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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **YELVERTON WAR MEMORIAL HALL** on **TUESDAY** the **26TH JANUARY 2016** at **7.30pm**

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

In Attendance: Mr Paul Glanville (representing Dartmoor National Park Authority (DNPA))
Ms Kate Royston (representing Tamar Energy Community)
Mrs K Johns (Parish Clerk)

Mr Paul Glanville (representing Dartmoor National Park Authority) attended the meeting. He is the Dartmoor National Park Ranger who covers the Buckland Monachorum Parish sector. DNPA wanted to inform the Council that Devon County Council are carrying out a review of the funding for the maintenance of Public Rights of Way and it looked likely that future funding would be cut.

He suggested that one of the ways of working more efficiently would be to work alongside Parish Councils to maintain public rights of way. He asked that should the Council have any suggestions for joint working, that they contact him either on 07720 509272 or pglanville@dnpa.gov.uk

Cllr Fowler thanked Mr Glanville and advised that the Parish Council would consider possible options at a future meeting and notify him of any suggestions made.

- 40/16** **APOLOGIES FOR ABSENCE** were received from Cllrs Challiss, Baird and Woollacot.
- 41/16** **TO RECEIVE DECLARATION OF INTERESTS** None.
- 42/16** **TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15TH December 2015** It was **AGREED** to approve the minutes of the meeting held on 15th December 2015 without amendment.
- 43/16** **TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 15TH DECEMBER 2015 AND 13TH JANUARY 2016** It was **AGREED** to approve the minutes of the meeting held on 15th December 2015 and 13th January 2016 without amendment.
- 44/16** **TO CONSIDER AND APPROVE THE FINANCE SUB-COMMITTEE MEETING MINUTES OF THE 13TH January 2016**
It was **AGREED** to approve, without amendment, the minutes of the meeting held on 13th January 2016.
- 45/16** **FINANCE** The Clerk circulated a finance report to Members which included the recent bank reconciliation dated 14th January 2016 at the time of the handover to the new Clerk - **NOTED**. Cllr Fowler had checked the details and signed the bank reconciliation.
- a) **Payments and receipts** – None were reported due to changeover of new Clerk, there will be a full update at next Council Meeting.
 - b) **To confirm Precept 2016/2017** – Following the Finance Sub-Committee recommendation of the 13th January 2016, it was **AGREED** for the FY2016/2017 precept to be set at £44,628 (comprising of parish expenses of £43,375 and a government grant of £1253). The increase equated to a £1.05 (4.1%) per annum increase for a Band D household. The precept has risen due to the rising costs of parish grounds maintenance and a decrease in the government grant.
 - c) **To approve Clerk joining LG pension scheme** – It was **AGREED** that the Clerk would join the local government pension scheme.

DRAFT

- 46/16** **REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)**
- a) 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.
 - b) Cllr Wood reported that the Buckland Monachorum Pre-School desperately requires another Committee Member. It was **AGREED** that the Cllr Cheadle would publicise the issue in the next edition of Moorlinks if the position was still unfilled at that time.

- 47/16** **BERE FERRERS PARISH COUNCIL: INVESTIGATION INTO IMPROVEMENTS ON DENHAM BRIDGE ROAD**
Cllr Larkin notified Council that this would be dealt with under the agenda item on highway matters.

- 48/16** **EMERGENCY PLANNING: DEVON COMMUNITIES TOGETHER EMERGENCY FLOODING GRANT**
Cllr Cheadle reminded Council that there is still a grant of up to £2000 available for communities to apply for. He reported that grant can be used to purchase equipment to help where flooding is a problem. It was **AGREED** that Cllr Wood would investigate whether there are any suggestions for equipment which would be of any use.

- 49/16** **TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD**
Cllr Cheadle reported that West Devon Borough Council has set up a Local Housing Group to consult with their neighbouring local authorities. This is so that it can identify any knock on effects from their Local Plan on neighbouring authorities.

He also reported that WDBC Cllr Sanders has met with Devon County Highways and discussed the problem of cars parking along the road outside Yelverton Surgery, which is making it making it dangerous for pedestrians to navigate the area. It was agreed that there will be a structure such as a ramp or bollards installed to prevent parking outside the building.

- 50/16** **CRAPSTONE FIELD**
- i. **Discussion on the future of the land (continued - 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** – DARE (Devon Association for Renewable Energy) have released their Feasibility report in draft. Cllr Davis queried the correctness of the financials in the report. It was **AGREED** that Council would not sign off the report until the queries have been answered satisfactorily.

DARE have informed Cllr Cheadle that the current electricity supply to the barn on the field is insufficient for the installation of the proposed 2 solar arrays. As a result, DARE have approached Western Power to investigate the cost of upgrading the supply and are awaiting a response. Additionally, the Council is still awaiting a response from DECC regarding whether they have been successful in pre-registering the land to secure a higher feed in tariff. This will have a bearing on the profitability of the scheme.

Kate Royston of Tamar Energy Community (TEC) notified Council that the group had received funding from WRAP to assist with the roll out of the project. She urged the Council to move the scheme forward as soon as possible with the belief that pre-registration will occur, otherwise

DRAFT

there is a danger that the project will not meet the completion deadline in September 2016. She also stated that TEC is currently researching bridging finance to assist Councils in this position.

It was **AGREED** to wait until the required information from Western Power and DECC was available before making a decision and that the two parts of the land (barn and field) should be looked at separately when making a decision.

