

# DRAFT

Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **BUCKLAND MONACHORUM VILLAGE HALL** on **TUESDAY** the **22<sup>ND</sup> MARCH 2016** at **7.30pm**

**Present:** Cllrs M Fowler (Vice-Chairman), D Butland (DB), R Cheadle (RC),  
L Wood (LW), L Larkin (LL), M Davis (MD), S Woollacott (SW)

**In Attendance:** Mrs K Johns (Parish Clerk)  
D Simkins, M Allen, B Steed & P Barons (members of the public)

Mr Simkins spoke on behalf of four members of the public who attended the meeting to discuss the recent planning application made by the Parish Council for the installation of solar panels on part of Crapstone Field.

He spoke as he was Parish Councillor at the time of the purchase of the field some years ago and had previous knowledge about the acquisition of the field. It was outlined that the purchase of the field was a lengthy process and that it had been purchased to benefit the local community. He stated that the four members of the public in attendance felt that the installation of the solar panels was not in the interest of the public and would disadvantage the Council financially. He also stated this was particularly important as the precept had just been raised by 4.5%.

Mr Simkins handed the Vice Chairman a letter stating these facts and it requested that the Council should consult with local residents prior to going ahead with the installation of the panels.

Cllr Cheadle responded to Mr Simkins concerns and clarified that whilst the Council had submitted a planning application for the installation of solar panels on part of the field, that it had not yet been agreed that the installation would go ahead. He outlined that the Council had purely made the application at this stage to keep the options open for the use of the field. This is because should it be decided after consultation with the public that the installation of the solar panels would go ahead, the works must be completed by the end of September 2016 to benefit from the government's higher feed in tariff.

Cllr Cheadle also stated that there would be a Public Consultation Meeting on the 18<sup>th</sup> of May where members of the public/ local residents will be asked to come and have their say on the future use of the field.

M Allen stated that she was concerned that there was not enough financial information for a proper decision to be made on the installation and that the Council should not rush into a hasty decision. Cllr Fowler assured her that the financial information would be made available by TEC shortly, who are overseeing the project and that the details would be placed in the public domain and be made available at the Public Consultation Meeting.

Cllrs Butland, Woollacott and Davis stated that they were all concerned that the installation of the panels was not the best use of the field. Finally, Cllr Woollacott queried where the £385.00 cost of submitting the planning application was going to come from as she was worried that the money would be wasted. A discussion followed where it was clarified that the money would come TEC as part of development costs, but in the instance of the installation not going ahead the Parish Council would bear the cost.

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| 137/16 | <b><u>APOLOGIES FOR ABSENCE</u></b> were received from Cllrs Challiss, Bolitho, Britton and Baird  |
| 138/16 | <b><u>TO RECEIVE DECLARATION OF INTERESTS</u></b> None.  |
| 139/16 | <b><u>TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23rd February 2016</u></b> It was <b>AGREED</b> to approve the minutes of the meeting without amendment.   |
| 140/16 | <b><u>TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON 23rd February 2016 and 9<sup>th</sup> March 2016</u></b> It was <b>AGREED</b> to approve the minutes of both of the meetings without amendment. |
| 141/16 | <b><u>TO CONSIDER AND APPROVE THE GENERAL PURPOSE SUB-COMMITTEE MEETING MINUTES OF THE 9<sup>TH</sup> March</u></b>  |

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**2016** It was **AGREED** to approve, without amendment, the minutes of the meeting.

