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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **YELVERTON WAR MEMORIAL HALL (COMMITTEE ROOM)** on **TUESDAY** the **27TH JUNE 2017** at **7.30pm**

Present: Cllrs R Cheadle (RC), M Fowler (MF), S Challiss (SC), L Wood (LW), G Baird (GB), S Britton (SB), D Butland (DB), S Hustler (SH) & S Woollacott (SW).

In Attendance: Mrs K Johns (Parish Clerk)

- 152/17** **APOLOGIES FOR ABSENCE** were received from Cllrs Larkin and Bolitho.
- 153/17** **TO RECEIVE DECLARATION OF INTERESTS**
None
- 154/17** **TO CONSIDER AND APPROVE THE MINUTES OF THE ANNUAL OF THE PARISH COUNCIL MEETING HELD ON 23RD MAY 2017**
It was **AGREED** to approve the minutes of the meeting held on 23rd May without amendment.
- 155/17** **TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 14TH JUNE** It was **AGREED** to approve the minutes of the Planning Committee meeting held on 14th June without amendment.
- 156/17** **TO CONSIDER AND APPROVE THE MINUTES AND THE RECOMMENDATIONS CONTAINED THEREIN OF THE GENERAL PURPOSES COMMITTEE MEETING HELD ON 14TH JUNE 2017**
It was **AGREED** to approve the minutes and recommendations of the General Purposes Committee meeting held on 14th of June without amendment.
- 157/17** **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 made since the last meeting:
- | Date | Details | Ref. | Amount |
|-------------|---|-------------|---------------|
| 14/06/2017 | J Rendle BM Grounds Maintenance May 2017 - Invoice: JSR17/34 | 102308 | £794.58 |
| 14/06/2017 | Perfect Pastures Yelverton Grass Cutting May 2017 - Invoice: 2839 | 102309 | £469.50 |
| 14/06/2017 | K Parriss - BMPC Website Maintenance | 102310 | £66.00 |
| 13/06/2019 | Information Commissioners Office annual fee (ICO) | DD | £35.00 |
| 27/06/2017 | K Johns - Mth 3 Salary | 102311 | £851.66 |
| 27/06/2017 | K Johns - Admin Mth 3 | 102311 | £782.69 |
| 27/06/2017 | HMRC - Emp & Emp'ee NI & Tax payment - Mth 3 | 102312 | £86.39 |
| 27/06/2017 | Peninsula Pensions - Mth 3 Emp & Emp'ee payment | 102313 | £254.39 |
| 27/06/2017 | CCA - Hall Hire 4/3/17 & 27/2/17 | 102314 | £40.00 |
| 27/06/2017 | Alison Marshall - Internal Audit payment for EoY accounts 2016/17 | 102315 | £225.38 |
| 27/06/2017 | YWMH - Hall Hire 19th & 25th April 2017 | 102316 | £40.00 |
| 27/06/2017 | YWMH - Hall Hire 27th June 2017 | 102317 | £20.00 |
| 27/06/2017 | J Rendle BM Grounds Maintenance June 2017 - Invoice: JSR17/44 | 102318 | £794.58 |
| 27/06/2017 | J Rendle Invoices JSR17/45 & JSR17/46 | 102319 | £340.00 |
| 27/06/2017 | BMVH invoice no. 93 | 102320 | £10.00 |
| 27/06/2017 | K Johns - Salary Mth 4 | 102321 | £851.66 |

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27/06/2017	K Johns - Admin Mth 4	102321	£61.82
27/06/2017	Perfect Pastures Yelverton Grass Cutting June 2017 - Invoice: 2847	102322	£469.50
27/06/2017	Payment for rent of hall & Electric for Victorian Water Trough Inscription celebration	Cash	£18.00
27/06/2017	Payment for Crapstone Field Leaflets - Re-imburement to Cllr S Woollacott	Cash	£10.00
27/06/2017	Payment for cakes - Reimbursement Cllr S Woollacott	Cash	£22.00

