



### Minutes of Full Council meeting 4<sup>th</sup> December 2018

<b>Present</b>	Chairman Cllr Willis, Cllrs Payne, Dodd, Simpson, Cardew, Chudley, Jeffery and Hodges
<b>In attendance</b>	Julie Lammin
<b>Apologies accepted</b>	Cllrs Arnold, Musialski, Wimberley and Austin
<b>Dispensations</b>	None

**Public Session:** Three members of the public were present.  
 David Cannon updated Councillors on the Bidder memorial project planned for Geneva Island. The aim is to have a replica of the bust cast in bronze on a granite mount with the bronze plaque attached. He requested that the Parish Council submit the required planning application to the Dartmoor National Park Authority. Costs for the memorial will be covered by grants and public funding. The Chairman stated Devon County Council's Highways Department had no objection in principle.  
 Lionel Holmes expressed his wish for the town to gain Fair Trade status and requested the Parish Council's support. There would be no immediate benefits to the community but it would offer an element of moral support to producers around the world.

Item No	Topic	Discussion points	Outcome/action
148/2018 Cllr Jane Willis	Approve minutes of the council meeting dated 06.11.18	Draft minutes had been circulated with the agenda.	Proposal: that the minutes are accepted as a true record Proposer: Cllr Payne Seconder: Cllr Jeffery Carried with one abstention
149/2018	County Councillor's Report	Cllr Brook was unable to attend due to other commitments in his ward.	
150/2018 Cllr Jane Willis	Matters arising not on the agenda – for report only  1. Item no.107/2018 Queens Road – ownership  2. Item 137/2018 DCC Highways Officer meeting on 12 <sup>th</sup> Nov  3. War Memorial	 Cllr Jeffrey reported that his research showed that first buyers of property in Queens Road were required to pay £350 for the upkeep of the road directly outside their property. His research still did not clarify ownership. The problem of future maintenance remains uncertain which is unsatisfactory.  Cllrs Willis and Dodd met with Tegan Preston, DCC Highways Officer. The various issues and concerns were discussed and solutions/actions agreed. Fiona Peal and Kevin Parish from Morecare will establish a wheelchair route which DCC will look to fund through its Aids to Movement budget.  Cllr Payne and the Clerk were thanked for removing the glass chippings and replacing them with	 Proposal: Cllr Jeffrey will invite Teignbridge District Council (TDC), Devon County Council (DCC) and resident owners to meet in the New Year to discuss the way forward Proposer: Cllr Payne Seconder: Cllr Jeffery Carried  Noted  The Clerk will advertise the glass as available on social media.

		gravel.	
151/2018 Cllr Jane Willis	Matters under Chairman's discretion 1. Christmas switch on Saturday 8 <sup>th</sup> Dec  2. DNPA Consultation event Thursday 18 <sup>th</sup> December 3-6pm  3. Bidder Memorial  4. Fair Trade	A reminder that the event starts at 5.30pm with switch on around 6.30pm as usual.  A reminder that this is a drop-in event. The draft plan is available online and at the Parish Council office.  Cllr Willis will liaise with David Cannon and investigate the legalities regarding insurance and ownership.  Lionel Holmes requested a Councillor to help him investigate how the town can be registered as a Fair Trade town. Councillors could not at this moment offer any practical help but were supportive of the aim.	Proposal: The Parish Council will write to Lionel and state its support for the concept but regrets that currently there is no one available to offer practical help. Proposer: Cllr Simpson Seconder: Cllr Jeffery Carried
152/2018 Cllr Vivienne Hodges	Local Plan Response Group (LPRG) – Draft fuller survey report	Following the publication initial report a fuller report has been produced pulling together the additional written comments. Whilst there is a majority of respondents over 60 there are no very significant differences between the age groups in their responses. The fuller report includes comments relating to shops, parking, housing and other facilities which will help Council's response to the DNPA draft plan published this week. It will also be a starting point for discussions about the town's future. The Parish Council will need to think about how it addresses some of the issues raised over the next few years.  It was suggested that: <ul style="list-style-type: none"> <li>the report and supporting spreadsheet should be put on the Parish Council's website</li> <li>the report be sent to DCC, DNPA, TDC and Teign Housing</li> <li>the executive summary put in the News in Moreton and Parish Council notice board</li> <li>hard copies of the report be made available at the Parish Council office, Information Centre, library, GP surgery and Dental practice.</li> </ul>	Proposal: that the Parish Council accepts the report and thanked Cllrs Payne and Cardew for producing the document also that a copy of sent to DNPA and TDC. Proposer: Cllr Chudley Seconder: Cllr Jeffery Carried with one abstention  Proposal: <ul style="list-style-type: none"> <li>the report and supporting spreadsheet be put on the Parish Council's website</li> <li>the report be sent to DCC, DNPA, TDC and Teign Housing</li> <li>the executive summary be put in the News in Moreton and Parish Council notice board</li> <li>hard copies of the report be made available at the Parish Council office, Information Centre, library, GP surgery and Dental practice.</li> </ul> Proposer: Cllr Willis Seconder: Cllr Simpson Carried  Proposal: A formal vote of thanks to Cllrs Payne, Hodges, Chudley and Cardew for their hard work on the survey and reports Proposer: Cllr Willis

