



# MINUTES

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**Committee:** Parish Council  
**Date:** Tuesday, 2 July 2024  
**Time:** 19:00pm  
**Venue:** Community Club

## Present

Cllr Catherine Fileman-Wright (Chairman)  
Cllr Mike Warner  
Cllr Jan Evans  
Cllr Gemma Hampton  
Cllr Vivienne Hodges  
Cllr John Farrand-Rogers  
Cllr Gordy Keep  
Cllr Mike Jeffery  
Cllr David Bridger  
Cllr Richard Short

## Also Present

Samantha Parkin (Clerk)  
County Councillor Jerry Brook  
Three members of the public

## PUBLIC PARTICIPATION

*Two members of the public were trustees of Moretonhampstead Development Trust (MDT). MDT recognised that communications between the council and MDT have not been good and could be better. The Trust would like to work with the council to improve communications. The trustees informed the council that MDT has applied to County Councillor Brooks locality budget for funding for Friendly Fridays. The trustees intend to comment on council agendas going forward. The Chair reminded the trustees that Cllr Bridger is their council representative and is happy to meet with them as required.*

*One member of the public was a representative of the Moretonhampstead Sports and Community Centre who attended to thank Cllr Fileman-Wright and Cllr Keep for visiting the centre to better their understanding of what the trustees are doing to improve the centre. He informed the council the skate park area is being closed tomorrow for safety reasons.*

*One member of the public left the meeting at 19.07pm.*

## 123/2024 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Austin and Cllr Walden.

## 124/2024 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

Cllr Fileman-Wright declared an interest in min no.136/2024.3 because she is a trustee of the Devon Wildlife Trust. No requests for dispensation were received. *Localism Act 2011 (sections 26-37 and Schedule 4)*

## 125/2024 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Bridger, and **resolved to accept and sign** the minutes of the meeting held on 4<sup>th</sup> June 2024 as a correct record. There were five abstentions. *LGA 1972 Sch 12 para 41(1)*

## 126/2024 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.

## 127/2024 COUNCILLOR REPORTS

### County Councillor Report

Councillor Brook informed the council that he had awarded £1,000 towards MDT's friendly Friday project. He urged the council to consider if it had any projects that it could apply for funding for as he is keen to spend his locality budget.

He reported on the Special Educational Needs and Disability debt; the Government has agreed to pay £95 million of the debt but Devon County Council (DCC) is still left with a large debt. The Government wrote off £95 million on the basis that Devon would put together a budget plan to ensure that it doesn't fall into a category of overspend, he thinks this will be a big ask.

He noted that some of the money that DCC received as part of the bid process from Government last year is being spent on drainage, he advised the council to speak with the Neighbourhood Highways Officer.

The Chair noted she had recently been to Yorkshire and there were no potholes on 60km of B and minor roads she had travelled; she asked Cllr Brook if local authorities share information on how they manage problems. Cllr Brook informed the council that DCC is responsible for 8,000 miles of road, more than any other county in the country. A great deal of DCC's budget is spent on children and young people services and adult services, both a statutory function whereas the highway network is not. He is an advocate of the highway network as much of the network enables tourists to visit rural towns and villages. He noted that DCC has not increased its highway budget for the last couple of years and he believed that any spare money must go towards the highway network.

*Cllr Brook left the meeting at 19.21pm.*

## 128/2024 SMALL CHRISTMAS TREES

The clerks report had been circulated prior to the meeting. The clerk explained that she had spoken to the council's insurance company about insuring the Sports Centres volunteers. This is acceptable if the council is the project lead and retains oversight of the project through risk assessments and visual checks. The clerk stressed that it is important that householders hold public liability insurance.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery and **resolved to hand** over the management of the small Christmas trees and lights (administration and volunteers) to the sports centre. The parish council will cover the insurance of volunteers subject to a tick box on the form to confirm that householders hold public liability. The clerk will carry out risk assessments and checks.

The council is grateful to the sports centre for taking on the management of the small Christmas trees for the community.

## 129/2024 COUNCILLOR REPORTS

### Dartmoor National Park Report

Cllr Jeffery reported that Cllr Jerry Brook has replaced Mr George Gribble in May 2024 as a Devon County Council appointee of the National Park Authority.

### **District Councillor Report**

Cllr Farrand-Roger reported that due to the upcoming elections local Government is in limbo. Two District Councillors are standing for parliament in the Newton Abbot constituency.

