



MINUTES

Committee: Parish Council
Date: Tuesday, 1 April 2025
Time: 7:00pm
Venue: Community Club

Present

Cllr Mike Warner (Chairman)
Cllr John Farrand-Rogers
Cllr Rob Austin
Cllr Vivienne Hodges
Cllr Mike Jeffery
Cllr Jan Evans
Cllr David Bridger
Cllr Gordon Keep
Cllr Richard Short

Also Present

Samantha Parkin (Clerk)

PUBLIC PARTICIPATION

51/2025 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Fileman-Wright, Cllr Hampton, and Cllr Walden.

52/2025 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensation were received. *Localism Act 2011 (sections 26-37 and Schedule 4)*

53/2025 MINUTES

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Evans, and **resolved to accept and sign** the minutes of the meeting held on 4th March 2025 as a correct record. *LGA 1972 Sch 12 para 41(1)*

54/2025 STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

The Council noted the Declaration 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.

55/2025 COUNCILLOR REPORTS

County Councillor Report

Cllr Brook noted the pre-election period and attended the meeting to express gratitude to the council, past councillors, and the people of Moretonhampstead. Over eight years, he has been fortunate to represent the division and contribute to the community. He praised Moretonhampstead Parish Council as an exemplar, dedicated to its community's betterment. Confident in the town's resilience, he wished the council continued success. The Chairman and council thanked him for his support.

Cllr Short asked him if he could speak to Highways Officers and ask them to approach the council's Square project positively.

District Councillor Report

16. Signed.....

6 May 2025

Cllr Farrand-Rogers noted that due to the upcoming county council elections TDC has no new plans or projects.

Dartmoor National Park

Cllr Short had attended the Development Management meeting when application 0490/23 (Forder Farm) was considered. He noted that Dean Kinsella, Director of Planning, did acknowledge that there is a shortage of open space in Moretonhampstead and therefore there could be a financial contribution. He also amended a number of the proposed planning conditions and added a couple of new conditions; gaps in fences for hedgehogs and a footpath connection to Old Barn Drive.

56/2025 MATTERS ARISING

It was noted the office lease has been signed.

It was noted that the open spaces contracts have been signed.

57/2025 CHAIRMANS DISCRETION

The Chairman had no additional matters to raise.

58/2025 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 19.

59/2025 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

The clerk noted that the working group is collaborating with the Scouts to conduct a Biodiversity survey in the Easter holidays.

60/2025 INTERNAL FINANCIAL REGULATOR REPORT

Cllr Bridger had checked the accounts for February.

61/2025 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Evans, and **resolved to approve** the schedule of payments at appendix 2 on page 19. Cllr Austin abstained from the vote. *LGA 1972 s150(5)*

62/2025 CORRESPONDENCE

1. Correspondence was received and circulated prior to the meeting from Libraries Unlimited sharing their Annual Impact Report for 2023-24. The council noted that the library is currently operating in the Peter Gunning room at the Parish Hall.

63/2025 FINANCE AND POLICY RECOMMENDATIONS

The clerk had circulated the draft minutes of the meeting of the Finance & Policy committee held on 18th March 2025 prior to the meeting.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to pay** the following grants in accordance with F&P minute 12/2025:

- Moretonhampstead Twinning Association - £250.00
- Community Swimming Pool - £500.00
- Green Hill Arts (MDT) - £100.00
- Moretonhampstead Association for Youth - £450.00

Total Awarded £1,300.00.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to approve** the Financial Regulations.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to approve** the Standing Orders.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to approve** the Risk Assessment.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to approve** the Statement of Internal Control.

It was noted that the recent tender process had been reviewed in line with the model Financial Regulations.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Jeffery, and **resolved to consider** the future budget pressures and funding opportunities report when setting the 2026/27 budget.

64/2025 ANNUAL PARISH MEETING

The Chair reminded councillors that the Annual Parish Meeting will be held at the community club on Saturday, 5th April.

65/2025 CEMETERY RULES

The draft cemetery rules had been circulated prior to the meeting. The clerk explained that she had reviewed and revised the cemetery rules for clarity, conciseness, and compliance with updated legislation.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Keep and **resolved to approve** the cemetery rules.

