



MINUTES

Committee: Parish Council
Date: Tuesday, 03 March 2020
Time: 7:00pm
Venue: Community Club

Present

Cllr Vivienne Hodges (Chair)
Cllr Malcolm Chudley
Cllr Gordy Keep
Cllr Mike Warner
Cllr Rose Mogeni
Cllr Paul Dodd
Cllr Bas Payne
Cllr John Farrand-Rogers
Cllr Mike Jeffery

Also Present

Samantha Parkin (Clerk)
Cllr Jerry Brook (County Councillor)
2 members of the public

PUBLIC PARTICIPATION

Two members of the public were representatives from Baker Estates. They attended to support their planning application 0588/19. Revised information has been submitted to DNPA to gain the Environment Agency, Highways and DNPA Officer's support.

35/2020 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Penny Simpson and Cllr Anna Adnitt.

36/2020 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest were made. No requests for dispensations were received.

37/2020 MINUTES

Cllr Bas Payne proposed that the minutes of the meeting held on 4th February 2020 be **approved** and signed as a correct record. Seconded by Cllr John Farrand-Rogers and **resolved**. One abstention.

38/2020 COUNTY COUNCILLOR'S REPORT

Cllr Jerry Brook noted the following:

20/21 budget has been accepted by members. The road network may get extra funding from a possible fund being made available from central Government. The damage caused by the last two storms has amounted in £300,000. Highways may be marginally overspent at year end.

The County Council have had an OFSTED inspection on children and young people services – awaiting outcome.

Small business grants are available – encourage all start-up businesses to apply. Community project grants are also available. Details can be obtained from the Clerk. Cllr Brook has made £400 available for Wellfest out of the locality budget.

The County Council have put in a Photovoltaic system and will hopefully be generating a considerable amount of energy for their own use.

Cllr Dodd asked about putting a granite tor on the roundabout. Cllr Jerry Brook is pursuing with Tegan Faulkner the Neighbourhood Highway Officer. The council queried the progress at the junction at Wray Barton where the coaches got stuck last year. Cllr Jerry Brook will chase Tegan Faulkner.

39/2020 MATTERS ARISING

The Council noted the Queens Road meeting outcome – A steering group has been formed consisting of residents and the Teign Housing representative.

The Council noted information signs have now been installed on the Wray Valley Trail.

The Council noted Baker Estates have received the Council's reply.

Moreton Against Plastic group are having a tour of the recycling plant in the coming weeks. The recycling figures quoted by the District Councillor at the last meeting related to the previous year.

40/2020 CHAIRMANS DISCRETION

Cemetery rules – the chairman would like to include in the rules and regulations that no plastic flowers are to be used in the Cemetery. The Clerk attended a Cemetery management course on 25th February and has circulated a report prior to the meeting with recommendations for the council. Clerk to investigate the fire proof safe located in the Library as a possible way to safeguard burial records.

41/2020 DISTRICT COUNCILLOR'S REPORT

Report to wait until the Annual Parish meeting.

42/2020 OPEN SPACES REPORT

The Open Spaces monthly report was tabled at the meeting. It is attached at appendix 1 on page 6. Awaiting the annual play inspection.

43/2020 CLIMATE CHANGE GROUP REPORT

It was noted that the group had a successful meeting last month. The group will now issue a 'green tip of the month', the first of which has been displayed around town. Teignbridge are putting together a Parish Plan to help Parishes support their parishioners to live more sustainable lives.

44/2020 PLANNING APPLICATIONS

0054/20 Erection of single storey extension at Little Pinmoor Farm, Moretonhampstead

Cllr Bas Payne provided an overview of the application. It was noted that there are no obvious objections.

It was proposed by Cllr Mike Jeffery, seconded by Cllr Rose Mogeni and **resolved to support** the application.

