



MINUTES

Committee: Parish Council
Date: Tuesday, 2 June 2026
Time: 7:00pm
Venue: Community Club

Present

Cllr Fileman-Wright (Chair)
Cllr Jan Evans
Cllr Mike Jeffery
Cllr Julianne Montgomery
Cllr Gordy Keep

Cllr Rob Austin
Cllr Vivienne Hodges
Cllr Richard Short
Cllr John Farrand-Rogers

Also Present

Samantha Parkin (Clerk)
One member of the public

PUBLIC PARTICIPATION

A member of the public, a local business owner operating a camping site, attended to express concern about the proposed six-week closure of the A382 during the summer holiday period. He noted that while the closure would not have a major operational impact on his own business, he was worried that several hundred customers staying at the site may choose to shop in Bovey Tracey rather than Moretonhampstead due to reduced access.

He stated that he appreciated the Parish Council's efforts to challenge the timing of the closure and had attended the meeting to hear the latest update. He informed the Council that he had drafted a press release, which he had circulated to affected businesses and the Council, expressing disappointment at the timing of the works and the impact on local businesses.

The Chair outlined the actions the Council had taken to date, including raising the issue at the Annual Parish Meeting, meeting with Devon County Council officers, writing to the County Councillor, MP and Highways, and keeping the community updated. The Chair reiterated that while the Council recognised the need for the repairs, it remained disappointed with the timing of the closure. The Chair added that it was positive to see local businesses speaking up about the issue.

100/2026 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Elliott, Hampton, and Walden.

101/2026 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)*

102/2026 MINUTES

It was proposed by Cllr Evans, seconded by Cllr Montgomery, and **RESOLVED** to accept and sign the minutes of the meeting held on 5th May 2026 as a correct record. There were two abstentions.
LGA 1972 Sch 12 para 41(1)

103/2026 STANDING ITEM -CLIMATE AND ECOLOGY EMERGENCY

The Council noted its Climate and Ecology Emergency Declaration and committed to embedding it across all services, activities, plans, and decisions, ensuring environmental impacts are considered and a fully integrated approach to climate change mitigation is adopted.

104/2026 COUNCILLOR REPORTS

County Councillor Report

Cllr Keeling's report is attached at Appendix 1 on page 43.

District Councillor Report

Cllr Farrand-Rogers reported on the recent discussions at Teignbridge District Council (TDC) regarding single-sex changing facilities at Teignmouth Leisure Centre. He noted that the Council had commissioned independent legal advice following a motion raised last year. The barrister's report confirmed that the Council had been acting lawfully and that no changes to existing policy were required. He commented that the matter had taken considerable time and resources to resolve.

Cllr Farrand-Rogers also reported on concerns regarding the condition of the Muzzle Patch, a listed building in the centre of Moretonhampstead. He noted that responsibility for listed-building matters had been pooled by three district councils through the creation of Devon Building Control. He expressed the view that the organisation had made limited progress in this case. He advised that he had tabled a question for the next TDC meeting, asking what structures and processes are in place to ensure that Devon Building Control is accountable to local communities, given the ongoing deterioration of the building.

The Chair asked Cllr Farrand-Rogers to investigate the implication from TDC that the Parish Council should contribute towards TDC's legal costs for the proposed transfer of the public toilets.

Parish Hall and MDT Representative Report

Cllr Montgomery's report had been circulated with the agenda.

105/2026 MATTERS ARISING

It was noted the Council's insurance had been renewed with Clear Councils.

106/2026 CHAIRMANS DISCRETION

The Chair reminded members to contact the Clerk if they were experiencing any difficulties accessing their council emails, noting that the Clerk can reset passwords if required.

She reported that she, the Vice-Chair and Cllr Walden would be meeting with the Hospital Working Group and Mel Stride MP to present the community's case for the future of Moretonhampstead Hospital. She noted that an excellent business case had been prepared, demonstrating the value of the hospital to local health and well-being. A full report will be brought to the July meeting

107/2026 OPEN SPACES REPORT

The Open Spaces monthly report had been circulated prior to the meeting and was noted. The Council recorded its thanks to Bradfords for donating the cement required to complete the Sentry bench repairs.

108/2026 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

There was nothing to report.

109/2026 INTERNAL CONTROLS COUNCILLOR REPORT

Cllr Elliott had checked the accounts for April.

110/2026 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments.

