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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **BUCKLAND MONACHORUM VILLAGE HALL** on **TUESDAY** the **24TH JANUARY 2017** at **7.30pm**

Present: Cllrs M Fowler (MF) (Chairman), L Wood (LW) (Vice-Chairman), G Baird (GB), V Bolitho (VB), D Butland (DB), S Challiss (SC), R Cheadle (RC), S Hustler (SH), L Larkin (LL), I Vincent (IV) and S Woollacott (SW).

In Attendance: Mrs K Johns (Parish Clerk)

009/17 **APOLOGIES FOR ABSENCE** None

010/17 **TO RECEIVE DECLARATION OF INTERESTS** LW declared an interest in the movement of sheep item.

011/17 **TO WELCOME NEW COUNCILLOR**

The Parish Council **AGREED** to co-opt Sarah Hustler as a new member of the Parish Council. MF welcomed SH to the meeting and the PC.

012/17 **TO CONSIDER AND APPROVE THE MINUTES OF THE GENERAL PURPOSES COMMITTEE HELD ON 6TH DECEMBER 2016:**

It was **AGREED** to approve the minutes of the meeting held on 6th December 2016 without amendment.

013/17 **TO CONSIDER AND APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 13TH DECEMBER 2016**

It was **AGREED** to approve the minutes of the meeting held on 13th of December 2016 with one amendment to para. 398/16 (c), where the minutes should read 'Diamond Jubilee', rather than 'Golden Jubilee'.

014/18 **TO CONSIDER AND APPROVE MINUTES OF PLANNING COMMITTEE MEETINGS HELD ON 13TH DECEMBER 2016 and 11th JANUARY 2017**

It was **AGREED** to approve the minutes of the meetings held on 13th of December 2016 and 11th January 2017 without amendment.

015/17 **TO CONSIDER AND APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 11TH JANUARY 2017**

It was **AGREED** to approve the minutes and the recommendations of the meeting held on 11th January 2017 without amendment.

016/17 **FINANCE**

The Clerk circulated a finance report to Members which included the recent bank reconciliation dated 23rd January 2017 - **NOTED**. Cllr Fowler had checked the details and signed the bank reconciliation.

(i) Payments and receipts

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

2815	03/01/2017	CASH	100.00	Crapstone field rent - Jan 2017
A/c	19/01/2017	CR	492.00	British Beds contribution to roundabout 2016/17
	19/01/2017	CR	250.30	Returned cheque no. 102244
	20/01/2017	CR	257.40	Returned cheque no. 102246

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b) It was **AGREED** to make the following payments since December's meeting:

<u>Payee</u>	<u>Payee Ref</u>	<u>Gross £</u>	<u>Net £</u>	<u>VAT £</u>	<u>Council Ref</u>	<u>Reason</u>
CCA Village Hall	Inv. 890	£25.00			102248	Hall hire 13/12/16
J Rendle	JSR15/219	£780.00			102249	BM GM December
Perfect Pastures		£469.50			102250	Yelverton GM Oct
J Jeffery	Inv.2814 Inv.31	£260.00	391.25	78.25	102251	Strimming grass verges

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	24/01/17	817.77	817.77		102252	Clerk's Salary Mth 10
K Johns	24/01/17	227.00	227.00		102253	Council Admin - Mth 10
Peninsula	24/01/17	250.30	250.30		102254	Re-issue cheque no 102244
Pensions	24/01/17	237.76	237.76		102254	Emp. & Employee Pension Contributions Jan 2017
HMRC	24/01/17	**65.32	65.32			TAP Fund drainage and ditching
J Jeffery	Inv. 39	1560.00	1560.00		102255	TAP Fund defibrillator Yelverton
Cardiac Science	7275764	1566.00	1295.00	261.00	102256	Donation to Buckland Village
B V C P	24/01/17	250.00	250.00		102257	Community Partnership for shop feasibility study Hall hire 23/10/16
YWMH	24/01/17	20.00	20.00		102258	Returned cheque fee x2 – To be refunded by HSBC on 25/1/17
HSBC		30.00	30.00			
WDBC	80000182661	257.40	214.50	42.90	102259	Re-issue of cheque no. 102246

