

Minutes of a meeting of the **ANNUAL MEETING of BUCKLAND MONACHORUM PARISH COUNCIL** held at **CLEARBROOK VILLAGE HALL** on **TUESDAY** the **24TH MAY 2016** at **7.00pm**

Present: Cllrs S Challiss (SC), S Britton (SB), V Bolitho (VB), D Butland (DB), M Davis (MD), L Wood (LW), S Woollacott (SW)

In Attendance: K Johns (Parish Clerk)
Dr J Kuo
K Osborne (Chairman of Crapstone Cricket Club)
D Carmichael (Grazes horse on Crapstone Field)
D Simkins and a number of local residents

Kevin Osborne, the Chairman of Crapstone Cricket Club updated the Parish Council on the current situation regarding the presence of Japanese Knotweed on the cricket field. The club is treating the knotweed as a high priority. They instructed a site survey to be carried out by a specialist company at the beginning of April 2016. As a result of the survey the company has stated that the treatment of the knotweed will take 2 years with a child and pet friendly solution, alternatively the club can have the knotweed excavated, but at a much larger cost.

The most viable option is to treat the knotweed at a cost of £5000. The treatment comes with a 5 year insurance backed guarantee, which can be extended if necessary. The club has instructed the specialist company to start treatment on the 1st June 2016 and has provided local residents with this information by delivering a leaflet to neighbouring properties. Cllr Britton commended the club's actions and the Council agreed to discuss whether it could assist the club later in the meeting by giving a donation towards the cost of the treatment of the knotweed.

Debbie Carmichael who grazes horses upon Crapstone Field presented the Parish Council with a number of photographs of the field. The photographs were to show the PC how well the field had greened up since the terribly wet winter months.

Mr David Simkins introduced himself and other members of the public, saying that they were at the meeting to hear what was happening with Crapstone field following the public meeting on 18th May 2016. He also made an offer to assist with the formation of a working group to oversee the future use of the field.

Finally, Dr Kuo addressed the Council regarding a planning application he has made to erect a new dwelling in the grounds of his home; Poundhanger, Road from Pound Lodge to Crapstone War Memorial (WDBC application no. 1258/16/OPA). He outlined the reasons for making the application and said that whilst he was aware that the plot was outside of the settlement boundary (SB), but that 2 other applications also outside the SB have been approved recently. Additionally, the property was originally meant to be 2 plots, it is surrounded by dense woodland and the development would have minimal impact upon neighbouring properties.

In the absence of the outgoing Vice-Chairman of Council, Cllr Challiss thanked the members of the public who had spoken, welcomed all and opened the meeting.

- 205/16** **TO ELECT A CHAIRMAN AND TO SIGN THE 'DECLARATION OF ACCEPTANCE OF OFFICE'**
Cllr Challiss, seconded by Cllr Britton, proposed that Cllr Fowler be appointed Chairman for the ensuing year. It was **AGREED** that Cllr Fowler be appointed Chairman for the ensuing year. They are to sign the Declaration of Acceptance upon their return from leave prior to the next Council meeting.
- 206/16** **APOLOGIES FOR ABSENCE** were received from Cllrs Fowler, Larkin Cheadle and Baird.
- 207/16** **TO ELECT A VICE-CHAIRMAN**
Cllr Britton, seconded by Cllr Bolitho, proposed that Cllr Wood be appointed Vice-Chairman for the ensuing year. It was **AGREED** that Cllr Wood be appointed Vice-Chairman for the ensuing year.

208/16 **TO RECEIVE DECLARATION OF INTERESTS**

- All Councillors declared a non-pecuniary interest in the planning application lodged by Buckland Monachorum Parish Council for the installation of Solar Panels on Crapstone Field (0958/16/FUL).

209/16 **CO-OPTION OF NEW MEMBERS TO COUNCIL**

The co-option process to fill the vacancy following Cllr Zaleski's resignation is still ongoing. Cllr Butland queried why the process was taking so long. The Clerk said that it was the PC's internal policy to advertise the co-option, following the initial advertisement period asking if any parishioner requests an election. Additionally, preparation of the End of Year Accounts had taken precedence over the co-option process as they were statutorily required to be returned within a specific timescale. The Clerk will endeavour to post the second advertisement as soon as possible.