**142/16**

**FINANCE** The Clerk circulated a finance report to Members which included the recent bank reconciliation dated 21<sup>st</sup> March 2016 - **NOTED**. Cllr Fowler had checked the bank transaction details and signed the bank reconciliation.

a) **Payments and receipts** – The following were **AGREED**:

**1. To approve the following payments:**

NPower	Mar 2016	5.00	-	DD	Xmas tree lights
Certitude	Inv. 15352	12.00	-	102147	BM Bus Shelter cleaning
Clearbrook VH	Inv. 813	25.00	-	102148	Hall hire 23/02/16
SWW	6038160569	318.06	-	102149	Water bill 2004-2011-Seaton Way
Perfect Pastures	2759	458.05	76.34	102150	Yelv grounds maintenance Feb 2016
Jake Rendle	JSR/15/142	760.00	-	102151	BM grounds maintenance Feb 2016
Jake Rendle	JSR/15/144	140.00	-	102151	BM Play park beech hedge red
J Rendle	JSR/15/143	120.00	-	102151	Leaf removal cemetery
PWLB	310 07155	1712.55	-	DD	New Cemetery loan payment
J Jeffery	Inv. 45	780.00	-	102152	WD TAP fund lengthsman project.
Certitude	Inv: 15364	12.00	-	102153	Yelverton Bus Shelter clean (Mar)
K Johns	22/03/16	859.60	-	102154	Net Salary-Mth 12
K Johns	22/03/16	146.58	-	102154	Council Admin - Mth 12
HMRC	22/03/16	75.92	-	102155	Employer & Employer NI & Inc. Tax Mth 12
DALC	22/03/16	723.43	90.84	102156	Membership Fee 2016/17

b) The following Receipts were **NOTED**:

<b>2807 A/c</b>	26/02/16	CHEQUE	75.00	ExRoB, Interment & Memorial -D5-10
	29/02/16	DC	50.00	Transfer ExRoB – C6-5
	01/03/16	DC	60.72	Devon CC 3434455 (Xmas Lights)
	21/03/16	DC	780.00	Devon CC 3450058( TAP Fund)
<b>2815 A/c</b>	01/03/16	DC	100.00	Crapstone field rent - Mar 2016
	04/03/16	DC	5.24	Interest

**143/16**

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

- a) Cllr Woollacott updated members that the Council has been successful in its bid for £1500 for Drains and Ditching work from the TAP fund. She will liaise with the Clerk on the payment of the works and keep Council informed of their progress.
- b) Cllr Butland notified members that he had successfully secured TAP fund money for the Clerk to attend a Cemetery Management Course in April 2016.
- c) Cllr Woollacott told members that she had attended a 'Trigger Point' training course run by Public Health England to help identify vulnerable people.

**144/16**

**EMERGENCY PLANNING: FLOODING**

Cllr Wood notified members that there had been a meeting held on 21<sup>st</sup> March to discuss flooding in Buckland Monachorum. The meeting was very successful and the group are making fast paced progress. They have also secured a meeting with a flooding expert on 8<sup>th</sup> April 2016 to discuss the issues specific to Buckland Monachorum

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## **TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD**

145/16 No news to report.

## **NEIGHBOURHOOD PLAN**

Cllr Cheadle told members that he had attended a couple of Neighbourhood Plan meetings in Newton Abbot and at West Devon Borough Council (with Cllr Woollacott).

There will be a Neighbourhood Plan meeting held for the public on 23<sup>rd</sup> April 2016 at St Pauls Church Hall, Yelverton. He went onto say that Maristow Estate have just released their plan for the development of Leg 'O'Mutton & Yelverton and that this would be displayed at the meeting on 23<sup>rd</sup> April. Letters have been sent out to the Business Community about the Neighbourhood Plan and Cllr Wood and Fowler will soon be sending more out.

Finally, Neighbourhood Plan funding starts again on 1<sup>st</sup> April 2016 .Cllr Cheadle will apply for further funding when this money becomes available.

## **ANNUAL PARISH MEETING**

The next Annual Parish Meeting (APM) is to be held on 20<sup>th</sup> April 2016 at Clearbrook Village Hall starting at 7.30pm. Cllr Cheadle updated members that there will be presentations from the Connecting Devon and Somerset Team to talk about Superfast Broadband and also from Blue Cedars who build developments for the over 55's.

Maristow Estate's new plans were discussed and it was **AGREED** that Cllr Cheadle would ask them if they would like to attend to present their concept.

