



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 3<sup>rd</sup> December 2024 at 7.00pm**. The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email [clerk20@moretonhampstead-pc.gov.uk](mailto:clerk20@moretonhampstead-pc.gov.uk) or phone 01647 440041. The Clerk will then guide you with the process the meeting will take.

Before the meeting there will be a public session to enable the people of Moretonhampstead to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

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## AGENDA

### 1. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3d to 3n.

### 2. APOLOGIES FOR ABSENCE

To accept apologies for absence. Under Section 85 of the Local Government Act 1972, members present should decide whether to approve the reason(s) given for absence.

### 3. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.

### 4. MINUTES

To accept as a true record the minutes of the meeting of the Parish Council held on 5<sup>th</sup> November 2024 *LGA 1972 Sch 12 para 41(1)*.

### 5. STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

To note the Council Declaration and to embed the Climate and Ecology Emergency Declaration across all Council services, activities, plans, and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

### 6. COUNCILLOR REPORTS

To receive reports of the County Councillor, District Councillor, and the Dartmoor National Park representative if available

### 7. MATTERS ARISING FROM THE MINUTES

To ensure the tasks actioned at the previous meeting have been completed:

- The clerk has arranged the memorial inspections, they will take place in March 2025
- A letter has been sent to Teignbridge District Council strongly objecting to the removal of the public toilets
- The Open Spaces tender has been advertised

### 8. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

## **9. OPEN SPACES REPORT**

To receive the monthly report and to consider the offer from a member of the public to replace the bench and concrete base at Church Hill *LGA 1972 s139*

## **10. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP**

To receive the monthly report.

## **11. INTERNAL CONTROLS COUNCILLOR**

To receive the report of the Internal Controls Councillor

## **12. SCHEDULE OF PAYMENTS**

To approve the list of payments (to be tabled at the meeting) *LGA 1972 s150 (5)* and to note the 2024 Pay Award has been agreed and the Clerk has received the increase backdated to 1<sup>st</sup> April 2024

## **13. CORRESPONDENCE**

To receive correspondence (attached) and to agree any response or action:

1. Correspondence received and circulated from Devon Association of Local Councils requesting the council completed the consultation on allowing councils to use virtual attendance at council meetings.
2. Correspondence received and circulated from Dartmoor National Park consulting the council on its Local Validation Checklist

## **14. 2025 MEETING DATES**

To approve the dates of meetings for 2025 (attached)

## **15. FINANCE AND POLICY COMMITTEE MINUTES**

To receive the draft minutes of the meeting of the Finance and Policy committee on 19<sup>th</sup> November 2024 (attached) and to agree the following recommendations:

1. Recommendation to full council to not budget for a lengthsman in the year 2025/26 because of the increased cost of other areas within the budget resulting in a considerable rise to the precept. The council should trial alternative methods to control the weeds in core areas and have working parties during the year to achieve this.
2. Recommendation to full council to approve the attached draft budget 2025/26 and precept request. *Local Government Finance Act 1992 s49a*
3. Recommendation to full council that up to £17,500 be taken from the general reserves and set aside for this scheme to pay for the traffic study, give money to approved applicants up front and then reclaim the funds from the funding.
4. Recommendation to full council to approve the Disciplinary and Grievance policy.
5. Recommendation to full council to approve the draft Reserves policy with the agreed amendments.
6. Recommendation to full council to award Med Theatre £470 to cover the costs listed in the minutes and remind the applicant that applications should only be for capital costs and not running costs. *LGA 1972 s145*

## **16. SHOP FRONT GRANT PANEL MINUTES**

To accept as a true record the minutes of the meeting of the Shop Front Grants Panel held on 22<sup>nd</sup> November 2024 (attached) *LGA 1972 Sch 12 para 41(1)*.

## **17. CHURCHYARD MAINTENANCE**

To receive the quotes to carry out tree and hedge works in the churchyard (attached) and to appoint a contractor *Open Spaces Act 1906 s10*

## **18. OFFICE LEASE**

To receive the clerk's summary of the office lease meeting with Moretonhampstead Development Trust and to agree the attached office lease *LGA 1972 s111*

## **19. TRAFFIC SAFETY**

To agree the attached Traffic Safety Statement for the Dartmoor National Park Authority meeting on 6<sup>th</sup> December and to receive an update on the traffic management study from the Highways working group

## **20. MEMORIAL INSPECTIONS**

To approve the draft Memorial Inspection policy and the draft press release advising the public that the council will begin testing memorials in St Andrew's Cemetery during the month of March 2025.

*Local Authorities' Cemeteries Order 1977, Sch 3*

**SIGNED:** *Samantha Parkin* (Parish Clerk) **DATE:** 27/11/2024