

Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at
CLEARBROOK VILLAGE HALL on **TUESDAY** the **23RD FEBRUARY 2016** at **7.30pm**

Present: Cllrs M Fowler (Vice-Chairman), S Britton (SB), D Butland (DB), R Cheadle (RC),
L Wood (LW), Val Bolitho (VB), M Davis (MD), S Woollacott (SW), G Baird (GB)

In Attendance: Ms Kate Royston (representing Tamar Energy Community)
Mrs K Johns (Parish Clerk)

- 90/16** **APOLOGIES FOR ABSENCE** were received from Cllrs Challiss, Larkin and Zaleski
- 91/16** **TO RECEIVE DECLARATION OF INTERESTS** None.
- 92/16** **TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26th January 2016** It was **AGREED** to approve the minutes of the meeting held on 26th January 2016 without amendment.
- 93/16** **TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 10TH February 2016** It was **AGREED** to approve the minutes of the meeting held on 10th February 2016 without amendment.
- 94/16** **TO CONSIDER AND APPROVE THE GENERAL PURPOSE SUB-COMMITTEE MEETING MINUTES OF THE 10TH February 2016** It was **AGREED** to approve, without amendment, the minutes of the meeting held on 10th February 2016.
- 95/16** **FINANCE** The Clerk circulated a finance report to Members which included the recent bank reconciliation dated 25th February 2016 - **NOTED**. Cllr Fowler had checked the bank transaction details and signed the bank reconciliation.

a) Payments and receipts – The following were AGREED:

<u>Payee</u>	<u>Gross £</u>	<u>Council Ref</u>	<u>Reason</u>
HEG Services	164.29	102125	Xmas tree lights Electric Testing
Npower	5.00	DD	Xmas Tree lights
K Parriss	199.50	102126	NP website
Green Scheme	1308.00	102127	Picnic Benches
J Rendle	375.00	102128	BM play area hedge
Perfect Pastures	458.05	102129	Yelv. G.M. Dec 2015
J Rendle	760.00	102131	Dec BM G. Maintenance
	120.00	102131	Removal conifer cemetery.
	45.00	102131	Lime tree reduction.
	70.00	102131	Hornbeam crown lift
D Ashton	140.17	102132	DCC Pension contributions
D Ashton	754.22	102133	Final Salary & admin
J Jeffery	1300.00	102134	TAP fund Lengthman
Clearbrook VH	95.00	102135	Hall Hire charges Nov/Dec
DCC	20.00	102137	BMVS printing survey forms
K Johns	1047.19	102138	Clerk salary
K Johns	151.98	102138	Council admin
HMRC	6.01	102139	HMRC NI contributions
R Eggins	240.00	102140	BM Hedge Trimming
Perfect Pastures	458.05	102141	Yelv G.M. Jan 2016
J Rendle	760.00	102142	BM G.M. Jan 2016
	1100.00	102142	Cem. Laurel hedge removal
HMRC	31.47	102143	HMRC NI/Tax contributions

K Johns	859.60	102144	Clerks net salary
K Johns	173.03	102144	Council admin
Dartmoor CC	5.00	102145	Dartmoor Commoners contr.
Certitude	12.00	102146	Cleaning Yelv. Bus shelter

**Cheques No. 102130 & 102136 unrepresented as both returned to parish council – now destroyed*

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

2807 A/c	19/01/16	DC	77.99	Npower Refund for Xmas lights electricity
	29/01/16	DC	2973.45	HMRC VAT refund
	29/01/16	CHEQUE	20.00	Additional inscription – E3-22
	29/01/16	CHEQUE	130.00	New Memorial – A5-1
	09/02/16	CHEQUE	150.00	Interment – I1-18
	09/02/16	CHEQUE	150.00	Interment G5-2
	09/02/16	CHEQUE	50.00	Transfer ExRoB G5-2
2815 A/c	02/01/16	DC	100.00	Crapstone field rent – Jan 2016
	29/01/16	DC	641.00	DCC Remittance 3415258
	29/01/16	DC	405.25	Cornwall CC TV AONB 15/16
	01/01/16	DC	100.00	Crapstone field rent – Feb 2016

