



# MINUTES

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**Committee:** Parish Council  
**Date:** Tuesday, 7 February 2023  
**Time:** 7:00pm  
**Venue:** Community Club

## Present

Cllr Vivienne Hodges (Chairman)  
Cllr Jan Evans  
Cllr Catherine Fileman-Wright  
Cllr Malcolm Chudley  
Cllr Richard Short  
Cllr Mike Jeffery  
Cllr Penny Simpson  
Cllr John Farrand-Rogers

## Also Present

Samantha Parkin (Clerk)  
County Councillor Jerry Brook  
Moretonhampstead Fire Station Watch Manager

## PUBLIC PARTICIPATION

### 19/2023 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Dodd, Cllr Keep and Cllr Warner.

It was proposed by Cllr Hodges, seconded by Cllr Jeffery, and **resolved to approve** Cllr Dodd's absence due to ill health.

### 20/2023 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensation were received.

### 21/2023 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Evans and **resolved to accept and sign** the minutes of the meeting held on 10<sup>th</sup> January 2023 as a correct record. There were two abstentions.

### 22/2023 COUNTY COUNCILLOR REPORT

County Councillor Brook confirmed his support for the councils 20mph application although he challenged anyone to drive sensibly over 20mph in the town.

County Councillor Brook congratulated Devon's residents for being rated the second-best county for recycling. He informed the council that the County Council will be investigating 1800 black bins to identify where further improvements can be made to recycling.

County Councillor Brook noted he had made available £500 to Wellmoor and noted it is a wonderful organisation.

County Councillor Brook brought the council's attention to the County Council's 2023/24 proposed budget. He noted that it is not all bad news, but it is fraught with challenges. Several services have had their budgets increased but the County Council must look to make savings. In the current financial climate County Councillor Brook anticipates pressure on children and young people's services. County Councillor Brook noted that the SEND debt of approximately £100million still hangs over the County Council.

County Councillor Brook noted that one area of concern is the Highways Department. It is more noticeable to the public because everyone uses the road network; the main arterial routes seem to be in reasonable condition but some of the rural routes are in a poor condition.

Cllr Short was pleased to hear County Councillor Brooks supports the council's 20mph application and asked County Councillor Brook to lobby Stuart Hughes to increase next years budget to deliver 20mph limits.

### **23/2023 MORETONHAMPSTEAD FIRE AND RESCUE SERVICE**

The council had invited the Moretonhampstead Station Watch Manager to talk to the council about the station and to answer any questions. The Watch Manager noted the council's concerns regarding the downgrading of the station.

The Watch Manager explained that the implementation of the Rapid Intervention Vehicle (RIV) was done as a risk decision based on the rural roads. He explained that some bridges in the area were inaccessible to the old Medium Response Pump and it took longer to reach incidents. The Watch Manager assured the council that the RIV is more than adequate to cope with incidents and in the case of big fires, additional pumps would be called.

The Watch Manager noted that several members of the team had left or retired resulting in an extreme skill shortage, lack of drivers and Officers. This sometimes left the station unable to respond to incidents. The Station is looking to upskill existing members of the team.

The Watch Manager noted that the recruitment process was going well; there are 2 new recruits going through the application process and 4 potential applicants looking to apply. However, the Fire Service have put a temporary pause on recruitment due to the high number of applicants throughout Devon and Somerset. The Watch Manager noted that Moretonhampstead is deemed as a priority because of the staff shortage and new applicants will take priority. The recruitment process can take 6-12 months.

Cllr Fileman-Wright thanked the Watch Manager for everything the station does. She noted from the statistics the council had received that since 2017 Moretonhampstead has a quarter of the shouts that it had in 2017 and neighbouring stations shouts had remained relatively consistent. The Watch Manager replied that the main reason is skill shortage and availability. He also noted that the statistics the council had received were different to the records the Station holds. Another reason behind the decrease in shouts is that a few years back SWAST changed the categorisation of what calls co-responders nationally attend to, primarily confirmed cardiac arrest. In November 2022, SWAST changed the categorisation again and the Station's co-responder calls have recently increased.

Cllr Fileman-Wright asked the Watch Manager what the Council can do to help. The Watch Manager asked the council to keep writing to the Chief Officer if there are any concerns and reassured the council that there are no immediate intentions of shutting any stations.

The Watch Manager noted that things are looking better for the future. The council will work with the Station to deliver recruitment information to the Hingston View Estate. The Chairman thanked him for attending.

#### **24/2023 MATTERS ARISING**

It was noted the council has rewritten to Mel Stride MP to ask him to support the 20's Plenty campaign.

It was noted the council has submitted the 20mph community self-assessment form to Devon County Council and rewritten to County Councillor Brook to support a formal application.

