



MINUTES

Committee: Parish Council
Date: Tuesday, 01 December 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 - None

195/2020 APOLOGIES FOR ABSENCE

No Apologies for Absence.

196/2020 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensation were received.

197/2020 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Farrand-Rogers and **resolved** to accept and sign the minutes of the meeting held on 3rd November 2020 as a correct record.

One member of the public joined the meeting and left the meeting at 7.20pm.

198/2020 COUNTY COUNCILLOR'S REPORT

Cllr Brook informed the Council of some good news, in the Chancellors spending review, the Government have committed 4 ½ % increase to County Councils in their budget and they are continuing the additional precept for Adult services within the Council tax.

Devon County Council is part of the 'forty group' (the lowest funds receiving group of schools in the Country). The department of Education has finally recognised how severe the differential is between the school receiving the top amount of money per pupil and what we in the forty group are receiving per pupil. Cllr Brook said there should never be this disparity between the amounts of revenue per child; it is near to £300 per child.

Cllr Brook noted some recycling centres are finding it difficult to keep up with demand. Cllr Brook will send the Clerk the Xmas opening times.

Cllr Brook had been approached by a Moretonhampstead resident prior to the meeting who is unhappy about the Church antenna planning application. The Chairman informed Cllr Brook that the plan is available to view on DNPA's website and the application can be discussed with them.

Cllr Brook concluded with more good news; the apprenticeship scheme is growing in strength. This is excellent news, apprentices are not University trained and this is a wonderful way for young people to gain a profession.

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

199/2020 MATTERS ARISING

It was noted that the Council's comment on DNPA's Settlement Profile update report has been circulated to all Councillors and returned to DNPA.

The Clerk noted that the Council have received two further quotes for the Wray Valley Trail signage (discussed at minute no.208).

It was noted the lock could not be fixed on the Grave digger's shed as the door frame is broken. This will be fixed in the future.

It was noted the Clerk had arranged for the Council's records to be deposited with Moretonhampstead History Society.

It was noted the Clerk had put up notices reminding residents and visitors to social distance when using the benches in the Town.

200/2020 CHAIRMANS DISCRETION

None.

201/2020 DISTRICT COUNCILLOR'S REPORT

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

202/2020 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 6. The chairman thanked Cllr Dodd for all his hard work.

203/2020 CLIMATE CHANGE & ECOLOGICAL WORKING GROUP REPORT

Cllr Simpson reported the group are awaiting the Devon County Council Green Agenda report. They are having a meeting with the Development Trust to work out what their part will be in promoting the Green Agenda.

Cllr Edwards reported on the progress of the Electrical Vehicle Charge points. One possible place has been identified in Moretonhampstead, which is Brinning Road but Devon County Council are not keen on this proposal.

Cllr Adnitt advised the Trees in Time group are holding a tree planting weekend on the 16/17th January at the Sports Centre. The trees have been provided by the Woodland Trust.

204/2020 PLANNING APPLICATIONS

0545/20: Proposed: Repairs and stabilisation of a barn within the curtilage of a listed building following extensive fire damage at Budleigh Farm, Moretonhampstead

Cllr Jeffery gave an overview of the application. Cllr Farrand-Rogers proposed 'no comment' on the application. The motion did not receive a seconder. It was proposed by Cllr Hodges, seconded by Cllr Warner and **resolved to support** the application. There was one abstention.

0555/20: Installation of BT Cabinet, addition of antennas to existing telegraph pole and ancillary development at existing BT Pole at Bowring Mead, Moretonhampstead.

Cllr Mike Jeffery outlined the details of the planning application. It was proposed by Cllr Evans, seconded by Cllr Keep and **resolved to support** this application on the grounds that Moretonhampstead is lacking in mobile coverage. There was two abstentions.

205/2020 INTERNAL FINANCIAL REGULATOR REPORT

Cllr John Farrand-Rogers hadn't been able to check the accounts due to national Government restrictions.

206/2020 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments. It was proposed by Cllr Jeffery, seconded by Cllr Dodd and **resolved to approve** the schedule of payments at appendix 2 on page 6.

