



MINUTES

Committee: Parish Council
Date: Tuesday, 3 September 2024
Time: 19:00pm
Venue: Community Club

Present

Cllr Mike Warner (Chairman in Cllr Fileman-Wrights absence)
Cllr Gemma Hampton
Cllr Vivienne Hodges
Cllr John Farrand-Rogers
Cllr Mike Jeffery
Cllr David Bridger
Cllr Richard Short
Cllr Rob Austin
Cllr Chris Walden

Also Present

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

PUBLIC PARTICIPATION

The members of the public attended to provide background information on min no.151/2024.4, correspondence from the Information Centre and min no.155/2025, Flag Project (MDT) grant application.

The members of the public left the meeting at 19.08pm.

140/2024 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Evans, Cllr Fileman-Wright and Cllr Keep.

141/2024 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)*

142/2024 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Hodges, and **resolved to accept and sign** the minutes of the meeting held on 2nd July 2024 as a correct record. *LGA 1972 Sch 12 para 41(1)*

143/2024 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.

144/2024 COUNCILLOR REPORTS

County Councillor Report

Councillor Brook informed the council that there was very little to report due to the summer recess. He has received a request from NEDCare for money to help with total digitalisation as requested by the NHS. He thinks this will put a massive burden on organisations like NEDCare.

Cllr Short asked Cllr Brook if he had received any feedback from the Neighbourhood Highways Officer about the council's town centre project. Cllr Brook will investigate and ask lead officers their thoughts.

Cllr Short commented on Devon County Council's (DCC) communication policy (min no.151/2024.7) stating that councillors' rights as individuals are being taken away by not being able to communicate with officers. Cllr Brook advised that members of the public do not have direct access to officers; all queries must go through him or DCC's customer services.

Cllr Brook left the meeting at 19.24pm.

District Councillor Report

Councillor Farrand-Rogers reported that Teignbridge District Council (TDC) remains solvent but is keeping a close eye on expenditure because it is not clear what financial support it will receive in the coming year. Therefore TDC is prudently cutting back where it can in the current financial year.

Dartmoor National Park Report

Councillor Jeffery reported on the latest meeting held on 26th July. The reporting of the sale of assets by the Chief Executive over £2,500 has been increased to £20,000. The committee resolved to amend the Authorities fees and charges which can be viewed at <https://www.dartmoor.gov.uk/about-us/meetings-and-committees/authority>.

145/2024 MATTERS ARISING

It was noted the clerk has consulted the community on the future of the phone box

It was noted the Council's contractors, Tomlinson's Trees have terminated their contract. Volunteers have been cutting the churchyard. The clerk is writing a tender to present to the council in October

146/2024 CHAIRMANS DISCRETION

The Chair reminded the council that there will be a **coffee morning on Saturday, 28th September** to share the council's emergency plan with the community and recruit volunteers to fulfil the roles within the plan.

147/2024 OPEN SPACES REPORT

The Open Spaces committee met in July and made site visits to the Sentry and Churchyard. Cllr Austin noted that some of the bench's bolts need to be replaced in the Square.

148/2024 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

The Waste Sileage Wrap in East Dartmoor report had been circulated with the agenda. The report was funded by the Tidy Teignbridge Local Area Cleansing Fund 2022 – 2023. Cllr Bridger will investigate how Moretonhampstead Development Trust will use the report.

149/2024 INTERNAL CONTROLS COUNCILLOR REPORT

Cllr Bridger had checked the accounts for June and July.

150/2024 SCHEDULE OF PAYMENTS

The payments for August were noted. The Council considered its monthly schedule of payments.