- ii. **SHLAA Process Information update** – Cllr Cheadle queried whether the application to the SHLAA process had been made. It was **AGREED** that the Clerk would check and if one had not already been submitted, a new application would be made by her on behalf of the Council. Applications can be made from 1st February 2016.
- iii. **Play area & Equipment** – It was reported that a number of residents had queried why no new equipment had been installed at Crapstone field, whereas Buckland Monochorum’s play area had received new play equipment. The point was discussed by Councillors and it was **AGREED** to wait until a decision had been made on the future use of the field before deciding on whether and where new play equipment could be installed.

Since the last full Council meeting, the outgoing Clerk has written a second warning letter to the residents of Morley Drive regarding the private access points that have been installed by two properties onto the play area/field. The letter informed them that legal action will be taken by the Parish Council against the two properties if they do not remove them. The Clerk reported that she had received a complaint from one of the residents of Morley Drive who did not have a private access point onto the field, but wanted it minuted that they felt the letters were unnecessary and questioned why all residents had received letters when it was only a small number that were causing the problem.

Council **AGREED** to wait until the next Full Council Meeting to see if the access points had been boarded up or removed before instigating legal action. In the mean time, Cllr Cheadle said he would consult with WDBC Solicitors to determine what action should be taken.

51/16 **DEVON ASSOCIATION FOR RENEWABLE ENERGY (DARE) - FEASIBILITY STUDY GRANT UPDATE**

This agenda item was dealt with under **27/16 (a)i.** – Crapstone Field, Solar Panels.

52/16 **NEIGHBOURHOOD PLAN (NP)**

Cllr Cheadle informed Council that the plan is now almost complete and that it now has its own website: www.bucklandmonachorumplan.co.uk. He also stated that it is his intention to hold an open day to publicise the plan sometime in April 2016. Date and venue to be advised.

It was **AGREED** that Cllr Wood would add a link to the website and the Parish Council’s Facebook page.

53/15 **BUCKLAND MONACHORUM VILLAGE COMMUNITY SHOP PROJECT**

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

There has been a recent meeting held by the group set up to investigate the opening of a village shop. It was a great success with 72 people attending. A steering group has been formed to drive the project forward, which have already met and are looking at the feasibility of a village shop and to investigate all potential sites. Whilst they are still at a very early stage the group is making good progress.

54/16 **COUNCILLOR TRAINING** No forthcoming courses to bring to the attention of Members.

DRAFT

- 55/16** **NEW CLERK TRAINING** The new Clerk requested to go on two training courses;
- i. SLCC (Society of Local Council Clerks) Roadshow, 8th March 2016 at a cost of £69 + VAT
 - ii. DALC (Devon Assoc. of Local Councils) training for new Clerks, 9th March 2016 £25 + VAT

It was **AGREED** by Council that the Clerk should attend both courses.

- 56/16** **YELVERTON PATHS IMPROVEMENT** Council requested that the new Clerk check that the Devon County Council P3 survey forms had been sent off. Mrs Johns agreed to check this had been done.

- 57/16** **BMPC COMMUNICATIONS**
Cllr Cheadle confirmed that the latest edition of Moorlinks will be coming out shortly. If any Member would like an item posted on Facebook, please send it to the Clerk or Cllr Wood.

- 58/16** **HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**
Cllr Larkin was invited to give an update:
- He has been in correspondence with Brian Lamb and the Road Strategy Group regarding the safety of the road at Denham Bridge to see if there are any improvements DCC can make. This item will be an ongoing matter.
 - He has facilitated a meeting between the National Trust and DCC Highways with a view to resolving the flooding of the road outside Buckland Abbey. Cllr Larkin is hopeful that a solution can be found by the two parties.
 - There is still confusion surrounding the ownership of the grass verges around Yelverton roundabout. This is partly due to the map sent to Cllrs being difficult to read. The Clerk was asked to send a new map.

- 59/16** **REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS**
- A written report from Cllr Woollacott was presented by the Clerk in her absence;
 - a) Yelverton residents are still enjoying the freedom of a wide path, particularly a lady who uses a motorised buggy. There has been plenty of good feedback on the Yelverton Roundabout facebook page.
 - b) Cllr Woollacott has also taken delivery of a new post for footpath No. 6 to replace the rotten one on the bridge. She will arrange installation upon her return.

- 60/16** **CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**
The Clerk has received an enquiry from the NHS asking if Yelvercare was still in operation, as they were having difficulty in contacting them on the number advertised. Cllr Cheadle said that he would look into the matter and liaise with the NHS contact.

- 61/16** **MINOR ITEMS**
- The Clerk has received a complaint from a Yelverton resident. It is about the problem of parked cars making it dangerous to enter and exit Grenville Park, Yelverton. Cllr Cheadle explained that the matter is already in hand by DCC Highways. The Clerk is to update the complainant with this information.

- 62/16** **ITEMS FOR THE NEXT AGENDA** None

- 63/16** **FUTURE MEETING DATES**
- Sat 30th Jan: General Purposes Sub-Committee meeting at 9.30am at Buckland Monachorum Cemetery to inspect Gingko's and Hornbeams.
- Wed 10th Feb: Planning Sub-Committee at 7.30pm at Buckland Monachorum Village Hall (Committee Planning Committee meeting at 7.00pm at Clearbrook Village Hall followed by a meeting Council at 7.30pm

The meeting closed at 9.32pm