210/16 **APPOINTMENT OF MEMBERS TO SERVE ON COMMITTEES/SUB-COMMITTEES 2016/2017** See APPENDIX 1.

211/16 **APPOINTMENT OF REPRESENTATIVES TO OTHER ORGANISATIONS 2016/2017** See APPENDIX 1.

212/16 **TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26TH APR 2016**

It was **AGREED** to approve the minutes of the meeting held on 26th April 2016, with one minor amendment to minute number 194/16; after the word Chairperson – to insert the additional words: 'because of current health problems'.

213/16 **TO CONSIDER AND APPROVE THE PLANNING COMMITTEE MEETING MINUTES HELD ON 26TH APR and 11TH May 2016**

It was **AGREED** to approve the minutes of the meeting held on 26th April and 11th May 2016 without amendment.

214/16 **TO CONSIDER AND APPROVE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 20TH APRIL 2016**

It was **AGREED** to approve the minutes of the meeting held on 20th April 2016 without amendment.

215/16 **FINANCE**

- a) Receipts and Payments:** The monthly report of receipts and payments will be delayed until the June meeting due to the clerk being unable to complete the report because other work commitments had taken precedence.
- b) Bank Signatories:** It was **AGREED** for Cllrs Sue Britton, Sally Challiss and Ric Cheadle to continue as authorised signatories for the Parish Council's HSBC bank accounts. Additionally, it was **AGREED** that Cllr Fowler would become a bank signatory for the Parish Council.
- c) Insurance Renewal:** The Clerk reported that this year's premium with the Parish Council's insurers, Came and Company was £1161.00. It had increased from £1113.00 from the previous year. The Council had previously agreed a 3 year long term agreement with the insurers, so was for information only.
- d) Change of Internal Auditor:** The clerk informed members that sadly the PC's internal auditor had been taken ill suddenly and it was unlikely they would be able to audit the accounts this year. It was **AGREED** that the clerk should appoint a new internal auditor if required.
- e) End of Year Accounts 2015/16 sign off:** The clerk reported some difficulties in preparing the accounts and it was **AGREED** to sign the accounts off at the next scheduled meeting on 8th June 2016.

216/16 LOCAL PCSO UPDATE

The local PCSO provided an update for recent crime statistics within the Parish. They are as follows:

No.	Type of Crime	Village
3	Assault – Domestic related	Buckland Monachorum
3	Breach of a non-molestation order – Domestic related	Buckland Monachorum
1	Theft from a motor car	Leg O Mutton
1	Theft from a motor car	Buckland Monachorum
1	Use of threatening behaviour	Buckland Monachorum
1	Criminal damage	Crapstone
1	Theft from a shop	Yelverton
3	Assaults – Domestic related	Yelverton
1	Burglary	Yelverton
1	Sending abusive communication	Crapstone
1	Sending abusive communication	Yelverton

217/16 Crapstone Cricket Club Field and Funding Possibilities to Tackle Japanese Knotweed

Following the update from Mr K Osborne, the cricket club chairman on the current situation regarding the presence of Japanese Knotweed on the field, members discussed the possibility of providing a donation to the Cricket Club from the Parish Council towards the cost of treating the knotweed. It was **AGREED** to give a donation of £250.00 towards the cost of treatment.

218/16 PLANNING APPLICATIONS AND DECISIONS**a) Planning Applications:**

PA No	Proposal	PC COMMENT
WDBC 0877/16/HHO	Householder application for two storey extension to rear and raising of ridge and eaves at Broad Oak Farm, Sowton Road, Yelverton, PL20 6DB by Mr Jones	NEUTRAL VIEW
WDBC 0958/16/FUL	Development of an 80kW solar photovoltaic installation , comprising of 307 solar PV panels with a rating of 260W each. Arranged in 7 rows of of 22.24 metres long at land west of Seaton Way, Crapstone, Yelverton, PL20 7UZ by Buckland Monachorum Parish Council	*NO COMMENT
WDBC 0977/16/HHO	Householder application for proposed alterations to front entrance to dwelling and new workshop to rear garden at Briony, Whistley Down, Yelverton, PL20 6EN by Mr D Johnson	NEUTRAL VIEW
WDBC 1152/16/FUL	Change of use of two areas of woodland to provide temporary holiday accommodation by means of two pairs of oak clad Shepherd's Huts and associated facilities at The Cider House, Buckland Abbey Road, from Fairfield to South Buckland Monachorum, PL20 6EZ by Mrs B Hancock	**SUPPORT

