



MINUTES

Committee: Parish Council
Date: Tuesday, 03 November 2020
Time: 7:00pm
Venue: Virtual meeting via Zoom

Present

Cllr Vivienne Hodges (Chair)
Cllr Malcolm Chudley
Cllr Gordy Keep
Cllr Mike Warner
Cllr Mike Jeffery
Cllr Penny Simpson
Cllr Anna Adnitt
Cllr Jan Evans
Cllr Julian Edwards
Cllr John Farrand-Rogers
Cllr Paul Dodd
Cllr Rose Mogeni

Also Present

Samantha Parkin (Clerk)
Cllr Jerry Brook, Devon County Council

PUBLIC PARTICIPATION

No members of the public present.

165/2020 APOLOGIES FOR ABSENCE

No Apologies for Absence.

166/2020 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

Cllr Hodges declared an interest in item 174/2020 (Planning Application 0497/20) by virtue of being the applicant. Cllr Hodges will enter the Zoom waiting room whilst the application is discussed.

167/2020 MINUTES

It was proposed by Cllr John Farrand-Rogers, seconded by Cllr Mike Jeffery and **resolved** to accept and sign the minutes of the meeting held on 6th October 2020 as a correct record.

168/2020 COUNTY COUNCILLOR'S REPORT

Cllr Jerry Brook informed the Council he has been investigating the pedestrianisation scheme on behalf of the Council and will do whatever the Council wants him to do.

Devon County Council has been presented a draft on the climate change strategy for Devon which will take the council through to 2050. It is a huge piece of work; the document will go out for consultation for 10 weeks.

On behalf of the Government, Devon County Council is responsible for chairing a scrutiny committee for the local enterprise partnership. At the last meeting of the committee, members were introduced to the local industrialised strategy. The strategy centres on green industry. The difficulty Devon has at present is we can't get any more electricity onto the grid from green energy production as the grid is unable to take it. Major structure change is needed in order to increase the amount of energy Devon puts into the grid.

Cllr Brook advised recycling centres will not be closing through the lockdown but it would be helpful if people rang before visiting.

It was noted work has been undertaken at Sloncombe to address the flooding issues.

Cllr Hodges advised the Council will look at the climate change strategy and report back to the County Council.

The Chairman thanked Cllr Brook for attending and Cllr Brook left the meeting.

169/2020 MATTERS ARISING

It was noted that Devon County Council and the Bowring Library Trust have been sent a letter informing them of the Council's decision to support the Trusts proposal. DCC have acknowledged the letter and the Bowring Library Trust are now working with Devon Historic Library Trust to sort out a future for the Library and building.

The Clerk noted that the Council have been successful in their locality budget application to erect an information board and finger post sign at the Wray Valley Trail.

The Chairman advised that the Remembrance Sunday event can still legally go ahead despite the new lockdown restrictions. Cllr Warner will represent the Council at the event.

170/2020 CHAIRMANS DISCRETION

The Chairman advised the Council that the shed in the Church yard had recently been broken into. The lock needs replacing.

171/2020 DISTRICT COUNCILLOR'S REPORT

Cllr Mike Jeffery advised the Council there was nothing to report as there have been no meetings.

172/2020 OPEN SPACES REPORT

The Open Spaces monthly report was circulated prior to the meeting. The report was noted and is attached at appendix 1 on page 5. The chairman thanked Cllr Dodd for all his hard work.

The Clerk noted she had received more reports of dog fouling in the church yard. Cllr Hodges and Cllr Dodd will arrange to meet the grave digger and discuss how the Council manage grass cutting in the cemetery to avoid the dog faeces.

173/2020 CLIMATE CHANGE & ECOLOGICAL WORKING GROUP REPORT

Cllr Adnitt informed the Council that the seed exchange event had been successful.

The group are working on the Green tip of the month. Cllr Simpson suggested setting up a meeting with the development trust to discuss the green tips and electrical vehicle charge points.

174/2020 PLANNING APPLICATIONS

0497/20: Erection of annexe outbuilding to provide ancillary accommodation, plus associated works at Valley House, Moretonhampstead

Cllr Hodges left the meeting whilst the application was discussed.

Cllr Farrand-Rogers proposed this application should not be discussed by virtue of the Chair being the applicant. The proposal was not seconded as it was felt by the committee that it is a planning application that should be discussed as a normal application.

Cllr Jeffery gave an overview of the application. It was noted the Council felt it was a difficult planning application to discuss due to the applicant being the Chairman of the Council. It was proposed by Cllr Malcolm Chudley, seconded by Cllr Jan Evans and **resolved to support** the application providing the ancillary accommodation remains part of the main house. Cllr John Farrand-Rogers abstained from the vote.

Cllr Hodges re-joined the meeting.

0498/20: Construction of raised deck area to existing french doors with garden store under at Riverside, Moretonhampstead Road, Lustleigh

Cllr Mike Jeffery outlined the details of the planning application. It was proposed by Cllr John Farrand-Rogers, seconded by Cllr Mike Warner and **resolved to support** this application.