** £65.32 to HMRC not paid as BMPC are currently £106.00 in CR

- (ii) **To confirm Precept 2017/2018** – Following the Finance Sub-Committee recommendation of the 11th January 2017, it was **AGREED** for the FY2017/2018 precept to be set at £45,925 (comprising of parish expenses of £44,780 and a government grant of £1,145). The increase equated to a £0.69 (2.59%) per annum increase for a Band D household. The precept has risen due to the rising costs of parish grounds maintenance, the opening of the new cemetery and a decrease in the government grant.

017/17 REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)

- a) SW reported that the Lengthsman has now completed drainage and ditching work at 149 grid references. SW will be putting an electronic file together of the works which will be placed upon the website when complete.

018/17 TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD (Cllr Cheadle)

- a) RC reported that the money available from WDBC for the Parish Council will be decreased by £8000.00 in 2018/19.
- b) WDBC have agreed to charge for Green Waste collected from households in West Devon. It is likely that there will be an opt in service for which individual households will be charged.
- c) The Joint Local Plan with WDBC, South Hams and Plymouth City is coming to the end of its consultation period. RC asked for comments to be made to him before 31st January 2017, as he will be attending a meeting shortly after this date.
- d) Devon County Council elections are due in May 2017. West Devon has four County Councillor posts up for election. Both RC and LW announced they would both be running in the election.

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- 019/17** **NEIGHBOURHOOD PLAN UPDATE** (Cllr Cheadle)
Buckland Monachorum's Neighbourhood Plan has now started its six-week consultation period. There are open days set up in Clearbrook, Buckland Monachorum, Milton Combe and Yelverton (St Paul's) Village Halls over the first two Saturdays in March 2017 where members of the public can make their comments on the plan.
- 020/17** **CRAPSTONE WAR MEMORIAL MAINTENANCE WORKS – TO DISCUSS:**
i) **Works required to Crapstone War Memorial Grass:** There has been concern expressed about the state of the grass surrounding the War Memorial. Thatch is building up and the grass can be difficult to walk on for those that are less steady on their feet. The point was discussed and it was **AGREED** that SW and the Clerk would obtain quotes for works to improve the grass.
- 021/17** **TO DISCUSS UPCOMING DALC COUNCILLOR AND CLERK TRAINING COURSES:** It was **AGREED** that the Clerk should attend the 1 day course offered by DALC on 21/3/17 on preparation for an audit and that SH could attend the new Councillor Course on 7/3/17 if they wished to.
- 022/17** **UPDATE OF REGISTER OF INTEREST FORMS:**
The Clerk reminded all Councillors that it is important that they keep their Register of Interest forms up to date. They listed the circumstances that would require an amendment form to be completed. An amendment form was offered to all Councillors should they require one.
- 023/17** **BMPC COMMUNICATIONS (SOCIAL MEDIA, NEWSLETTERS, PRESS ARTICLES)**
a) LW reported that there has been a communication via Facebook about the state of the Victorian Water Trough and a suggestion made that the trough should be lifted from the ground and laid on top of the grass. The point was discussed, but it was **AGREED** that this could not be done as BMPC has no such authority to do so as the trough is owned by Maristow Estate.
b) RC reported that an article in Moorlinks has recently been published about BMPC's Neighbourhood Plan consultation.
c) The Clerk requested for those Councillors who have not yet provided a short biography for the web site to do so as soon as possible. They also reported that the Council Minutes going back to the start of 2015 have now been published on the web site.
- 024/17** **HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**
LL reported that the road by the crossroads from Buckland Monachorum to Buckland Abbey is still in a very poor state of repair as is Alley Hill in Milton Combe. It was **AGREED** that RC would follow up to see if there is anything further which could be done by WDBC.
- 025/17** **PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS (CLLR WOOLLACOTT)**
SW reported the following matters;
a) The broken hinge on footpath 32 Tanners Bridge, is being repaired /renewed by DCC.
b) The Clerk has replied to the land owner of Yeoland House, Clearbrook on their query regarding the broken fence running along the footpath.
c) Footpath running behind the cemetery and the parish meadow has lost a lot of its gravel. It was **AGREED** that SW should seek quotes for the replacement of the gravel.
d) All the paperwork to apply for the P3 Footpath maintenance grant has been completed and sent to the Clerk for forwarding onto Devon County Council.
e) SW requested that RC chase the Permissive Path Agreement that the PC are waiting to be signed. This will enable the works to provide a footpath from Briar Tor and Greenbank Terrace, Yelverton to go ahead.
- 026/17** **UPDATE ON VICTORIAN WATER TROUGH GRANT APPLICATION**
SW reported that the Yelverton History Club and the Harrowbeer group have made a donation of £25.00 each to support the Victorian Monument project. The PC is just waiting to see how much Councillor Philip Sanders input is.

