



MINUTES

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

Present

Cllr Jan Evans (Chair)
Cllr Julianne Montgomery
Cllr Gordy Keep
Cllr Vivienne Hodges

Cllr Emily Elliott
Cllr Gemma Hampton
Cllr John Farrand-Rogers

Also Present

Samantha Parkin (Clerk)

PUBLIC PARTICIPATION

122/2026 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Austin, Fileman-Wright, Jeffery, Short, and Walden.

123/2026 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)*

124/2026 MINUTES

It was proposed by Cllr Hodges, seconded by Cllr Montgomery, and **RESOLVED** to accept and sign the minutes of the meeting held on 2nd June 2026 as a correct record. *LGA 1972 Sch 12 para 41(1)*

125/2026 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.

126/2026 COUNCILLOR REPORTS

County Councillor Report

Cllr Keeling's report is attached at Appendix 1 on page 48.

District Councillor Report

Cllr Farrand-Rogers reported that he had attended the recent Licensing Committee meeting. The Government is tightening and standardising Hackney Carriage and Private Hire licensing requirements. Teignbridge District Council (TDC) is seeking comments from statutory bodies and the public. He noted that the multiple-choice knowledge test appears easy to guess and had queried whether it includes routes within the National Park.

He updated Members on the listed building in the Square. His previous question to TDC had been rejected as "not appropriate", but the Monitoring Officer confirmed this advice was incorrect and that the question can be tabled. He will strengthen and resubmit it. He highlighted the complexity of responsibility, as listed building matters have been delegated by TDC, East Devon and Exeter to Devon Building Control (DBC), which has no National Park representation. The council has received

responses from DBC, and the issue is on their radar. Cllr Farrand-Rogers will continue pressing TDC's representatives and explore engagement with Dartmoor National Park.

Library Representative Report

Cllr Evan's report had been circulated with the agenda. She asked whether Cllr Hodges would be willing to report back to the Council for the time being due to the current dustiness of the building.

127/2026 MATTERS ARISING

It was noted the Council has submitted the Annual Governance and Accountability Return 2025/26 and commenced the Period of Public Rights.

128/2026 CHAIRMANS DISCRETION

The Chair reported that both Cllr Jeffery's celebration and the NEDCare Big Lunch had been well attended. She also noted that Cllr Fileman-Wright and the Clerk attended the recent Five Towns meeting (Bovey Tracey, Ashburton, Buckfastleigh, Chudleigh and Moretonhampstead) to discuss the possibility of a shared Town Centre Manager. There was limited support for the proposal, but the towns agreed it would be beneficial to keep in contact and share ideas. A further meeting will take place in the autumn.

129/2026 OPEN SPACES REPORT

The Open Spaces monthly report had been circulated prior to the meeting and was noted. Cllr Montgomery asked whether there were any plans to address the weeds on the churchyard paths. The Clerk advised that a motion should be submitted at least eight clear days before the next meeting date.

130/2026 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

There was nothing to report.

131/2026 INTERNAL CONTROLS COUNCILLOR REPORT

Cllr Elliott had checked the accounts for May.

132/2026 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments.

It was proposed by Cllr Hodges, seconded by Cllr Evans, and **RESOLVED** to approve the schedule of payments at appendix 2 on page 49. There was one abstention. *LGA 1972 s150(5)*

133/2026 CORRESPONDENCE

1. Correspondence was received and circulated prior to the meeting from a resident expressing concerns about the current churchyard maintenance regime and advocating for a more wildlife friendly approach.

The clerk had drafted a suggested reply and circulated it prior to the meeting.

It was proposed by Cllr Evans, seconded by Cllr Elliott, and **RESOLVED** to send the clerk's suggested reply.

2. Correspondence was received and circulated prior to the meeting from the Library Trustees providing an update on building repair progress and inviting councillors to visit the site.

Cllrs Hampton, Montgomery, Keep and the clerk expressed an interest in attending.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **RESOLVED** that the clerk will arrange a visit for the councillors who expressed an interest.

3. Correspondence was received and circulated prior to the meeting from Teignbridge District Council advising that consultation has opened on the Hackney Carriage and Private Hire Licensing Policy and inviting comments by 7 August 2026.

It was proposed by Cllr Evans, seconded by Cllr Hampton and **RESOLVED** to delegate the reply to the clerk.

4. Correspondence was received and circulated from Dartmoor National Park Authority notifying parish councils of the commencement of the new Local Plan process and requesting circulation of the formal notice. The Chair encouraged members to remain positively aware of the process.

134/2026 HOSPITAL UPDATE

The Hospital Update had been circulated prior to the meeting. Cllr Evans reported that the recent Hospital Working Group meeting with Mel Stride MP, Mat Chetwynd (NHS Devon) and James Page (NHS Property Services) had been positive.

It was proposed by Cllr Hodges, seconded by Cllr Keep, and **RESOLVED** that the Parish Council disband the current Hospital Working Group and transfer responsibility to a new Working Group as described in section 4 of the report, with membership to be agreed.

Following this change, the Parish Council's role would be to:

- support a credible community bid for the hospital as a health and well-being hub
- listen to and communicate with the community regarding the hospital's future
- make representations on behalf of the community where appropriate

It was further proposed that decisions required to give effect to this position be delegated to the Chair, Vice-Chair, Cllr Walden and the Clerk, with updates provided to the Parish Council as needed. There was one abstention.

135/2026 TOILET TASK AND FINISH GROUP UPDATE

The Toilet Task and Finish Group Update had been circulated prior to the meeting and was noted.

The Clerk invited members to attend an informal meeting on Tuesday 4th August at 7.00pm. The purpose of the session is for the Toilet Task & Finish Group to present its draft business case and for members to ask questions ahead of the decision scheduled for September.

