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Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **BUCKLAND MONACHORUM VILLAGE HALL (COMMITTEE ROOM)** on **TUESDAY** the **27th MARCH 2018** at **7.30pm**

Present: Cllrs L Wood (LW), V Bolitho (VB), S Challiss (SC), D Butland (DB), M Fowler (MF), S Hustler (SH), G Baird (GB), L Larkin (LL), S Lorne (SL), R Cheadle, (RS) and S Woollacott (SW).

In Attendance: D Carmichael & partner
Mrs K Johns (KJ) (Parish Clerk)

Debbie Carmichael attended the public part of the meeting. The Parish Council leases part of the Crapstone field to Debbie to graze her horses on. She attended the meeting at the request of the Parish Council because there had been some concerns raised about the waterlogged state of the field and how it might be affecting her horses.

She said that whilst the horses have been standing in a lot of mud recently and it is not ideal, they are in good health and it is a problem which is being faced by most horse owners currently because of the excessive wet winter this year.

The horses are rugged daily and they are given hot feeds, so they are well looked after. She has taken the additional measure of opening up the area between the fence and the perimeter of the field to the horses, as there are some firmer areas of ground around the edges of the field for them to use. Finally, she said she has bought a chipper to produce chippings that can be placed around the feeding area to minimise the effect of the mud and asked that if the PC were trimming any trees/hedges please could it let her use the trimmings, as long as they are not poisonous to the horses.

Cllr Wood and the other members present thanked Debbie for coming along to the meeting to talk about the horses.

- 68/18** **APOLOGIES FOR ABSENCE** Cllr Hustler
- 69/18** **TO RECEIVE DECLARATION OF INTERESTS** None declared.
- 70/18** **TO CONSIDER AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 27th FEBRUARY 2018**
The minutes of the meeting on 27th February 2018 were approved without amendment.
- 71/18** **TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 27th FEBRUARY**
The minutes of the Planning Committee meeting held on 27th February 2018 were approved without amendment.
- 72/18** **TO CONSIDER AND APPROVE THE MINUTES OF THE GENERAL PURPOSES COMMITTEE MEETING HELD ON 26TH FEBRUARY 2018 AND THE RECOMMENDATIONS MADE THEREIN**
The minutes of the General Purposes Committee meeting held on 26th February 2018 and the recommendations made therein were approved without amendment.

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FINANCE

The Clerk circulated a finance report to Members which included the recent bank reconciliation.

NOTED. Cllr Wood checked the latest bank transaction information and signed the bank reconciliation.

i) The following receipts were **NOTED** since the last meeting;

Details	Amount
D Carmichael - Field Rent Mar 2018	£100.00
Gross Interest on A/C ****2815	£6.50
Devon County Council Payment - P3 2017/18	£1450.00

ii) The following payments made since the last meeting were **AGREED**;

Details	Ref.	Amount
Buckland Monachorum Village Hall Hire 10/1/18	102390	£10.00
S. Challiss - Reimbursement for replacement beech saplings	102394	£51.00
Dartmoor Commoners Council Subs 2018/19	102395	£5.00
K Parriss - BMPC and NP website maintenance	102396	£235.00
Peninsula Pensions - Mth 11 Emp & Emp'ee payment	102397	£254.39
Certitude Invoice 15846 & 15758 - Bus Shelter Cleaning	102398	£72.00
E Pascoe & Sons - Fees for repair to Headstone in closed churchyard	102399	£180.00
P. Downing - trim Leylandii around green shed in cemetery	102400	£225.00
B Harris - Invoice No.48	102501	£1950.00
B Harris - Invoice No. 49	102501	£175.00
K Johns - Mth 11 Salary	102502	£851.66
K Johns - Admin Mth 11	102502	£231.24
HMRC - Emp & Emp'ee NI & Tax payment - Mth 11	102503	£86.39
Public Works Loans Board repayment - Cemetery Extension	DD	£1647.15

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

SW reported to members that the PC's recent application to the TAP fund for grant monies towards the establishment of the Crapstone field wetland project had been approved at the recent Southern Links meeting. The money will be spent on bat and bird boxes as well as paying for works to remove brambles from the site.

DB said that new rules for applications made to the TAP fund will shortly be brought into place and in the next financial year there will be no grant funding for drainage and ditching works.