207/2020 CORRESPONDENCE

Correspondence was received and circulated prior to the meeting from the Council's contractor requesting the Council enrol them on Devon County Council's Road Warden Scheme to enable them to gain a Chapter 8 Certificate. They have volunteered to close the road for next year's Xmas event. There were some concerns that Devon County Council are trying to subcontract work to the Parish Council.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to set up** a working group comprising of Cllrs Hodges, Cllr Warner, Cllr Adnitt and Cllr Keep to look at the Road Warden scheme. If the Scheme doesn't involve the Parish Council taking on more responsibilities the Contractor will be enrolled on the Road Warden Scheme.

Correspondence was received and circulated prior to the meeting from Moretonhampstead Development Trust requesting a £15 payment towards the reprint of the Shop Local Challenge postcards. It was proposed by Cllr Adnitt, seconded by Cllr Dodd and **resolved to make a payment** of £15 to the Development Trust.

Correspondence received and circulated prior to the meeting from the Rector requesting permission to hold a socially distanced carol/crib service in the Sentry at 3.30pm on Christmas Eve. It was proposed by Cllr Warner, seconded by Cllr Dodd and **resolved to support** the event as long as the rector complies with the current Government regulations.

Correspondence received prior to the meeting regarding the nuisance of drones being flown over Moretonhampstead. The Clerk asked PCSO Wilson for advice on the matter which has been posted

on Facebook. Cllr Farrand-Rogers advised the public to report the use of drones to the Police on their non-emergency number 101.

208/2020 FINANCE AND POLICY RECOMMENDATIONS

The draft minutes of the Finance and Policy committee held on 17th November 2020 were noted. Cllr Evans talked the Council through the following recommendations:

- Cllr Evans noted that there will be a minimal increase to resident's council tax. It was proposed by Cllr Warner, seconded by Cllr Mogeni and **resolved to approve** the attached draft budget 2021/22 and precept request. There was one abstention.
- Cllr Evans gave a summary of the request from Okehampton District Community Transport. It was proposed by Cllr Dodd, seconded by Cllr Simpson and **resolved to make a one off donation** of £300 to the Okehampton District Community Transport Group from the Council's reserves.
- It was proposed by Cllr Evans, seconded by Cllr Farrand-Rogers and **resolved to approve** the Data Protection Privacy Policy.
- It was proposed by Cllr Dodd, seconded by Cllr Adnitt and **resolved to accept** the Wray Valley Trail signage quote from SJB signs.

209/2020 DNPA LOCAL PLAN REVIEW

Cllr Mike Warner had prepared a response to Dartmoor National Park which is attached at appendix 3 on page 7. The response addresses Cavanna Homes response to the DNPA Local Plan review and reinforces DNPA's Plan. It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to send** Cllr Warner's letter to DNPA. Cllr Jeffery thanked Cllr Warner for all the work he has put into the response.

210/2020 COMMUNICATIONS

The Clerk had prepared a communications report following a training course she had attended. This is attached at appendix 4 on page 8. The Clerk gave a summary of the report. There was a general concern that comments on social media could not be monitored. Parishioners are welcome to sit in on a Zoom meeting and this should be sufficient.

It was proposed by Cllr Warner, seconded by Cllr Simpson and **resolved to hold** two coffee mornings/parish council surgeries in addition to the parish meeting already held. One Cllr against.

Cllr Jeffery noted the request from Chagford Parish Council regarding the extension of the Wray Valley Trail from Moretonhampstead to Chagford. The Chairman suggested adding the issue as an item on the January Agenda.

211/2020 PLANNING TERMS OF REFERENCE

The draft planning committee terms of reference were written by Cllr Bas Payne in 2019. Cllr Hodges gave an overview of the Planning committee's role and responsibilities. It was proposed by Cllr Evans, seconded by Cllr Warner and **resolved to change** the wording on the Meetings section, point 2 and the Procedures section, point 4. The wording will read:

- Meetings, point 2: If comment on an application is required before the next due meeting (as sometimes happens because of the short time allowed for comments), the application will be considered at an extra meeting of the planning committee before the next PC meeting at a time determined by the Planning Chair; if this is not possible, an extra meeting of the committee will be arranged, notice of which should be given to members at least one week beforehand.
- Procedures, point 4: A site meeting will be held, if necessary, at a convenient time, unless an application is small and non-controversial, or a meeting otherwise seems unnecessary.

222/2020 CHURCHYARD PLANS

The Clerk worked with Moretonhampstead History Society to review and update the Churchyard plans for Area's P and Q. It was proposed by Cllr Jeffery, seconded by Cllr Chudley and **resolved to accept** the new numbering system.