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GENERAL PURPOSES:

a) Cemetery

- i) **Interments and Memorial Work:** None to report
The Clerk has received two quotes for the recommended works to the Western Red Cedars located either side of the Cemetery Lych Gate and for the removal of the dying conifer in the old Churchyard. It was **AGREED** to accept the quote for £370.00 from M Boughton to remove the conifer and to accept the quote received from Greenhills to undertake the recommended works to the 4 Western Red Cedars for the sum of £450.00 plus VAT.
- i) **Parish Meadow: i) Sheep movement into meadow (Cllr Wood)** LW notified members that the Buckland Food Growers Sheep have now been moved into the Parish Meadow for grazing and that they would be moved out by the 28th February. A movement form has been submitted to the Clerk.
- ii) **Play Park Inspections, to include: i) Arrangement of a working party to repaint Crapstone swings.** All inspections of play kit have been carried out and there are no major problems to report. It was **AGREED** for MF to arrange a working party to repaint the swings and slide to prevent corrosion. LL, RC, IV and MF all volunteered their help.
- iii) **Bus Shelters: i) Report on condition of Crapstone Bus Shelter (Cllr Vincent):** A condition report on the bus shelter written by IV had been circulated to all members prior to the meeting and members concurred that it is in a poor state of repair. It was **AGREED** that SW would approach the owner of the land that the shelter is located on to seek their views regarding its repair and report back.

RC reported that a working party of residents of Golf Links Road had been formed to repaint the bus shelter located along the road. They have provided paint for the works, but require some more. It was **AGREED** to reimburse M Fowler £57.90 for the additional paint required.

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CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES

The majority of the correspondence listed below, where e-mails have been received, are forwarded to all Cllrs prior to the meeting.

1. WDBC Press Release – Councillors will recommend not to set up a company
2. Rural Services Network – Weekly Email News Digest – 9th Jan 2017
3. DCA – Recreational Events Consultation – 6 Moor Miles
4. Healthwatch Devon – January E-Bulletin
5. Rural Services Network – Rural broadband – Nov 2016

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ITEMS FOR THE NEXT AGENDA

Crapstone Playing Field

Proposal for Crapstone Bus Shelter (By Business Park)

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FUTURE MEETING DATES

Sat 12th January: General Purposes Committee site meeting at the Cemetery at 1000.

Weds 8th February: Meeting of the Planning Committee at 1930 at Buckland Monachorum Village Hall (Committee Room)

Tues 21st February: Planning committee meeting at 7.00pm followed by a meeting of Full Council at 8.00pm at Clearbrook Village Hall.

Mon 27th February: Planning Committee at 8.00pm at Clearbrook Village Hall

Meeting finished at 21.31