0503/20: Erection of open fronted wooden frame barn construction with block and timber cladding walls (5x13m) at Blackingstone Farm, Moretonhampstead

Cllr Mike Jeffery explained this was a prior approval notice.

Cllr Farrand-Rogers is doubtful of the application, in part because of the lack of details, but is concerned about the boundary.

It was proposed by Cllr Mike Warner, seconded by Cllr Gordy Keep and **resolved to reject** the notice.

175/2020 EXTERNAL AUDITOR REPORT

The External Auditor report was circulated prior to the meeting and it was noted (the report can be found at www.moretonhampstead-pc.gov.uk). It was proposed by Cllr Hodges, seconded by Cllr Evans and **resolved to accept** the external auditors report.

176/2020 INTERNAL FINANCIAL REGULATOR REPORT

Cllr John Farrand-Rogers had circulated his report prior to the meeting and it was noted (attached at appendix 2 on page 6).

177/2020 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments. It was proposed by Cllr Jeffery, seconded by Cllr Warner and **resolved to approve** the schedule of payments at appendix 3 on page 6.

178/2020 CORRESPONDENCE

Correspondence was received and circulated prior to the meeting from Dartmoor National Park Authority regarding the Consultation – Settlement Profile Update 2020.

Cllr Farrand-Rogers suggested the planning committee look at the report. It was proposed by Cllr Warner, seconded by Cllr Mogeni and **resolved** that Cllr Jeffery, Cllr Hodges and Cllr Warner will **comment** on the report. Comments will be circulated to the Council before being submitted to DNPA.

179/2020 TREE WARDEN

The Chairman noted Gemma Hampton's offer to be a Tree Warden. Cllr Hodges suggested the Council accept the offer and put Gemma in contact with the Trees in Time group. There are no financial implications to the Council, the Tree Warden will advise the Council on tree matters.

180/2020 MORETON SHOP LOCAL CHALLENGE

The Clerk had prepared and circulated a report prior to the meeting and it was noted (attached at appendix 4 on page 6). The Clerk noted the 2nd lockdown will affect the original plan but hopefully the challenge can be extended into December. It was proposed by Cllr Chudley, seconded by Cllr Warner and **resolved to support** the challenge as outlined in the report.

181/2020 ARCHIVE COUNCIL RECORDS

The Chairman noted the Council had been contacted by Bill Hardiman on behalf of the Moretonhampstead History Society. He advised that MHS already have the previous minutes and are happy to archive the Council's records. It was proposed by Cllr Hodges, seconded by Cllr Evans and **resolved** that Moretonhampstead History Society will **archive** the Council's records.

182/2020 MEETING DATES

The meeting dates had been circulated prior to the meeting and are attached at appendix 5 on page 7. It was proposed by Cllr Chudley, seconded by Cllr Adnitt and **resolved to accept** the 2021 meeting dates.

193/2020 VISIT MORETONHAMPSTEAD WEBSITE

The Council had received a letter from Margaret Spittles on behalf of the Information Centre confirming they will be responsible for the ownership of the Visit Moretonhampstead website. The information centre requested £500 from the Council to finance the transfer. It was proposed by Cllr Warner, seconded by Cllr Dodd and resolved to pay the Information Centre £500.

194/2020 COUNCILLORS WITH PARTICULAR RESPONSIBILITIES REPORTS

Moreton Against Plastics – Cllr Simpson attended the meeting. The group are pleased the Council agreed to support them at the last meeting. MAPs recently organised a litter pick on Mardon and collected several bags of rubbish; they have also removed the plastic guards around the trees on the cycle path, they plan to remove the rest soon.

Moretonhampstead Development Trust – Cllr Simpson also attended MDT's meeting. The trust is exploring the possibility of having a Post Office in the Library. There are cost implications as there isn't a lot of money available. They have found someone willing to take on the Post Master/Mistress role.

The Trust is working on housing issues. They are also working with the Council to put up the Xmas Trees. MDT is keen to work with the Council on any or all of the above projects.

The Chairman closed the meeting at 8.17pm.

TO DO ACTIONS

- Clerk to follow up the additional 2 quotes for the Wray Valley Trail signage
- Clerk to ensure the lock is replaced on the Shed in the Church yard
- Cllr Hodges and Cllr Dodd to arrange a meeting with the Grave Digger
- Clerk to inform DNPA of planning decisions

- Clerk to make the approved payments
- Cllrs Jeffery, Hodges and Warner to comment on DNPA's Settlement Profile update report and circulate to all Cllrs before sending to DNPA
- Clerk to advise Gemma Hampton of the Council's decision
- Clerk to deposit the Council's records with Moretonhampstead History Society
- Clerk to add the payment of £500 to the Information Centre to next month's payment list