KJ explained to members that the heated cabinets for the defibrillators funded by the TAP fund will be installed next week outside Clearbrook and Milton Combe Village Halls. After their installation the defibrillators will be installed.

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- 75/18** **TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THE WARD (CLLR CHEADLE)**
RC said that the Buckland Monachorum Neighbourhood Plan is now on hold until after the Joint Local Plan for West Devon Borough, South Hams District and Plymouth City Councils has been approved.
- This is because of the recent Planning Inspectorate's decision to allow the development of 22 houses in the parish. The decision has had a knock-on effect on the proposed Neighbourhood Plan because it does not fit with its development criteria. Therefore, it has been agreed that it is better to wait until the JLP is in place before moving the plan ahead, in case there will need to be further changes made.
- 76/18** **BMPC COMMUNICATIONS (NEWSLETTERS, SOCIAL MEDIA, PRESS ARTICLES)**
None to report.
- 77/18** **TO DISCUSS ROAD WARDEN SCHEME (CLLR BAIRD)**
GB explained that they are interested in becoming a Road Warden under the Devon County Council's Road Warden Scheme. They have looked into the criteria and the Parish Council must nominate three people who want to sign up to the scheme. The three individuals will then receive training in how to repair potholes. The main problem with the scheme is that the equipment for carrying out the road repairs is stored at a depot in Ivybridge, which is not easy for the wardens in the Parish to get access to.
- LL said that Bere Ferrers Parish Council have already signed up to the scheme and they have their own equipment, which is obviously a lot nearer than Ivybridge. He wondered if it might be possible for the two parishes to team up to facilitate a Road Warden team. GB said that he would investigate further and report his findings at the next meeting.
- KJ raised the question about who is a designated Snow Warden following the recent snowfall? Members were unsure about which Councillors were still designated for the role. It was **AGREED** that KJ will contact DCC and find out who is a designated Snow Warden and what the requirement is for being one. They will report back at the next meeting.
- 78/18** **TO AGREE TO RESURRECT THE HUMAN RESOURCES COMMITTEE, TO AGREE WHICH MEMBERS WILL SIT ON THE COMMITTEE AND TO AGREE A DATE FOR THE NEXT MEETING**
The issue of resurrecting the HR Committee was raised. It was **AGREED** that the Committee will sit and discuss/ make the recommendation as to whether the Parish Clerk will be awarded an annual salary increase this year and in future years. It was **AGREED** that the following members will sit on the Committee for 2018/19; Cllrs Bolitho, Woollacott, Lorne and Larkin.
- KJ will email the Committee members with a couple of dates for the meeting to be held on.
- 79/18** **TO DISCUSS ARRANGEMENTS FOR THE UPCOMING ANNUAL PARISH MEETING IN APRIL 2018**
The Annual Parish meeting for Parishioners will be held on Wednesday, 18th April at 7.30pm at Clearbrook Village Hall.
- Members **AGREED** that RC would speak to West Devon Borough Council to see if they were able to send some representatives to the meeting to talk about current matters, such as the Joint Local Plan, Recycling and Locality matters to offer an advice surgery to Parishioners. KJ will contact Tamar Valley AONB to see if they are able to send someone to provide an update on the AONB's work, the DNPA Ranger and the

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PCSO for the area. GB will provide a presentation of the PC's work over the past year.

KJ will send out an Agenda prior to the meeting

80/18 TO AGREE TO PURCHASE ADDITIONAL CLOUD STORAGE SPACE AND SOFTWARE

The PC has used up all of its current free cloud storage space. It was unanimously **AGREED** to purchase 1 terabyte of cloud storage space for the Parish Council's files. The cost of the storage is £60.00 per annum and includes the up-to-date versions of the word processing and spreadsheet software used to process the PC's documents.

81/18 HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS

It was reported that the Devon County Highways representative for the Parish is away on extended leave and in their absence, James Anderton has taken over the role.

82/18 REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS

i) **To discuss the future maintenance of proposed Yelverton footpaths;**

The issue of whether the PC would agree to maintain the three proposed footpaths which are associated with the Briar Tor development in Yelverton (under a Section 106 agreement), was discussed. KJ notified members that whilst the PC did not have the power to spend money on the installation of the footpaths, they had the power to pay for the repair/ maintenance of them.

It was **AGREED** that the maintenance of the three footpaths to be installed by the Briar Tor developer would be taken on by the Parish Council.

