

Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **YELVERTON WAR MEMORIAL HALL (Committee Room)** on **TUESDAY the 27<sup>TH</sup> OCTOBER 2015** at **7.30pm**

**Present:** Cllrs S Challiss (SC) (Chairman), M Fowler (MF) (Vice-Chairman), V Bolitho (VB), S Britton (SB), D Butland (DB)  
S Woollacott (SW)

**In Attendance:** Cllr Philip Sanders (WDBC, DCC and DNPA)  
Mrs D Ashton (Parish Clerk)

WDBC/DCC Cllr Philip Sanders gave a report on WDBC, DCC and DNPA matters which would have an impact on the parish:

- WDBC is working to resolve issues with the planning portal.
- A further WDBC planning officer is due to be recruited.
- The ongoing S106 agreements have now been signed off for the largescale housing development in Tavistock. There will be a number of highway works along the A390 and A386 to accommodate the impact of the additional news homes. The railway design is also being worked on including cycle/walking trails which will link up with the AONB's Tamar Trails.
- The WDBC call centre issues are improving - e-mail enquiries to WDBC's customer service have been responded to well.
- For neighbourhood plans, discussions need to take place on how the WDBC and DNPA areas which overlap can best fit together with regards to development. Currently, each area has its own policy.
- WDBC's 'Our Plan' will be going to consultation again and another SHLAA process is going to be carried out. Neighbouring local authorities also have a duty to co-operate with each other to see if it is possible to share out housing allocations. There is still ongoing discussion over Yelverton Business Park on how to best resolve the issue of expansion.
- It is unclear at this stage how the House of Lords' recent decision to overturn welfare reforms will affect WDBC.
- D&C Police are looking to cut budgets further which will have serious implications for neighbourhood policing.
- DNPA is also concerned about budget cuts as Defra will be reducing its funding to national parks.
- There will be a WD TAP Fund for 2016-17 and the rules will be changing - parishes will no longer be required to partner with each other to apply for funding.

Cllr Woollacott enquired about the progress of DCC Highways painting yellow lines at Yelverton (part of the Yelverton paths improvement project) - Cllr Sanders will make enquiries.

With regards to BMPC's WD TAP Fund Lengthsman project, Cllr Woollacott had tried numerous times to contact DCC Highways contractor, SWH, but without success - Cllr Sanders will make enquiries.

- 411/15** **APOLOGIES FOR ABSENCE** were received from Cllrs Baird, Cheadle, Davis, Larkin, Wood and Zaleski.
- 412/15** **TO RECEIVE DECLARATION OF INTERESTS** Whilst the Clerk is an impartial role and takes no part at all in the decision-making process of Council, Mrs Ashton declared a pecuniary interest in the Human Resources Sub-Committee meeting minutes of the 26<sup>th</sup> October 2015 as it related to evaluation of the Clerk's job profile and salary.
- 413/15** **APPOINTMENT OF MEMBERS TO SERVE ON COMMITTEES/SUB-COMMITTEES**  
It was **AGREED** to appoint Cllr Woollacott to the Human Resources Sub-Committee as Cllr Davis had given his apologies in advance for being absent for six weeks.
- 414/15** **TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22<sup>ND</sup> SEPTEMBER 2015** Cllr Butland enquired about the following minutes:
- 363/15 p963** DARE had asked for a meeting to be arranged with local farmers. Cllr Butland had tried to do this but had been unable to contact DARE's representatives. Cllrs Cheadle and Wood to enquire with DARE.
- 380/15 p.967** 3Rivers Project listed in the communications received. The Clerk advised that all the information received by Council had been e-mailed to all Members - dates for a drop-in event had not yet been received.
- It was **AGREED** to approve the minutes of the meeting held on 22<sup>nd</sup> September 2015 without amendment.

**415/15** **TO CONSIDER AND APPROVE THE PLANNING COMMITTEE MEETING MINUTES OF THE 14<sup>TH</sup> OCTOBER 2015**  
It was **AGREED** to approve the minutes of the meetings held on 14<sup>th</sup> October 2015 without amendment.

Clr Butland reported that WDBC 00909/2015 had been approved by WDBC before the 14<sup>th</sup> October Parish Council planning meeting even though WDBC's comments deadline was after this date.