136/2026 REVIEW OF CLERKS ABSENCE CONTINGENCY PLAN

The Clerk Absence Contingency Plan had been circulated prior to the meeting. Named members will attend a training session with the clerk.

It was proposed by Cllr Hodges, seconded by Cllr Hampton and **RESOLVED** to approve the Clerks Absence Contingency Plan and to appoint Cllr Hodges as the backup responsible person for Finance.

137/2026 CLERK'S REPORT

The clerk's report had been circulated with the agenda and was noted. The Clerk advised that she had booked to attend the Finance Regional Seminar (free of charge), which will focus on the new digital Accountability and Governance Annual Return.

138/2026 SUMMER BREAK

It is usual practice for powers to be delegated to the clerk in consultation with the Chairman and Vice Chairman to enable the Council to function effectively during the summer break.

It was proposed by Cllr Evans, seconded by Cllr Elliott and resolved that the Council's powers be delegated to the clerk in consultation with the Chairman and Vice-Chairman over August. LGA 1972 s.101

139/2026 CLERK'S SUMMER HOURS

It was proposed by Cllr Evans, seconded by Cllr Elliott and **resolved to approve** the clerk using her accrued overtime hours to work three days a week during the summer holidays. *Employment Rights Act 1996 s.1*

The Chair closed the meeting at 7.47pm

TO DO ACTIONS

- Clerk to make payments
- Clerk to respond to correspondence in accordance with min no 133/2026
- Chair to action min no 134/2026
- Clerk to action min no 136/2026 and named members to attend training

MPC Minutes 07.07.2026 Attachment no.1 – County Councillor Report (Summary)

Councillor Keeling reported a particularly intense June, with prolonged hot weather affecting roads, farms, rivers and public services. Highways teams have been carrying out “dusting” treatments on major routes to prevent road surfaces softening in extreme heat, with road temperatures reaching around 60°C. He emphasised that climate change is now directly impacting highways maintenance, requiring stronger foundations, improved drainage and more resilient materials rather than reactive repairs. The £900m highways contract is being prepared for tender next year.

He continues to raise local defects with the Neighbourhood Highways Officer and encouraged parish councils to keep reporting issues online. He would like each parish to consider appointing a volunteer road warden trained to undertake minor repairs.

A major development is the proposal for a strategic mayoral authority for Devon, potentially with an election in May 2027. He supports genuine devolution that strengthens Devon's voice and secures long-term funding, while stressing that community-level decision-making must remain central.

The Government's Farming Roadmap 2050 was published, setting long-term direction for profitable, sustainable and resilient farming. He welcomed the commitment to stability and the recognition that food production and environmental recovery are complementary, but noted delivery must be accessible to smaller farms.

Devon's library service will expand access through Open Plus technology at 11 libraries from 2026–27, allowing registered users to enter outside staffed hours. Staffed hours will be retained.

Work has begun on a £20m extra care housing scheme in Cranbrook, providing 58 affordable homes for older people and adults with support needs. All homes will be for social rent.

His [Locality Budget](#) remains open, with high demand. Recent support includes funding free swimming lessons for 50 children from low-income families.

He thanked parish and town councils for their ongoing contributions and reminded members that road defects can be reported and tracked [online](#).

MPC Minutes 07.07.2026 Attachment no.2 – List of payments July 2026

Finance

To receive the Finance Report

On 30 June, the Accounts stood at:

Lloyds Current Account	£4,779.80
Lloyds Deposit Account	£0
CCLA Deposit Fund	£75,000.00

Standing Orders		Date Cleared
Moretonhampstead Development Trust Office Rent	£402.17	01/06/2026
EE Limited	£18.14	01/06/2026
BT Telephone and Broadband	£40.74	15/06/2026

Direct Debit		
Microsoft 365 subscription	£12.10	25/06/2026

Mandatory Payments		
Staffing payments (Salary, pension and quarterly HMRC)	£3,046.70	30/06/2026

Card Payments		
HP Post Warranty (Laptop)	£87.60	05/06/2026
Start Traffic LTD 'Business Open As Usual' Signs	£163.78	11/06/2026
Amazon Office Fan	£64.99	24/06/2026

Income		
CCLA Interest	£197.47	02/06/2026
Parish Hall Payment received in error	£60.00	01/06/2026
Memorial Payments	£96.00	Various
Christmas Stall Payment (2025)	£10.00	16/06/2026

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>June Room Hire x2</i>	EX5	Local Government Act 1972 s111	£30.00	£30.00
Bank Transfer	Teign Valley Nursery LTD <i>Court Street basket refills</i>	EX6	Open Spaces Act 1906 s10	£325.00	£390.00
Bank Transfer	Moretonhampstead Parish Hall <i>Refund Payment received in error (01/06/26)</i>	EX4	Local Government Act 1972 s111	£60.00	£60.00
Bank Transfer	BNC Electrical Contractors <i>Toilet Electrical Check</i>	EX15	Local Government Act 1972 s111	£142.00	£170.40
Bank Transfer	S Parkin <i>Mileage & Parking</i> <i>Toilet Key Cutting & Mileage</i>	EX11 EX15	Local Government (FP) Act 1962 s5	£114.50 £27.05	£114.50 £27.05
Bank Transfer	Flagmakers <i>War Memorial Flag</i>	EX6	Local Government Act 1972 s111	£73.88	£88.66
Bank Transfer	A R Rural Solutions Churchyard grass cut (16/06) Sentry, Pound & Henge (15/05) Verge Grass Cut (6/07)	EXCEM1 EX6	Open Spaces Act 1906 s10	£550.00 £300.00 £360.00	£550.00 £300.00 £360.00