It was noted the clerk has submitted the Tidy Teignbridge grant application.

It was noted that the Allotment shared boundary owner had contacted the Clerk earlier in the day to advise that she will obtain a quote from her tree surgeon.

#### **25/2023 CHAIRMANS DISCRETION**

The Chairman noted that the Teignbridge Parish Sweeper is retiring in April. The Chairman asked the council if they would like to sign a card in recognition of the hard work he has done in Moretonhampstead.

#### **26/2023 DISTRICT COUNCILLOR'S REPORT**

Cllr Jeffery reported on the Teignbridge District Council meeting he attended on 12<sup>th</sup> January. He reported that the Government included a new surcharge for second homes in its Levelling Up and Regeneration bill. However, the new tax power for district councils is not expected to be introduced until next year. Teignbridge District Council has provisionally agreed to adopt another new power in the bill allowing it to double council tax on properties that have been empty for more than 12 months. A council analysis suggests doubling the council tax on second homes would generate around £2.5 million in extra revenue.

Cllr Jeffery noted a drone trial is underway for Planning Applications and will be investigated further.

#### **27/2023 OPEN SPACES REPORT**

The Open Spaces monthly report had been circulated prior to the meeting. The report was noted and is attached at appendix 1 on page 12.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to accept** the report.

#### **28/2023 CLIMATE CHANGE & ECOLOGICAL WORKING GROUP REPORT**

Cllr Simpson noted there had been no meetings of the working group. Cllr Simpson had attended the Moretonhampstead Development Trust (MDT) meeting. She reported that the meeting had focussed on defining the new Administrators role. The role will be proactive in climate emergency matters. Cllr Simpson reported that MDT is looking for new trustees.

#### **29/2023 INTERNAL FINANCIAL REGULATOR REPORT**

Cllr Evans had checked the accounts for December.

#### **30/2023 SCHEDULE OF PAYMENTS**

The Council considered its monthly schedule of payments.

It was proposed by Cllr Jeffery, seconded by Cllr Farrand-Rogers and **resolved to approve** the schedule of payments at appendix 2 on page 12.

### **31/2023 CORRESPONDENCE**

Correspondence was received and circulated from a unit occupier at Old Gales Saw Mills requesting the council support an application to Devon County Council for double yellow lines. The council noted that parking in Moretonhampstead has always been a problem.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery and **resolved to reply** to the Unit Occupier that the council is not in favour of changing the status quo and as a Council in favour of retaining things as they are because of the shortage of parking spaces in the town. There was one abstention.

Correspondence was received and circulated prior to the meeting from the owner of the Little Sentry advising the council the wall needs repairing. The Clerk will obtain quotes to repair the wall.

Correspondence was received and circulated prior to the meeting from Plusnet advising the council of their intention to close the business service within the next 12 months. Cllr Evans questioned if the council needed a business account.

It was proposed by Cllr Evans, seconded by Cllr Farrand-Rogers and **resolved to remain** with Plusnet until the business service is closed.

Correspondence was received and circulated prior to the meeting from Teignbridge District Council inviting the council to comment on the Proposed Submission Local Plan 2020-2040, its supporting documents, and the Draft Community Infrastructure Levy Charging Schedule. The correspondence was noted.

Correspondence was received and circulated prior to the meeting from Teignbridge District Council informing the council of the Sentry bin charges for the 2023-24 financial year.

It was proposed by Cllr Evans, seconded by Cllr Fileman-Wright and **resolved to refer** the matter to the Finance and Policy committee.

Correspondence received and circulated from County Councillor Brook replying to the council's letter requesting his support for a 20mph speed limit. The correspondence was noted.

### **32/2023 BEATING THE BOUNDS**

Cllr Jeffery explained that the council had completed the first section of Beating the Bounds last year on a Sunday but he would like to do the second section on a Saturday.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans and **resolved to walk** the route on Saturday, 1<sup>st</sup> April.

### **33/2023 KINGS CORONATION**

The clerk had circulated a list of suggested events prior to the meeting. Cllr Hodges stated that the council needs to celebrate the occasion. In line with King Charles wishes, the celebrations should be low key and relatively straight forward.

The council agreed to host a cream tea on Saturday 6<sup>th</sup> May and possibly screen the Coronation if the TV licence is waived, purchase a flag to fly at the war memorial and investigate volunteer opportunities on Monday 8<sup>th</sup> May. The clerk will advise the community how to apply for a road closure if they wish to hold a residents street party.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Fileman-Wright and **resolved to set up** a working group to include people beyond the council. The working group will consist of Cllrs Evans, Fileman-Wright and Simpson.