It was proposed by Cllr Hodges, seconded by Cllr Farrand-Rogers, and **resolved to approve** the schedule of payments at appendix 1 on page 66. There was one abstention. *LGA 1972 s.150(5)*

151/2024 CORRESPONDENCE

1. Correspondence was received and circulated prior to the meeting from a resident requesting the council considers providing a seat on the Wray Valley Trail between Moretonhampstead and Lustleigh. The clerk noted that the council had previously investigated this and DCC's public rights of way officer had informed the council that it would be responsible for any maintenance of the bench. DCC are in the process of recruiting a new officer and Cllr Short suggested asking the replacement to investigate it.
2. Correspondence was received and circulated prior to the meeting from Ron Bailey MP requesting the council reconsiders supporting the campaign to improve the safety of lithium batteries. Cllr Walden noted that Rob Bailey is not an MP. The council felt that more information is required.
3. Correspondence was received and circulated prior to the meeting from Citizens Advice sharing their Quarter 1 Report. The report was noted.
4. Correspondence was received and circulated prior to the meeting from Moretonhampstead Information Centre requesting the council meet with them to discuss the future of the Centre. The council would like to invite the Information Centre to attend the November meeting and update the council.
5. Correspondence was received and circulated prior to the meeting from Chagford Community Trust informing the council of funding available for community projects in the parish. The clerk will advertise the grants on the council's website and social media.
6. Correspondence was received and circulated prior to the meeting from Devon Association of Local Councils (DALC) inviting the council to its AGM. The clerk noted that the Chair had been invited to speak at the AGM on the council's engagement with the Primary School.

It was proposed by Cllr Warner, seconded by Cllr Hodges and **resolved** that the clerk and Chair should attend DALC's AGM.
7. Correspondence was received and circulated prior to the meeting from DCC Neighbourhood Highways Officer reminding the council of DCC's communication policy. Cllr Short was unhappy with the policy.
8. Correspondence was received and circulated prior to the meeting from a member of the public regarding the cutting of the Wray Valley Trail hedge. The correspondence was noted.
9. Correspondence was received and circulated prior to the meeting from NEDCare updating the council. The correspondence was noted.

152/2024 PHONE BOX

The community suggestions had been circulated with the agenda. The clerk noted that a member of the public had volunteered to run an Art Gallery with a monthly theme.

The council were happy for the book exchange to remain and to trial the art gallery before deciding on the future of the phone box.

153/2024 HIGHWAYS WORKING GROUP UPDATE

The objectives and UKSPF Towns Fund grant application submitted by the Highways working group under delegated powers had been circulated with the agenda.

It was proposed by Cllr Austin, seconded by Cllr Short and **resolved to proceed** with the grant application.

It was proposed by Cllr Hodges, seconded by Cllr Walden and **resolved to delegate authority** to the Clerk in consultation with the Chair and Vice Chair to make any further amendments which may be necessary as a result of discussions with Teignbridge because the scheme may not be approved exactly as the council may want. Delegated authority will also cover approving the Shopfront Scheme guidance note and grant application form.

Cllr Austin thanked the Highways working group for the work they have put into the application.

154/2024 OPEN SPACES COMMITTEE RECOMMENDATIONS

The draft minutes of the Open Spaces meeting held on 16th July had been circulated prior to the meeting.

It was proposed by Cllr Austin, seconded by Cllr Short and **resolved to replace** one bench (in the sentry) with a recycled plastic bench, tanalised and repair the remaining benches with the old bench.

155/2024 FINANCE AND POLICY COMMITTEE RECOMMENDATIONS

The draft minutes of the Finance and Policy meeting held on 20th August had been circulated prior to the meeting.

It was proposed by Cllr Warner, seconded by Cllr Hampton and **resolved to stay** with Lloyds Bank and stop accepting cheques because of the fees charged by Lloyds.

It was proposed by Cllr Hodges, seconded by Cllr Hampton and **resolved to adopt** the Biodiversity policy.

It was proposed by Cllr Walden, seconded by Cllr Bridger and **resolved to award** the following grants:

Moretonhampstead Community Swimming Pool - £182.00

Flag Project (MDT) - £250.00

Parish Hall - £400.00

Total Awarded £832.00

The supporting documents for the Youth Clubs application had not been received so the remaining £400 will be put into reserves.