### **130/2024 MATTERS ARISING**

It was noted the clerk has submitted the Annual Governance and Accountability Return 2023/24 and commenced the period of Public Rights.

It was noted the clerk has been informed that no one is allowed to enter the library following a condition survey carried out in early June. The clerk has found a company to remove the council's assets when it is safe to do so.

It was noted that a volunteer bench painting day was held on 29<sup>th</sup> June, there was a great turn out and volunteers enjoyed cake donated by a local business.

It was noted that a coffee morning has been scheduled for 28<sup>th</sup> September to recruit volunteers for roles in the council's emergency plan. The chair hopes to run through a desktop exercise.

### **131/2024 CHAIRMANS DISCRETION**

The Chair had received the following correspondence from the Skate Park Group:

*To let you and the Parish Council know, the Sports Centre have taken the decision to remove the skate park ramps at the Playing Fields*

*This was expressly against the wishes of the Skate Park Group, who had a short-term plan in place to reinforce the protective fencing and then to carry out the repairs to the ramp in question, but from the outset the sports centre / playing fields personnel have been consistently uncooperative and seemed determined to bring about the removal of the skate park facility.*

*I am deeply sorry to report the loss of yet another community activity at the Playing Fields.*

The Chair updated the council on the letter sent to town and parish councils on Dartmoor to find out if they would be willing to work with the council to campaign for 20mph. Responses received so far have been positive and many councils are taking it to their next meeting. The chair hopes to bring it to the council in September.

### **132/2024 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 60.

### **133/2024 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP**

There was nothing to report.

### **134/2024 INTERNAL CONTROLS COUNCILLOR REPORT**

Cllr Bridger had checked the accounts for May.

### **135/2024 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 60. *LGA 1972 s.150(5)*

### **136/2024 CORRESPONDENCE**

1. Correspondence was received and circulated prior to the meeting from the Rural Services Network inviting the council to join the new Rural Village Services Group. The Chair had researched the Rural Services Network and informed the council that they are a Special Interest Group (SIG) with the Local

Government Association. SIGs lobby Government departments and seek feedback from members to help influence national decisions. Cllr Short noted that Devon County Council and several District Councils are members of the Rural Services Network and queried if the information will feed back to the council anyway. He asked if Devon Association of Local Councils has a view on if it is beneficial to join the group.

It was proposed by Cllr Hampton, seconded by Cllr Farrand-Rogers and **resolved to postpone** a decision so that the council can investigate further including finding out if DALC and principal councils receive information and can represent the council.

2. Correspondence was received and circulated prior to the meeting from a member of the public complaining about the churchyard grass cut on 6<sup>th</sup> June. The Chair and Cllr keep had met with the contractors to discuss an earlier complaint. There is an open spaces meeting scheduled for 16<sup>th</sup> July to discuss the contract because it is up for renewal next year; the current contract lacks detail.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to delegate** to the Chair to reply to the complainant. The Chair will write a reply along the lines of the council shares the complainants concerns and will inform the contractor. The feedback will be carefully considered during the review of the contract, which is scheduled prior to its renewal next year.

3. Correspondence was received and circulated prior to the meeting from the Two Moors Pine Marten Project introducing the project. Cllr Hodges summarised the correspondence and noted that it was for information only. The correspondence was noted.

### **137/2024 PHONE BOX AGREEMENT**

The phone box agreement had been circulated prior to the meeting. The clerk had met with a representative of Wellmoor who advised that they were happy to continue the management of the phone box, but it would be a low priority because it does not fit into any of its current projects. The clerk recommended asking the community what they wanted to see happen with the phone box.

It was proposed by Cllr Evans, seconded by Cllr Hampton and **resolved to consult** the community and relook at it in September. There was one abstention.

