

DRAFT

Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **YELVERTON WAR MEMORIAL HALL (COMMITTEE ROOM)** on **TUESDAY** the **25TH APRIL 2017** at **7.30pm**

Present: Cllrs R Cheadle (RC), L Wood (LW), G Baird (GB), S Britton (SB),
D Butland (DB), S Hustler (SH), L Larkin (LL), S Woollacott (SW).

In Attendance: Mrs K Johns (Parish Clerk)

104/17 **APOLOGIES FOR ABSENCE** were received from Cllrs Fowler and Bolitho.

105/17 **TO RECEIVE DECLARATION OF INTERESTS**
None

106/17 **TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21st MARCH 2017**
It was **AGREED** to approve the minutes of the meeting held on 21st March without amendment.

107/17 **TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 21st March and 12th APRIL 2017** It was **AGREED** to approve the minutes of the meetings held on 21st March and 12th April 2017 without amendment.

108/17 **FINANCE**
The Clerk circulated a finance report to Members which included the recent bank reconciliation - **NOTED**. Cllr Cheadle had checked the latest bank transaction information and signed the bank reconciliation.

a) Payments and Receipts

It was **AGREED** to approve the following payments:

<u>DATE</u>	<u>PAYEE & REASON</u>	<u>REF</u>	<u>GROSS</u>
12/04/2017	DALC – Auditor Training Course	102281	£30.00
12/04/2017	Tavistock Town Council - Invoice SD4047 - Monthly play park inspections and bench repair	102282	£492.00
12/04/2017	J Rendle BM Grounds Maintenance March 2017 - Invoice: JSR17/14	102283	£780.00
12/04/2017	ICCM - 2017/18 Membership fees	102284	£90.00
12/04/2017	Perfect Pastures Yelverton Grass Cutting March 2017 - Invoice: 2830	102285	£469.50
12/04/2017	K Johns - Reimbursement for x2 Shaw's Cemetery Receipt Books	102286	£45.30
12/04/2017	YWMH - Hall Hire 21st March 2017	102287	£20.00
12/04/2017	St Pauls Church Hall Hire - Neighbourhood Plan Meeting 4/3/17	102288	£20.00
25/04/2017	K Johns - Mth 1 salary	102289	£851.86
25/04/2017	K Johns - Mth 1 Admin	102289	£159.76
25/04/2017	Groundworks Refund of remaining Neighbourhood Plan monies 2016/17	102291	£3,489.21
25/04/2017	Peninsula Pensions - Mth 1 Emp & Employee payment	102292	£254.39
25/04/2017	HMRC - Emp & Employee NI & Tax payment - Mth 1	102293	£86.19

25/04/2017 L Larkin - Reimbursement for APM refreshments 102294 £11.65

Receipts (£) since the last meeting - **NOTED:**

Current a/c D Carmichael - Field Rent Apr

2017

£100.00

Savings a/c WDBC Precept - 1st Instalment + CTSG

£23,535.00

109/17

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

Cllr Cheadle reported that he will be attending a meeting on behalf of the Parish Council, along with the author of the Joint Local Plan for West Devon/ South Hams and Plymouth Councils, Dartmoor National Park and Maristow Estate to discuss possible future options for providing a by-pass for Yelverton. He will report back to the PC at the next meeting.

Cllr Butland announced that he sits on a Committee of a local charity which provides funding to individuals in need Buckland Monachorum. He requested that if any members were aware of anyone needing some financial assistance to contact him.

BMPC COMMUNICATIONS (NEWSLETTERS, SOCIAL MEDIA, PRESS ARTICLES)

RC updated Members that a new edition of Moorlinks magazine would soon be going to press and that he would provide articles on the progression of the Neighbourhood Plan and the outcome of the meeting with DCC highways about the placement of double yellow lines on the roads in Yelverton (see item no.12 for more details).

LW said that BMPC has approximately 260 followers on Facebook and there is a good amount of interest on the articles posted.

110/17

NEIGHBOURHOOD PLAN (NP)

- a) Comments are currently being collated, the most significant is from WDBC's Neighbourhood Planning Officer who has requested a Strategic Environmental Assessment. This will be paid for by grant funding and will take a number of weeks to complete.
- b) Members **AGREED** the following response to West Devon/ South Hams and Plymouth Council's Joint Local Plan:

The Buckland Monachorum Parish Council wish to make the following comments on the Joint Local Plan.