223/2020 PARKING

The Council considered the enforcement letters put on cars parked in both Car Parks by Teignbridge District Council. Cllr Evans reported she had been informed by a Member of the public that he had spoken to Tanya Short at Teignbridge District Council and that at the present time the enforcement notices would not be enforced. Cllr Evans, Cllr Dodd and Cllr Simpson will investigate further and report back at the January meeting.

224/2020 COUNCILLORS WITH PARTICULAR RESPONSIBILITIES REPORTS

No reports.

The Council thanked the Clerk for her work on the Xmas lights in the town centre.

The Chairman closed the meeting at 8.53pm.

TO DO ACTIONS

- Clerk to submit planning comments
- Clerk to make payments
- Road Warden Scheme working group to look at the scheme
- Clerk to inform the Rector the Council support the Christmas Eve carol service
- Clerk to submit the precept request to Teignbridge
- Clerk to add the MDT payment and the Okehampton bus payment to Jan's payment list
- Clerk to inform SJB signage the Council have accepted their quote
- Clerk to submit the Council's response to the DNPA local plan review
- Clerk to amend the planning committees terms of reference
- Cllr Evans, Dodd and Simpson to investigate the parking notices issued by TDC

MPC Minutes 01.12.2020 Attachment no.1 – Open Spaces Report

Inspection carried out by: Paul Dodd

Date: December 2020

Area	Comments	Action
The Sentry	Looks good.	None.
Churchyard	All grass cut Grave diggers shed door needs repair.	Sam informed about the door.

5. Signed.....

05 January 2021

The Play Area	Checked most days. All ok	None.
The Henge	Mike has fitted a new seat part. Grass cut required.	Rob Austin informed re grass cut.
The Pound	Grass requires a cut.	As above.
Cross Tree	Looks good.	None
Geneva Island/War Memorial	Geneva island being prepared for the George Bidder bust.	Near completion, has also been painted by John Dodd's and looks good.
Wheelwright's wheel	Ok	None
Allotment	Not inspected	None
Seats/benches/Lamp posts	Ok	None.
Gates and Railings	Ok	None
Bus Shelter	Walls washed and floor swept.	Walls part repainted by Clive Sheppard.
Recycling	OK	None

Clive who lives in Betton way has an emergency tin of paint to cover any graffiti quickly as he goes past it every day.

MPC Minutes 01.12.2020 Attachment no.2 – Schedule of Payments December 2020

MANDATORY PAYMENTS FOR November 2020 (pre - approved March meeting)	AMOUNT (inc VAT)	PAYMENT METHOD
MDT (office rent) - paid 01/12/2020	£331.57	Direct debit
S PARKIN (Clerk's salary 1 November - 30 November 2020) – paid 30/11/2020	£953.04	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution) –paid 30/11	£277.68	Online Transfer
HMRC (PAYE and NI - next quarterly payment Dec 2020)		
Plusnet (telephone and internet – paid)	£23.04	Direct Debit
OTHER PAYMENTS AUTHORISED 1 December 2020		
S Parkin Expenses – Zoom subscription, Christmas event, printing	£105.58	Online Transfer
Information Centre – payment agreed at November meeting	£500.00	Online Transfer
R Austin – Churchyard cut, Interment & Henge and Pound	£875.00	Online Transfer
T.A.Sutcliffe – 1 x Sentry cut	£174.00	Online Transfer
SLCC – The Clerks' manual 2019	£52.30	Online Transfer
Teign Valley Nursery – Winter baskets	£288.60	Online Transfer
TOTAL	£3580.81	Online Transfer

MPC Minutes 01.12.2020 Attachment no.3 – DNPA Local Plan Review Response

Dear Alex,

Thank you for advising us that the Dartmoor Local Plan Review 2018 – 2036 has now been submitted to the Secretary of State and an Inspector has been appointed to examine the plan.

Having now seen the submissions from all parties, we would like to draw your attention to some further information relating to the submission entered by Boyer Planning respondent 0013, which may help your response to their objections to be raised at the hearing and thereby assist the Inspector.

5.9 The community concern expressed regarding the proposed development of Courtenay Park, was based upon the public knowledge that Forder Farm DNP 14-095 and Thompson's DNP 08-017 were already allocated for development in the current Local Plan and that Courtenay Park would be an additional allocation to these sites. Locals were also aware that a similar location on the approach to Chagford was being developed and the adverse visual impact of this and the issues of excess traffic generation were already becoming evident there.

