



MINUTES

Committee: Parish Council
Date: Tuesday, 7 November 2023
Time: 7:00pm
Venue: Community Club

Present

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

Also Present

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

PUBLIC PARTICIPATION

Two members of the public were unit occupiers at the Old Gale Saw Mills units and attended in support of min no. 180/23. The members of the public explained that they would like double yellow lines painted at the entrance to the Saw Mills. There are two reasons for this; at present HGV access is problematic and as a result the Unit occupier is unable to obtain an Operator Licence for the business.

177/2023 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Jeffery and Walden.

178/2023 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

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

179/2023 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 3rd October 2023 as a correct record. There were three abstentions. *LGA 1972 Sch 12 para 41(1)*

180/2023 CORRESPONDENCE

Correspondence was received and circulated prior to the meeting from a Unit Occupier at Old Gales Saw Mills requesting the council support an application to Devon County Council for double yellow lines.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to ask** the Highways Group to carry out further investigations and meet the Unit Occupier on site and bring back proposals to the council. There was one abstention.

Two members of the public left the meeting at 7.25pm.

181/2023 COUNCILLOR REPORTS

County Councillor Report

County Councillor Brook reported that Children and Young people's services have been under the watchful eye of OFSTED. However, OFSTED made an impromptu visit recently and were pleased with the progress Devon County Council (DCC) has been making which is good news.

Cllr Short asked Cllr Brook if he had made any progress on lobbying DCC to increase the 20mph budget. Cllr Brook thinks that the scheme will grow and encouraged the council to investigate alternative traffic measures such as vehicle activated signs.

Cllr Fileman-Wright invited Cllr Book to a meeting to discuss the council's ideas for the development and enhancement of the town and strategic traffic issues. The Clerk will arrange.

County Councillor Brook left the meeting at 7.35pm.

District Councillor Report

District Councillor Farrand-Rogers reported that Teignbridge District Council had voted unanimously to keep train station ticket offices open.

He noted that Cllr John Nutley, Executive Member for Open Spaces, Leisure, Sport, Resorts and Tourism had met with himself and the clerk to discuss issues raised by residents at the recent community consultation. The report can be read at <http://moretonhampstead-pc.gov.uk/news/>.

Cllr Jackie Hook, Executive Member for the Environment and Climate change would like to come to Moretonhampstead to talk to the council. Cllr Farrand-Rogers will arrange with the clerk.

182/2023 MATTERS ARISING

It was noted the shared allotment boundary owner is happy for the council to trim the hedge on the allotment side only. The ash trees will be felled shortly. The clerk asked Cllr Austin to obtain three quotes.

It was noted the clerk has contacted the Highways Officer to arrange the Ford Street speed checks.

The Clerk reminded the council that the Christmas market and light switch on event is on 25th November from 2-6.30pm.

183/2023 CHAIRMANS DISCRETION

The Chairman noted that the council had agreed to take on the running of the town's small Christmas trees. The Chairman asked councillors if they could volunteer with the dressing of the trees on the 16th November from 7-8.30pm and put up the trees on the 19th November.

The Chairman reminded the council to contact the clerk in office hours via the office phone and email.

The Chairman noted all councillors except Cllr Farrand-Rogers have an official council email address; going forward Cllr Farrand-Rogers will receive emails at his Teignbridge email to comply with GDPR.

The Chairman reminded the council that it is apolitical therefore any articles for publication must remain neutral.

184/2023 OPEN SPACES REPORT

The Open Spaces monthly report had been circulated prior to the meeting. The report was noted and is attached at appendix 1 on page 69. The clerk noted that Tomlinson Trees will attend on Saturday to tidy the Churchyard and the verges.

The clerk noted she had met with Wicksteed earlier in the day to arrange a quote for matting in the playpark. The Wicksteed rep advised that the playpark equipment has approx. 5-10 years life left.

185/2023 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

Cllr Fileman-Wright informed the council that she is working on a green tip focussed on plastic bottles saved through refill schemes. The green tip for December will focus on Christmas.

Cllr Fileman-Wright had met with Hingston View residents who are interested in the wildlife opportunities around the new development.

186/2023 INTERNAL FINANCIAL REGULATOR REPORT

Cllr Bridger had checked the accounts for September.

187/2023 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Bridger, and **resolved to approve** the schedule of payments at appendix 2 on page 69. There was one abstention. *LGA 1972 s150(5)*

188/2023 CORRESPONDENCE

Correspondence was received and circulated prior to the meeting from Teignbridge District Council inviting the council to its budget consultation. The correspondence was noted.

