



# MINUTES

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**Committee:** Parish Council  
**Date:** Tuesday, 7 March 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 Rose Mogeni

## Also Present

Samantha Parkin (Clerk)  
2 members of the public

## PUBLIC PARTICIPATION

*The member of the public was a local business owner who informed the council that 8 local business owners have set up a small business group. The member of the public invited the council to become involved with the group. The Chair of the small business group will send the Clerk more details.*

*The member of the public had also attended to express concerns over the food vans trading from the Highway. The member of the public suggested the council allocate a space in the car park with electricity and water. The Chairman advised the member of the public to contact Devon County Council because the council does not have powers to deal with Highways.*

*The second member of the public was interested in standing for election in May.*

## 37/2023 APOLOGIES FOR ABSENCE

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

## 38/2023 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensation were received.

### **39/2023 MINUTES**

It was proposed by Cllr Jeffery, seconded by Cllr Chudley and **resolved to accept and sign** the minutes of the meeting held on 7<sup>th</sup> February 2023 as a correct record. There was one abstention.

### **40/2023 COUNTY COUNCILLOR REPORT**

County Councillor Brook was unable to attend the meeting.

### **41/2023 MATTERS ARISING**

It was noted the Clerk has arranged Beating the Bounds for Sunday, 2<sup>nd</sup> April. The Chairman asked councillors to let the Clerk know if they wished to attend.

It was noted the Clerk has organised the Annual Parish Meeting for Saturday, 11<sup>th</sup> March.

It was noted the Housing Needs Survey has been posted to all residents in the parish.

### **42/2023 CHAIRMANS DISCRETION**

The Chairman noted the Parish Sweeper was retiring in April; councillors were invited to sign a card to wish him well in retirement.

The Chairman noted the welcome pack had received great interest and positive feedback.

The Chairman advised that the Climate Change and Ecological working group had been investigating the connection between Hingston View and the Wray Valley Trail. Originally the publicity suggested there would be a connection. Baker Estates purchased the field in between Hingston View and the Wray Valley Trail and gave half of the field to Moretonhampstead Development Trust. It is not clear how or if the connecting path will be achieved.

Cllr Simpson noted that residents had been led to believe there would be a connection and are keen to see the connection. The residents have written to Baker Estates but have not received a reply. The Chairman asked the CC&E working group and the Open Spaces committee to investigate further and report back at the next meeting.

### **43/2023 DISTRICT COUNCILLOR'S REPORT**

Cllr Jeffery had nothing to report.

### **44/2023 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 17. Cllr Jeffery agreed to look at the picnic benches in the Sentry play area. The Clerk noted that Cllr Keep had made a temporary fix on the Churchyard boundary wall; the council noted it's thanks.

### **45/2023 CLIMATE CHANGE & ECOLOGICAL WORKING GROUP REPORT**

Cllr Simpson noted March's Green Tip of the Month focussed on 'How green is your kettle?'. April's Green Tip will focus on reducing single use plastic.

Cllr Simpson and Fileman-Wright have signed up for an introductory meeting about the ACTION Climate in Teignbridge (ACT) Carbon Cutters project.

### **46/2023 INTERNAL FINANCIAL REGULATOR REPORT**

Cllr Evans had checked the accounts for January.

### **47/2023 SCHEDULE OF PAYMENTS**

The Council considered its monthly schedule of payments.

It was proposed by Cllr Jeffery, seconded by Cllr Fileman-Wright and **resolved to approve** the schedule of payments at appendix 2 on page 17.

#### **48/2023 CORRESPONDENCE**

Correspondence was received and circulated from Moretonhampstead Development Trust (MDT) requesting the council run the organisation of the small Christmas trees in town.

It was proposed by Cllr Evans, seconded by Cllr Fileman-Wright and **resolved to request** further details from MDT including cost, volunteers, what is involved in detail and write to the new business association to ask if they would be interested in working with the council to run the organisation of the small Christmas trees.

Correspondence was received and circulated prior to the meeting from the Electoral Services Manager regarding the 2023 Elections.

The Chairman asked all councillors to think about if they are prepared to stand for the next term of office and advised that the Clerk has some paper copies of the nomination packs.

Correspondence was received and circulated prior to the meeting from Citizens Advice inviting the council to comment on the 2023 Cost of Living report.

Cllr Fileman-Wright noted there are activities throughout the parish looking at energy advice.