Cllr Butland stated that he felt it was unfair that for the last few years the meeting had been held in Clearbrook and requested that next year it will be held in Yelverton. It was **AGREED** that the 2017 APM will be held in Yelverton.

Finally, Cllr Fowler informed members that unfortunately he would not be available to chair the APM and it was **AGREED** that Cllr Cheadle would stand in as the Chairperson for the APM.

## **WEBPAGE**

Cllr Cheadle told members that a meeting of the working party had taken place to start discussions on the new website as the old one was no longer fit for purpose. The group are waiting for Keith Parriss who is the web developer to give the Council an estimate of the cost of providing a new site. There have been a number of ideas developed for the new site including a who's who page with photos, so members of the public can see who their Councillors are.

Cllr Cheadle believes the cost of the site will be minimal and the old site is due for renewal late April 2016, so now is a good time to change over.

The Clerk stated that she had investigated the availability of funding for a new site via the Transparency Code. Unfortunately, there is only funding available for very small or large Councils, which Buckland Monachorum does not qualify for. She went onto say that the Council had included the sum of £1300 in their 2015/16 budget for the upgrade of the website.

## **CLERK ICCM TRAINING**

The Clerk requested that she attend a training on the management of the cemeteries. It was **AGREED** that she should attend the course.

## **COUNCILLOR VACANCY**

Cllr Zaleski has resigned from their position and members **AGREED** that the vacancy should be advertised

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immediately. The Clerk said that there will be posters advertising the vacancy shortly and that she has notified the Returning Officer at WDBC.

## 151/16 COUNCILLOR EXPENSES

This item had been raised by Cllr Challiss, but in her absence it was agreed to hold it over to the next meeting.

## 152/16 YELVERTON CAR PARK MAINTENANCE

Cllr Cheadle stated that the issue had been overtaken by the publishing of Maristow Estate's plan for the redevelopment of Leg O Mutton/ Yelverton areas. It was **AGREED** that Council will take no further action until the picture becomes clearer and they have had a chance to study the plan.

The ownership of the grass verges surrounding Yelverton was discussed again. Cllr Cheadle has discussed the matter with Maristow Estate. Whilst the estate do own some of the land that the Parish Council cut the grass on, they have responded that they do not think it is their responsibility as the fencing installed along the A386 prevents cattle from grazing it and it was not their decision to install the fencing. It was **AGREED** not to pursue the matter at this stage and to wait and see if there are any knock on effects of the Estate's plan for Yelverton which has just been published.

## 153/16 BMPC COMMUNICATIONS

Cllr Wood updated members that they are publishing 2-3 articles on the Parish Facebook page per week and Cllr Cheadle stated that an update on the Parish Footpath work will be put into the next Moorlinks magazine.

## 154/16 BUCKLAND MONACHRUM GROUNDS MAINTENANCE

- a) Members **AGREED** the new grounds maintenance contract for 2016/17. It remains the same as previous years with only three minor additions which are;
  - i) Remove fallen leaves from Cemetery drive and verges once per annum at the end of February
  - ii) To clear the area beneath the where the laurel hedge was removed on the right hand side of the Cemetery
  - iii) Remove grass clippings from Crapstone War Memorial after each mowing.
- b) It was **AGREED** to pay the Grounds Maintenance Contractor their performance related pay for the year 2015/16 of 5%, which amounts to £480.00.
- c) It was **AGREED** to accept both quotes of £275.00 + VAT for a climbing inspection and report on the 4 Western Red Cedars at the entrance of the Cemetery and £120.00 for the earth levelling works in the play park.

