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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **CLEARBROOK VILLAGE HALL** on **TUESDAY** the **22nd NOVEMBER 2016** at **7.30pm**

Present: Cllrs M Fowler (Chairman), L Wood (Vice-Chairman), G Baird (GB), V Bolitho (VB), D Butland (DB), S Challiss (SC), R Cheadle (RC), L Larkin (LL) and S Woollacott (SW).

In Attendance: S Hustler (Candidate for Cllr vacancy)
K Davidson (Candidate for Cllr vacancy)
S Lorne (Candidate for Cllr vacancy)
Mrs K Johns (Parish Clerk)

Cllr Fowler welcomed the 3 candidates for the Councillor Vacancy to the meeting. At the beginning of the meeting each candidate gave a short presentation on themselves to give some background to their applications.

356/16 **APOLOGIES FOR ABSENCE** was received from Cllr Vincent.

357/16 **TO RECEIVE DECLARATION OF INTERESTS** None.

358/16 **TO CONSIDER AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 25TH OCTOBER 2016:**
It was **AGREED** to approve the minutes of the meeting held on 25th October 2016 without amendment.

359/16 **TO CONSIDER AND APPROVE MINUTES OF PLANNING COMMITTEE MEETINGS HELD ON 25TH OCTOBER 2016**
It was **AGREED** to approve the minutes of the meeting held on 25th of October 2016 without amendment.

360/16 **TO CONSIDER AND APPROVE MINUTES OF FINANCE COMMITTEE MEETING HELD ON 9TH NOVEMBER 2016**
It was **AGREED** to approve the minutes of the meeting held on 9th of November 2016 without amendment.

361/16 **FINANCE**
No bank reconciliation or report on payments/ receipts was available this month due to the Clerk preparing the budget. A full report covering this period will be presented at the next Full Council on the 13th December 2016.

362/16 **REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)**

- a) MF reported that they have written a letter of support for Bere Ferrers Parish Council's application for the cost of landing lights for the Devon Air Ambulance.
- b) DB reported that the Parish Council application for TAP funding for a defibrillator to be installed outside the GP Surgery in Yelverton has now been submitted to WDBC. MF proposed that the Parish Council could hold some defibrillator training for local people. It was **AGREED** that if the funding for the defibrillator was approved by the TAP fund, that the PC would organise some training events.
- c) SW reported that they had attended the annual P3 parish footpaths meeting at Ringmore recently.
- d) DB reported that they had recently attended a meeting of the Horrabridge and Buckland Charities meeting – there had been no applications for funding made. DB reminded members that there was a small fund available should anyone hear of any local need for

- funding.
- e) RC also reported that they sit on the Dartmoor Trust and that there are some monies available in the form of grants for activities which help to improve Dartmoor. If members hear of any individuals or organisations that require funding they should contact RC.
 - f) MF recently attended a Resilience Forum day in Exeter. The main message given at the meeting is that local communities must take ownership of local flooding incidents. The Police do not have the capacity to deal with such emergencies.

363/16

TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THIS WARD (Cllr Cheadle)

RC reported that they had attended a meeting with Maristow Estate regarding a number of issues. Firstly, they had discussed the proposed footpath between Briar Tor and Greenbank in Yelverton. The Estate are still awaiting details of a s.106 agreement for this area. SW pointed out that the PC have been waiting for a long time for the permissive path agreement to be signed by the them. RC said that they will ask for the agreement to be signed.

At the meeting, the Estate also agreed to expedite a letter to the Parish Council agreeing that it can go ahead and renovate the lettering on the Victorian water trough by the dry rock.

The issue of public safety and the pheasant shoots held by the Estate was discussed. They have assured the Parish Council that a full risk assessment has been undertaken, but that they would place more signage to warn the public about the shoots.

The upkeep of the car parks in Yelverton was also discussed. It is Devon County Council's responsibility to ensure the upkeep of the forecourt parking in front of the shops in Yelverton. It was **AGREED** that RC would write to D.C.C. to complain about the poor state of the forecourt.