### **138/2024 SUMMER BREAK**

It is usual practice for powers to be delegated to the clerk in consultation with the Chairman and Vice Chairman to enable the Council to function effectively during the summer break.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers and **resolved** that the Council's powers be delegated to the clerk in consultation with the Chairman and Vice-Chairman over August.  
*LGA 1972 s.101*

### **139/2024 CLERKS SUMMER HOURS**

It was proposed by Cllr Evans, seconded by Cllr Fileman-Wright and resolved to approve the clerk using her accrued overtime hours to work three days a week during the summer holidays and to approve the clerks requested annual leave. *Employment Rights Act 1996 s.1*

The Chairman closed the meeting at 20.00pm

### **TO DO ACTIONS**

- Clerk to inform the Sports Centre of the decision made at min no. 128/2024
- Clerk to make payments
- Clerk to research the Rural Services Network
- Chairman to reply to the correspondence at min no.136/2024.2
- Clerk to consult the community (phone box)

**MPC Minutes 02.07.2024 Attachment no.1 – Open Spaces Report**

Inspection carried out by: S Parkin

Date: July 2024

<b>Area</b>	<b>Comments</b>	<b>Action</b>
<b>The Sentry</b>	Looks good. 2 benches removed from Sentry seating area. Flower beds have been weeded and replanted.	Open Spaces committee to consider on 16/07.
<b>Churchyard</b>	Needs cutting, scheduled 27/06/24.	None.
<b>The Play Area</b>	Looks good. Cllr Keep has tightened gate and rotating seesaw seats.	None.
<b>The Henge</b>	Timber needs replacing on seats.	Cllr Jeffery to repair – someone to fit.
<b>The Pound</b>	Looks good.	None
<b>Cross Tree</b>	Looks good.	None.
<b>Geneva Island/War Memorial</b>	Flower beds have been weeded and replanted.	None.
<b>Wheelwright's wheel</b>	Needs weeding.	None.
<b>Allotment</b>	Looks good. Asbestos has been reported in an old water trough.	None.
<b>Seats/benches/ Lamp posts</b>	A few benches in need of painting.	None.
<b>Gates and railings</b>	Looks good.	None
<b>Bus Shelter</b>	Looks good.	None
<b>Recycling bins</b>	Looks good.	None

**MPC Minutes 02.07.2024 Attachment no.2 – List of payments July 2024**

**Finance Report**

To receive the Finance Report

On 30 June, the Accounts stood at:

Lloyds Current Account	£3,448.13
Lloyds Deposit Account	£75,240.40

**Standing Orders**

Moretonhampstead Development Trust Office Rent	£379.48	<b>Date Cleared</b> 01/06/2024
BT Telephone and Broadband	£37.58	17/06/2024

**Direct Debit**

Microsoft 365 subscription	£12.36	06/06/2024
Old Mill payroll (Taken in error)	£147.60	25/06/24

### Mandatory Payments

Staffing payments (Salary, pension and quarterly HMRC)	£2,111.69	29/06/2024
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### Card Payments

Amazon (Sentry signs)	£25.98	13/06/2024
Trago Mills (Sentry plants)	£20.28	13/06/2024
Toolstation (Bench painting)	£7.20	19/06/2024
Screwfix (Bench painting)	£23.27	19/06/2024
Dulux Paint Centre (Bench painting)	£102.76	19/06/2024

### Income

Interment payments	£3,090.00	Various
Bank Interest	£62.53	10/06/2024

**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	Community Club <i>Hire of the Hall 4/06 &amp; 02/07</i>	EX5	LGA 1972 s111	£30.00	£30.00
Bank Transfer	Teign Valley Nursery LTD <i>Court Street basket refills</i>	EX6	Open Spaces Act 1906 s10	£292.50	351.00
Bank Transfer	Tomlinson Trees <i>Churchyard grass cut</i>	EXCEM1	Open Spaces Act 1906 s10	£696.25	£835.50
Bank Transfer	S Parkin <i>Mileage to Trago &amp; Ivybridge meeting, car parking</i>	EX4	Local Govt. (FP) Act 1962 s5	£52.85	£52.85
	<i>Paintbrushes</i>	EX6	Open Spaces Act 1906 s10		
Bank Transfer	E Mitchell <i>War Memorial plants</i>	EX6	Open Spaces Act 1906 s10	£55.65	£55.65
Bank Transfer	Sam Austin <i>Lengthsman 4 days and waste</i>	EX15	Highways Act 1980 s43	£820.00	£820.00
Bank Transfer	A R Rural Services <i>2 x Sentry, Pound, Henge &amp; Coronation bench cut</i>	EX6	Open Spaces Act 1906 s10	£500.00	£500.00
Bank Transfer	A R Rural Solutions <i>Replace gate in Sentry</i>	EX6	Open Spaces Act 1906 s10	£485.70	£485.70
Bank Transfer	A R Rural Solutions <i>Allotment shed door</i>	EX6	LGA 1972 s111	£406.27	£406.27