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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **YELVERTON WAR MEMORIAL HALL** on **WEDNESDAY** the **25<sup>TH</sup> OCTOBER 2016** at **7.30pm**

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

**In Attendance:** Mrs K Johns (Parish Clerk)

**321/16** **APOLOGIES FOR ABSENCE** was received from Cllr Britton.

**322/16** **TO RECEIVE DECLARATION OF INTERESTS** None.

**323/16** **TO CONSIDER AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 26<sup>TH</sup> SEPTEMBER 2016:**  
It was **AGREED** to approve the minutes of the meeting held on 26<sup>th</sup> September 2016 without amendment.

**324/16** **TO CONSIDER AND APPROVE MINUTES OF PLANNING COMMITTEE MEETINGS HELD ON 10<sup>TH</sup> AUGUST, 14<sup>TH</sup> & 26<sup>TH</sup> SEPTEMBER and 12<sup>TH</sup> OCTOBER 2016**  
It was **AGREED** to approve the minutes of the meetings held on 10<sup>th</sup> of August, 14<sup>th</sup> and 26<sup>th</sup> September and 12<sup>th</sup> October 2016 without amendment.

**325/16** **FINANCE**  
The Clerk circulated a finance report to Members which included the recent bank reconciliation dated 2<sup>rd</sup> October 2016 - **NOTED**. Cllr Fowler had checked the details and signed the bank reconciliation.

## Payments and receipts

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

<b>2815 A/c</b>	05/08/16	CASH	100.00	Crapstone field rent - Aug 2016
	02/09/16	CR	6.59	Gross Interest to 1 <sup>st</sup> Sept 2016 – HSBC
	06/09/16	CASH	100.0	Crapstone field rent - Sept 2016

b) It was **AGREED** to make 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>
Kelly Johns	-	823.87	823.87	-	102302	Clerk's Salary Mth 5
Kelly Johns	-	54.17	54.17	-	102302	Council Admin Mth 5
JS Rendle	-	780.00	780.00	-	102303	BM GM. June
Perfect	-	469.50	391.25	78.25	102304	Yelverton GM June
Pastures	-	5.00	5.00	-	DD	Xmas Lights Aug
Npower	-	5.00	5.00	-	DD	Xmas lights Sept
Npower	-	1696.20	1696.20	-	DD	Loan repayment for cemetery extension
PWLB	-					
Peninsula Pensions	-	237.76	237.76	-	102201	Employer & Employee for August '16
				-		
YWMH	2016BMPC7	18.00	18.00	78.25	102202	Hall Hire 26/07/16
Perfect	2793	469.50	391.25		102203	Yelverton GM Aug '16
Pastures				-		
JS Rendle	SR16/194	780.00	780.00	-	102204	B. Mon. GM Aug '16
St Paul's Hall Annex	-	10.00	10.00		102205	Hall Hire (NP) 9/8/16

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K Johns	27/09/16	823.87	823.87	102206	Clerk's Salary Mth 6
K Johns	27/09/16	168.72	168.72	102206	Council Admin -
Peninsula Pensions	27/09/16	237.76	237.17	102207	Mth 5 & 6 Emp. & Employee Pension
*HMRC	27/09/16	51.98	51.98	-	Contributions Sept 2016
SLCC	27/09/16	149.00	149.00	102208	Employer & Employee NI & Income Tax contribution SLCC Renewal of Membership 2016/17

\*Payment of £51.98 due, but not paid as Parish Council is in Credit with HMRC

**b) The Clerk reported that the** Parish Council's external auditors have signed off the 2015/16 Annual return with two minor comments on the length of time the accounts should be advertised for and the wording of the minutes recording the signing off of the accounts.

**326/16** **REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)**

- a) DB reported that Bere Ferrers Parish Council have asked the Parish Council for a letter of support for their application for the cost of landing lights for the Devon Air Ambulance. It was **AGREED** that MF would write a letter of support on behalf of the Parish Council.
- b) The Parish Council application for TAP funding for a defibrillator to be installed outside the GP Surgery in Yelverton will be submitted shortly to WDBC.
- c) LW reported that the survey of Buckland Monachorum's drainage has been completed and has only identified one issue with a culvert outside Ivy Cottage requires a grate fitting and some concreting works.
- d)

**327/16** **TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD** (Cllr Cheadle)

RC reported that WDBC are currently revalidating the number of houses required in future years as part of the new joint development plan with Plymouth City and South Hams Councils. This may mean that the current number of 20 houses, identified as being required within the Parish may change. The Parishes Neighbourhood Plan will help identify the type and size of housing required, rather than just number of houses required. RC hopes to receive confirmation of numbers from WDBC within the next month.