The public concern regarding the addition of Courtenay Park to the allocation, led to a petition being distributed to 730 households in the town with signed responses from 232 residents. The petition mentioned the other sites being available. The degree of concern was also evident at the public meeting (which exceeded the capacity of the Parish Hall) at which DNPA were represented. The petitions were audited by solicitors Mann Jenkins to ensure validity. We have the original copies of these signed petitions if you wished to inspect.

5.14 Community concern was not expressed regarding other sites, as these had already been allocated and accepted by the community as development that would provide Moreton with additional housing, and would be brought on stream to accord with local market demand.

5.24 Courtenay Park is located on A382, which is the principal southerly approach to the town, and due to the topology of the site, development of this site would be immediately apparent to anyone approaching the town from the south and have adverse visual impact.

5.33 The Boyer submission credits "a group of residents" as opposing large scale developments, but that was in fact a conclusion of the Local Plan Response group report following a questionnaire to the entire community led by Cllr Bas Payne on behalf of the Parish Council and submitted to your authority. Infill development was the preferred development option.

5.45 The community is likely to regard the proposal to develop Courtenay Park in order to provide a "new edge" to the town as a cynical first phase, with the ultimate intent to link to the adjoining plot DNP 14.012 and ultimately complete the enlargement of our town settlement from Thompson's site, right up to the town centre, all consuming greenfield land.

Conclusion

The entirety of Boyer Planning's submission and objections seems to ignore the previously approved allocation of Forder Farm and Thompson's site and the reintroduction of Bradford meadow DNP 14-095, which sites are all non-contentious to local opinion.

Our traffic volumes are increasing and the road system locally means that every road leading to Moretonhampstead has single lane restriction within a short distance of the town. The town relies on tourism and visitors often comment on our narrow lanes and experience frequent traffic jams in peak holiday periods (especially with continental coaches heading for Dartmoor).

Since the opening of the cycleway, we have seen a huge increase in cyclist and pedestrian visitors to the town, which is gratifying, as it is both environmentally sound and helps support local traders.

We have no truly convenient public transport service and every family of working age has to rely upon vehicular transport for social, domestic and work purposes. Thankfully our retailers do an excellent job in supporting the town and the current situation has shown the benefit of shopping locally.

We sincerely hope you may be able to draw the Inspector's attention to these points which Boyer Planning seems to have overlooked in their submission.

Yours sincerely MPC

MPC Minutes 01.12.2020 Attachment no.4 – Communication Report

I recently attended a Communications webinar given by Breakthrough Communications. They are a company who specialise in supporting town and parish councils. They had some great ideas about communicating with parishioners and I found the webinar interesting and useful.

Why communication and engagement really matters

- Effective communication underpins and supports the delivery of the council's objectives
- Improves how we are seen and heard by the community - and improves the council's standing
- Helps develop a sustainable two-way conversation, enabling you to hear what the community has to say

Website

They recommended putting a short introduction video on the website. Video's get more views than other webpages, people are more likely to watch a video explaining what we are about than read through lots of information on a page.

Video is the single most powerful tool the council can use to get its messages across through digital communications. It is an effective way to convey complex issues and messages. It will help convey a positive tone and humanise the council, which in turn can break down barriers between the council and community.

They also recommended having a dedicated Covid section on the website so that parishioners can find all the correct info and we can point them to the page from Facebook.

Streaming Council meetings

Most District and County Councils stream their meetings to YouTube or Facebook. It is simple to do and it makes the Council more accessible. It gives the public a chance to see who we are and what we do. They can dip in and out of the meetings if they want and on a Facebook live stream they are able to ask questions.

If we proceed with streaming meetings we should write a social media policy to enable us to delete abusive comments.

Reaching Parishioners with no internet

We need to think about how we reach people with no internet/devices. How can we get our message across? Should we start publishing a newsletter that is both digitally accessible and delivered to parishioners unable to access a digital copy?

Zoom Coffee Morning

Some Councils have been holding digital coffee mornings where a couple of Cllrs would join me and parishioners would have the chance to ask us questions. This would be a great way to find out what the community actually want. We could have themes to the coffee mornings or just leave it as a general question and answer session.

December 2020