			Seconded: Cllr Simpson Carried
153/2018 Cllr Mike Jeffery	District Councillor's Report	Cllr Jeffery reported TDC's proposals to restrict the number of dogs to 4 that can be exercised on beaches and in public open spaces by one person. There is also a proposal to change the reporting procedure for dog fouling.	Noted.
154/2018  Cllr Jane Willis	Elections May 2019	The Chairman asked Councillors to give some consideration to how next year's Local Elections can be promoted. It was suggested that a banner is put up, that Councillors speak to people and direct them to the Clerk for more information. All ideas welcomed.	Noted.
155/2018  Cllr Vivienne Hodges	Finance and Policy Committee (F&P) Budget and Precept recommendation for 2019-20 (Attachment no. 1)	At its meeting on 3 <sup>rd</sup> December the F&P committee discussed the Council's financial obligations for 2019/20. In addition to rising costs, due to inflation estimated to be 2.5%, TDC will no longer be giving a Council Tax grant to parishes. This impacts the Parish Council's spending power considerably. F&P worked through each budget line individually taking into account any predicted spend. The Parish Council, as always, aims to keep precept increases to a minimum. The recommended 2% increase along with the predicted inflation rate and TDC removal of Council Grant will result in an approx. 6% decrease in spending power.	Proposal: that the Parish Council accepts the budget and precept recommendation as presented which include increasing the precept by 2%.  Proposer: Cllr Willis Seconded: Cllr Chudley Carried
156/2018  Cllr Bas Payne	Internal Financial Regulator's Report	Cllr Payne reported August and September's accounts have been checked with no significant irregularities.	Noted.
157/2018  Cllr Paul Dodd	Open Spaces  1. Monthly report (Attachment no.1)	Cllr Dodd summarised the Open spaces report which had been circulated.	Noted.
158/2018 Cllr Jane Willis	Approve accounts (Attachment no.3)	A list of payments was circulated for comment.	Proposal: To approve list of payments as presented Proposer: Cllr Payne Seconded: Cllr Dodd Carried
159/2018 Cllr Jane Willis	Correspondence	All correspondence had been previously circulated by email.	
The Chairman closed the meeting at 8.29pm			
Public Session: One member of the public commented that he was pleased that the Hingston Rock sign has been replaced. He also queried when the road works on Dillon corner will be finished to which Cllr Willis offered to find out.			
Signed: Cllr Jane Willis (Chairman)			
Next meeting: 8 <sup>th</sup> January 2019			

## MPC mins 04/12/18 Attachment no.1

## Draft Moretonhampstead Parish Council budget 2019-20

Income	Actual 2017/18	Budget 2018/19	Budget 2019/20	Notes
Precept	36,605.00	37,967.00	38726.00	2% increase
Council Tax support grant	2,860.00	2,570.00	0.00	No longer granted
Allotment Income	595.00	615.00	630.00	Small increase
Cemetery Income	4,748.00	5,000.00	5000.00	Estimated
Sundry Income *	3,260.25			*2017/18 - DAA Ambulance fund
Bank Interest	22.36	25.00		
Grants received	6,019.60			
Open spaces income	627.00			
Website	290.00	500.00	300.00	Estimated
<b>Total</b>	<b>55,027.21</b>	<b>46,677.00</b>	<b>44,656.00</b>	

