£25.00			102237	Hall Hire 22nd Nov' 2016
J Rendle	£780.00			102238	BM GM Nov
K Parriss	£100.00			102239	NP website upgrade
D McCann	£600.00	500.00	100.00	102240	NP examination
DALC	£48.00	40.00	8.00	102241	Clerk's Essential Course

c) To approve the following payments:

<u>Payee</u>	<u>Payee Ref</u>	<u>Gross £</u>	<u>Net £</u>	<u>VAT £</u>	<u>Council Ref</u>	<u>Reason</u>
K Johns	13/12/16	847.76	847.76		102242	Clerk's Salary Mth 9
K Johns	13/12/16	177.07	177.07		102243	Council Admin - Mth 9
Peninsula Pensions	13/12/16	250.30	250.30		102244	Emp. & Employee Pension Contributions Sept 2016
HMRC	13/12/16	65.98	65.98		102245	Employer & Employee NI & Income Tax contribution Mth 7
WDBC	8000182661	257.40	214.50	42.90	102246	Bin Emptying 1/4/16- 30/9/16
Perfect Pastures	2806	469.50	391.25	78.25	102247	Yelverton Grass Cutting Nov'16

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REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)

- a) DB reported that the Parish Council application for TAP funding for a defibrillator to be installed outside the GP Surgery in Yelverton has been approved. The Rotary club will be organising some training events to show people how to use the defibrillator.

Bere Ferrers Parish Council were successful in their TAP application for the provision of landing lights for the Devon Air Ambulance. There are an increasing number of TAP fund applications from Parish Council's for landing lights and West Devon Borough Council are looking to formulate some guidance on the types of application and a maximum amount allowable for this type of applications.

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The Parish Council's application for the provision of fire safe storage and IT equipment was not successful as it was decided that the historical burial documents should be placed into the Devon Archive. The Clerk clarified that the burial documents are in constant use and cannot be placed in the archive. It was **AGREED** that the Clerk request that the application be reconsidered by the Committee on this basis.

- b) SW reported that they had attended a recent meeting with Devon County Highways. The message from DCC is that they are keen for Parish Council's to form their own groups to repair potholes.
- c) SW reported that they have now received a letter of consent from Maristow Estate allowing the Parish Council to restore the Victorian water trough adjacent to the A386 and include a new inscription commemorating the Queen's Diamond Jubilee. The money for the works will be provided by a grant from Cllr Philip Sander's Devon fund (£640) and the rest provided by the Yelverton History Society.

399/16 TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD (Cllr Cheadle)

RC reported that there had been a recent article in the Tavistock Times about Councillor's allowances. RC wished it to be noted that he personally does not receive any of these allowances.

400/16 NEIGHBOURHOOD PLAN UPDATE (Cllr Cheadle)

The Parish Council met on the 12th of December to review the completed version of the Parish's Neighbourhood Plan. It was **AGREED** that the plan is now suitable to go out to consultation for the required six-week period, ending on 31st March 2017. There will be a meeting held in four locations; Milton Combe, Buckland Monachorum, Yelverton and Clearbrook where members of the public can view the plan and make their comments. The Clerk is to book the venues and notify RC so that the dates can be published in local press.

401/16 BMPC CHRISTMAS LUNCH

Members discussed various dates and venues for the Christmas lunch. It was **AGREED** that the lunch would be held at the Pumphouse at Lopwell Dam on 22nd January 2017. MF was volunteered to organise.

402/16 TO DISCUSS THE SIGNAGE FOR THE SHOPS AT THE LEG 'O' MUTTON (Cllr Wood)

RC explained that they have requested that Nick Savin from DNPA planning meet with BMPC on site to discuss the best way forward. SC suggested that another approach to DCC highways to discuss the placement of a finger board sign may be another possibility. The PC will wait for the discussion with DNPA before proceeding with any other action.

403/16 TO DISCUSS THE CONDITION OF YELVERTON FORECOURT AND THE FUTURE MAINTENANCE OF YELVERTON CAR PARKS

The Clerk has approached 2 companies to provide quotes for resurfacing/repair of St Paul's car park and is awaiting their response.

404/16 BMPC COMMUNICATIONS (SOCIAL MEDIA, NEWSLETTERS, PRESS ARTICLES)

RC reported that he will be sending a number of press articles to Moorlinks Magazine/ Tavistock Times to advertise the consultation period for the Parish Council's Neighbourhood Plan.

405/16 HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS

The Parish Council have received a letter from a concerned resident about the route of the proposed cycle path. RC will respond to the resident. It was proposed that the Clerk invite Graham Cornish from DCC to the next meeting in January 2017 to provide an update on the proposed cycle path.

406/16 PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS (CLLR WOOLLACOTT)

- a) SW updated members that the Lengthsman has started the strimming works along the A386 and is also clearing the vegetation behind the roadside drains. He has also cleared the virtual path at Crapstone and will continue with the workload over the next month.

SW thanked all the Councillors who have completed the P3 walks and survey forms. On footpath 19 at Buckland the stile is now a gate and some maintenance work has been done on footpath 18, Milton Combe .

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407/16 **GENERAL PURPOSES:**

a) **Cemetery**

i) **Interments and Memorial Work:** None to report.

ii) **To discuss quotes received:** The PC has received 2 quotes from J Rendle. The first is to clear the base of the hedge within the cemetery that runs along the left-hand side adjacent to the play park for £110.00. The second is to complete tree works in the Parish Meadow to facilitate maintenance of the meadow. The quote was for the sum of £210.00. It was **AGREED** to accept both quotes and for the works to begin.

iii) **Play park inspections:** No new issues to report

408/16 **CRAPSTONE FIELD**

a) **Update on the formation of Working Party**

SW has met with David and Elaine Simkins and Marilyn Allen and they are formulating ideas for the field. They have also met several residents of Stonemoor who have expressed an interest in forming a group in the New Year.

409/16 **CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**

The following list of correspondence was **NOTED**:

1. WDBC Press Release – Spate of pay and display machine thefts continues
2. Rural Services Network – Weekly Email News Digest – 12 Dec 2016
3. DNPA – Reminder Dartmoor Local Plan Consultation
4. WDBC Press Release – Signed and ready to deliver – New leisure operator signs landmark contract
5. Healthwatch Devon – November E-Bulletin
6. Rural Services Network – Rural broadband – Nov 2016
7. Healthy People Nov 2016

The majority of the correspondence listed above, where emails have been received, are forwarded to Cllrs prior to the meeting.

410/16 **ITEMS FOR THE NEXT AGENDA**

Setting of the precept and the budget for FY2017/18

411/16 **FUTURE MEETING DATES**

Weds 11th January: Planning Committee at 1930 at Buckland Monachorum Village Hall (Committee Room) and Finance Committee to follow at 2000.

Tues 24th January: Meeting of Planning Committee at 1930 followed by meeting of Full Council at 2000 at Buckland Monachorum Village Hall (Committee Room).

Meeting finished at 20.38