WDBC 1258/16/OPA	Outline Planning Application for erection of dwelling at Poundhange from Pound Lodge to War Memorial, Crapstone, Devon, PL20 7PW by Dr James Kuo	NEUTRAL VIEW
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*PC are unable to comment on this application because it is the Applicant.

** Whilst the development is outside of the settlement boundary, it is a very large plot and it would be appropriate to the size and position of the plot.

b) Planning Decisions: The following planning authority decisions were noted.

Planning App. No.	Details	Decision	BMPC Comment
DNP 0113/16	Replacement dwelling at Roughways, Chub Tor, Yelverton by Mr O Davies	Conditional Approval	Support

219/16 **BMPC COMMUNICATIONS**

The new edition of Moorlinks is due to be published soon. Cllr Wood reported that the PC's Facebook page was proving to be more and more popular.

220/16 **DEBRIEF ON CRAPSTONE FIELD PUBLIC MEETING AND NEXT STEPS:**

A discussion on the status of BMPC's planning application for the installation of solar panels on Crapstone field was had at length. Cllr Butland stated that it was his wish to wait for WDBC's decision on the panels and then to hold another public meeting to determine whether the panels should be installed on the field.

Cllr Davis requested that the question of whether to withdraw the planning application for the solar panels should be debated at the next planning meeting on the 8th June 2016. It was **AGREED** by Councillors not to withdraw the planning application at this late stage and to place the item of whether to lease the land to TEC on the agenda of the next planning meeting on 8th June 2016.

A discussion was had about setting up a steering group to look at possible options for the field. It was **AGREED** to set up a steering group for this purpose and to ask local residents; Marilyn Allen and David Simkins, who had made a request at the public meeting to sit on the group.

It was proposed to hold the first meeting of the steering group on 8th June after the planning meeting. Cllr Woollcott requested that she be considered to sit as a Parish Councillor on the group. It was **AGREED** that SW should sit on the steering group along with one other Parish Councillor, as well as some of the residents of the Stonemoor estate.

221/16 **GENERAL PURPOSES**

- a) **Dog Fouling**- Cllr Wood reported that she had not had any response from a local business she had approached asking if they would sponsor free dog waste bags for distribution locally.
- b) **Christmas Tree Lights** – It was **AGREED** to defer this item until the next Council meeting when Cllr Fowler would be present.
- c) **Play park inspections** – No issues reported at the recent inspections.
- d) **Cemetery** – The Clerk reported 1 interment, 2 new memorial applications and one planned interment of ashes. They also reported that they had also recently attended a Cemetery Management Course and that the Council may have to invest in hydraulic shoring for graves that were dug. The Clerk is to investigate the legalities and report back to Council.

Planning the new Cemetery Area was discussed and it was **AGREED** to place the item on July's agenda.

- e) **Victorian Water Trough:** Cllr Woollacott reported that she has applied for funding to add an inscription to the Victorian water trough situated close to the A38/ Buckland turn off which will commemorate the Queen's Birthday. There may be a shortfall of funding of around £100 and SW asked whether the PC would be happy to make up the shortfall. It was **AGREED** by Councillors to pay for any shortfall

222/16 HIGHWAY MATTERS

Nothing to report in Cllr Larkin's absence.

223/16 PARISH PATHS (P3) UPDATE

Cllr Woollacott gave the following update:

- a) A bill for £40 for a contractor is still unpaid. The clerk will follow up the matter.
- b) The hole for the gate on footpath no: 33/34 has been made ready for the installation of the new gate.
- c) SW has made good progress with getting the new footpath linking Greenbank and Briar Tor installed. They are currently waiting for the signing of some legal documents by the landowner.