Additionally, the upkeep and maintenance of St Paul's car park was discussed. This land is owned by Maristow Estate but they cannot maintain the car park. Ultimately, if the car park becomes dangerous to use the Estate will have no choice but to close it. RC said that it was vitally important that the car park is kept open for the prosperity of local businesses as well as for commuters and leisure users. Legally the PC does not have a duty to maintain the car park, but the loss of the facility would negatively affect local people and businesses.

The point was discussed by members and it was **AGREED** that the Parish Council would investigate the cost of resurfacing the car park and annual maintenance costs. Once it knows the costs involved, it will see what funding is available to repair it.

Finally, the Estate are currently looking further at their concept plan for Yelverton. They have engaged experts for advice. It was **AGREED** that the PC would help the Estate facilitate further consultation meetings, whilst making clear that the PC are not supporting the plan either way.

364/16

NEIGHBOURHOOD PLAN UPDATE (Cllr Cheadle)

The Neighbourhood Plan has now been completed as far as it possibly can at this stage. The PC has taken expert advice on the plan from a Planning Examiner. The next stage is for the PC to hold a meeting to review and agree for the plan to be submitted to West Devon Borough Council. Once the plan has been agreed by the PC, there will then be a six week consultation period. After this period the plan will be submitted to West Devon Borough Council to check and hold a referendum. If more than 50% of people agree the plan, then it will be put into action.

A date of Monday, 12th December at 1830 was **AGREED** for the Full Council meeting to review the Neighbourhood Plan. Venue to be agreed and Members notified.

365/16

TO DISCUSS AND AGREE CO-OPTION OF A NEW COUNCILLOR

Members discussed the three candidates who had applied for co-option as a new Councillor. It was agreed that all three were strong candidates. Following two rounds of voting, with the

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Chairman having the casting vote it was **AGREED** to offer the position to Mr Ken Davidson. MF will notify the two unsuccessful candidates and Mr Davidson of his co-option. The Clerk will send a New Members Information Pack to Mr Davidson.

- 366/16** **TO DISCUSS THE SIGNAGE FOR THE SHOPS AT THE LEG 'O' MUTTON (Cllr Wood)**
LW said that the un-official signage to the Leg O Mutton shops is getting worse and there are also signs for events appearing on the roundabout. LW has requested that DNPA look at the legality of the signs. DNPA will report their findings back to the PC. RC said it was important to agree a solution for the signs as it is an ongoing problem.
- 367/16** **TO DISCUSS THE CONDITION OF YELVETON FORECOURT AND THE FUTURE MAINTENANCE OF YELVERTON CAR PARKS**
This item was discussed under the item; Report from the WDBC Cllr for this ward.
- 368/16** **TO DISCUSS THE MAINTENANCE OF MILTON COMBE BUS SHELTER**
VB raised the issue of the poor condition of the Bus Shelter at the top of the hill at Milton Combe. The concrete is spalling, the seat has been removed and there is graffiti in the shelter. It was **AGREED** that the Council would seek three quotes;
- i) for the removal of the shelter; and
 - ii) for the repair of the shelter; and
 - iii) replacement of the shelter
- The quotes will be reported back to Full Council for a decision to be made upon the best course of action.
- 369/16** **TO DISCUSS AND AGREE APPROPRIATE DAYS OF THE WEEK FOR 2017/18 PARISH COUNCIL MEETINGS**
It was **AGREED** to keep the meeting days the same (i.e. 2nd Tuesday and 4th Wednesday of the month).
- 370/16** **FEEDBACK FOR REMEMBRANCE SUNDAY SERVICE (Cllr Cheadle)**
RC reported back that the service had gone well. MF thanked RC for all his hard work.
- 371/16** **BMPC COMMUNICATIONS (SOCIAL MEDIA, NEWSLETTERS, PRESS ARTICLES)**
LW reported that the PC's Facebook page is doing very well. RC will be providing an article to be placed in Moorlinks to let parishioners know about the progress of the Neighbourhood Plan.
- Finally, SW requested that all Meeting Minutes prior to the those already on the PC's new website are published going back to 2015. The Clerk will ensure that this is done.
- 372/16** **HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**
LL reported that the road by the crossroads from Buckland Monachorum to Buckland Abbey is still in a poor state of repair. DB commented that nothing would be done as the potholes are not considered to be a Class 1 pothole as defined by Devon County Council. LL requested that RC follow up with WDBC to see if anything else can be done.
- RC reported that there are an increasing number of horses and riders with lights on riding along the back lanes and main roads after dark. The lights are very distracting for drivers. SB added that cyclists coming off the cycle path in Clearbrook are also very distracting for car drivers. RC said that he would look into the matter further and find out more information on the legalities concerning these types of light.
- 373/16** **PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS (CLLr WOOLLACOTT)**
SW attended the annual P3 meeting at Ringmoor, this year's project will be the ladder stile