**416/15** **TO CONSIDER AND APPROVE THE GENERAL PURPOSES SUB-COMMITTEE MEETING MINUTES OF THE 14<sup>TH</sup> OCTOBER 2015**

**Min 395/15 p. 971:** Council wished to thank Devon Tors and Texaco garage business owners for fund-raising for the Christmas tree and lights. Clr Fowler will source the lights.

**Min 396/15 p. 971:** Buckland Monachorum residents have decided where a bin should be sited (Butland Meadows end of Cuxton Meadows).

**Min 398/15(a) p. 971:** The contractor has already trimmed the Hazel hedge in the new part of the cemetery. The Clerk has sent him a list of work requiring quotes and is due to meet with him at the cemetery in the next few days.

The Clerk had received concerns from a resident whose property backs onto the large Laurel hedge in the cemetery. They had concerns that taking the hedge down to the base would be too drastic – to be discussed at the next Sub-Committee meeting.

It was **AGREED** for the Sub-Committee to next meet on Tuesday 1<sup>st</sup> December 2015 at 7.30pm (venue to be confirmed) and to approve, without amendment, the minutes of this meeting held on 14<sup>th</sup> October 2015 and the recommendations contained therein.

**417/15** Pursuant To Section 1(2) Public Bodies [Admission To Meetings] Act 1960, it was **AGREED** to exclude the public and press due the confidential nature of the business to be transacted

**418/15** **TO CONSIDER AND APPROVE THE HUMAN RESOURCES SUB-COMMITTEE MEETING MINUTES OF THE 26<sup>TH</sup> OCTOBER 2015**

*Mrs Ashton left the room only for the duration of discussion about the recommendation relating to her salary.*

**Min 406/15 p. 974:** The recommended salary scale should read as SCP 26 to 28.

**Min 407/15 p. 974:** Interviews to now take place on Monday 7<sup>th</sup> December 2015, starting at 5pm - venue to be confirmed.

It was **AGREED** to approve the minutes of this meeting held on 14<sup>th</sup> October 2015 and the recommendations contained therein.

**419/15** It was **AGREED** to re-admit public and press to meeting.

**420/15** **FINANCE**

The Clerk circulated a finance report to Members which included the recent bank reconciliation - **NOTED**. Clr Challiss had checked the latest bank transaction information and signed the bank reconciliation.

**a) Payments and Receipts**

It was **AGREED** to approve the following payments:

<u>Ref.</u>	<u>Payee</u>	<u>Reason</u>	<u>Net £</u>
DD	NPower	Xmas tree lights	5.00
102087	DARE	CE Feasibility Study 4 <sup>th</sup> Inv	3,950.00
102088	Austin Energy Services	Community Energy Project EPCs	999.00
102089	J Rendle	BM grounds maintenance Sept 2015	760.00
102090	Green Scheme	New play kit/safety matting	9,418.00
102091	Andrew Creber	Footpaths 2 <sup>nd</sup> strim	700.00
102092	Clearbrook VH	Hall hire Sept 2015	20.00
102093	DARE	Community Energy Project FIT registration/grant form	1,000.00
102094	MF Building Services	Clear/level BM play area for safety matting	160.00
102095	Perfect Pastures	Yelv grounds maintenance Sept 2015	381.71

# DRAFT

102096	MCVH	Hall hire M/J/J/A/O 2015	50.00
102097	BMVH	Hall hire Aug/Sept 2015	20.00
102098	Royal British Legion	Poppy wreath	30.00
102099	DCC LGPS	Employee pension	209.94
102100	HMRC	NI contributions	32.02
102101	D Ashton	Clerk's net salary	736.81
102101	D Ashton	Council admin	106.50