224/16 NEW WEBSITE UPDATE

The clerk informed Council that the Parish Council's new website was now live, but still needed populating with data and asked Councillors with a specific brief to forward any documents they wanted to be placed upon the website to them. They also asked all Councillors to forward a short biography (2-3 sentences) which could be placed with their photo on the website. Photographs of Councillors will be taken by Cllr Cheadle at the next full council meeting in June.

225/16 CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES

The following list of correspondence was **NOTED**:

- 1) SWEP Conditions of Approval for planning application fwd. by R Cheadle
- 2) Dartmoor Commoners Council – Minutes 11th May
- 3) WDBC – Alert us to Dog Fouling Areas
- 4) Rural Services Network – Weekly Digest 9th May
- 5) Healthwatch Devon – Monthly newsletter (May)
- 6) Citizens Advice – May Newsletter
- 7) Communications – Healthy People Newsletter April 2016
- 8) Connecting Dartmoor and Exmoor – Superfast Broadband Programme Update
- 9) Devon Communities – Becoming Resilient
- 10) Devon Communities Residential Forum Invite 11th May

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

226/16 ITEMS FOR THE NEXT AGENDA

- Miscellany.
- New members welcome pack.
- Xmas lights.

227/16

FUTURE MEETING DATES

- Wed 8th Jun** Planning Committee meeting at 7.30pm followed by a meeting of Full Council at Milton Combe Village Hall
- Tues 28th Jun** Planning Committee meeting at 7.00pm followed by a meeting of Full Council at Committee Room, Yelverton War Memorial Hall
- Wed 13th July** Planning Committee meeting at 7.30pm followed by a meeting the General Purposes Committee at Milton Combe Village Hall

The meeting closed at 9.05pm

Buckland Monachorum Parish Council

CURRENT LIST OF COMMITTEES AND SUB-COMMITTEE MEMBERS (2016/17):

Chairman 2016-17: Martin Fowler

Vice-Chairman 2016-17: Lucy Wood

The offices of Chairman and Vice-Chairman are ex-officio (have automatic membership of all committees)

Planning Committee:

Generally meets on the SECOND WEDNESDAY and FOURTH TUESDAY of the month. The meetings usually last half to three quarters of an hour.

Ric Cheadle, Martin Fowler, Marshall Davis, Sue Britton, Val Bolitho, David Butland, Sally Challiss, Lucy Wood, Susan Woollacott

Finance Sub-Committee:

Generally meets at least once a year in the autumn to set the budget for the new financial year.

Sally Challiss, Sue Britton, Val Bolitho, David Butland, Marshall Davis, Martin Fowler, Lucy Wood, Susan Woollacott

General Purposes Sub-Committee:

Generally at least four times a year - sometimes on site to survey council land, bus shelters, cemetery and play parks. The committee is also responsible for considering maintenance and management issues for the cemetery and memorial meadow.

Sue Britton, David Butland, Sally Challiss, Martin Fowler, Laurie Larkin, Lucy Wood, Susan Woollacott,

Representatives:

A Member is nominated as a link to various local community group committees to enable an exchange of information and keep abreast of what is happening locally.

- Charitable Committees:
 - Buckland/Horrabridge: **David Butland**
 - Drakes Trust Milton Combe: **Val Bolitho**
- Roborough Commoners: **David Butland**
- Southern Parishes Link Committee: **David Butland, Lucy Wood**
- Village Halls:
 - Clearbrook: **Sue Britton**
 - Milton Combe: **Val Bolitho**
 - Buckland Monachorum: **Gary Baird**
 - Yelverton: **Martin Fowler**

Other Appointments:

- P3 Scheme representatives: **Sue Woollacott, Sally Challiss, Sue Britton**
(This is a partnership scheme with DCC for the maintenance of our parish footpaths)
- Parish Council Liaison with the governing body of St Andrew's C of E Primary School: **Martin Fowler**