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

02/06/2017	Interment D3-17	£150.00
02/06/2017	Transfer ExRoB 779	£100.00
02/06/2017	Purchase ExRoB GoR 26	£400.00
02/06/2017	Interment GoR 26	£250.00
02/06/2017	Memorial E2-3	£130.00
02/06/2017	Memorial C2-10	£130.00
02/06/2017	2nd Inscription G4-3	£20.00
02/06/2017	Memorial F5-07	£130.00
02/06/2017	Gross interest up to 1st June 2017 A/c 2815	£3.78
07/06/2017	D Carmichael - Field Rent June 2017	£100.00

158/17

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

Cllr Wood gave an update on the Buckland Monachorum Shop Feasibility Study. Currently the Committee are in talks with the Church about alternative venues for the shop.

Cllr Britton said that they have received representations from Parishioners in Clearbrook about cars parking in the bus turning circle. They are currently looking into ways of renewing the missing 'No Parking' sign. RC said that they would contact DNPA to see if there was any funding available for a new sign.

Cllr Britton also updated members about a fly tip in Clearbrook which has been left in-situ since February. There is a sign notifying people that the fly tip will be removed by the land owner. RC agreed to chase the land owner up to ensure its removal.

Cllr Cheadle has recently met with Maristow Estate and West Devon Borough Council to discuss fly tipping in the airfield bays at Yelverton. The two groups are currently looking at various options to prevent fly tips and ensure they are removed quickly from the area.

Cllr Fowler reported that they have recently received an email from the Garden House notifying them that they are currently seeking volunteers to work there.

Cllr Woollacott reminded members that the next round of TAP fund applications will be coming up in October. They asked that members consider whether there are any projects which may require funding and to make them aware prior to the October meeting so that applications can be made. The issue of whether the PC should make an application for fire safe was discussed again.

It was **AGREED** that the Clerk would seek two other PC's with a similar need and make a joint application.

159/17

BMPC COMMUNICATIONS (NEWSLETTERS, SOCIAL MEDIA, PRESS ARTICLES)

Cllr Cheadle updated Members that a new edition of Moorlinks magazine would be going to press on 30th June and that he will place articles notifying parishioners that there is currently a casual vacancy on the Council.

160/17

NEIGHBOURHOOD PLAN (NP)

Cllr Cheadle explained that the Strategic Environmental Assessment will conclude on the 14th July, 2017. After this date, they will convene a meeting for the Neighbourhood Plan Committee towards the end of July. After the meeting, hopefully the Committee will then be able to request that West Devon Borough Council organises a

referendum. If more than 51% of votes are in favour of the Neighbourhood Plan, then it will be adopted.

161/17

TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD

Cllr Cheadle notified members that there is a proposal to legally merge both West Devon Borough Council and South Hams District Council. The two authorities are currently looking at a business case. If the idea progresses further, both Council's will have to hold a public consultation and apply to central government to change the boundary. It will be a very complex process and Council Tax levies will have to be harmonised between the two Councils.

162/17

CAR PARKING MATTERS UPDATE

Cllr Cheadle will soon be speaking to the owner of the Saab garage about the parking issues at Yelverton Forecourt.

163/17

TO DISCUSS FLOOD RISK MANAGEMENT IN THE PARISH (CLLR FOWLER)

Cllr Fowler explained that they had attended a Community resilience meeting in Exeter recently. They were able to confirm that the grating to the gulley in Buckland Monachorum is on the list of works to be completed by Devon County Council, but it will take some time as it is not a top priority. He also updated members that St Andrews School have received a quote of £6,000 to provide a flood barrier to the school gates. The quote has been forwarded to the Diocese for their attention, but the school will need to look at the knock-on effects of installing such a barrier.

Cllr Cheadle stated that he will be finalising the PC's document on the flooding issues in Buckland Monachorum and what measures are required to manage the problems. Cllr Butland reminded members that the PC must factor in additional monies in the TAP fund grant application for drainage and ditching works for extra drainage works in Buckland Monachorum to minimise the risk of flooding. Cllr Woollacott stated that this would be done.