96/16

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

- a) Cllr Woollacott updated members on recent funding applications and footpath works:
- i) The Council have applied for £1500 for Drains and Ditching work from the TAP fund. She asked for Councillors to send her details of any drains or ditches that would benefit from this money. The Council will use the money to employ a Lengthsman, should the bid be successful.
 - ii) Yelverton Multi Path upgrade: We have applied to Councillor Philip Sanders for £780 from the locality budget, which he has kindly agreed to. The Lengthsman started the work on 22nd February, which is on the path alongside the A386 from the dry Rock to the roundabout and the path between the shops and the church.
 - iii) Parish paths P3: Andrew/Michael Creber have been contacted about the rotten post on footpath 6 (the bridge at Buckland) and they will be renewing the it in the next couple of weeks.
 - iv) Ladder stile on footpath 32/33: We are waiting for DCC to supply the gate.
- b) Cllr Wood reported that no further action was currently required by the Parish Council to co-ordinate a TAP fund project to provide proper business signage at Leg 'O' Mutton. DNPA's enforcement officer is currently working with the business owners to find a solution and will report back to the Council in due course.
- c) Cllr Butland notified committee that the LINK Committee is looking for an administrator to organise quarterly meetings. There is an annual fee payable for the role. Anyone who is interested should contact him

97/16 **EMERGENCY PLANNING: FLOODING**
Cllr Wood notified members that she would be sending an email out shortly inviting both St Andrews School and people affected by the recent flooding in Buckland Monachorum to discuss possible uses of the Devon Communities Flood Grant money. Cllr Cheadle **AGREED** to invite someone from the Environment Agency to the meeting when it is held. Cllr Bolitho is also invited to attend to represent Milton Combe.

98/16 **TRANSPARENCY CODE & PROVISION OF WEBPAGE**
WDBC have contacted the Council offering to provide a web page for Parish Councils which complies with the Transparency Code. The page would only cover certain information. The suitability of the current BMPC webpage was discussed. It was found that it is proving difficult to update and that it was **AGREED** to set up a working party to look at the website and possible funding streams to set up a new webpage which would meet the needs of the parish better.

99/16 The members of the working party are Cllr Cheadle, Baird, Fowler, Kelly Johns and Keith Parriss. They will meet before the next full council meeting and report back to committee.

TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD

Cllr Cheadle updated members that WDBC has now set the Council Tax figures for FY 2016/2017. There has been a 2.4% increase which amounts to a £5.00 per month increase for a Band D property.

100/16 **CRAPSTONE FIELD**

a) **Discussion on the future of the land (an ongoing agenda item), including discussion on use of the field for the Community Energy Project (solar panel installation) and discussion on putting the land forward to WDBC's second SHLAA process:**

i. **Solar panels (Community Energy Project) update –**

Kate Royston (KR) from Tamar Energy Community provided an update on the Solar Energy Project:

- She has recently attended meetings with St. Andrews School, Yelverton War Memorial Hall, Buckland Monachorum Village Hall. All were positive about the installation of solar panels and preliminary consultation with planning authorities looks promising. These sites will probably not require planning permission. Installers of the panels are currently looking at these sites and should report back to her shortly.
- She is to meet with Lady Modiford School next week, but it is probable that this site will require permission as the panels will be ground mounted and therefore will be more complex.

ii. **Crapstone Field Solar Panels update-**

- KR has discussed with Western Power the cost of providing an upgraded power supply to the naval store at Crapstone Field and to the Caravan park. Financial models have shown that the best option is to upgrade the naval store power supply to 30Kw and 50Kw to the Caravan Park. She is due to meet with the owner of the Caravan Park next week to discuss further
- She recommended that the best option was to move forward and submit a planning application for an 80Kw solar array on the field within the next 2 weeks. She provided a schematic diagram to illustrate to members the proportion of the field the panels would take up. Cllrs noted that the diagram showed the array located across the middle of the field and it was agreed that TEC would consult with the Parish Council on the exact siting of the panels on the field. Cllr Fowler stated that the proposed layout was not acceptable, as it would interfere with the current grazing contract the Parish Council has in place on part of the land.
- KR concluded that as long as the planning application was submitted shortly she could see

