

Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at  
**BUCKLAND MONACHORUM VILLAGE HALL (COMMITTEE ROOM)** on **TUESDAY** the **3<sup>rd</sup> July 2018** at **7.30pm**

**Present:** Cllrs V Bolitho - (VB), L Wood - (LW), S Challiss (SC), L Larkin (LL), S Lorne (SL) and S Woollacott (SW), D Butland – (DB), G Baird – (GB), R Cheadle – (RC)

**In Attendance:** Mrs K Johns (KJ) (Parish Clerk), Mr T West (Governor, St Andrew’s School, Buckland Monachorum), Jack Morewood, Richard Allan, Karen Cornthwaite

The three candidates for the co-option of 2 new Councillors, Jack Morewood, Richard Allan and Karen Cornthwaite, were all given the opportunity to speak for a few minutes for them to tell us a bit about themselves and to say why they would like to join BMPC.

Richard and Karen left after they had spoken. Jack Stayed for the majority of the open meeting but left prior to the discussion to co-opt to the vacant positions.

Terry West spoke with regards to the repair of the footpath at the rear entrance to St Andrew’s School from Modyford Walk. He spoke about health and safety and security issues and the fact that it does not provide mobility access. There is a strip of land on the other side of the stream to the school that is possibly owned by Devon County Council (DCC). He requested that it was considered if a fence could be put on that land (Modyford Walk side) to improve the security of the school. Funding would also be required for this project.

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| 197/18 | <b><u>APOLOGIES FOR ABSENCE</u></b> Cllr M Fowler   |
| 198/18 | <b><u>TO RECEIVE DECLARATION OF INTERESTS</u></b> None declared.  |
| 199/18 | <b><u>TO CONSIDER AND APPROVE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 22<sup>nd</sup> May 2018</u></b><br>The minutes of the meeting on 22 <sup>nd</sup> May2018 were approved without amendment.  |
| 200/18 | <b><u>TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 13<sup>th</sup> June 2018</u></b><br>The minutes of the Planning Committees meeting held on 13 <sup>th</sup> June 2018 were approved without amendment.   |
| 201/18 | <b><u>TO DISCUSS/UPDATE MEMBERS ON RECRUITMENT OF NEW PARISH CLERK</u></b><br>The newly appointed clerk Katharine Griffiths was introduced to the members.  |
| 202/18 | <b><u>FINANCE</u></b><br>The Clerk circulated a finance report to Members which included the recent bank reconciliation.<br><b>NOTED.</b> Cllr Bolitho checked the latest bank transaction information and signed the bank reconciliation.<br>The Clerk also wanted to mention that the standing order for the Buckland Monachorum ground maintenance contract has been set up.<br>The Auditors report was good. £6.50 of VAT hadn’t been claimed so will need to be next time.<br>Other recommendation to consider from the report were Grant Funding and Terms of Reference for each Committee. |

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

<b>Details</b>	<b>Amount</b>
D Carmichael – field rent May 2018	£ 110.00
Interment M1-11	£ 450.00
Purchase ExRoB GOR 27	£ 175.00
Interments x2 GOR 27	£ 550.00
Scattering of Ashes Z1-05	£ 75.00
Interment N-05	£ 150.00
Memorial application E5-07	£ 130.00
Transfer fee B5-09	£ 50.00
Gross interest A/C ending 2815	£ 8.54
D Carmichael - Field Rent June 2018	£ 110.00
Wayleave Payment	£ 3.72
Transfer fee F-11 & F-12	£ 100.00
Cash - SW Fundraising for Crapstone Field	£ 35.00
Scattering of ashes F-11 & F-12	£ 75.00
Interment fee B5-10	£ 150.00
Transfer fee D2-07	£ 50.00
2nd Inscription fee on memorial - D2-07	£ 40.00
Interment D2-07	£ 125.00
Purchase ExRoB F5-09	£ 400.00
Interment fee F5-09	£ 150.00
2nd Inscription fee D2-01	£ 40.00
Memorial application F5-08	£ 130.00
2nd Inscription D3-17 (old fee due to application being made prior to increase)	£ 20.00
Memorial application E5-09	£ 130.00
Memorial application GOR 27	£ 130.00
2nd Inscription B5-09 (old fee due to application being made prior to increase)	£ 20.00
Transfer fee D2-01 & scattering of ashes on plot	£ 175.00
Memorial application GOR 25	£ 130.00
2nd Inscription N-05	£ 40.00
2nd Inscription F2-08	£ 40.00
2nd Inscription F3-15 (old fee due to application being made prior to increase)	£ 20.00
Donation from Buckland Barbarians (for children only)	£ 506.00
WDBC Tap Monies reclaim (picnic bench and cemetery gates)	£ 1,345.04
Rock Inn - Grass Cutting Donation 2018/19	£ 500.00
Transfer fee N-05	£ 100.00
Memorial application G3-07	£ 130.00