It was proposed by Cllr Evans, seconded by Cllr Short and **resolved** that Cllr Fileman-Wright and the Clerk will make a response on behalf of the council.

Correspondence was received and circulated prior to the meeting from the Hedgehog Highway Project inviting the council to take part in their project.

The council had some concerns about the project but thought that it would be a useful future Green Tip.

#### **49/2023 FINANCE AND POLICY COMMITTEE RECOMMENDATIONS**

The draft minutes of the Finance and Policy meeting held on 21<sup>st</sup> February had been circulated prior to the meeting.

It was proposed by Cllr Hodges to approve the draft Cemetery rules with the amendment of 'headstones to be made of grey granite or slate'. Cllr Jeffery proposed an amendment to remove the words 'or slate'. This was seconded by Cllr Short. The amendment failed 4:3. The original motion stands.

It was proposed by Cllr Hodges, seconded by Cllr Evans, and **resolved to approve** the draft Cemetery rules with the amendment of 'headstones to be made of grey granite or slate'. There were 2 objections to the motion and 1 abstention.

It was proposed by Cllr Evans, seconded by Cllr Short and **resolved to** approve work being continued on the draft Contingency Plan and to name Cllr Fileman-Wright as a Co-ordinator.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Simpson, and **resolved to approve** the cemetery fees with the increase of £200 to the adult interment fee to cover the pre-digging cost.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to accept** the Sentry bin charges for this year and review in the summer.

The Clerk will add the review to the August Finance and Policy committee agenda.

It was proposed by Cllr Evans, seconded by Cllr Fileman-Wright, and **resolved to accept** the quote received from Moor Pressure Washers.

It was proposed by Cllr Short, seconded by Cllr Evans, and **resolved to look** at what Teignbridge are responsible for before the council decides on which areas it wants cleaned before advertising.

### **50/2023 KINGS CORONATION**

The notes of the working party meeting held on 28<sup>th</sup> February had been circulated prior to the meeting and were noted.

### **51/2023 COMMUNITY SPEED WATCH**

The notes of the meeting with PCSO Paul Wilson and PC Dave Gibson held on 21<sup>st</sup> February is attached at appendix 3 on page 18. Cllr Short noted that initially the equipment is loaned to the speed watch group but eventually the group will need to purchase the equipment.

The Clerk reported that the Highways Officer will ask the Police to attend and carry out speed checks and will attend the drop-in session in the Library with the Clerk on Tuesday, 18<sup>th</sup> April.

### **52/2023 ANNUAL PARISH MEETING**

The Annual Parish meeting agenda had been circulated prior to the meeting and was noted. Cllr Fileman-Wright suggested sharing the council's presentation on the council website. The Chairman encouraged Councillors to attend and engage with the public.

### **53/2023 DEVON'S BEST CHURCHYARD COMPETITION**

The Clerk had circulated the competition information prior to the meeting.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to enter** Devon's Best Churchyard Competition 2023.

Cllr Fileman-Wright suggested publicising the council's involvement in the hope that members of the public will take pride in the churchyard and keep it tidy. Cllr Short suggested asking the community about what wildlife they have seen in the churchyard.

The Chairman closed the meeting at 7.59pm.

### **TO DO ACTIONS**

- CC&E working group and the Open Spaces committee to investigate the connection between Hingston View and the Wray Valley Trail and report back at the next meeting.
- Clerk to make payments
- Clerk to make the agreed actions and replies to correspondence
- Cllr Jeffery to look at the picnic benches in the playpark
- Clerk to implement min no. 49/2023 resolutions
- Clerk to advertise Highway Officer's presence at Library
- King's Coronation WG to carry on with preparations
- Clerk to enter Devon's Best Churchyard competition

**MPC Minutes 07.03.2023 Attachment no.1 – Open Spaces Report**

Inspection carried out by: **Sam Parkin (Clerk)**

Date: February

<b>Area</b>	<b>Comments</b>	<b>Action</b>
<b>The Sentry</b>	Biodiversity area has been cut.	None
<b>Churchyard</b>	Looks good. Farmer made emergency repairs to fence.	None. Wall needs repairing – Clerk has received 1 quote.
<b>The Play Area</b>	Play Park – Wood needs replacing on 2 benches. Ground support loose on climbing frame. Litter picked the area 24/02	Repairs needed.
<b>The Henge</b>	Ok	None
<b>The Pound</b>	Ok	None
<b>Cross Tree</b>	Looks good.	None
<b>Geneva Island/War Memorial</b>	Looks good.	None
<b>Wheelwright's wheel</b>	Looks good.	None
<b>Allotment</b>	Plot holders advised to move sheds from boundary to allow repairs.	Allotment Cttee' have advised plot holders.
<b>Seats/benches/Lamp posts</b>	Seat at Old Primary School site will need relocating soon.	Find a site for bench
<b>Gates and railings</b>	Looks good.	None
<b>Bus Shelter</b>	Looks good.	None
<b>Recycling bins</b>	Looks good.	None

Play area benches – one bench is in a bad state and if the council is unable to fix at this time, the bench should be removed from the park.