164/17

TO DISCUSS PROVISION OF CHRISTMAS TREE LIGHTS BY THE PARISH COUNCIL (CLLR FOWLER)

The possibility of the PC providing Christmas lights on the Yelverton Roundabout was discussed. It was **AGREED** that there would be no lights provided this coming Christmas due to a lack of lights and the problems that had been encountered in previous years with the lights becoming damaged.

165/17

HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS (CLLR LARKIN)

There was nothing to report in Councillor Larkin's absence.

166/17

UPDATE FROM THE PARISH COUNCIL'S WEBSITE IMPROVEMENT WORKING PARTY (CLLR FOWLER)

Cllr Fowler reported that he has written to Cllr Philip Sanders to ask which links to Devon County Council's website should be included on the PC's website. Cllr Woollacott said that if other local Parish Councils were looking to update their websites, then there may be a case that the works could be funded by a joint TAP fund application. The working party to look at the Parish Council's website will be meeting again shortly to discuss the issue.

167/17

REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS

Cllr Hustler mentioned that some of Milton Combe's public footpaths are becoming overgrown and enquired whose responsibility the cutting of the undergrowth was. Cllr Woollacott said that it is the responsibility of the landowner to keep the footpaths cut back and that Cllr Hustler should approach the landowner concerned.

168/17

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

Cllr Woollacott was pleased to report that works have started on the Victorian Water Trough inscription works to commemorate the Queen's Diamond Jubilee. They should be finished next weekend. It was requested that a total amount of £50.00 be donated by the PC to provide tea and cake for all those involved in providing funding and support for the project. It was **AGREED** that the PC would provide £50.00 to host the event.

169/17

An open invite for the event, which is to be held at 2pm on the 4th of July at Buckland Monachorum Village Hall will be placed upon the PC's Facebook page. The PC wish for their thanks to be noted to Yelverton Rotary Club, Dartmoor National Park Authority, Yelverton History Society and Harrowbeer Interest Group, all of whom have contributed to this project. Finally, Cllr Butland and members of the PC conveyed their thanks to Cllr Woollacott for all of their hard work in organising the project.

170/17

GENERAL PURPOSES:

a) Cemetery: i) Interments and memorial work: The clerk reported that there have been two

- interments and two new memorials installed in the cemetery since the last meeting
- b) Play Park & Inspections: Cllr Wood reported that they will be doing an inspection of both play parks later this week.
 - c) Bus Shelters:
 - i) Update on Crapstone bus shelter: Nothing to report currently
 - ii) Update on Milton Combe bus shelter: It was reported that the local volunteers have started work on the bus shelter at the top of the hill to provide a bench seat in the shelter and to repaint it. Cllr Larkin is overseeing the works and the volunteers have signed to say that they understand and will comply with the PC's risk assessment for the works.
 - iii) To discuss progress on British Beds proposal for the Yelverton Business Park Bus Shelter: Cllr Fowler is currently following up St Andrews School for a response to British Beds proposal to run a competition for the schoolchildren to come up with a design to be painted upon the bus stop.

171/15

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

Cllr Woollacott reported that there will be a full progress report on the feasibility of the wetland reserve, once it has been received from Plymouth Environmental Action (PEA). The report is being made free of charge.

Cllr Cheadle asked whether members would be willing to look at the feasibility of putting a pre-school on the top of the Crapstone field site as it was one of the ideas previously discussed by the PC. It was **AGREED** by the PC that they would be willing to look at a proposal for such a facility. Cllr Cheadle said that they would report back to the interested parties and ask them to get a proposal together for presentation to the PC.

172/17

CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES

All general correspondence this month was via email and have been forwarded to all Cllrs prior to the meeting.

173/15

ITEMS FOR THE NEXT AGENDA

Crapstone Field update at the top of the Agenda and Councillor recruitment update.

174/15

FUTURE MEETING DATES

- Tues 1st Aug:** Planning Committee at 7.00pm at Yelverton War Memorial Hall, followed by meeting of the Full Council at 8.00pm
- Weds 9th Aug:** Planning Committee meeting at Milton Combe Village Hall at 7.30pm.

The meeting closed at 9.08pm