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

<b>Current a/c:</b>	28/09/15	CHEQUE	100.00	ExRoB - plot GoR 21
	28/09/15	CHEQUE	20.00	Additional inscription - plot F3-10Y
	28/09/15	CHEQUE	450.00	ExRoB/Interment - plot D4-3
	28/09/15	CHEQUE	150.00	Interment - plot F5-7
	28/09/15	CHEQUE	650.00	Interment of Ashes - plot GoR 20
	28/09/15	CHEQUE	40.00	TrExRoB - Plot I1-20
	28/09/15	CHEQUE	150.00	Interment - Plot H3-19
	30/09/15	DC	1,339.82	VAT refund
<b>Savings a/c:</b>	04/09/15	DC	8.05	Interest
	24/09/15	DC	2,000.00	Regen SW Accelerator Grant (Community Energy Project)
	28/09/15	DC	21,232.5	Precept/Council Tax Support Grant - 2 <sup>nd</sup> instalment
	02/10/15	DC	100.00	Crapstone field rent - Oct 2015

**b) Expenditure under s137 of the Local Government Act:**

It was **AGREED** to approve payment of Royal British Legion wreath invoice of £17 and give an additional donation of £13 (cheque 102098).

**421/15** **REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

Cllr Butland had attended a Super Link meeting on 24<sup>th</sup> September 2015. The discussions at the meeting were along the lines of the verbal report Cllrs Sanders gave prior to the start of the meeting. been unable to attend the last Southern Parish Links Committee (SPLC) and Butland was not to give a report.

Cllr Woollacott had given an update on the WD TAP Fund Lengsthman project earlier during a question to Cllr Sanders.

**422/15** **TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD**

Cllr Cheadle had provided a written report for the meeting:

WDBC is attempting to tackle the problems associated with planning decisions - there has been difficulty in meeting the 8-week target for decisions and also that the internet portal is under great pressure. However, WDBC is just a few weeks away from introducing a new IT system - efforts are being focussed to ensure this will be implemented correctly rather than attempting to get the current one fir for purpose. WDBC is also working hard to address any unresolved planning enforcements.

WDBC is beginning to map out the budget for the next 5 years. The news is not positive as it is expected that grants from Central Government will taper off - currently, they receive around £2.5M of a total of £7.2M in grants of various types. WDBC has already anticipated some of this, but the next few years will see an increase in efficiencies having to be made. WDBC can only raise Council Tax by a maximum of 2% and it is anticipated that this will be done this time

**423/15** **NEIGHBOURHOOD PLAN (NP)**

Cllr Cheadle had provided a written report for the meeting:

- The NP website is almost fit for release - the NP group and Cllrs will be asked for feedback before it goes live.
- The meeting with both DNPA and WDBC arranged for Friday 9<sup>th</sup> October was postponed - to be re-arranged.