1. Development vs Infrastructure

The Plan sets out in considerable detail the extent of development (both residential and economic) required over the next two decades. Much of this development (around 10% of the total within the Plan) lies between the North of Plymouth and Tavistock. The Plan recognises that this will place stress on the A386 and that mitigating this stress will be required to 'unlock growth potential'. While the supporting Options Assessment Report (Connections from Tavistock to Plymouth - dated October 2014) itemises a number of potential mitigating measures, the Plan commits only to one of these (to dual carriageway a small section of road within Plymouth). The Parish Council draws little comfort from the statement that '*A386 improvements will be considered as part of a wider study*' and asks why, if a commitment to development can be made in such detail, why a similar commitment to the necessary infrastructure cannot. **The Parish Council recommends that the required study is accelerated to allow the Plan to be amended to provide firm commitments to improve the A386 ahead of the developments which will depend on them to generate the required growth.** Furthermore, the Parish Council asks how the intended measure of success (B - Major northern corridor infrastructure has been delivered to unlock growth potential of the area) can be assessed if the required infrastructure has not identified prior to the developments taking place.

2. Settlement Boundaries

Settlement Boundaries proposals are set out in a supplementary document (Thriving Towns and Villages Settlement Boundary Topic Paper - March 2017). While the rationale for establishing Settlement Boundaries is understood (to prevent rural sprawl or unsustainable development in the open countryside), it can lead to

unintended consequences. Experience within the Parish can clearly demonstrate that developers deploy the boundaries to justify inappropriate development within the boundaries while Local Authorities reject reasonable proposals because they lie on the 'wrong' side of the boundary. Furthermore, their existence has led to the majority of available plots within the boundaries having now been developed. Two proposals are made. **If villages are to contribute to the housing stock as the JLP proposes, planners will need to recognise that either development will need to take place outside the established Settlement Boundary or the boundaries will need to be drawn to 'scope in' new sites. Finally, as not all established settlements have defined settlement boundaries it is further proposed that a refinement to the proposed policy should be made to allow appropriate development within existing (undefined) settlements where this does not lead to encroachment / sprawl.**

The Clerk will forward the comments to West Devon Borough Council before the consultation deadline.

111/17 TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD

RC also appraised members that WDBC will start charging for green waste household collections from this August. The scheme will be opt-in and the charge will be approximately £40.00* per household for the collection of up to 4 green waste bags fortnightly.

* Charge to be agreed shortly by WDBC

112/17 CAR PARKING MATTERS UPDATE

Mr Hambly from the Saab garage has contacted the Parish Council in response to the letter it sent to him regarding the use of 2 parking spaces on Yelverton Forecourt by his business. RC will visit Mr Hambly to discuss the matter further and report back at the next meeting.

113/17 UPDATE FROM THE WORKING PARTY ON CLERK'S HOURS

KJ reported that the amended advertised opening hours for the PC were helping to give some flexibility to their working hours.

114/17 HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS (CLLR CHEADLE)

RC reported that both he and MF had attended a meeting with DCC's Highway's Neighbourhood Officer to discuss the placement of double yellow lines (no waiting zones) on the roads around Yelverton. The following was agreed:

- i) A small section of the road leading from the Rock Pub to Westella Road will be double lined to enable residents crossing from Briar Tor to access the Shops etc. safely; and
- ii) A similar sized section will be double lined where the footpath from Binkham Hill meets Westella Road for the same reason as i) above; and
- iii) A section of the road leading into Grenville Park, (opposite the exit from the petrol station on Yelverton forecourt) will be double lined to prevent cars from parking there.

Both SC and SW mentioned that a section of road leading onto Meavy Lane could also do with being double lined to prevent cars from parking along it. RC said that it would not be able to be considered currently as the consultation process on the No Waiting Zones had come to an end, but it should be borne in mind for any other consultation in the future.

115/17 REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS

SW said that currently there are no issues to report.

116/17 UPDATE ON THE VICTORIAN WATER TROUGH GRANT APPLICATION (CLLR WOOLLACOTT)

SW reported that the monumental masons have been instructed to carry out the work as the funding is now in place for the Queen's Diamond Jubilee inscription.

117/17 TO DISCUSS THE WORKS REQUIRED TO THE PATHWAY AT ST ANDREWS PRIMARY SCHOOL AND TO LOOK AT FUNDING OPTIONS

A quote of £2000 has been given for the works to provide an extra section of footpath to the rear of the school which will enable wheelchair users easier access. RC notified members that WDBC have a

community grant for projects like this, but the PC would need to find match funding. Members discussed whether or not the PC should fund the remainder. It was **AGREED** not to provide match funding as it was felt that the School and WDBC should provide the funding for the project.