no reason why the deadline for installation by the end of September 2016 could not be reached. Cllr Woollacott advised caution on whether we should make a decision at this stage. There was a large amount of discussion by the Cllrs about the submission of the planning permission. KR answered their questions and made it clear that by making an application for planning at this stage, it did not tie the Council into any formal agreement. She stated that because of the size of the array is to be reduced to 80Kw from the original plan of 100Kw, the amount of rental income payable to the Parish Council over the 20 year lease would be reduced to £7700.

- It was also clarified that the lease agreement would have a buy back clause, should the Parish Council wish to use the land for alternative uses at a later date. This would be for the sum of £25000.
- The following questions were raised by Councillors;
 - i. Cllr Cheadle asked KR to clarify the exit strategy should the deadline of 30 September 2016 not be met.
 - ii. Cllr Butland stated that he was concerned that the financial return for people investing into the project was not enough at the 5% discussed.
 - iii. Cllr Fowler requested further information on the solar array, such as the square footage and the proposed layout in the field.

KR said she would report back the requested facts and figures via Cllr Cheadle.

It was **AGREED** by Cllrs that a planning application should be submitted to WDBC for the solar array installation at Crapstone Field within the next two weeks. The preferred location for the solar arrays will be discussed at the planning meeting dated 9th March 2015 so that the application can be submitted in a timely manner.

- iii. **SHLAA Process Information update** – Cllr Cheadle confirmed that the application for the field at Crapstone had been entered into WDBC’s SHLAA process and was now waiting for their response.

b) To discuss access points that have arisen into Crapstone field–

Cllr Fowler read out a letter that had been sent to the Parish Council from the two sets of residents of Morely Drive who have installed gates from their gardens onto the field. The letters stated that the gates had only been installed to allow safe access from their properties to the field for their young children. They also asked is the Parish Council could give them some type of permission/ licence to allow them to use the gates solely for this purpose.

The letter was discussed by Cllrs and they agreed that they believed the purpose behind the installation of the gates, but the Council had to protect their interests. Cllr Wood stated that it was her belief that whilst it was not necessary for the gates to be removed, the two properties should have a Solicitors letter sent to them setting out that by allowing the use of the gates that they “did not have any right of access” to and across the field.

It was **AGREED** that Cllr Cheadle would investigate the cost of the writing a Solicitors letter and once the cost was determined Cllr Davis would discuss with the two properties.

101/16

CEMETERY MAINTENANCE WORKS – TO DISCUSS -

i) Works required to hornbeams adjacent to Gingko trees:

The Clerk stated that two contractors have been consulted on their recommendations on how to deal with the four hornbeam trees located either side of the two Gingko Trees. The Council has also received two quotes for the removal works. The Hornbeams are preventing the Gingko’s from thriving as they are ‘crowding’ the trees. A copy of the report of the last site meeting with WDBC’s Landscape Officer was circulated. The recommended the removal of the trees.

It was **AGREED** to remove the four Hornbeams and to accept the quote of £270.00 provided by Mike

Broughton.

ii) Quote provided carry out further works to Yew Hedge:

It was **AGREED** to accept the quote provided by Mike Broughton to undertake further remedial works to the yew hedge for £620.00. Cllrs **AGREED** to discuss the planting of new yew trees at the next General Purposes Committee.

102/16 **NEIGHBOURHOOD PLAN (NP)**

Cllr Cheadle informed Council that he would be hosting an Open Day to advertise the Neighbourhood Plan on 23rd April 2016 at Yelverton Church Hall. This is for everyone to give their opinion on the placing of new housing throughout the parish.

103/16 **BLUE CEDARS**

Cllr Cheadle informed members that he had been approached by a company called Blue Cedars who are developers of retirement homes. They have asked if they could provide a presentation to Council on their projects. It was **AGREED** that Cllr Cheadle should invite them to attend the Annual Parish Meeting in April.