It was proposed by Cllr Evans, seconded by Cllr Farrand-Rogers, and **RESOLVED** to approve the schedule of payments at appendix 2 on page 43. *LGA 1972 s150(5)*

111/2026 CORRESPONDENCE

1. Correspondence was received and circulated prior to the meeting from a resident regarding the condition and replacement of the Sentry benches and tables.

Cllr Jeffery reported that the resident had visited the Community Shed to discuss the works, where volunteers explained that they did not have the equipment required to cut the timber and that taking it to a sawmill would have incurred significant cost. He noted that the resident appeared satisfied with this explanation.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Austin, and **RESOLVED** to respond to thank the resident for taking an interest in the condition of the benches, to note that the timber had been deteriorating for some time, and to confirm that the repairs are being undertaken by a community organisation, with materials kindly donated by Bradfords.

2. Correspondence was received and circulated prior to the meeting from the Chair of MDT introducing himself. The correspondence was noted.

3. Correspondence was received and circulated prior to the meeting from the DCC replying to the council's letter regarding the proposed A382 road closure. The Chair reported that DCC's position remained unchanged but that they had provided photographs for use on the Council's website. She expressed disappointment that DCC had not accepted the Council's proposal to provide two diversion routes - one for HGVs and one for lighter vehicles.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Short and **RESOLVED** add the Parish Council to the press release drafted by a member of the public, noting that the council fully supports the statement in support of businesses in Moretonhampstead and the concerns about the road closure, and to seek to identify the contractor responsible for the A382 works in order to request possible mitigation measures during the closure.

The member of the public left the meeting at 7.32pm.

4. Correspondence was 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. The Clerk noted that she had previously provided information on the Parish Council's role in supporting youth activities. She advised that the Council would be reimbursed for her attendance and that she was happy to attend the workshop, although she was unsure about committing to any ongoing meetings.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** that the Clerk attends the workshop and reports back to the Council on the value of participating in any future group meetings.

5. Correspondence was received and circulated from Devon Association of Local Councils inviting the council to its Libraries Unlimited Connect event. Cllr Hodges reported that Libraries Unlimited were extremely pleased with the public response to the recent consultation. Devon County Council has agreed to provide additional funding to Libraries Unlimited, and no major changes to the library's opening hours are expected. She confirmed she is happy to attend the upcoming Connect event.

112/2026 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.

113/2026 ANNUAL GOVERNANCE STATEMENT

A copy of the Annual Governance Statement had been circulated prior to the meeting.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved** that the Annual Governance Statement for the financial year 1 April 2025 – 31 March 2026 be approved.

114/2026 ACCOUNTING STATEMENTS

A copy of the Accounting Statements had been circulated prior to the meeting. It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved** that the Accounting Statements for the financial year 1 April 2025 – 31 March 2026 be approved.

115/2026 PERIOD OF PUBLIC RIGHTS

It was proposed by Cllr Hodges, seconded by Cllr Evans, and **resolved** that the dates for the period for the exercise of public rights be set as Thursday 04 June to Thursday 16 July 2026.

116/2026 FINANCE AND POLICY

The council noted the Finance and Policy committee meeting had not been quorate. The draft Policies had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to approve the Safeguarding Policy.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Keep, and **RESOLVED** to approve the Grant Awarding Policy.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Keep, and **RESOLVED** to approve the Grant Application Form. There was one abstention.

It was proposed by Cllr Austin, seconded by Cllr Farrand-Rogers, and **RESOLVED** to approve the Asset Register Policy.

117/2026 OPEN SPACES RECOMMENDATIONS

The clerk had circulated the draft minutes of the meeting of the Open committee held on 19th May 2026 prior to the meeting.

It was proposed by Cllr Austin, seconded by Cllr Jeffery, and **RESOLVED** to paint the corroding chain-link connectors on the rotating see-saw to slow further deterioration. There was one abstention.

It was proposed by Cllr Keep, seconded by Cllr Austin and **RESOLVED** 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.

It was proposed by Cllr Montgomery, seconded by Cllr Austin, and **RESOLVED** 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.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Keep and **RESOLVED** 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.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Austin and **RESOLVED** 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).

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans and **RESOLVED** 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. The council noted its thanks.

118/2026 CLERK COVER

The clerk had circulated two options to cover her annual leave in November.

It was proposed by Cllr Hodges, seconded by Cllr Keep, and **RESOLVED** to appoint Janine Gardner to cover the November full Council meeting in the absence of the Clerk.