### **34/2023 SERVICE CHARGES**

Cllr Hodges gave an overview of the office rent and service charges. Cllr Evans told the council that she would like a breakdown of the service charges.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery and **resolved to refer** the matter to the Finance and Policy committee and the Chairman of the F&P committee to prepare a report to present to the meeting.

### **35/2023 ANNUAL PARISH MEETING**

The Chairman suggested the meeting should be held on Saturday 18<sup>th</sup> March in a similar format to last years meeting.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved to hold** the Annual Parish Meeting on Saturday, 18<sup>th</sup> March in the Community Club at 9.45 and invite groups that had received a grant from the council in the financial year 2022/23.

Clerks note: The Community Club is unavailable therefore the meeting will be held in the Parish Hall.

### **36/2023 WELCOME PACK**

The draft welcome pack had been circulated prior to the meeting.

Cllr Fileman-Wright thanked the Clerk for preparing the welcome pack. Cllr Fileman-Wright and Simpson noted a few organisations and groups that were missing from the welcome pack and the Clerk agreed to add them to the pack.

It was proposed by Cllr Evans, seconded by Cllr Fileman-Wright and **resolved to approve** the draft welcome pack.

The Chairman closed the meeting at 8.25pm.

### **TO DO ACTIONS**

- Clerk to make payments
- Clerk to make the agreed actions and replies to correspondence
- Clerk to organise Beating of the Bounds
- Working group to organise the Kings Coronation events
- Finance and Policy Chairman to prepare a report on office service charges
- Clerk to organise the Annual Parish meeting
- Clerk to edit the welcome pack and distribute

**MPC Minutes 07.02.2023 Attachment no.1 – Open Spaces Report**

Inspection carried out by: Sam Parkin (Clerk)

Date: February

Area	Comments	Action
The Sentry	Decision needs to be made on biodiversity area. Sentry hedge cut 28/01.	Needs cutting.
Churchyard	Looks good. Farmer made emergency repairs to fence.	None. Wall needs repairing (see Item 14)
The Play Area	Play Park – Wood needs replacing on 2 benches. Ground support loose on climbing frame.	Repairs needed.
The Henge	Ok	None
The Pound	Ok	None
Cross Tree	Looks good.	None
Geneva Island/War Memorial	Wreaths have been removed.	None
Wheelwright's wheel	Weeds have been removed.	None
Allotment	Plot holders advised to move sheds from boundary to allow repairs.	Allotment Cttee' have advised plot holders.
Seats/benches/Lamp posts	Seat at Old Primary School site will need relocating soon.	Find a site for bench
Gates and railings	Looks good.	None
Bus Shelter	Looks good.	None
Recycling bins	Looks good.	None

**MPC Minutes 07.02.2023 Attachment no.2 – Schedule of Payments February 2023**

MANDATORY PAYMENTS FOR January 2023	AMOUNT (inc VAT)	PAYMENT METHOD
MDT (office rent) - paid 01/02/2023 <i>LGA 1972 s.111</i>	£379.48	Direct debit
S PARKIN (Clerk's salary 1 December - 31 January 2023) – paid 31/01/2023 <i>LGA 1972 s.112</i>	£1,135.18	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution) –paid 31/01 <i>LGA 1972 s.112</i>	£341.32	Online Transfer
HMRC (PAYE and NI) – next payment Mar <i>LGA 1972 s.112</i>		Online Transfer
Plusnet (telephone and internet – paid 30/01) <i>LGA 1972 s.111</i>	£25.55	Direct Debit
<b>OTHER PAYMENTS AUTHORISED 07 February 2023</b>		
Hire of the Community Club – 10/01/2023 <i>LGA 1972 s.111</i>	£15.00	Online Transfer
BNC Electrical Contractors – put up and take down Christmas lights <i>LGA 1972 s145</i>	£915.00	Online Transfer
Dartmoor IT – One Drive support <i>LGA 1972 s.111</i>	£50.00	Online Transfer
Playdale – Annual Play Inspection <i>Local Government (MP) Act 1976 s19</i>	£312.00	Online Transfer
AR Rural Solutions – Sentry hedge cut <i>Open Spaces Act 1906 s.10</i>	£80.00	Online Transfer
MP Plumbing – Ashes Interment <i>LGA 1972 s.214</i>	£100.00	Online Transfer
<b>ONLINE BANK CARD PAYMENTS FOR January 2023</b>		
Microsoft – Microsoft 365 Business Standard <i>LGA 1972 s.111</i>	11.28	Monthly payment
<b>TOTAL</b>	<b>£3,364.81</b>	

*LGA 1972 = Local Government Act 1972*

12. Signed.....

07 March 2023