



MINUTES

Committee: Parish Council
Date: Tuesday, 4 June 2024
Time: 7:00pm
Venue: Community Club

Present

Cllr Catherine Fileman-Wright (Chairman)
Cllr John Farrand-Rogers
Cllr Rob Austin
Cllr Gordy Keep
Cllr Mike Jeffery
Cllr David Bridger
Cllr Richard Short (arrived at 7.25pm)

Also Present

Samantha Parkin (Clerk)
One member of the public

PUBLIC PARTICIPATION

The member of the public attended to express concerns over traffic safety in Moretonhampstead. The Chairman reported that she had written to all the towns and parishes on Dartmoor to gauge their interest in collaborating. The aim is to collectively approach the Dartmoor National Park Authority, requesting them to advocate for the implementation of a 20mph speed limit on behalf of the town and parish councils.

103/2024 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Evans, Cllr Hampton, Cllr Hodges, Cllr Walden and Cllr Warner.

104/2024 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)*

105/2024 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Farrand-Rogers, and **resolved to accept and sign** the minutes of the meeting held on 7th May 2024 as a correct record. There was one abstention. *LGA 1972 Sch 12 para 41(1)*

106/2024 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.

107/2024 COUNCILLOR REPORTS

District Councillor Report

Cllr Farrand-Roger's report is attached at appendix 1 on page 53.

108/2024 MATTERS ARISING

It was noted the Open Spaces committee appointed AR Rural Solutions for the 2024/25 grass cutting contract.

It was noted the Chairman and clerk have approved the locations for the 20's Plenty signs. The lengthsman has installed seven of the signs.

109/2024 INTERNAL AUDIT REPORT

The Internal Auditor, Mrs Penny Clapham had completed her report on the council's accounts, and it had been circulated prior to the meeting. The clerk noted that she is investigating the recommendation to invest reserves better.

110/2024 ANNUAL GOVERNANCE STATEMENT

A copy of the Annual Governance Statement had been circulated prior to the meeting. It was proposed by Cllr Bridger, seconded by Cllr Keep and **resolved** that the Annual Governance Statement for the financial year 1 April 2023 – 31 March 2024 be approved. There was one abstention.

111/2024 ACCOUNTING STATEMENTS

A copy of the Accounting Statements had been circulated prior to the meeting. It was proposed by Cllr Bridger, seconded by Cllr Keep and **resolved** that the Accounting Statements for the financial year 1 April 2023 – 31 March 2024 be approved.

112/2024 PERIOD OF PUBLIC RIGHTS

It was proposed by Cllr Bridger, seconded by Cllr Keep and **resolved** that the dates for the period for the exercise of public rights be set as Monday 10 June to Friday 19 July 2024.

113/2024 CHAIRMANS DISCRETION

The Chairman reported that a meeting had been held with the Teignbridge District Council Emergency Planning and Business Continuity Officer. The meeting was very useful; the officer gave the council some helpful advice on its emergency plan. There are also plans to hold a coffee morning later in the year where the council can do a desktop emergency planning exercise and recruit volunteers.

114/2024 OPEN SPACES REPORT

The Open Spaces monthly report had been circulated prior to the meeting. The report was noted and is attached at appendix 2 on page 53. The clerk noted that the Sentry, Pound, Henge and Coronation Bench have been cut and a volunteer has come forward to care for the war memorial.

115/2024 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

The Chairman noted that the working group had recently attended the community environment workshop hosted by Moretonhampstead Development Trust, the report on the workshop had been circulated with the agenda. The working group intend to do a green tip on Exeter Community Energy (ECO) free home energy assessments.

116/2024 INTERNAL CONTROLS COUNCILLOR REPORT

Cllr Bridger had checked the accounts for April.

117/2024 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Fileman-Wright, and **resolved to approve** the schedule of payments at appendix 3 on page 54. There was one abstention. *LGA 1972 s150(5)*

It was proposed by Cllr Fileman-Wright, seconded by Cllr Bridger, and resolved to transfer the 1st half precept into the council's higher interest account. *Financial Regulation 5.5.c*

118/2024 CORRESPONDENCE

1. Correspondence was received and circulated prior to the meeting from Moreton Library requesting the council to remove its assets from the library. The Chairman reported that the library had since closed due to a flood.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery, and **resolved to investigate further**, in particular the cost of a specialist contractor to remove the heavy items and the safety of the site. There was one abstention.