Correspondence was received and circulated prior to the meeting from ACTion on Climate in Teignbridge, Carbon Cutters coordinator informing the council about Carbon Cutter volunteers. Cllr Fileman-Wright informed the council that she is a Carbon Cutter. She asked the clerk to share the flyer on social media to see if anyone wishes to become a Carbon Cutter.

Correspondence was received and circulated prior to the meeting from Devon and Somerset Fire and Rescue service asking the council to complete the consultation about the level of precept for the fire and rescue service. Cllr Fileman-Wright noted that the council wrote to the Chief Fire Officer last year.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to delegate** to Cllr Fileman-Wright to complete the consultation and write a letter to the Chief Fire Officer expressing disappointment that recruitment was delayed.

Correspondence was received and circulated prior to the meeting from Rt Hon. Mel Stride MP updating the council on the Bowring Library building. The correspondence was noted.

Correspondence was received and circulated prior to the meeting from Libraries Unlimited sending the council its 2022/23 annual report. The correspondence was noted with thanks.

189/2023 LAND REGISTRY UPDATE

The land registry update had been circulated with the agenda and Cllr Short summarised the actions taken so far.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved to approve** the Highways working group to undertake measures to establish congenial relations with Devon County Council and report in the new year.

190/2023 EXTERNAL AUDITOR REPORT

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

The Clerk explained that the Auditor had noted the council had failed to make proper provision during the year 2023/24 for the exercise of public rights; the clerk had made an error when notifying them of the dates and had in fact made proper provision for the exercise of public rights.

The council noted the External Auditor Report and the minor administrative error.

191/2023 FINANCE AND POLICY COMMITTEE RECOMMENDATIONS

The draft minutes of the Finance and policy committee meeting held on 17th October had been circulated prior to the meeting.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Hodges, and **resolved to approve** the following recommendations:

1. **Approve** the Employer Pensions Discretion policy.
2. **Approve** the Reserves policy and review the policy in March.
3. **Approve** the Internal Controls checklist.
4. **Accept** the sentry bin charges and continue with the current service as there are no viable alternatives.
5. **Start** to be clearer about what the sentry bin emptying service costs the council and ask the public to take their litter home so that the council can use the money on better things.
6. **Investigate** collaboration with other parish councils.

192/2023 MEETING OF TEIGNBRIDGE DISTRICT COUNCIL AND PARISH COUNCILS

Cllr Warner's report had been circulated prior to the meeting and was noted.

193/2023 COMMUNITY CONSULTATION

The feedback collated from the community consultation had been circulated with the agenda and was noted. The Chairman thanked the clerk for facilitating the consultation. The responses received were thoughtful and will provide useful feedback for the council.

It was proposed by Cllr Evans, seconded by Cllr Hodges and **resolved to note** the report and ask Cllr Fileman-Wright to produce a summary to feedback to the community.

The Chairman informed the council that she is attending a school assembly with the clerk to tell them what the council does and ask them what they would like the council to do.

194/2023 BOVEY TRACY TOWN COUNCIL VISIT

Cllr Fileman-Wright's report had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright and seconded by Cllr Evans to include a statement of commitment to embed the climate and ecological emergency in our services in all agendas for all full council and committee meetings.

Cllr Farrand-Rogers proposed an amendment to add the words 'as an experiment for six months.' The amendment was not seconded and so fails.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to include** a statement of commitment to embed the climate and ecological emergency in our services in all agendas for all full council and committee meetings.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved for** the Planning Committee to investigate whether to include environment in its remit, and make a recommendation to December's full council meeting.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Austin, and **resolved for** the Chair, clerk and staffing group to develop a training plan for councillors. There was one abstention.

195/2023 CAR PARK CHARGES

The Highways working group had met earlier in the week and discussed residents concerns regarding car parking charges. She noted that in previous years Teignbridge District Council had not given the council time to respond to the proposed parking charges.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to delegate to** Cllr Short and Cllr Fileman-Wright to draft a letter to Teignbridge District Council setting out the council's concerns regarding car parking charges, explaining what residents have told the council and to seek information from them about how they set the charges. There was one abstention.

196/2023 FORD STREET SPEED CHECK

Correspondence was received and circulated prior to the meeting from the Neighbourhood Highways Officer and the Highways Development Management Office for the Dartmoor National Park planning area.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **resolved to delegate to** Cllr Short and Cllr Fileman-Wright to write a reply to the Highways Authority.

