



# MINUTES

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**Committee:** Parish Council  
**Date:** Tuesday, 5 September 2023  
**Time:** 7:00pm  
**Venue:** Community Club

## Present

Cllr Mike Warner (Chairman in Cllr Fileman-Wright absence)  
Cllr Vivienne Hodges  
Cllr Mike Jeffery  
Cllr John Farrand-Rogers  
Cllr Gemma Hampton  
Cllr Rob Austin  
Cllr David Bridger  
Cllr Jan Evans  
Cllr Gordon Keep

## Also Present

Samantha Parkin (Clerk)  
County Councillor Brook  
One member of the public

## PUBLIC PARTICIPATION

### 140/2023 APOLOGIES FOR ABSENCE

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

### 141/2023 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)*

### 142/2023 MINUTES

It was proposed by Cllr Evans, seconded by Cllr Hodges and **resolved to accept and sign** the minutes of the meeting held on 4<sup>th</sup> July 2023 as a correct record. There was one abstention. *LGA 1972 Sch 12 para 41(1)*

## 143/2023 COUNCILLOR REPORTS

### District Councillor Report

District Councillor Farrand-Rogers reported on Teignbridge District Council's meeting held earlier in the day. He updated the council on the Teignbridge 100 housing development project; the council housing is social rather than affordable which has several advantages. The first is that social tenants can downsize, and a family unit can go into the bigger property. The second advantage is that the houses have a sustainable design resulting in lower energy bills.

He informed the council that he had tabled a question at the meeting regarding the state of the car parks in Moretonhampstead. He reported that there is a programme of works and he believes Teignbridge District Council (TDC) should make parish councils aware of the timetable. He also

reported that the last time Teignbridge carried out any work in Court Street car park was 16<sup>th</sup> April. A member of the Executive of the council will visit the car park soon.

He noted that TDC had passed a motion about train tickets and station closures; there is a pressure to move to a cashless society. Apparently, there are 11 services operated by Teignbridge where they do not accept cash.

He reported that TDC was managing Govt. funding for swimming pools in Teignbridge and had invited applications. Moretonhampstead Swimming Pool had applied, but at this stage details remained confidential. He had asked that ward Cllrs and local councils should be informed about such opportunities, since local councils were also approached for grants, despite their limited budgets.

He reported that a fund had been set up by the Government to provide Ukrainians with housing. Over the last two years Teignbridge residents have taken Ukrainians into their homes but this is coming to an end. TDC are purchasing 18 properties for the Ukrainians and ultimately the houses will become Teignbridge housing stock.

### **County Councillor Report**

County Councillor Brook asked the council if it had applied for a 20mph zone; the council had applied earlier in the year but were not successful. He noted that there is growing public pressure for 20mph zones but there is significant cost involved. He will look into it on behalf of the council.

Cllr Brook reported on the growing SEND overspend budget; central Government has assured Devon County Council (DCC) that there will be a decision by Christmas on how much money they will allocate to write off a big part of the debt. However, in order that the Government can be confident that DCC will not generate a future overspend it has to put a plan together to reduce the overspend. DCC has appointed a portfolio holder to head up the plan. This is unusual because DCC are looking to make a considerable saving to the tune of £25 million in its budget.

Cllr Brook reminded the council of his locality budget and to inform him of worthy projects.

Cllr Brook noted DCC has maintained 50 static libraries but regrettably it is looking to axe mobile libraries; footfall is dropping and the 4 mobile libraries require considerable repairs.

Cllr Farrand-Rogers declared an interest in the Bowring Library because he is a trustee. He asked Cllr Brook what the relationship is between Libraries Unlimited and DCC and what the relationship is between Norse Group and DCC. Cllr Brook explained that Libraries Unlimited was created as a commissioned-out facility to look after the libraries, but it is in receipt of a grant from DCC. The Norse Group is part of Norfolk Property Services which DCC has a financial and working relationship with. A group of staff were transferred from DCC to the Norse Group as part of the joint venture; DCC committed a percentage of work that would have been carried out by the transferred staff and are in receipt of an element of the profit that is generated by the Norse Group. Cllr Brook sits as a director on behalf of DCC on the Devon Norse Group.

Cllr Hodges noted that the repairs to the roof had been unsatisfactory managed and communication between DCC and the library trustees was poor. The council asked Cllr Brook to investigate the mismanaged roof repairs and to find out if the drainage element was part of the repairs.

