



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 2nd June 2026 at 7.00pm**. The meeting will consider the items set out below.

Public Participation

If any members of the public wish to attend and speak at the meeting, please contact the Clerk in advance by email at clerk@moretonhampstead-pc.gov.uk or phone 01647 440041. The Clerk will explain the meeting process.

A public session will be held before the meeting to allow residents to ask questions or make comments to the Parish Council. Questions not answered at the time may receive a written response or be added to a future agenda. Public comments or questions are limited to three minutes.

AGENDA

1. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3d to 3n.

2. APOLOGIES FOR ABSENCE

To accept apologies for absence. Under Section 85 of the Local Government Act 1972 (LGA), members present should decide whether to approve the reason(s) given for absence.

3. DECLARATIONS OF INTEREST

Under the Localism Act 2011 and the Council's Code of Conduct, members must declare any interests not already registered or notified to the Monitoring Officer. Requests for dispensations should be submitted in writing to the Clerk before the meeting.

4. MINUTES

To accept as a true record the minutes of the meeting of the Parish Council held on 5th May 2026 *LGA 1972 Sch 12 para 41(1)*.

5. STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

To note the Council's Climate and Ecology Emergency Declaration and commit to embedding it across all services, activities, plans, and decisions, ensuring environmental impact is considered and a fully integrated approach to climate change mitigation is adopted.

6. COUNCILLOR REPORTS

To receive reports of the County Councillor, District Councillor, Parish Hall & MDT representative, and the Dartmoor National Park representative if available

7. MATTERS ARISING FROM THE MINUTES

To ensure the tasks actioned at the previous meeting have been completed:

- The Council's insurance has been renewed with Clear Councils

8. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

9. OPEN SPACES REPORT

To receive the monthly report *LGA 1972 s139*

10. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the monthly report

11. INTERNAL CONTROLS COUNCILLOR

To receive the report of the Internal Controls Councillor

12. SCHEDULE OF PAYMENTS

To approve the list of payments (to be tabled at the meeting) *LGA 1972 s150 (5)*

13. CORRESPONDENCE

To receive correspondence (attached) and to agree any response or action:

1. Correspondence received and circulated from a resident regarding the condition and replacement of the Sentry benches and tables.
2. Correspondence received and circulated from the Chair of MDT introducing himself.
3. Correspondence received and circulated from DCC replying to the council's letter regarding the proposed A382 road closure
4. Correspondence received and circulated from Wellmoor inviting the clerk to attend a workshop on 8 June, organised as part of research into supporting local youth provision
5. Correspondence received and circulated from Devon Association of Local Councils inviting the council to its Libraries Unlimited Connect event

14. INTERNAL AUDIT REPORT

To receive the Internal Audit Report for the financial year 1 April 2025 – 31 March 2026 *The Accounts and Audit Regulations 2015, reg 5*

15. ANNUAL GOVERNANCE STATEMENT

To approve the Annual Governance Statement for the financial year 1 April 2025 – 31 March 2026 (attached) *The Accounts and Audit Regulations 2015, reg 6(2)(b)(ii)*

16. ACCOUNTING STATEMENTS

To approve the Accounting Statements for the financial year 1 April 2025 – 31 March 2026 (attached) *The Accounts and Audit Regulations 2015, reg 9*

17. PERIOD OF PUBLIC RIGHTS

To approve the dates for the period for the exercise of public rights as Thursday 4 June to Thursday 16 July 2026 *The Accounts and Audit Regulations 2015, reg 14*

18. FINANCE AND POLICY

To note the Finance & Policy committee meeting was not quorate.

1. To approve the draft Safeguarding Policy
2. To approve the draft Grant Awarding Policy
3. To approve the draft Grant Application Form
4. To approve the Asset Register Policy

19. OPEN SPACES RECOMMENDATIONS

To receive the draft minutes of the meeting of the Open Spaces committee held on 19th May 2026 (attached) and to agree the following recommendations:

1. Recommendation to paint the corroding chain-link connectors on the rotating see-saw to slow further deterioration.
2. Recommendation to approve the allocation of the cleared allotment plot as a communal area comprising: one-third for a Trees in Time nursery; a deadwood hedge for shared use; and a small orchard with a seating area.
3. Recommendation to authorise volunteer groups to undertake root and weed removal, carry out hedge-related works, and construct the deadwood hedge with associated orchard planting and seating to a timescale agreed by the Council.
4. Recommendation to approve the installation of signage stating that there is no right of way to Kinsmans Dale (final wording to be approved by the Clerk), the installation of a post-and-rail

barrier to discourage unauthorised access, and the investigation of potential grants to fund these measures.

5. Recommendation to require the Allotment Committee to clear the area where the bank has collapsed to allow access for the mini-digger, and approve the use of the mini-digger to steepen and stabilise the bank for autumn replanting, with works to begin in early September (weather permitting).
6. Recommendation to permit the volunteer-led tree planting in the churchyard, with three trees to be planted along the wall in Area Q and one tree at the edge of Area K, and that the clerk and Chair of Open Spaces meet with the resident to agree the precise planting locations and the species to be used.

20. CLERK COVER

To agree arrangements for clerk cover for the November meeting following receipt of two offers *LGA 1972 s.111*

21. TOILET TASK AND FINISH GROUP

To receive the summary of the meeting and to consider the recommendations *LGA 1972 s.124 & Public Health Act 1936 s.87*

22. CEMETERY OF THE YEAR

To consider entering the BRAMM Cemetery of the Year competition *LGA 1972 s.111*

23. OFFICE

To consider extending the office laptop's warranty *LGA 1972 s.111*

SIGNED: *Samantha Parkin* (Parish Clerk) **DATE:** 27/05/2026