It was proposed by Cllr Hodges, seconded by Cllr Bridger and **resolved to accept** the quote for grass mats and to make provision for the other repairs in each future budgets.

156/2024 EXTERNAL AUDITOR REPORT

The External Auditor report was circulated prior to the meeting (the report can be found at www.moretonhampstead-pc.gov.uk) and was noted.

157/2024 ALLOTMENT RULES

The allotment rules had been circulated prior to the meeting.

It was proposed by Cllr Austin, seconded by Cllr Hampton and **resolved to approve** the two additional rules regarding waste soil and fruit trees.

158/2024 VE DAY

The VE Day Anniversary guide had been circulated prior to the meeting. The clerk was happy to organise an event to commemorate the 80th anniversary. Cllrs Hampton, Warner, Austin and Jeffery offered to join a working group to organise the event.

It was proposed by Cllr Austin, seconded by Cllr Jeffery and **resolved to take part** in the 80th Anniversary celebrations. There was one abstention.

159/2024 20 MPH CAMPAIGN

The responses to the Chairs letter to towns and parishes within Dartmoor National Park (DNP) had been circulated prior to the meeting. Cllr Short noted most replies were from town and parish councils that had already applied for 20mph or are members of the 20s plenty campaign. He suggested the council ask for a 20mph limit in built up areas currently subject to 30mph within DNP. He suggested writing to either DNP Officers but might then just get an officer level reply, or members of the Authority to ask them to raise; or raise the issue as a petition/public speaking at the next Authority meeting in early October.

It was proposed by Cllr Warner, seconded by Cllr Short and **resolved to delegate** authority to the clerk in consultation with the Chair to decide how to take the matter forward. There was one abstention.

The Chairman closed the meeting at 20.09pm

TO DO ACTIONS

- Cllr Bridger to investigate how MDT will use the Waste Sileage report
- Clerk to make payments
- Reply to the correspondence at min no.151/2024
- Trial the Art Gallery in the phone box
- Replace bench in the sentry and repair the remaining benches
- Clerk to carry out Finance resolutions made at min no.155/2024
- Clerk and working group to investigate VE Day celebrations
- Clerk and Chairman to work on 20mph campaign

MPC Minutes 03.09.2024 Attachment no.1 – List of payments September 2024 Finance Report

On 31 August, the Accounts stood at:

Lloyds Current Account	£1,881.36	
Lloyds Deposit Account	£70,386.42	
Standing Orders		Date Cleared
Moretonhampstead Development Trust Office Rent	£379.48	01/08/2024
BT Telephone and Broadband	£36.12	15/08/2024
Direct Debit		
Microsoft 365 subscription	£12.36	06/07/2024
Mandatory Payments		
Staffing payments (Salary, pension and quarterly HMRC)	£1,613.23	30/08/2024
Card Payments		
Coop (Batteries)	£5.50	22/08/2024
Transfers		
Income		
Interment payments	£2,937.00	Various
Christmas Stall payments	£50.00	Various
Bank Interest	£69.55	09/08/2024

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 03/09</i>	EX5	LGA 1972 s111	£15.00	£15.00
Bank Transfer	PKF Littlejohn <i>External Audit</i>	EX8	LGA 1972 s111	£315.00	£378.00
Bank Transfer	Devonshire Man & Van <i>Removal of assets from Library</i>	EX4	LGA 1972 s111	£215.25	£215.25
Bank Transfer	M P Plumbing <i>2 x Ashes interment 08/08/24 & 20/08/24</i>	EXCEM2	Local Government Act 1972 s214	£200.00	£200.00
Bank Transfer	Viking <i>Stationary & Printer ink</i>	EX4	LGA 1972 s111	£53.32	£69.92
Bank Transfer	A R Rural Services <i>Sentry cut</i>	EX6	Open Spaces Act 1906 s10	£250.00	£250.00
Bank Transfer	HCI Data Limited <i>Domain name renewal</i>	EX10	LGA 1972 s142	£95.00	£114.00