Cllr Short arrived at 7.25pm.

2. Correspondence was received and circulated prior to the meeting from a member of the public requesting the council indicate if it wishes to continue supporting Moretonhampstead's Fairtrade status.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery, and **resolved to support** Moretonhampstead's Fairtrade status. There was one abstention.

3. Correspondence was received and circulated prior to the meeting from the parliamentary advisor to Electrical Safety First requesting the council support the campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal. The correspondence was noted.

4. Correspondence was received and circulated prior to the meeting from the Planning Officer at Dartmoor National Park Authority replying to the council's correspondence.

It was proposed by Cllr Short, seconded by Cllr Fileman-Wright, and **resolved to reply** that the council has no further thoughts on the figure provided by TDC's Play Area Project Officer – Environment & Leisure. The council urges them to proceed with a negotiation with Hembury Homes as soon as possible. The council wishes to be kept informed.

5. Correspondence was received and circulated prior to the meeting from Teignbridge CVS sharing their volunteering in Teignbridge report and requesting the council nominate volunteers.

It was proposed by Cllr Short, seconded by Cllr Farrand-Rogers, and **resolved to nominate** the council's open spaces volunteer for the Teignbridge CVS awards ceremony.

119/2024 FINANCE AND POLICY RECOMMENDATIONS

The draft minutes of the Finance and Policy meeting held on 21st May had been circulated prior to the meeting.

It was proposed by Cllr Farrand-Rogers, seconded by Keep, and **resolved to add** the unspent allotment budget to reserves.

Cllr Austin declared an interest in the following recommendation because the lengthsman is his son.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Keep, and **resolved to split** the lengthsman budget from the open spaces budget for clearer accounting. Cllr Austin abstained from the vote.

It was proposed by Cllr Bridger, seconded by Cllr Farrand-Rogers, and **resolved to adopt** the Asset Register policy.

Cllr Farrand-Rogers had concerns about destroying grant applicants accounts immediately. It was proposed by Cllr Austin, seconded by Cllr Bridger, and **resolved to adopt** the Grant Awarding policy. There were two abstentions.

120/2024 OPEN SPACES RECOMMENDATIONS

The draft minutes of the Open Spaces meeting held on 21st May had been circulated prior to the meeting.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Keep, and **resolved to ask** the council's handyman to fit a door on the allotment shed to securely store the signs. There was one abstention.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery, and **resolved to purchase** signs for the sentry to deter parking and dog fouling.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery, and **resolved to dispose** of the bench at Church Hill because it is not on the council's asset register, and it is not repairable. There was one abstention.

It was proposed by Cllr Keep, seconded by Cllr Austin, and **resolved to seek** a group to work with the council to build a bug hotel in the churchyard. There was one abstention.

121/2024 BENCHES

The clerks report had been circulated prior to the meeting.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery and **resolved to hold** a working party day with refreshments to paint the benches.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Austin and **resolved to investigate** the style and size of replacement recycled plastic benches and compile an inventory and maintenance programme for the benches.

122/2024 HOSPITAL

The Chairman's update on Moretonhampstead Hospital and the NHS Devon briefing had been circulated with the agenda. The Chairman summarised the update.

Cllr Jeffery noted that the Hospital had been built for the community and queried who gave it to the National Health Service? Years ago, the NHS wanted to sell the building, but they couldn't because documents were found that showed the Hospital belonged to the community.

Cllr Short noted that if the NHS ultimately sells the building, planning permission will be required for change of use. DNP policies on protecting community services and facilities basically require that one looks wider than the NHS, for instance the current users of the building. Cllr Short suggested copying in DNP as ultimately, they will be the arbitrators of whether anything else can occupy the building.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Jeffery and **resolved to investigate** the current ownership of the Hospital.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Keep and **resolved to write** to NHS Devon, with a copy to the MP following the general election and DNP setting out the council's disappointment with the NHS Devon briefing. The letter should express disappointment at the loss of services to the community, why the council does not see it as surplus to requirements and covering planning in Dartmoor National Park. There were three abstentions.