**328/16** **NEIGHBOURHOOD PLAN UPDATE** (Cllr Cheadle)

The Neighbourhood Plan may require updating with any new figures decided by WDBC for new housing numbers within the Parish (see item above).

**329/16** **COUNCILLOR VACANCY**

The Parish Council have received confirmation that no Parishioners called for an election to be held for the current vacancy and that the PC may go ahead and Co-opt a new Councillor. The Clerk reported that three candidates have come forward expressing an interest. Application packs will be sent out to the interested parties and posters will be placed on Parish Noticeboards, in local pubs and on the Website advertising the vacancy. The successful candidate will be chosen at the November meeting of Full Council.

**330/16** **UPDATE ON SUPERFAST BROADBAND VOUCHER SCHEME**

Milton Combe is going to have a new fibre optic line installed to supply superfast broadband to the Village. It has also been found that St Andrew's School in Buckland Monachorum does already have superfast broadband installed.

With these details in mind and the fact that only 6 people have come forward expressing an

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interest in the scheme, it was decided that it would be unviable to try to amalgamate the vouchers to provide superfast broadband to the whole of Buckland Monachorum. Therefore, it was **AGREED** to not investigate the matter any further.

**331/16 TO DISCUSS AND COMMENT UPON BT'S PROPOSAL TO REMOVE MILTON COMBE'S PUBLIC PAYPHONE**

VB said that the loss of the public phone box should be objected to, due to there being no mobile phone coverage in the village. The retention of the payphone is particularly important because of the flooding issues in the village and because it acts as the emergency telephone for the Village Hall. It was **AGREED** that the clerk would report the Parish Council's objection to WDBC, who are co-ordinating responses.

**332/16 TO DISCUSS DCC'S PROPOSAL TO ENFORCE NO WAITING ZONES THROUGHOUT THE PARISH**

RC reported that DCC currently have a consultation open until 3<sup>rd</sup> November asking for comments on their proposals to enforce no waiting zones in three locations within the Parish. The locations are; Along the top part of Westella Road and at the top of Harrowbeer Lane in Yelverton and a 10m stretch outside 1 The Village in Buckland Monachorum. Members discussed the proposals and agreed that the restriction in Buckland would not cause any adverse effect, but felt that the two proposals for Yelverton would cause unnecessary displacement of vehicles. It was felt that the proposed restriction at the top of Harrowbeer Lane should be shortened to a 10m stretch along both sides of the top of it coming up to the Dousland Road junction.

It was **AGREED** that RC would draft a response stating the Council's objection to the Westella Road restriction and its idea for the amendment of the restricted area in Harrowbeer Lane.

**333/16 BMPC COMMUNICATIONS (SOCIAL MEDIA, NEWSLETTERS, PRESS ARTICLES)**

It was **AGREED** that RC would draft a number of articles to be placed in the upcoming edition of Moorlinks. They are;

- i) A repeat advert asking for ideas on the future use of Crapstone Field
- ii) An article informing Parishioners that the Council will be conducting a feasibility study into the use of the top part of the new Cemetery for green burials
- iii) An item notifying Parishioners that the Superfast Broadband Voucher Scheme has proved to be unviable.

MF reported that the PC has received an email from a parishioners concerned about the size and safety of the 4 Western Red Cedars located either side of the Lych Gate in Buckland Monachorum's Cemetery. The matter was discussed and it was **AGREED** that no further action would be taken at this stage because the Parish Council is monitoring the trees by having regular tree condition surveys done. The last one was carried out this Summer and found no major faults.

It was **AGREED** that MF would write to the Parishioner and notify them that no action is currently intended to reduce or remove the trees.

**334/16 HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**

The Parish Council has received a complaint from a member of the public about the speedbumps along Gratton Lane being dangerous due to them being poorly highlighted and their size. Members discussed the issue and felt that the speed bumps were adequately highlighted and necessary to reduce speed along the lane. The Clerk will pass their comments onto the complainant.

**335/16 PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS**

**a) PROGRESS ON PROPOSED PATH FROM BRIAR TOR TO GREENBANK, YELVERTON (CLLR WOOLLACOTT)**

Members welcomed back Cllr Woollacott from their extended holiday. SW updated members that they are still waiting for the permissive path agreement to be signed and returned by Maristow estate. Until this is done the PC cannot go ahead with the provision of

a new footpath from Greenbank to Briar Tor in Yelverton.

## **PROVISION OF A POPPY WREATH AND ATTENDANCE FOR REMEMBRANCE SUNDAY**

**336/16** It was **AGREED** that a donation of £30.00 would be made from the Section 137 fund for the provision of a poppy wreath and a donation to the Royal British Legion Poppy Appeal. RC will attend the Remembrance Day ceremony at the Crapstone War Memorial as the Chairman will be attending another Remembrance Day ceremony.