*County Councillor Brook left the meeting at 7.32pm.*

Cllr Jeffery's report is attached at appendix 1 on page 54.

### **144/2023 MATTERS ARISING**

It was noted permission was not granted for traders to trade in the Sentry.

It was noted the council working party removed the weeds in the town centre prior to carnival week.

#### **145/2023 CHAIRMANS DISCRETION**

The Chairman noted Old Mill, payroll service provider, had increased the monthly fee from £110.86 to £123.

#### **146/2023 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 54. Cllr Keep noted that he had tidied the Coronation bench area and the new bench is waiting to be installed. The clerk noted that she had contacted several tradesmen for quotes but so far had not received any.

It was noted that Cllr Austin and Cllr Keep had removed the benches in the square prior to Carnival. They will be returned following Cllr Jeffery's repairs.

It was proposed by Cllr Austin, seconded by Cllr Evans and **resolved to schedule** an Open Spaces meeting for Tuesday, 19<sup>th</sup> September.

It was proposed by Cllr Evans, seconded by Cllr Austin and **resolved to post** on the council's social media an update on the benches in the square.

#### **147/2023 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP**

Cllr Hampton summarised the Green Plan for Moretonhampstead created by Cllr Fileman-Wright. She noted that the current plan is out of date. The working group would like the council's support to update the green plan to encourage the community to reduce carbon.

It was proposed by Cllr Evans, seconded by Cllr Hodges and **resolved to support** the Green Plan for Moretonhampstead. There was one abstention.

#### **148/2023 INTERNAL FINANCIAL REGULATOR REPORT**

Cllr Bridger had checked the accounts for June and July.

#### **149/2023 SCHEDULE OF PAYMENTS**

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

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Evans and **resolved to note** the August payments and **approve** the schedule of payments at appendix 3 on page 55. *LGA 1972 s150(5)*

#### **150/2023 CORRESPONDENCE**

Correspondence was received and circulated prior to the meeting from a member of the public concerned for pedestrian safety during the Dartmoor Classic cycle event. The Chairman had circulated a draft reply with the meeting papers.

It was proposed by Cllr Hodges, seconded by Cllr Jeffery and **resolved to send** the draft reply.

Correspondence was received and circulated prior to the meeting from the Commonwealth War Graves Commission thanking the council for its response to the July correspondence. The correspondence was noted.

Correspondence was received and circulated prior to the meeting from Devon Association of Local Councils (DALC) inviting the council to its AGM.

It was proposed by Cllr Evans, seconded by Cllr Austin and **resolved to send** the Clerk to attend the DALC AGM to represent the council.

Correspondence was received and circulated prior to the meeting from DALC inviting the council to send a representative to the meeting aimed at fostering a stronger and more collaborative relationship between the district council and parish council.

It was proposed by Cllr Keep, seconded by Cllr Evans and **resolved that Cllr Fileman-Wright** will represent the council at the meeting.

Correspondence was received and circulated prior to the meeting from Cllr Mike Joyce asking if the council would support resurrecting Teignbridge Association of Local Councils (TALC). The council felt that TALC was not beneficial to the parish of Moretonhampstead.

Correspondence was received and circulated from Teignbridge District Council (TDC) requesting the council complete the Rural Affordable Homes in Teignbridge Survey. Cllr Farrand-Rogers noted that it is useful if every town and parish takes part in the survey because there are 1,500 people on the waiting list for social housing. The Housing working group will complete the survey.

### **151/2023 CODE OF CONDUCT**

The draft Code of Conduct had been circulated with the agenda. Teignbridge District Council notified the council that on 25 July 2023 the Full Council agreed to an amendment to its Members Code of Conduct [Agenda for Full Council on Tuesday, 25th July, 2023, 10.00 am - Teignbridge District Council](#) Minute no 36.

TDC have updated the Code of Conduct which can be found at [Agenda for Constitution on Tuesday, 25th July, 2023 - Teignbridge District Council](#) 10a. The council's Code of Conduct mirrors TDC's.