197/2023 DEVON'S BEST CHURCHYARD COMPETITION

The report had been circulated prior to the meeting. The Churchyard received a Certificate of Merit. The Clerk explained that the Churchyard had overall received positive comments. The inspector pointed out that there is no welcome sign which the council is aware of and hopes to work with the Church to rectify this.

The Chairman closed the meeting at 8.38pm

TO DO ACTIONS

- Highways Working group to carry out further investigations min no.180/2023
- Cllr Austin to obtain 3 quotes to cut allotment hedge
- Clerk to make payments
- Clerk to respond to all correspondence received in accordance with min no. 188/2023
- Highways working group to take forward min no 189/2023
- Chairman to produce a summary of the community consultation.
- Cllr Short and Cllr Fileman-Wright to write letters in accordance with min no. 195/2023 and 196/2023

MPC Minutes 07.11.2023 Attachment no.1 – Open Spaces Report

Inspection carried out by: S Parkin

Date: November 2023

Area	Comments	Action
The Sentry	Looks good.	None
Churchyard	Grass has been cut – I have contacted Tomlinsons as it isn't a very tidy cut.	Wait reply, official letter from council?
The Play Area	Fence and gates have been reinstalled.	None.
The Henge	Ok	None
The Pound	Ok	None
Cross Tree	Granite post has been repaired. Open Spaces committee to consider replacing tree.	None.
Geneva Island/War Memorial	Looks good. Flag taken down during the stormy weather.	
Wheelwright's wheel	Looks good.	None
Allotment	Looks good.	None
Seats/benches/ Lamp posts	Coronation bench – Bench has been delivered. A few benches in need of painting.	Seek volunteers to rub down and repaint benches
Gates and railings	Looks good.	None
Bus Shelter	Looks good.	None
Recycling bins	Looks good.	None

MPC Minutes 07.11.2023 Attachment no.2 – List of payments November 2023

Finance Report

To receive the Finance Report

On 31 October, the Accounts stood at:

Lloyds Current Account	£13,289.28
Lloyds Deposit Account	£65,717.20

Standing Orders

Moretonhampstead Development Trust Office Rent	£379.48	Date Cleared 01/11/2023
BT Telephone and Broadband	£36.10	16/10/2023

Direct Debit

Microsoft 365 subscription	£11.28	05/10/2023
ICO data protection fee	£35.00	02/11/2023

Mandatory Payments

69. Signed.....

5 December 2023

Staffing payments
(Salary, pension and quarterly HMRC) £1,506.36 31/10/2023

Card Payments

Coop refreshments for community consultation £10.06 13/10/2023

Income

Bank Interest £51.24 09/10/2023
 3 Christmas stall payments £30.00 Various
 57 Xmas tree payments £1,425.00 Various
 Interment payment £314.00 26/10/2023

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 03/10, 14/10 and payment of garden waste collection</i>	EX5 EX6	LGA 1972 s111	£85.00	£85.00
Bank Transfer	Mary Jones <i>War memorial expenses</i>	EX6	Open Spaces Act 196 s10	£19.62	£19.62
Bank Transfer	S Parkin <i>Mileage to Trago and community consultation expenses</i>	EX4	Local Govt. (Financial Provisions) 1963 s5	£18.18	£18.18
Bank Transfer	Bradforas <i>12 x granite bags</i>	EXCEM1	Open Spaces Act 1906 s10	£648.00	£648.00
Bank Transfer	SLCC <i>Annual membership fee</i>	EX8	LGA 1972 s143 (1)(b)	£187.00	£187.00
Bank Transfer	Teign Valley Nursery LTD <i>Winter basket refills</i>	EX6	LGA 1972 s 144	£270.84	£325.00
Bank Transfer	Paul Harvey Sentry, Pound & Henge grass cut 4/10	EX6	Open Spaces Act 1906 s10	£280.00	£280.00
Bank Transfer	DALC <i>Attendance at DALC AGM & Conference</i>	EX11	LGA 1972 s111	£45.00	£54.00
Bank Transfer	AR Rural Solutions <i>Repair dancing tree stone</i>	EX6	Open Spaces Act 1906 s10	£158.70	£158.70
Bank Transfer	AR Rural Solutions <i>Reinstall playpark fence</i>	EX6	Local Govt. (MP) Act 1976 s19	£1880.00	£1880.00
Bank Transfer	Catherine Fileman-Wright <i>Chairmans Allowance</i>	EX13	Local Government Act s15(5)	£100.00	£100.00
Cheque	Royal British Legion Poppy Appeal <i>Wreath donation</i>	EX6	LGA 1972 s137	£25.00	£25.00