SW updated members that the lower step to the kissing gate on Footpath 13 has been repaired. They also queried why DCC paid for the installation of cycle paths, but not footpaths and asked if DCC could help with the cost of installing the proposed Yelverton footpaths. The matter was discussed and it was **AGREED** that the PC would wait and see the outcome of the discussion between the developer and the landowner before approaching DCC. It was thought unlikely that any funding would be forthcoming.

83/18 GENERAL PURPOSES

a) **Cemetery:**

i) **Interments and Memorial Work:** There have been no interments since the last meeting. KJ reported that there is a back log of memorial applications that they will start processing over the following couple of weeks.

The second phase of the memorial safety testing in the closed churchyard was carried out on the 24th March. There were no major risks identified. A report will follow.

ii) **Pest Control Update:** At the time of the memorial testing, it was noted that Rentokil have started baiting the ant infestation in the wrong place (i.e. the closed churchyard). KJ will contact Rentokil and ask them to start baiting in the Cemetery as per the agreement. Mole pest control works start next week in the play park and cemeteries. KJ informed members that the play park will have to be closed whilst the works are carried out.

b) **Play parks & Inspections:** On the 24th March, 2018 a working party inspected the faults raised at

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the annual inspection of the play equipment at Buckland Monachorum play park. As a result, LL has repainted the spring to the circular spinner. MF will be placing bark chippings beneath the metal climbing frame and KJ will order some stoppers to protect the bolts on the wooden safari climbing frame.

- c) **To set up standing order for new grounds maintenance contractor:** The matter was discussed and it was **AGREED** that RC and DB will liaise and visit the bank to sign a standing order agreement on behalf of the Parish Council. KJ will forward them details for the order to be set up.
- d) **Crapstone Field:**
- i) **To discuss concerns about ground conditions at Crapstone Field and the effect on horses grazing in the field:** Members discussed the matter and agreed that it had been a particularly bad winter in terms of the amount of rainfall. It was **AGREED** that Councillors felt that everything was being done for the horses and that the situation was improving now that Spring is on its way.
- ii) **To discuss the feasibility of installing an all-weather tennis court on the field:** The matter had been raised at the previous meeting, unfortunately Cllr Hustler was unable to attend the meeting to give further details.
- iii) **To discuss next steps for wetland nature reserve project:** SW said that the steering group would meet soon to discuss how the TAP fund money that had been awarded to the project would be spent. It was also **AGREED** that the Parish Council would ring fence £500.00 to carry forward to the next financial year (2018/19) for the project.

SW asked for the Parish Council's permission to attach bat and bird boxes to the trees around the wetland project area. The matter was discussed and it was **AGREED** to delegate the decision to the General Purposes Committee.

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CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES

All general correspondence this month via email has been forwarded to all Cllrs prior to the meeting.

Cllr Fowler notified members that he has written to Cllr Philip Sanders to ask if S.106 funding could be given to the school following the decision by the Planning Inspectorate to allow the development of 22 houses on the Abbey Field site. Cllr Cheadle informed him that this would not be possible because the decision was made on appeal.

KJ reported that the Buckland Bounder organisers have written to the PC to ask for permission to use a number of footpaths for the event. The matter was discussed and it was **AGREED** that it is not the Council's place to allow the event to use the footpaths, as they are open to the public. KJ will check with Ros Davies at DCC and get back to the organisers.

The PC has also received another complaint about people driving their cars the wrong way through Yelverton shops car park. The consensus of opinion was that the signage is advisory only because delivery tankers to the petrol station have to gain access from the far end of the car park. If the signage was changed to prohibit vehicular access from the far end, then the petrol station would not be able to have

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petrol delivered.

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ITEMS FOR THE NEXT AGENDA

Provision of a lamp post outside St Andrews school (Cllr Fowler)
Cutting of vegetation on Footpath 12 (Cllr Woollacott)
Website working party update (Cllrs Fowler & Baird)

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FUTURE MEETING DATES

Weds 11th Apr: Planning Committee at 7.30pm at Committee Room, Buckland Monachorum Village Hall
Weds 18th Apr: **ANNUAL PARISH MEETING FOR PARISHIONERS** at Clearbrook Village Hall at 7.30pm
Tues 24th Apr: Planning Committee at 7.00pm followed by Full Council at 7.30pm at Committee Room, Yelverton War Memorial Hall

The meeting closed at 9.21pm