It was proposed by Cllr Jeffery, seconded by Cllr Hodges and **resolved to approve** the Code of Conduct. *Localism Act 2011*

### **152/2023 QUEENS ROAD UPDATE**

The Queens Road update had been circulated prior to the meeting and was noted. Cllr Warner summarised the virtual meeting held earlier in the day. Teign Housing confirmed that it had organised a RCIS survey to look at the road which found that a complete resurfacing is not required. Teign Housing has received two quotes for the patching and is waiting on a third quote.

Cllr Jeffery noted he had tackled Andrew Watson, Head of Access, Recreation & Estates at Dartmoor National Park Authority who is looking into the condition of the road.

### **153/2023 POLICE ADVOCATE**

The Clerk had circulated information on the scheme with the agenda. The council considered that the level of crime in Moretonhampstead is relatively low and there is no need for a police advocate.

### **154/2023 HIGHWAYS WORKING GROUP UPDATE**

The Highways Working Group update had been circulated prior to the meeting and was noted. The council thought it was a good report and is happy for the working group to continue with the proposals in the report.

### **155/2023 BOWRING LIBRARY**

A draft letter had been circulated with the agenda. It was noted the Friends of Moretonhampstead Library AGM is on 25<sup>th</sup> September at 7.30pm.

It was proposed by Cllr Hampton, seconded by Cllr Hodges and **resolved to write** a letter of support for the Bowring Library to the relevant authorities.

### **156/2023 FINANCE AND POLICY COMMITTEE RECOMMENDATIONS**

The draft minutes of the Finance and Policy meeting held on 15<sup>th</sup> August had been circulated prior to the meeting.

It was proposed by Cllr Evans, seconded by Cllr Austin and **resolved to hold** a community consultation regarding the lengthsman on Saturday 14<sup>th</sup> October.

Cllr Evans explained that since the Finance and Policy meeting it has come to light that the Moretonhampstead Development Trust (MDT) has not been given permission to erect the banner. MDT have requested to use the grant for a different purpose, but this is not in accordance with the Grant Awarding Policy. It has also come to light that the poppy bench does not have a bank account.

It was proposed by Cllr Austin, seconded by Cllr Hampton, and **resolved to award** MED Theatre £500.00 and to put the remaining £500.00 in reserves for the next financial year.

Cllr Farrand-Rogers noted he had a community fund of £1,000 available for community projects.

### **157/2023 HOUSING NEEDS REPORT**

The Housing Needs Report had been circulated prior to the meeting and was noted.

### **158/2023 CHRISTMAS WORKING GROUP UPDATE**

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

The Chairman closed the meeting at 8.21pm

### **TO DO ACTIONS**

- Clerk to schedule an Open Spaces meeting for 19<sup>th</sup> September
- Cllr Jeffery to repair bench
- Clerk to make payments
- Clerk to respond to all correspondence received in accordance with min no. 150/2023
- Housing working group to complete the Rural Affordable Homes in Teignbridge Survey
- Highways working group to carry on their work
- Write and send a letter of support for the Bowring Library
- Clerk to organise community consultation
- Clerk to inform grant applicants of council's decision and add payments to Octobers payment list

### ***MPC Minutes 05.09.2023 Attachment no.1 – Dartmoor National Park report***

DNP meeting 1 Sept 23

A member of the public came in with several complaints about a planning issue at the park, He had a number of issues about the time he had to wait for a decision on a conversion to a dwelling; he started accusing different members of staff for not replying to his requests and blocking who he wanted to speak to, and lack of a site meeting. Eventually the chairman cut him short. It is believed the DNP officers are contacting the applicant with a view to resolving the issue.

A discussion came in about the government consultation about relaxing the laws about planning permission requirements, although this came in some time ago, national parks were exempt. The government wants to bring national parks into the same category. It would mean agricultural barns could be converted to dwellings, shops and hotels could also be converted without planning permission. There would be no control on design and no control who occupies them and they could be on the open market. The local plan which has just been adopted would have to be re written. The DNP has until 5 September to respond. It looks as though the government has brought this document in during the school holidays when most national parks do not meet and have given very little time to respond.

A review of conservation areas has taken place and it was decided all areas would remain as they are.

A member has been working on a project to involve a sister park agreement between Cuyahoga Valley national park in North America. It seems they are keen to develop the link and other American parks are also interested. It is thought that if the parks are in contact with each other they may be able to develop ideas from each other. A visit may be arranged next year but it is stressed if members wish to do so they would foot their own expenses.

The committee then went into a discussion in part 2.