0588/19 Demolition of vacant depot buildings, erection of 35 residential dwellings together with the provision of associated roads, parking, drainage and open space at land at Station Road, Moretonhampstead

The Council noted this was an amendment. Cllr Bas Payne provided an overview and Louise Barattini (DNPA) had been consulted. A member of the public had raised concerns about the height of the light standards and the dark night skies. The council would encourage the applicants to bring the lights in on the same lighting scheme as the current lights.

It was proposed by Cllr Mike Warner, seconded by Cllr Mike Jeffery and **resolved to support** the application subject to the light timings amendment.

45/2020 FUTURE OF THE 'VISIT MORETONHAMPSTEAD' WEBSITE

Cllr Bas Payne provided an overview of the options he has been working on. It was noted that his daughter is willing to construct a word press based website. The costs involved are minimal; a monthly £3 subscription to WordPress and an annual £25-50 domain fee.

Discussions will be held with Moreton Development Trust to remove the Parish Council from its website and take on the management of the 'Visit Moretonhampstead' website.

Cllr Vivienne Hodges proposed the Council will work on a **new website** in the next 3 months and upon the new website being set up the council will no longer be responsible for paying for the management of the events page. Seconded by Cllr John Farrand-Rogers and **resolved**.

46/2020 COMMITTEE MINUTES

The council adopted the minutes of its Planning Committee on 18th February 2020.

Cllr Bas Payne proposed the Parish Council **approves** the policies in accordance with F&P minute 6/20. **Seconded** by Cllr Mike Jeffery and **resolved**.

Cllr Bas Payne proposed the council **leave** the regulations and charges as published for the next financial year and to review in January 2021. In addition, the Council will add to the regulations that **no plastic** can be used in the cemetery from now on. Also, the council will revert back to the old system of pre-digging graves in accordance with F&P minute 5/20. **Seconded** by Cllr John Farrand-Rogers and **resolved**.

It was noted Cllr Bas Payne would like the council to remove the litter bins and simply have one large dog bin for a trial period.

Cllr Paul Dodd proposed the Parish Council accepts the Finance and Policy committees' recommendation to keep two large litter bins and one dog bin in the Sentry, and to purchase one large dog bin to replace the existing bin. Bins to be emptied once a week – to be kept under review in accordance with F&P minute 9/20. Seconded by Cllr John Farrand-Rogers and **resolved** with a majority of 5 to 4.

47/2020 ANNUAL PARISH MEETING AGENDA

Cllr Jeffery noted the County Councillor hasn't got a slot. Clerk to contact Cllr Jerry Brook. Clerk to add the Bowring Library update to the Agenda. Post Office update in the parish council round up.

48/2020 INTERNAL FINANCIAL REGULATOR'S REPORT

December and January (expenditure) accounts have been checked with no problems.

49/2020 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments. It was proposed by Cllr Paul Dodd, seconded by Cllr Rose Mogeni and **resolved** to approve the schedule of payments appended in these minutes in addition to the following payments. One abstention.

£20 – Hire of the Parish Hall for the climate change meeting.

£380 - Sentry Fence repair.

The Council considered its annual schedule of pre-authorised payments for 20/2021. It was proposed by Cllr Paul Dodd, seconded by Cllr Rose Mogeni and **resolved** to approve the annual schedule of pre-authorised payments appended in these minutes on page 7.

50/2020 CORRESPONDENCE

Correspondence was received from Devon County Council and Teignbridge District Council and had been previously circulated.

It was agreed to publish the drain responsibilities on the website and social media.

It was noted that the Council has a responsibility to co-opt someone to fill the vacancy. Clerk to advertise the vacancy in the News in Moreton.

It was noted that there are no objections to the Off-Street Parking places Order.

51/2020 CLERK'S DEVELOPMENT

Cllr Bas Payne proposed the Clerk **enrol** on the 'Introduction to Local Council Administration' online course, seconded by Cllr Mike Jeffery and **resolved**.