The Chairman closed the meeting at 8.15pm

TO DO ACTIONS

- Clerk to send the AGAR documents to the external auditor and make provision for the period for the exercise of public rights.
- Clerk to make payments
- Clerk to respond to correspondence in accordance with min no. 118/2024
- Clerk to action the F&P and Open Spaces recommendations
- Clerk to action the bench resolutions in accordance with min no. 121/2024
- Chairman to draft a letter to NHS Devon in accordance with min no. 122/2024

MPC Minutes 04.06.2024 Attachment no.1 – District Councillor Report

At the annual meeting of the Council Cllr Rosie Dawson of Dawlish was elected as Chairman of the Council, with Cllr Suzanne Sanders of Chudleigh as Deputy Chairman.

After this came the election of committees and representatives to outside bodies.

This was fairly routine, except that one councillor started off on a harangue on a completely irrelevant subject. He was called to order by Rosie, but he continued. She therefore asked him to behave properly or leave the chamber, but he persisted, with anger and a large amount of foul language. Rosie then suspended the session for a coffee break, after which the meeting continued in an orderly manner. I think most people were impressed by her firmness.

It is worth mentioning that just one councillor was involved in this. None the less it made the headlines of the local press later that week, which was probably the intention of that councillor. It served no useful purpose, but makes the Council look chaotic.

The other major item on the agenda was the restructuring of its management. A firm of consultants had recommended that the Council should move to a flatter structure, with a reduction in the number of departments. This comes at a cost (of course), but it is supposed to make significant savings after a couple of years.

I asked whether this restructuring would increase the accountability of the officers or not and was assured by the Managing Director that it would, since there were fewer departments. I was not entirely convinced of this and therefore abstained from voting on this item. Nevertheless, it was approved by an overwhelming majority of all groups.

MPC Minutes 04.06.2024 Attachment no.2 – Open Spaces Report

Inspection carried out by: S Parkin

Date: May 2024

Area	Comments	Action
The Sentry	Grass contract awarded 21/05/24.	None.
Churchyard	Needs cutting, scheduled 01/06/24.	None.
The Play Area	Grass contract awarded 21/05/24.	None.
The Henge	Timber needs replacing on seats. Needs cutting.	Cllr Jeffery to repair – someone to fit.
The Pound	Needs cutting.	None

Cross Tree	Looks good.	None.
Geneva Island/War Memorial	Person who volunteered to take over from Mary has not. Mary has offered to do the 2 granite sections and keep the stones weed free, but she can't do the area around and at the back of the seat.	None.
Wheelwright's wheel	Needs weeding.	None.
Allotment	Looks good.	None.
Seats/benches/Lamp posts	A few benches in need of painting – item 20.	Seek volunteers to rub down and repaint benches in spring/summer.
Gates and railings	Looks good.	None
Bus Shelter	Looks good.	None
Recycling bins	Looks good.	None

MPC Minutes 04.06.2024 Attachment no.3 – List of payments June 2024

Finance Report

To receive the Finance Report
On 31 May, the Accounts stood at:

Lloyds Current Account	£30,067.70
Lloyds Deposit Account	£50,177.87

Standing Orders

		Date Cleared
Moretonhampstead Development Trust Office Rent	£379.48	01/05/2024
BT Telephone and Broadband	£37.88	15/04/2024

Direct Debit

Microsoft 365 subscription	£12.36	07/05/2024
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Mandatory Payments

Staffing payments (Salary, pension and quarterly HMRC)	£1,613.23	30/04/2024
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Card Payments

Norton Antivirus	£99.99	23/05/2024
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Income

Interment payments	£1,663.00	Various
Bank Interest	£53.56	09/05/2024
2 nd round grant repayment (Bowls Club)	£262.41	28/05/2024

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 7/05</i>	EX5	LGA 1972 s111	£15.00	£15.00
Bank	Penny Clapham	EX8	LGA 1972	£80.40	£80.40

54. Signed.....

04 June 2024

Transfer	<i>Internal Audit</i>		s111		
Bank Transfer	M P Plumbing <i>Ashes interment 10/05/2024</i> <i>New Single grave 17/05/24</i>	EXCEM2	Local Government Act 1972 s214	£600.00	£600.00
Bank Transfer	Bradforde <i>Materials to install 20's Plenty signs</i>	EX6	Localism Act 2011 s.1	£35.33	£42.40
Bank Transfer	Sam Austin <i>Lengthsman 4 days and waste</i>	EX15	Highways Act 1980 s43	£795.00	£795.00
Bank Transfer	A R Rural Services <i>Sentry, Pound, Henge & Coronation bench cut</i>	EX6	Open Spaces Act 1906 s10	£300.00	£300.00