## **337/16** **GENERAL PURPOSES:**

### **a) Play park Matters and Inspections**

The Parish Council's contractor has completed the annual safety inspection of both Buckland Monachorum and Crapstone play parks. A couple of issues have been identified. RC will have a look and them and report the findings back to the Clerk.

### **b) Sponsorship of Yelverton Roundabout and Crapstone Bus Shelter**

It was **AGREED** that British Beds would sponsor Yelverton Roundabout again for the coming year. The Company have also contacted the Clerk with further ideas for the planting of bulbs on the roundabout and to smarten up the Crapstone Bus Shelter (by the business park). It was **AGREED** that the planting of bulbs could be done, as long as the bulbs were planted within the existing beds, so as not to cause problems for the grounds maintenance contractor. Members requested that the Company outline their proposals for the Bus Shelter prior to agreement.

### **c) Discussion of Quotes provided for the repair of the broken granite post at Crapstone War Memorial**

The Clerk has received a quote of £250.00 plus VAT for the repair of the broken granite post. It was **AGREED** that the repairs should commence as soon as possible to ensure the fence was fixed by Remembrance Day.

### **d) Cemetery: Interments and Memorial Work – i) The Clerk confirmed that there had been one interment and three interments of ashes in the cemetery. Additionally, two double plots have been purchased and additionally one memorial has been installed along with a second inscription.**

ii) The Cemetery extension was discussed and it was **AGREED** for the Clerk to instruct Tom Rodger's Architects to begin drawing up a plan of the plot layout in the extension. The cost of the plans being drawn are £450 plus VAT.

### **e) Victorian Water Trough Inscription – Cllr Woollacott**

SW updated members that she is seeking funding to have the inscriptions on the water trough restored along with a new inscription commemorating the Queen's 90<sup>th</sup> Birthday. To apply for the funding, the PC will need a letter of Authority to carry out the works from Maristow Estate, the owners of the water trough. It was **AGREED** that the Clerk will write to Maristow asking for a letter of Authority once SW has sent details of the proposed inscription to the Clerk for inclusion with the letter.

## **338/16** **CRAPSTONE FIELD**

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

No-one else has come forward to the Parish Council asking to sit on the working party to investigate potential uses of the field in future Years. The request for volunteers is to be repeated in the next edition of Moorlinks magazine.

SW updated members that they have researched various possible uses for the field during their absence. Having looked at the nature of the soil and the issues with the drainage of the land they believe that the provision of a Wetland Nature Reserve on the right hand side of the field may be a possible option, especially as the plan would keep the area as a green space which is important for the health and wellbeing of local residents.

They asked for permission to continue to research the matter and speak to some experts. Members **AGREED** that this could be done and for them to report their findings back to the PC.

### **b) Update on access points onto field**

SC brought to member's attention a guidance note issued by NALC providing advice on the wording of letters to individuals who have made unofficial access points onto Council

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owned land. It was AGREED that the Clerk would draft a letter in line with the guidance note for MF to deliver to the two properties who have made access points from their gardens onto the Parish Council's field.

**c) Provision of Play Equipment to Crapstone Field**

MF discussed that during the public consultation for the solar panels a number of local residents had complained that the play equipment provided in the field was insufficient. Members discussed the point and said that that the installation of any new play kit would require public support and consultation on what type of kit would be suitable. It was AGREED that MF would place a notice on the gate to the field asking for people's views.

**339/16 CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**

The following list of communications was circulated and **NOTED**:

1. Crapstone Cricket Club – Update on Cricket Pavillion Build
2. Rural Services Network – Rural Transport Newsletter October 2016
3. WDBC – TAP Fund Applications Guidance
4. BT Consultation – Removal of Payphone Kiosks in Parish
5. DNPA – Local Plan Consultation Workshop for Parish/ Town Councils
6. DCC Notification of Traffic Orders for new no waiting zones in Buckland Monachorum and other areas
7. BT Community Fibre Partnerships

Additionally, the Clerk has received confirmation from WDBC that the Council Tax Support Grant it receives annually from them will decrease by 8.6% annually over the next few years.

The Clerk will forward the Crapstone Cricket Club update to all members for their information.

**340/16 ITEMS FOR THE NEXT AGENDA**

Milton Combe Bus Shelter

**341/16 FUTURE MEETING DATES**

- Mon 31<sup>st</sup> Oct:** General Purposes Site Meeting at Buckland Monachorum Cemetery
- Weds 9<sup>th</sup> Nov:** Planning committee meeting at 7.30pm at Clearbrook Village Hall followed by Finance Sub Committee at 8.00pm
- Tues 22<sup>nd</sup> Nov:** Planning committee meeting at 7.00pm at Clearbrook Village Hall followed by a meeting of Full Council at 7.30pm.

Meeting finished at 21.35