



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 4th March 2025 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 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.

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 4th February 2025 *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 invited MDT's Environmental Project Manager to the Annual Parish Meeting. She asked if any councillors would like to attend the networking event on 14th March and requested updates on verge cutting and any ongoing environmental or sustainability initiatives.

8. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

9. OPEN SPACES REPORT

To receive the monthly report LGA 1972 s139

10. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the Green Plan Update re Community Path by Moretonhampstead Development Trust

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)

13. CORRESPONDENCE

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

1. Correspondence received and circulated from Citizens Advice
2. Correspondence received and circulated from BT advising the council of an increase to some prices from 1 April 2025
3. Correspondence received and circulated from Moretonhampstead Development Trust replying to the council's correspondence regarding the office lease

14. FINANCE AND POLICY RECOMMENDATIONS

To receive the draft minutes of the meeting of the Finance & Policy committee held on 11th February 2025 (attached) and to agree the following recommendations:

1. Recommendation to approve the Equalities Policy.
2. Recommendation to approve the Model Publication scheme.
3. Recommendation to give the Allotment Committee 12 months' notice of a 2.5% rent increase, bringing the total annual rent to £676.50.

15. UKSPF FUNDING UPDATE

To note the Clerk's update

16. CHURCHYARD

To consider purchasing and installing additional 'Dogs on Lead' signage in the churchyard.

17. REQUEST FOR VEHICLE ACTIVATED SIGN IN DOCCOMBE

To consider resident's requests for a Vehicle Activated Sign due to concerns about speeding.

18. VE DAY WORKING GROUP UPDATE

To receive an update from the VE Day working group (attached) and to confirm working group membership

19. OPEN SPACES RECOMMENDATIONS

To receive the draft minutes of the meeting of the Open Spaces committee held on 25th February 2025 (attached) and to agree the following recommendation:

The following contracts are awarded to the following contractors as per the quotations:

- Contract 1 (St Andrews Churchyard) – Company B
- Contract 2 (Sentry and Children's Play Area) – Company A
- Contract 3 (Pound, Henge and around the Coronation Bench) – Company D subject to providing public liability insurance and a more detailed health and safety risk assessment, particularly regarding public access.
- Contract 4 (Grass verges) – Company B subject to clarification of Company A's full cut price.
- Contract 5 (Grave digging) – Company C