52/2020 COUNCILLORS WITH PARTICULAR RESPONSIBILITIES REPORTS

POST OFFICE WORKING GROUP

Cllr Mike Warner noted the known applicant is no longer proceeding with the Post Office application. The Parish Council to reconvene the working group. An update will be put in the News in Moreton and the notice boards.

Tree Seminar

Cllr John Farrand-Rogers had circulated a report prior to the meeting. This report will be forwarded to local organisations and groups.

BOWRING LIBRARY

Cllr Bas Payne awaiting a response from Libraries Unlimited and DCC.

The Chairman closed the meeting at 8.33pm.

TO DO ACTIONS

- Clerk to advertise small business grants
- Clerk to investigate the fire proof safe located in the Library
- Clerk to arrange a meeting with MDT to discuss removing the Parish Council from the 'Visit Moretonhampstead' website
- Clerk to amend the Cemetery rules and regulations to include 'no plastic can be used in the cemetery from now on'
- Clerk to amend the Annual Parish Meeting Agenda
- Clerk to publish the drainage responsibilities information sheet
- Clerk to advertise the Parish Council's vacancy
- Clerk to enrol on the 'Introduction to Local Council Administration' course
- Cllr Mike Warner to draft the News in Moreton article
- Clerk to forward the tree seminar report to local organisations and groups

**Moretonhampstead Parish Council
Open Spaces Monthly Inspection Report**

Inspection carried out by: Paul Dodd
Date: March 2020

Area	Comments	Action
The Sentry	All OK.	None
Churchyard	All ok	Memorial tree location Agreed.
The Play Area	See saw still awaiting repair To running board	In hand.
The Henge	Looks good	None
The Pound	Looks good	None.
Cross Tree	Looks good	Tree straightened and secured with post.
Geneva Island/War Memorial	Ok	None
Wheelwright's wheel	Looks good	None needed
Allotment	Not inspected	None
Seats/benches/ Lamp posts	All look good	New memorial seat about to be fitted in Court street
Gates and Railings	OK.	None
Bus Shelter	Still looking good.	None
Recycling	All checked once a week	None

MPC Minutes 03.03.2020 Attachment no.2 – List of payments March 2020

	AMOUNT (inc VAT)	PAYMENT METHOD
MANDATORY PAYMENTS FOR February 2020 (approved March meeting)		
MDT (office rent) - paid 0/02/2019	£308.82	Direct debit
S PARKIN (Clerk's salary 1 January - 31 January 2020) – paid 28/02/2019	£904.86	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution) –paid 28/02	£264.85	Online Transfer
HMRC (PAYE and NI - next quarterly payment March 2020)		
OTHER PAYMENTS AUTHORISED 3 March 2020		
TALK TALK (telephone and internet)	£34.16	Direct debit
Hire of Community Club – 04/02/2020 and 12/02/2020	£30.00	Online Transfer
News in Moreton Flyer insert	£20.00	Online Transfer
MDT Service charges and Admin Fee	£113.92	Online Transfer
Flag Festival Grant	£150.00	Online Transfer
WBW Solicitors re Land Registry Application	£669.96	Online Transfer
MDT Photocopying	£59.88	Online Transfer
Cemetery Management Course	£110.00	Cheque
S Parkin Expenses	£42.90	Online Transfer

G Lingard – Website event management	£60.00	Online Transfer
T Sutcliffe – Sentry Hedges cut	£270.00	Online Transfer
Viking Stationary Order	£39.24	Online Transfer
R Austin – Church Yard maintenance	£800.00	Online Transfer
TOTAL	£3878.59	

Pre-authorised PAYMENTS FOR 2020/21 (approved March meeting)	AMOUNT (inc VAT)	PAYMENT METHOD
MDT (office rent)	£3,710.00	Direct debit
S PARKIN – Clerk’s Salary	£12,000.00	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution)	£3,600.00	Online Transfer
HMRC (PAYE and NI)	£800.00	Online Transfer
TALK TALK (telephone and internet)	£400.00	Direct Debit
TOTAL	£20,510.00	