### ***MPC Minutes 05.09.2023 Attachment no.2 – Open Spaces Report***

Inspection carried out by: S Parkin

Date: September 2023

<b>Area</b>	<b>Comments</b>	<b>Action</b>
<b>The Sentry</b>	Hedge due to be cut 30/08. Grass needs cutting.	None
<b>Churchyard</b>	Needs cutting. Hedge due to be cut 30/08.	None.
<b>The Play Area</b>	Actions outstanding from Play Inspection: Sweeping see-saw - Treat any rusting components and repaint. Bench against hedge - Rub down and repaint Fence – Reset posts Gate – Reinstall  Crack in body of Rocking Horse	Complete actions.  Fence is due to be reinstalled in September.  Materials ordered to repair.
<b>The Henge</b>	Ok	None
<b>The Pound</b>	Ok	None
<b>Cross Tree</b>	Granite post has been knocked down again.	Repair granite post.
<b>Geneva Island/War</b>	Flag has been replaced.	

<b>Memorial</b>		
<b>Wheelwright's wheel</b>	Looks good.	None
<b>Allotment</b>	Greenhouse blown over in storm and damaged boundary wall.	Contacted Allotment Cttee'
<b>Seats/benches/ Lamp posts</b>	Coronation bench – Bench has been delivered. Cllr Keep has tidied the area. Clerk is looking to obtain quotes to repoint wall. A few benches in need of painting.	Seek volunteers to rub down and repaint benches
<b>Gates and railings</b>	Looks good.	None
<b>Bus Shelter</b>	Looks good.	None
<b>Recycling bins</b>	Looks good.	None

**Graffiti** – Graffiti has been reported to the council on the back of the Station Road carpark signs. Paul Dodd has removed the graffiti.

### *MPC Minutes 05.09.2023 Attachment no.3 – List of payments September 2023*

#### **Finance Report**

To receive the Finance Report

As at 31 August, the Accounts stood at:

Lloyds Current Account	£6,845.74
Lloyds Deposit Account	£60,610.24

#### **Standing Orders**

		<b>Date Cleared</b>
Moretonhampstead Development Trust Office Rent	£379.48	01/09/2023
BT Telephone and Broadband	£46.56	15/08/2023

#### **Direct Debit**

Microsoft 365 subscription	£11.28	07/08/2023
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#### **Mandatory Payments**

Staffing payments (Salary, pension and quarterly HMRC)	£1,506.56	31/08/2023
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#### **Card Payments**

OnBuy.com weed membrane pegs	£13.29	21/08/2023
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#### **Income**

Bank Interest	£48.37	09/08/2023
Interment payment	£762.00	02/08/2023
PlusNet Telephone and Broadband refund	£17.05	21/08/2023
Interment payment	£754.00	29/08/2023

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

<b>Payment Method</b>	<b>Payee and reason</b>	<b>Budget</b>	<b>Power to spend</b>	<b>Net Payment</b>	<b>Payment inc VAT</b>
Bank Transfer	Paul Harvey <i>Sentry, Pound &amp; Henge cut 27/07</i>	EX6	Open Spaces Act 1906 s10	£280.00	£280.00
Bank Transfer	AR Rural Solutions <i>Supply &amp; Install kissing gate and post</i>	EX6	Open Spaces Act 1906 s10	£281.00	£281.00

55. Signed.....

3 October 2023

Bank Transfer	Teignbridge district Council <i>Charge for 2023 Election</i>	EX12	LGA 1972 s16(2)	£1,688.64	£1,688.64
Bank Transfer	S Parkin <i>Body filler for rocking horse</i>	EX6	Open Spaces Act 1906 s10	£8.38	£8.38
Bank Transfer	Paul Harvey <i>Sentry, Pound &amp; Henge cut 9<sup>th</sup> &amp; 30/08</i>	EX6	Open Spaces Act 1906 s10	£560.00	£560.00
Bank Transfer	Bradford's <i>4 x granite bags &amp; weed membrane</i>	EX6	Open Spaces Act 1906 s10	£334.14	£400.97
Bank Transfer	Tomlinson Trees <i>Churchyard cut 25/07, 16/08 and 31/08</i> <i>Verges cut 16/08</i> <i>Churchyard hedges cut 30/08</i>	EXCEM1 EX6	Open Spaces Act 1906 s10	£2,467.50	£2,961.00