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

<b>Details</b>	<b>REF</b>	<b>Amount</b>
P Baker invoices 18/25 & 18/26	102527	£ 266.20
CCA - Hall Hire 18/04/18	102528	£ 25.00
Perfect Pastures Invoice - April 2018 Inv. No. 2896	102529	£ 469.50
TNMWD CAB Donation	102530	£ 100.00
Yelvercare Donation	102532	£ 150.00
DCC - Pension Contributions Mth 2	102533	£ 311.27
HMRC Contributions Mth2	102534	£ 162.58
K Johns Salary and Admin Mth 2	102535	£ 1,121.54
ICCM Subscription 2018/19	102536	£ 90.00
WDBC - 1/3 contribution towards Yeleverton W.C's	102537	£ 3,621.59
Axtown Arb - BM grounds Maintenance Apr 2018	SO	£ 1,106.67
Rentokil - Ant treatment cemetery Inv. 20699468	102538	£ 368.70
Axtown Arb - BM grounds Maintenance May 2018 Inv. 126	SO	£ 1,106.67
Tavistock Newspapers Ltd - New Clerk Adverts	102539	£ 504.00
Tavistock Ring and Ride Donation	102540	£ 100.00
YWMH - Hall Hire 24/4 & 22/5/18	102541	£ 40.00
A Marshall - Internal Audit Fee 2017/18 Invoice: 18/093	102542	£ 240.50
Rentokil - Ant treatment cemetery Inv. 20758496	102543	£ 368.70
Information Commissioners Office Reg fee 2018/19	DD	£ 35.00
Came & Company - Insurance premium 2018/19	102544	£ 1,247.44
K Parriss - Website hosting fees	102545	£ 40.00
Perfect Pastures Invoice - May 2018 Inv. No. 2896	102546	£ 685.50
K Johns Salary and Admin Mth 3	102547	£ 1,069.72
Axtown Arb - BM grounds Maintenance Jun 2018 Inv. 127	SO	£ 1,106.67