MPC Minutes 03.11.2020 Attachment no.1 – Open Spaces Report

Inspection carried out by: Paul Dodd

Date: November 2020

Area	Comments	Action
The Sentry	One seat needs new wooden parts.	See below.
Churchyard	All grass cut.	Looks very good.
The Play Area	One gate needs adjusting. Rotating see-saw needs adjusting.	See below.
The Henge	Seat needs new wooden part.	Mike has this and is about to fit it.
The Pound	Looks ok.	None.
Cross Tree	Looks good.	None
Geneva Island/War Memorial	Geneva island being prepared for the George Bidder bust.	War memorial gravel weeded and weeds removed from front wall.
Wheelwright's wheel	Ok	None
Allotment	Not inspected	None
Seats/benches/Lamp posts	Ok	None.
Gates and Railings	Ok	None
Bus Shelter	Looking good.	None
Recycling	OK	None

One seat in the Sentry has had 2 wooden planks that had rotted replaced with 2 prepared and painted planks.

One play area gate was adjusted and now fully closes to keep dogs out. The leading edge was fitted with pipe lagging rubber to prevent the gate hitting a child should they throw the gate open and not get out before it closes. It has happened once before.
One seat was tightened on the rotating see saw.

A large graffiti was sprayed in red paint on the back of a large sign in Station road car park saying "BBC FAKE NEWS" This happened overnight 9th October. With Mike's help and bottle of spirit we removed it the next morning.
It was reported to Police crime number CR/087595/20
Paul Dodd. Chair open spaces.

MPC Minutes 06.10.2020 Attachment no.2 – Internal Financial Regulator Report

Internal Financial Checks

I have checked the invoices, authorised payments and bank statements for the month of September 2020. As far as I can see, there are no problems with the Council's accounts in the period under review; and the paperwork is now completely up to date for this financial year up to the same date.

John Farrand-Rogers
Internal Financial Checker
25th October 2020.

MPC Minutes 03.11.2020 Attachment no.3 – Schedule of Payments November 2020

MANDATORY PAYMENTS FOR October 2020 (pre - approved March meeting)	AMOUNT (inc VAT)	PAYMENT METHOD
MDT (office rent) - paid 01/11/2020	£331.57	Direct debit
S PARKIN (Clerk's salary 1 October - 31 October 2020) – paid 30/10/2020	£952.80	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution) –paid 30/10	£277.68	Online Transfer
HMRC (PAYE and NI - next quarterly payment Dec 2020)		
Plusnet (telephone and internet – paid)	£24.96	Direct Debit
OTHER PAYMENTS AUTHORISED 3 November 2020		
S Parkin Expenses – Zoom subscription, Christmas event	£154.35	Online Transfer
SLCC - Annual Membership	£161.00	Online Transfer
PKF Littlejohn – Review of Annual Governance and Accountability Return fee	£360.00	Online Transfer
British Legion - Donation for Poppy Wreath	£25.00	Cheque
Cllr Dodd expenses – Open spaces repairs	£72.90	Online Transfer
TOTAL	£2360.26	Online Transfer

MPC Minutes 03.11.2020 Attachment no.4 – Moreton Shop Local Challenge

Due to the pandemic, MDT and I think it would be a great idea to work together and help local businesses that have had a poor economic year. We have come up with the idea to encourage residents to shop local for Christmas with the 'Moreton Christmas Challenge'. The idea is to buy Christmas Presents locally either from physical shops or online local craft businesses. MDT will produce a flyer advertising the challenge. People can take it to different shops around Moreton and get it initialled by the shop owner for every item they buy (so could be more than one in each place.) If they buy 5 local gifts they will be entered in a prize draw for a lovely gift/experience (yet to be finalised!) The challenge will run for 2 weeks during November. Businesses taking part have the choice of making special offers during that time but they don't have to. Before and during the challenge, it will be promoted on social media via the shop local group we will be encouraging

businesses to do the same, with special focus on Christmas gift options under £10 and special offers available. MDT will create the flyers and distribute to collection spots. They will also create posters that businesses can use (including one with a customisable area for special offers.)
I would like the Council's support to work with MDT to promote the Challenge.

MPC Minutes 03.11.2020 Attachment no.5 – 2021 Meeting Dates

Full Council – Community Club 7 pm (1st Tuesday monthly except August)

5th January 2nd February 2nd March 6th April 4th May – Annual meeting of the
Council 1st June 6th July 7th September 5th October

2nd November 7th December

Planning Committee – Council Office 7pm (3rd Tuesday monthly)

19th January 16th February 16th March 20th April 18th May 15th June

20th July 17th August 21st September 19th October 16th November 21st December

Finance & Policy Committee – Council Office 7pm or following Planning meeting

16th February (Q3 report) 16th March (1st round grant applications)

18th May (year-end) 17th August (Q1 report and 2nd round grant applications)

16th November (Q2 report and budget meeting)

Open Spaces Committee – Council Office 7pm or following Planning meeting

18th May Other meetings as required

Annual Parish meeting – Parish Hall 6pm

23rd March