104/16 **BUCKLAND MONACHORUM VILLAGE COMMUNITY SHOP PROJECT**

Council invited Cllr Wood to give an update on the project:

The project is steadily moving forward; they are still at feasibility study stage for the siting of the shop. Four sites have been identified as the most suitable.

105/16 **BMPC COMMUNICATIONS**

An invitation has been received by BMPC asking for Cllrs to attend a training session on planning matters on 1st March 2016, organised by BFPC. It was **AGREED** Cllrs Fowler and Wood would attend.

106/16 **HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**

A written report from Cllr Larkin was presented by the Clerk in his absence:

a) Denham Bridge Road-

Cllr Larkin recently attended a meeting of Bere Ferrers Parish Council who have set up a Road Strategy Group to discuss, investigate and action improvements to the Denham Bridge road in collaboration with BMPC for submission to Mr David Whitton, Head of Highways for Devon County Council.

BFPC are in the process of producing a detailed road map, showing both sides of the bridge which they suggest could be surveyed by four Councillors – two from each Council – highlighting where improvements could be made. This would then be submitted to Mr Whitton for consideration.

Cllr Larkin believes it is within the interests of the Council to be involved in the scheme. He asked for another volunteer to assist him survey the stretch of road, so that BMPC could report back to BFPC. It was **AGREED** that Cllr Butland would take on this task and liaise with Cllr Larkin.

b) Buckland Abbey Flooding - Nothing to report currently.

c) Grass Verge ownership around Yelverton Roundabout –

A map detailing the current ownership of the grass verges surrounding the roundabout was circulated. Some of the verges are owned by Maristow state and BMPC oversees the grass cutting of them. It was discussed why BMPC were carrying out the grass cutting and it was decided that historically DCC had paid the Council to undertake the works and it was for the safety of road users. Cllr Cheadle also stated that the car parking meter and signage were still in place at the Leg O Mutton car park which is also owned by Maristow. He felt that the signage was confusing and that it should be removed.

It was **AGREED** that Cllr Cheadle would discuss with Maristow Estate the best way forward with both of these items and report back at the next meeting.

d) Lorries using back lanes –

Cllr Wood highlighted that there have been a number of incidents recently where large haulage lorries have

become stuck in the back lanes around Buckland Monachorum. A parishioner has also requested assistance from the Council on this matter. The issue was discussed by Cllrs and it was **AGREED** that Cllr Cheadle would discuss the problem with WDBC and see if anything can be done to install clearer road signage.

e) Bus Turning Circle at Clearbrook –

Cllr Britton told members that a sign informing road users not to park in the turning circle had been removed. This has led to cars parking in the circle, which could force buses to reverse for a dangerous distance. It was **AGREED** that Cllr Cheadle would follow up the matter with DNPA.

107/16 **REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS**

See report made under item No. **96/16**

108/16 **CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**

The following list of correspondence was **NOTED**:

- 1) Dartmoor Commoners - various communications.
- 2) Health Voice Winter Newsletter.
- 3) x2 Thank you letters from parishioners thanking the Council for the work being done to the Yelverton footpaths.
- 4) Press release – WDBC – Serving Rural Communities.
- 5) CPRE – Devon Neighbourhood Plan Roadshow.
- 6) DNPA – Events Consultation No. 2017-001.
- 7) Rural Services Network – Weekly News Digest.
- 8) Various e-newsletters.

The majority of the correspondence listed above, where emails have been received, are forwarded to Cllrs prior to the meeting.

109/16 **ITEMS FOR THE NEXT AGENDA** None

110/16 **FUTURE MEETING DATES**

- Weds 9th Mar: Planning Sub-Committee at 7.30pm at Buckland Monachorum Village Hall (Committee Room) followed by General Purposes Sub-Committee at 8.00pm (approx.)
- Tues 22nd Mar: Planning Sub-Committee at 7.00pm at Milton Combe Village Hall followed by a meeting Council at 7.30pm

The meeting closed at 9.35pm