- 424/15** **DEVON ASSOCIATION FOR RENEWABLE ENERGY (DARE) - FEASIBILITY STUDY GRANT UPDATE**  
It was **AGREED** to approve the fifth monthly progress report (attached as **APPENDIX 1** - previously e-mailed to all Cllrs prior to the meeting):  
DARE is due to be speaking with the school with regards to photovoltaic (PV) panels on its roof. The Diocese will be sending an inspector to ensure the school roof is suitable to take PV panels.  
Cllrs Wood and Fowler, along with Kate Royston of Tamar Energy Company, met recently with Geoffrey Cox MP with regards to the Government's feed-in tariff subsidy changes and if community energy projects could be excluded from the changes. The meeting had been positive.
- 425/15** **COUNCILLOR TRAINING**
- Cllr Fowler would like to attend a forthcoming Devon Resilience Forum meeting hosted by Devon Communities Together - it was **AGREED** for Cllr Fowler to attend.
  - With regards to the 'Cllr Essentials' course on 19<sup>th</sup> November 2015 funded by the WD TAP Fund, the Clerk had advised the course organiser which BMPC Cllrs would like to attend and had tried to seek confirmation of course start time - no one has yet responded.
- 426/15** **PARISH COUNCIL POLICIES: TO CONSIDER NEW DRAFT STANDING ORDERS (BASED ON NALC MODEL STANDING ORDERS)** Deferred from the last meeting in order to give Members time to read the new draft document. It was **AGREED** to approve the document and adopt it as Council's new Standing Orders. Clerk to provide clarification on item 1(f) and remove a typo from item 3(g).
- 427/15** **PRINCIPAL AUTHORITY CONSULTATIONS:**
- a) WDBC: New Alcohol and Entertainments Licensing policy (ends 6<sup>th</sup> Nov 2015) - no comment to make.
  - b) DCC: Devon Minerals Plan (ends 16<sup>th</sup> Nov 2015) - no comment to make.
- 428/15** **YELVERTON PATHS IMPROVEMENT** Update on this during a question earlier by Cllr Woollacott to Cllr Sanders.
- 429/15** **PRELIMINARY DISCUSSION ON THE FUTURE OF CRAPSTONE FIELD**  
Cllr Challiss had prepared a brief history of the land for newer Members of Council (attached at **APPENDIX 2**) with the view for Council to start the process of discussing and considering the future options for this land.  
Council purchased the land for the benefit of the parish (based on a Borough Council local plan and feedback from parishioners) in 1999 which was funded by a PWLB loan. The final loan repayment was made in September 2015. The 1999 land transfer from the MOD to Council was subject to a 'clawback' clause of 15 years, terminating on 28<sup>th</sup> June 2014, which essentially meant that the land could only be used as a public open space during this time - any other activity before this date, such as obtaining planning permission for a housing development, would have seen BMPC having to pay the MOD 75% of the increase in land value, either on sale of the land or, in some circumstances, immediately. However, there is also another clause in the land transfer document which indicates that Council's activities on the land are possibly further subject to a 20 year limit, expiring on 28<sup>th</sup> June 2019 - it is unclear what Council may or may not do with the land within this period. The Clerk to seek clarification from the MOD on the 20 year clause within the land transfer document.
- 430/15** **BMPC COMMUNICATIONS**  
Moorlinks will be publishing an update on the energy project (photograph of Cllrs Wood and Fowler to be included), the NP and the new Buckland Monachorum play kit. Any further articles to be sent to Cllr Cheadle.
- 431/15** **HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**
- Advertising boards are appearing again along the A386 and on the old airfield.
  - The Clerk has reported a number of highways issues online (potholes and signage problems).
- 432/15** **REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS**  
Footpath surveys are in the process of being carried out by Cllrs.
- 433/15** **CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**  
The following list of correspondence was **NOTED**:
- 1) DCC - broadband meetings for parishes on Dartmoor.
  - 2) Tamar Valley AONB - Community Orchards.

**3) D&C Police crime statistics for Buckland Monachorum Parish for Sept 2015:**

- 1 x Assault (Domestic Related)
- 1 x Dog attack on sheep
- 1 x Criminal Damage to garage
- 1 x Use threatening words or behaviour
- 1 x Attempted theft from cash machine
- 1 x Burglary to house
- 1 x Criminal Damage to Vehicle
- 1 x Theft from motor vehicle
- 1 x Dumping of rubbish
- 1 x ABH

**4) Secretary of State Member Appointments 2016: National Park Authorities (one vacancy on DNPA).**

**5) DNPA Forum meeting 7<sup>th</sup> November at Parke, Bovey Tracey.**

**6) DALC Newsletter Oct 2015.**

**7) Devon Remembers Heritage Project - new project officer.**

**8) TNMWD Citizens Advice - October newsletter.**

**9) Devon Communities Together - Resilience Forum 10<sup>th</sup> Nov. Cllr Fowler would like to attend.**

**10) YWMH new Facebook page.**

**11) Various e-newsletters**

*The majority of the correspondence listed above, where e-mails have been received, are forwarded to all Cllrs prior to the meeting.*

**434/15 ITEMS OF INFORMATION OR INTEREST FROM COUNCILLORS**

- Parish Remembrance Service, Sunday 8<sup>th</sup> November 2015. Cllr Challiss has received the poppy wreath on which be laid by her on behalf of the Parish Council.

**435/15 ITEMS FOR THE NEXT AGENDA**

- Buckland Monachorum village community shop (Cllr Wood).

**436/15 FUTURE MEETING DATES**

It was **AGREED** to approve the 2016 meeting schedule as drafted by the Clerk.

Wed 11<sup>th</sup> Nov: Planning Committee meeting at 7.30pm at Clearbrook Village Hall. A Finance Sub-Committee meeting will follow at approx. 8pm

Tues 24<sup>th</sup> Nov: Planning Committee meeting at 7.00pm followed by a meeting of Full Council at 7.30pm at Clearbrook Village Hall

The meeting closed at 9.30pm