**MPC Minutes 07.03.2023 Attachment no.2 – Schedule of Payments March 2023**

<b>MANDATORY PAYMENTS FOR February 2023</b>	<b>AMOUNT (inc VAT)</b>	<b>PAYMENT METHOD</b>
MDT (office rent) - paid 01/03/2023 <i>LGA 1972 s.111</i>	£379.48	Direct debit
S PARKIN (Clerk's salary 1 February - 28 February 2023) – paid 28/02/2023 <i>LGA 1972 s.112</i>	£1,135.38	Online Transfer
PENINSULA PENSIONS (employer's and employee's contribution) –paid 28/02 <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 01/03) <i>LGA 1972 s.111</i>	£22.70	Direct Debit
<b>OTHER PAYMENTS AUTHORISED 07 March 2023</b>		
Hire of the Community Club – 07/02/2023 <i>LGA 1972 s.111</i>	£15.00	Online Transfer
MP Plumbing – 2 x interments & 6 x pre dig graves <i>LGA 1972 s.214</i>	£1925.00	Online Transfer
Moretonhampstead Scouts – Delivery of Housing Needs Survey <i>LGA 1972 s.137</i>	£200.00	Online Transfer
<b>ONLINE BANK CARD PAYMENTS FOR February 2023</b>		
Microsoft – Microsoft 365 Business Standard <i>LGA 1972 s.111</i>	11.28	Monthly payment
Post Office – Postage stamps <i>LGA 1972 s.111</i>	10.19	Monthly payment
Flagmakers – Coronation Flag <i>LGA 1972 s.137</i>	49.62	Monthly payment

17. Signed.....

28 March 2023

<b>TOTAL</b>	£4,089.97	
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*LGA 1972 = Local Government Act 1972*

***MPC Minutes 07.03.2023 Attachment no.2 – Community Speed Watch meeting notes***

Meeting with PCSO Paul Wilson and PC Dave Gibson on Tuesday 21<sup>st</sup> February at 10am

Present:

Cllr Hodges, Cllr Short, Cllr Fileman-Wright, Cllr Evans and Sam Parkin (Clerk)

PCSO Wilson had suggested a meeting to discuss Community Speed Watch; he gave the members present a pack containing further information about the scheme (attached). The pack also included volunteer information which is in the office if you wish to see it.

PCSO Wilson stressed that the Speed Watch Department need evidence of issues, this can be anecdotal evidence. PCSO is not aware of any speeding issues being reported to the Police.

PCSO Wilson explained that volunteers are inducted through the Police Volunteer Programme, he noted that this can sometimes put people off volunteering because they need vetting. He advised that the scheme needs a minimum of 4 volunteers but recommended 10 volunteers to enable time off. Full training is given to volunteers, they are provided with equipment and they will be supported by a police officer.

PCSO Wilson explained that anyone recorded speeding will be sent a letter by the coordinator. If the person is caught again the police will visit and they will be taken to court if they are caught speeding several times.

If Community Speed Watch highlights that Moretonhampstead has a speeding problem, the Speed Detection Officers will attend, and they can issue speeding fines.

PCSO Wilson noted the School Speed Watch but is not sure if it is currently running due to Health and Safety issues.

PCSO advised the meeting that if anyone captures road traffic offences such as dangerous driving, driving without due care and attention, careless driving, the dangerous close pass of a horse rider or cyclist, not wearing a seat belt, contravening a red traffic light and contravening solid white lines, however this is not an exhaustive list. Videos can be uploaded to <https://operationsnap.devon-cornwall.police.uk/> Operation SNAP is the police response to the ever increasing submissions of video evidence from members of the public in relation to witnessed driving offences. The cars number plate must be visible.

PCSO Wilson informed the meeting that Devon and Cornwall Police intend to hold Police Surgeries in Moreton; more information to follow.