## 155/16 HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS

- a) Cllr Larkin updated members that he is waiting for Bere Ferrers Parish Council to produce an accurate map of the Denham Bridge Road layout to enable the survey work to be undertaken. Cllr Cheadle will accompany Cllr Larkin to undertake the survey on BMPC side of the bridge once the map has been produced.
- b) Covered under Yelverton Car Park Maintenance item.
- c) Cllr Fowler read an email from a local resident worried about a particular vehicle routinely speeding through Crapstone. He requested that should any of the Councillor's be able to get the licence plate number, he will raise the matter with the school to see what can be done to contact the driver.
- d) Cllr Cheadle reminded members that recently there had been a nasty accident close to Chub Tor on the A386 and that it was only 20 yds away from where golfers cross the road. Both he and Cllr Sanders have been asked by the golf club to if they can help it to manage the problem. As a result, it is intended that crossing of the A386 by players will be restricted to one place on the A386, rather than the two used currently. Additionally Cllr Cheadle has written to DCC highways and requested that the double white lines in the vicinity of the crossing place are extended.

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## PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS

Cllr Woollacott updated members that the following works to footpaths have been completed since the last meeting;

- i) The rotten post to footpath No. 6 has now been replaced; and
- ii) Footpath No. 19 was scraped last year to clear it – because of all the recent rainnow it's condition is being monitored to determine whether further work is required; and
- iii) The gate for footpath 32/33 has now arrived for fitting.

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## CRAPSTONE FIELD

a) Cllr Cheadle requested approval by members that the final payment for the Community Energy Feasibility Study is made to DARE who carried out the study. Members **AGREED** that the final payment should be made.

b) Cllr Woollacott asked a number of technical questions regarding the lease agreement with TEC and their interpretation of the Design Statement provided as part of the planning application. Additionally, Cllr Davis requested why solar panels being installed on the barn roof were not part of TEC's plan.

Cllr Wood answered that where Councillor's have outstanding questions regarding the planning application that they should email them to Cllr Fowler who will compile a list of the questions and liaise with TEC to get them answered for the meeting on 7<sup>th</sup> April.

c) It was **AGREED** that the best date to hold a public consultation meeting on the future use of the field is 18<sup>th</sup> May, 2016. The Clerk will book BM Village Hall for the meeting.

d) Cllr Davis raised the issue that Crapstone field play park has been overlooked in previous years for the installation of new play equipment. The issue was discussed and it was **AGREED** that Cllr Davis should seek letters of support for new play equipment and raise a Lottery fund application.

e) Cllr Woollacott queried whether it would be better to for the PC to send a Solicitor's letter to local residents who have installed access gates to the field, rather than send a letter from the PC based upon legal advice. The point was discussed and before a final decision is made it was **AGREED** that the Clerk would check the wording on the field Deeds and report back to the next Council meeting. In the mean time Cllr Davis will speak to a local estate agent to see if they can offer some advice.

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## COMMUNICATIONS FROM OTHER AGENCIES AND CORRESPONDENCE

a) The following items of correspondence were **NOTED**:

- 1) Various e-newsletters
- 2) Invite to RPA BPS Meeting 31<sup>st</sup> March
- 3) Rural Services Network e-newsletters dated; 21/03.16, 14/03/16 and 08/03/16
- 4) Citizens Advice February and March Newsletter
- 5) WDBC – Press Release 'Government's Retail Relief Scheme is coming to an end'
- 6) WDBC Press release 'Doors open to 100% affordable homes'
- 7) DHFP February Newsletter
- 8) DCC – Press release that Tour of Britain Returns to Devon

b) The Council has been contacted by a local land developer expressing an interest in assisting the PC in the options for development of Crapstone Field. It was **AGREED** that Cllr's Woollacott and Davis would discuss their proposals with them and report back to the next Council meeting.

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## ITEMS FOR THE NEXT AGENDA

- a) Yelverton Business Park development
- b) Arrangements for public consultation meeting on proposed future use of Crapstone field.

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## FUTURE MEETING DATES

**Weds 13<sup>th</sup> Apr:** Planning Meeting at 7.30pm at Buckland Monachorum Village Hall

**Weds 20<sup>th</sup> Apr:** Annual Parish Meeting (meeting for parishoners) at Clearbrook Village Hall at 7.30pm

**Tues 26<sup>th</sup> Apr:** Planning Meeting at 7.00pm followed by Full Council meeting at 8.00pm at Yelverton War Memorial Hall

Meeting closed: 10.17pm