118/17 **TO APPROVE THE 5% END OF YEAR PAYMENT (FY-2016/17) TO THE BM GROUNDS MAINTENANCE CONTRACTOR**

It was **AGREED** to pay the retained 5% payment. A site meeting of the General Purposes Committee will be held at Buckland Monachorum's Cemetery on 17th May at 1800 with the contractor to discuss the works going forward into 2017/18

119/17 **TO DISCUSS THE FUNDING REQUEST MADE BY YELVERCARE TOWARDS NEW SIGNAGE AT YELVERTON PLAYPARK**

A request has been received by the PC from Yelvercare asking if it would contribute towards new signage at the play park. The matter was discussed, but it was felt that requests for donations should be placed before the Finance Committee which sits in November each year. It was **AGREED** to consider the request at the November 2017 finance meeting.

120/17 **TO DISCUSS AND AGREE UPON WHICH COUNCILLORS WILL SIT ON THE PC'S VARIOUS COMMITTEES**

SC has raised the item prior to the May Annual Meeting, (when this matter is usually discussed) because SH who has recently joined the PC would like to become involved in one of its Committees. The matter was discussed and it was **AGREED** that SH would sit on the General Purposes Committee.

119/15 **GENERAL PURPOSES**

- a) **Cemetery – Interments and memorial work** – The Clerk reported that there has been one interment of ashes in the Garden of Remembrance, a deed for a new memorial has been issued and there are currently approximately 6 applications for transfer of ownership of grave spaces.
- b) **To discuss and approve the new proposed cemetery extension layout** – The Clerk reported that they are still in consultation with various organisations about the possibility of amending the layout to accommodate back to back headstones laid on a raft foundation, as this practice provides greater stability for the memorials and would reduce future maintenance costs for the PC.

The matter was discussed and eventually it was **AGREED** that the PC would approve the second version of the cemetery plans and only allow flat memorials in the new extension. This is because this type of memorial requires little maintenance, do not impede grass cutting and the back to back arrangement would reduce the number of grave spaces in the cemetery.

The Rules and Regulations of the new cemetery will be discussed at the next General Purposes Committee meeting.

- c) **Play Park and Inspections** – All inspections for the month of April have been completed by Councillors. GB reported that the fence posts to the fence in front of the toddler swings in the BM park are rotted and require replacement. The PC will seek quotes for the work and discuss at the next meeting.
- d) **Bus Shelters** – SW reported that they are still in discussion about the repair of the Crapstone shelter with the owner of the land on which it is situated.

LL reported that they had assessed the condition of the bus shelter at the top of Milton Combe hill. It was their belief that in its current state that it could be repaired for somewhere in the region of £500.00, but if it was left to deteriorate for much longer that the cost of repair would be significantly higher. It was **AGREED** to discuss the matter at the Finance Committee meeting in November to see whether it should be included in the budget for the following year.

120/17 **TO DISCUSS PROGRESS WITH CRAPSTONE FIELD WORKING PARTY/ INVESTIGATIONS (CLLR) WOOLLACOTT**

SW, SH & SC have met with a representative from Devon Wildlife at the field and discussed the possibility of part of the field being turned into a wetland reserve. They felt that some very positive points had come out from the meeting and that a wildlife area in the field could be a real possibility. Funding streams were

discussed and the on-going maintenance of the site. SW reported that Devon Wildlife have suggested where possible that BMPC should use Dartmoor ponies or local goats once or twice a year for clearing vegetation on the nature site and that some income could be raised by involving local groups such as scouts /schools etc.

SW asked for funding from the money set aside for the Crapstone field project development fund to produce a leaflet for distribution to local residents, informing them about the project and also asking for local support. It was **AGREED** that the PC would spend up to £25.00 on producing and distributing the leaflet. SW also asked permission for a bat detector to be used in the field. There is no cost associated with this item. It was **AGREED** that a bat detector could be placed in the field.

121/17

SW will report back at the next meeting any feedback as a result of the leaflet.

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. Rural Services Network – Weekly Email News Digest – 18th Apr 2017
2. Citizens Advice Newsletter 13 Apr 2017
3. Healthwatch Devon – April E-Bulletin
4. Rural Services Network – Rural broadband – Apr 2017
5. Rural Services Network – Weekly Email News Digest – 3rd Apr 2017
6. Police and Crime Commissioner Monthly Report – March 2017
7. Healthy People - March 2017

122/15

ITEMS FOR THE NEXT AGENDA Crapstone Field update, Website Update

123/15

FUTURE MEETING DATES

- Weds 10th May:** Planning Committee at 7.30pm at Milton Combe Village Hall
Tues 23rd May: **ANNUAL MEETING OF THE PARISH COUNCIL** (BMPC's AGM) at 7.30pm at Clearbrook Village Hall
Weds 14th Jun: Planning Committee at 7.30pm at Milton Combe Village Hall

The meeting closed at 9.01pm