66/2025 NOTICEBOARD

The noticeboard quotes had been circulated prior to the meeting. The council were keen to support a local tradesman.

It was proposed by Cllr Evans, seconded by Cllr Keep, and **resolved to accept** Estimate 1.

67/2025 TDC HEAD OF NEIGHBOURHOODS UPDATE

The update had been circulated prior to the meeting. Cllr Evans gave a summary of the meeting; she thought that the Head of Neighbourhoods was very approachable and wanted to work with the community to improve services.

68/2025 VE WORKING GROUP UPDATE

The update had been circulated prior to the meeting and was noted.

The Chairman closed the meeting at 7.37pm

TO DO ACTIONS

- Clerk to make payments
- Clerk to action min no. 62/2025 (F&P recommendations)
- Clerk to instruct the contractor to proceed with his estimate for the noticeboard

MPC Minutes 01.04.2025 Attachment no.1 – Open Spaces Report

Inspection conducted by: S Parkin

Date: March 2025

Area	Comments	Action
The Sentry	First grass cut completed on 26/03/25. Sentry seating area – Further deterioration. Bench and back rest removed.	Obtain quotes to replace seating.
Churchyard	The trees and hedges have been cut. First grass cut completed on 26/03/25.	None.
The Play Area	Looks good.	None.
The Henge	First grass cut completed on 26/03/25.	None.
The Pound	First grass cut completed on 26/03/25.	None
Cross Tree	Looks good.	None.
Geneva Island/War Memorial	Looks good.	None.
Wheelwright's wheel	Needs weeding.	None.
Allotment	Looks good.	None.
Seats/benches/ Lamp posts	Looks good.	None.
Gates and railings	Looks good.	None
Bus Shelter	Looks good.	None
Recycling bins	Looks good.	None

MPC Minutes 01.04.2025 Attachment no.2 – List of payments April 2025

Finance Report

To receive the Finance Report

On 31 March, the Accounts stood at:

Lloyds Current Account	£1,101.72
Lloyds Deposit Account	£52,795.37

Standing Orders

Moretonhampstead Development Trust Office Rent	£379.48	Date Cleared 03/03/2025
BT Telephone and Broadband	£38.34	17/03/2025

Direct Debit

Microsoft 365 subscription	£12.36	25/03/2025
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Mandatory Payments

Staffing payments (Salary, pension and quarterly HMRC)	£2,238.10	31/03/2025
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Card Payments

WordPress (website hosting fee)	£100.80	10/03/2025
Post Office (2 nd class stamps)	£6.80	17/03/2025

19. Signed.....

6 May 2025

Transfers £3,000.00 10/03/2025

Payments made under delegated powers (min no.61/2025)

Sam Hall's Professional Tree (Churchyard) £1,944.00 10/03/2025

Income

Interment payments £396.00 Various
Bank Interest £46.93 10/03/2025

Invoices for payment – to consider and approve invoices for payment itemised on the Payment Schedule

Payment Method	Payee and reason	Budget	Power to spend	Net Payment	Payment inc. VAT
Bank Transfer	Bradforde <i>Granite (Churchyard)</i>	EXCEM1	Open Spaces Act 1906 s10	£59.00	£70.80
Bank Transfer	Teignbridge District Council <i>Emptying of Sentry Dog/Litter Bins</i>	EX6	Litter Act 1983 s5 & s6	£2,216.00	£2,659.20
Bank Transfer	SJB Signs <i>Dog on Lead signs</i>	EXCEM1	Open Spaces Act 1906 s10	£30.00	£36.00
Bank Transfer	Sam Austin <i>Lengthsman 4 days and waste</i>	EX15	Highways Act 1980 s43	£845.00	£845.00
Bank Transfer	AR Rural Solutions <i>Churchyard Cut</i>	EXCEM1	Open Spaces Act 1906 s10	£1,200.00	£1,200.00
Bank Transfer	AR Rural Solutions <i>Sentry and Verges Cut</i>	EX6	Open Spaces Act 1906 s10	£610.00	£610.00