- 203/18** **REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)**  
SW reported to members that she is looking to funding for an Information board for Crapstone Conservation area.
- 204/18** **TO RECEIVE A REPORT FROM THE WDBC CLLR FOR THE WARD (CLLR CHEADLE)**  
RC commented that WDBC are looking to balance their budget and consideration should be given to areas that may have to covered if payment is stopped. Will WDBC continue to fund public toilets? The Council Tax Support Grant is on the list of things to possibly be stopped.
- 205/18** **TO DISCUSS/ REMIND COUNCILLORS ON PROCEDURES FOR MAKING DECISIONS ON COUNCIL BUSINESS (PARISH CLERK)**  
The Clerk would like to remind all members that ALL items must come before the full council for decisions to be made.
- 206/18** **TO DISCUSS AND ADOPT NEW GDPR POLICY (PARISH CLERK)**  
This item will be carried over to a future meeting.
- 207/18** **TO DISCUSS APPLICATION FOR FUNDING SPEED AWARENESS EQUIPMENT (CLLR BOLITHO)**  
VB commented that the Police and Crime Commissionaire has a small fund for Community groups to apply for. Milton Combe Community Group would like to apply for £500 to fund some road safety signs designed by the local children. For the application VB needs the support of the Parish Council. It was **AGREED** that the council will support the bid.
- 208/18** **TO DISCUSS POSSIBILITY OF THE INSTALLATION/REPAIR OF THE FOOTPATH OUTSIDE ST ANDREW'S SCHOOL, BUCKLAND MONACHORUM (CLLR FOWLER)**  
MF was not present at the meeting. T White explained the situation fully and was thanked for his time. RC commented that there were three things to be considered,  
i) who owns the land?,  
ii) will it need planning permission?  
iii) how will it be funded?.  
RC will look it to it further and report back at a future meeting.
- 209/18** **BMPC COMMUNICATIONS (NEWSLETTERS, SOCIAL MEDIA, PRESS ARTICLES)**  
RC apologised that the submission date for the next Moorlinks was missed this time. There will be a bit in the following issue.  
LW commented that the social media was going well and Facebook had increasing number of followers.
- 210/18** **HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS**  
LL and VB both reported that Ally Hill in Milton Combe was particularly bad with pot holes. RC will make enquiries as to what can be done.

- 211/18**     **REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS**  
 SW reported that all the paths are currently all good. It was commented on that the footpath at Pound is overgrown but the owner denies access for cutting back. DB will make enquiries.  
 DB reported that the area around the fenced off area at Pathfields has become very overgrown. SW kindly offered to obtain a quote to see how much it would be to get the area trimmed.
- 212/18**     **GENERAL PURPOSES**
- a) Cemetery:**  
     **Interments and Memorial Work:** The memorial work is now up to date.  
     A list of the memorials requiring work and large memorials requiring safety testing has been sent to Pascoes for a quote
- b) Council Owned Land**  
     **Play parks & Inspections:** Further to the inspections carried out at the parks it was **AGREED** that the swing chains and seats at Buckland Monachorum and Crapstone would be replaced using the grant funding.
- To discuss and agree management of Parish Meadow following GP meeting on 2<sup>nd</sup> July 2018**  
     Ideas of its use were put forward by SW. Keep the Parish Meadow grass short and could you use the upper cemetery as a wildflower area.  
     LW had put a poll on Facebook and positive feed back had been received for keeping the Parish Meadow grass longer. 85% (74 People) for long grass with paths and 15% (13 people) for short grass.  
     LL distributed A3 paper for members to be creative and draw their ideas.  
     It was agreed that a management plan was needed to go forward with, and that the matter would be reviewed in the autumn ready for next spring.
- 213/18**     **TO DISCUSS/ AGREE CO-OPTION OF X2 NEW COUNCILLORS**  
 This item was left to the end of the agenda items as one of the candidates wished to listen to the meeting. He was asked to leave prior to the matter being discussed.  
 All the candidates were discussed and a vote by a show of hands took place.  
 It was **AGREED** the successful candidates were Richard Allan and Jack Morewood.  
 It was noted that all the candidates were thanked for their time and the unsuccessful candidate would be welcome to apply/stand again when the opportunity arose.
- 214/18**     **CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**  
*All general correspondence this month via email has been forwarded to all Cllrs prior to the meeting.*
- 215/18**     **ITEMS FOR THE NEXT AGENDA**  
 Parish Meadow (This will be carried forward to the September meeting)

216/18

**FUTURE MEETING DATES**

- Weds 11<sup>th</sup> July:** Planning Committee Meeting at Milton Combe Village Hall at 7.30pm
- Tues 24<sup>th</sup> July** Planning Committee meeting at 7:00pm Followed by meeting of Full Council at Yelverton War Memorial Hall (Committee Room) at 7.30pm
- Weds 8<sup>th</sup> Aug:** Planning Committee at 7:30pm at Milton Combe Village Hall
- Tues 28<sup>th</sup> Aug** Planning Committee at 7:30 at Buckland Monachorum Village Hall

The meeting closed at 9.15pm