119/2026 TOILET TASK AND FINISH GROUP

The summary of the meeting held on 11th May 2026, and the draft Terms of Reference had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Short and **RESOLVED** that in principle the council will accept the toilets with night-time closure (e.g., mag-lock door closing around 6/7pm and reopening at 7am).

The council noted that the Clerk will proceed to investigate:

- Detailed cleaning options, including potential shared arrangements with neighbouring councils
- Maintenance and operational costs
- Feasibility and costs of charging infrastructure

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **RESOLVED** to waive Regulation 5.13 (three-quote requirement) to enable the Clerk to use local specialists to accelerate technical due diligence. There was one abstention.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans, and **RESOLVED** to approve the draft Terms of Reference. There were two abstentions.

120/2026 CEMETERY OF THE YEAR

The clerk's report had been circulated with the agenda.

It was proposed by Cllr Hodges, seconded by Cllr Fileman-Wright, and **RESOLVED** to enter the Cemetery of the Year awards.

121/2026 OFFICE

The clerk's report had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to extend the office laptop's warranty.

The Chair closed the meeting at 8.15pm

TO DO ACTIONS

- Clerk to make payments
- Clerk to respond to correspondence in accordance with min no 111/2026
- Clerk to action mins 113/2026, 114/2026 and 115/2026
- Clerk to action mins 116/2026, 117,2026, 118/2026, 119/2026, 120/2026 and 121/2026

MPC Minutes 02.06.2026 Attachment no.1 – County Councillor Report (Summary)

Cllr Keeling reported a busy month of local casework and meetings at County Hall. The Council ended 2025/26 in a balanced financial position, with underspends enabling targeted investment, including £4m for highways maintenance, £1m for the Children's Social Care workforce, £416k for SEND diagnostic work and £2m for service transformation.

Highways remain a major focus, with Devon managing over 13,000km of roads and facing a significant maintenance backlog. Additional funding of £15m in 2026/27 and £10m annually thereafter has been approved. A proactive pothole repair trial is being expanded. The Parish Highways Handbook has been circulated, with further guidance on potholes to follow.

Following public consultation, library staffed hours will be maintained, with investment in Open+ technology, volunteer support, and increased book funding.

Children's Services continue to improve, with progress in staffing stability and fostering support.

Public transport funding has increased by £2.5m, and free bus travel for 5–15 year olds will be available in August. Ongoing issues around coverage and reliability remain a concern, particularly for young people.

Cllr Keeling thanked town and parish councils for their continued engagement and encouraged ongoing reporting of highways defects through the online system.

MPC Minutes 02.06.2026 Attachment no.2 – List of payments June 2026

Finance

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

| | |
|------------------------|------------|
| Lloyds Current Account | £4,261.49 |
| Lloyds Deposit Account | £0 |
| CCLA Deposit Fund | £80,000.00 |

Standing Orders

| | | Date Cleared |
|--|---------|---------------------|
| Moretonhampstead Development Trust Office Rent | £402.17 | 01/05/2026 |
| EE Limited | £20.05 | 01/05/2026 |
| BT Telephone and Broadband | £42.30 | 15/05/2026 |

Direct Debit

| | | |
|----------------------------|--------|------------|
| Microsoft 365 subscription | £12.10 | 26/05/2026 |
| Norton Antivirus | £99.99 | 26/05/2026 |

Mandatory Payments

| | | |
|--|-----------|------------|
| Staffing payments (Salary, pension and quarterly HMRC) | £1,903.78 | 29/05/2026 |
|--|-----------|------------|

Card Payments

| | | |
|-------------------------------|---------|------------|
| Ebay Office Supplies | £4.45 | 06/05/2026 |
| Amazon Sentry Bench Materials | £89.24 | 14/05/2026 |
| P Simpson Community Event | £200.00 | 28/05/2026 |

Income

| | | |
|-----------------------|---------|------------|
| CCLA Interest | £156.41 | 05/05/2026 |
| Lloyds Bank Complaint | £40.00 | 05/05/2026 |
| Memorial Payment | £116.00 | 28/05/2026 |

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>May Room Hire</i> | EX5 | Local Government Act 1972 s111 | £15.00 | £15.00 |
| Bank Transfer | A R Rural Solutions <i>Churchyard Grass Cut x 2</i> <i>Pound & Henge Grass Cut x 2</i> <i>Sentry Grass Cut</i> | EXCEM1 EX6 | Open Spaces Act 1906 s10 | £950.00 £400.00 | £950.00 £400.00 |

DRAFT