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removal and replace with gates on footpath 31 (Stokehill to Greenland).

SW has also contacted Jim Jeffries (Lengthsman) and are putting a list together on the drains and ditches that need attention. The works will be paid for by the successful TAP fund application which was applied for earlier this year. £1500 was awarded for the work from the fund.

Last year Jim cleared the Yelverton paths. SW asked whether the PC wants him to trim the paths again this year (this will be two days' work). It was **AGREED** that the PC will pay for the paths to be trimmed again this year. The money will come partly from the drainage work fund and the rest from the Devolution of Services fund

Footpath 19 (Buckland to Pound), has a loose stile and is in a dangerous condition. SW has asked Creber's to repair the stile. Members **AGREED** payment for this work.

SW asked if members were happy for them to ask Creber's for a quote to provide a cement lip on the entrance to footpath between the Parish Meadow and the Cemetery,(where the gate has been removed). It was **AGREED** that a quote should be obtained for this work.

374/16

GENERAL PURPOSES:

a) Cemetery

- i) **Interments and Memorial Work:** The Clerk reported that there are two interments booked to take place on the 23rd and 28th November.
- ii) **To discuss quotes received:** The Clerk has received a quote for replacement gates and posts for the sum of £1433.48. It was **AGREED** to accept the quote and for the works to begin. RC will check that there is no other funding which can be used for the replacement of the gates. A quote of £150.00 has been given by E Pascoe & Son to repair the broken headstone in the churchyard. It was **AGREED** to repair the headstone.

b) Play park inspections:

- i) **To discuss quotes received for repair of Buckland Monachorum Play Park Fence;** A quote of £260.00 has been provide by R Creber for the replacement of three rotten fence posts to the segregation fence in the play park. It was **AGREED** to accept the quote and for the works to go ahead.
- ii) **Playpark inspections:** Tavistock Town Council has sent their end of year inspection report to the PC. The report identified a couple of issues being; The posts to the swings in Crapstone playpark have peeling paint and have become rusty. It was **AGREED** to arrange a working party to paint the swings. The ground beneath the multi play kit in Buckland Monachorum playpark has dipped. It was **AGREED** that MF would fill the dip.
SC has noted in their last inspection of the playparks that the toddler swing seat at Crapstone has become 'nibbled' around the edges, the slide is becoming rusty and that signs have the old telephone number for the PC on them. RC will check the Crapstone play equipment and work out what works are required. It was **AGREED** that the Clerk will order 2 new signs.

375/16

CRAPSTONE FIELD

a) Update on the formation of Working Party

SW has been approached by Marilyn Allen and David Simkins who wish to hold a site visit at the field to discuss possibilities for the field. SW will report back their discussions at the next meeting of Full Council.

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CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES

List to be circulated at the next meeting

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ITEMS FOR THE NEXT AGENDA

Christmas Lunch in January 2017

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FUTURE MEETING DATES

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Tues 6th December: General Purposes Committee at 1930 at Buckland Monachorum Village Hall (Committee Room)

Mon 12th December: Meeting of Full Council at 1830 at Buckland Monachorum Village Hall (Committee Room) to review Neighbourhood Plan

Tues 13th December: Planning committee meeting at 7.30pm at Clearbrook Village Hall followed by Finance Sub Committee at 8.00pm

Meeting finished at 21.31