Expenses	Actual 2017/18	Budget 2018/19	Budget 2019/20	Notes
Staff Salaries and pension	18,712.30	20,000.00	20200.00	Review hours/workload
Staff/Cllr Training	55.00	200.00	100.00	Suggest new Councillor training held locally and shared with neighbouring parish
Election costs	300.00	300.00	300.00	
Technical books	50.00	100.00	0.00	Suggest using DALC more for advice
Coffee/Tea and Milk	56.48	100.00	80.00	
Rent and Electricity	3,374.09	4,000.00	4000.00	
Rates	0.00	0.00	0.00	
Printing and Stationery	1,023.90	750.00	750.00	
Software	135.00	150.00	150.00	Accounts software updates/cover
Off Site Data Backup	0.00	100.00	100.00	Currently use drop box - review alternatives
Telephone	303.96	300.00	300.00	
Post and Packing	51.10	100.00	50.00	
Venue Hire	205.00	200.00	200.00	
Bank Charges	85.63	200.00	100.00	
Insurance	774.22	750.00	800.00	
General Expenses	211.08	450.00	200.00	Stop sending anniversary bouquets
Chairman's Allowance	500.00	500.00	500.00	
Travel costs	49.20	200.00	100.00	
Professional Fees	791.01	1,500.00	800.00	DALC/Audit fees
Accountant's Fees	390.00	400.00	400.00	Accounts fees re.payroll
Purchase of assets		0.00	0.00	
Other payments		0.00	0.00	
Running Costs of all open spaces areas - the pound, henge, square, sentry & play area incl grass cutting, plants, paint etc	4,436.27	4,000.00	4500.00	
Additional grass cutting (verges)	500.00	500.00	800.00	Estimate £420 per cut - investigate DCC grant
Cemetery - interments	2,017.20	2,200.00	2200.00	Estimated
Cemetery - grass cutting	5,933.54	4,000.00	4500.00	Review cutting and number of cuts
Cemetery - wall and path	0.00	0.00	0.00	
Allotments	0.00	0.00	0.00	
External Grants incl S137	2,599.76	3,177.00	1626.00	
Project expenses	500.00	500.00	0.00	
Marketing Moreton	550.00	500.00	500.00	
New website maintenance/updates	1,005.00	1,500.00	1000.00	Annual maintenance/social media updates and domain registration fees
Discretionary grants	1,350.00		0.00	
Christmas switch on event			400.00	Banners/road closure signs etc
<b>Total</b>	<b>45,959.74</b>	<b>46,677.00</b>	<b>44,656.00</b>	

## MPC mins 06/11/18 Attachment no.2

## Open Spaces Monthly Inspection Report

Inspection carried out by: Paul Dodd

Date: December 2018

Area	Comments	Action
The Sentry	All ok.	None needed
Churchyard	All ok	None needed
The Play Area	Base fitting still being Investigated on climbing ladder. Baby swing seat fitting loose	In contact with Playdale. Baby seat repaired.
The Henge	Looks good	None
The Pound	Looks good	None
Cross Tree	Looks good	None
Geneva Island/War Memorial	Green pebbles removed and replace with small grey shingle	Thank you to Bradfords for donating the gravel and Julie and Baz for doing the work.
Wheelwright's wheel	Looks good	None needed
Allotment	Ok	None
Seats/benches/Lamp posts	All look good	None
Gates and Railings	Exeter side gate in sentry bolted shut with lock in place.	As shown
Bus Shelter	Ok	None
Recycling	All checked once a week	None

## MPC mins 06/11/18 Attachment no.3

	AMOUNT (inc VAT)	PAYMENT METHOD
<b>MANDATORY PAYMENTS NOV 2018 (Dec meeting)</b>		
MDT (office rent) - paid 29/11	308.82	Direct debit
J. LAMMIN (Clerk's salary) - paid 29/11	1164.29	Online transfer
PENINSULA PENSIONS (employer's and employee's contribution) - paid 29/11	370.68	Online transfer
HMRC (PAYE and NI - quarterly) - not due		Online transfer
<b>OTHER PAYMENTS AUTHORISED</b>		
TALK TALK (telephone and internet) - paid 02/11	37.60	Direct debit
RBL (wreath)	25.00	Online transfer
TEIGN VALLEY NURSERY LTD (Court Street winter flowers)	259.35	Online transfer
WILLIAMS AND TRIGGS (balance for War Memorial work - reduced by £150.00 to take into account that the cenotaph was cold water power washed instead of using the Dof super-heated system quoted for - total invoice including VAT = £1488.00, deposit £834.00 paid in July)	654.00	Online transfer
ROB AUSTIN (churchyard cut Nov/ashes interment)	425.00	Online transfer
ROB AUSTIN (The Pound and Henge cut Nov)	35.00	Online transfer
GEORGIE LINGARD (social media updates July/Aug/Sept)	90.00	Online transfer
MDT (photocopying costs 7/7 - 19/10)	65.58	Online transfer
COMMUNITY CLUB (4/12 Full Council)	15.00	Online transfer
<b>TOTAL</b>	<b>3,450.32</b>	