

# DRAFT

Minutes of a meeting of the **BUCKLAND MONACHORUM PARISH COUNCIL** held at **BUCKLAND MONACHORUM VILLAGE HALL (COMMITTEE ROOM)** on **TUESDAY** the **27<sup>th</sup> FEBRUARY 2018** at **7.30pm**

**Present:** Cllrs L Wood (LW), V Bolitho (VB), S Challiss (SC), D Butland (DB), M Fowler (MF), S Hustler (SH), G Baird (GB), L Larkin (LL)

**In Attendance:** Mrs K Johns (Parish Clerk)

**47/18** **APOLOGIES FOR ABSENCE** were received from Cllrs Woollacott, Britton and Cheadle.

**48/18** **TO RECEIVE DECLARATION OF INTERESTS** None declared.

**49/18** **TO CONSIDER AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 23rd JANUARY 2018** The minutes to the meeting on 23rd January 2018 were approved without amendment.

**50/18** **TO CONSIDER AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON 23RD JANUARY AND 8<sup>TH</sup> FEBRUARY 2018**

The minutes of the Planning Committee meeting held on 26<sup>th</sup> January 2018 and 8<sup>th</sup> February 2018 were approved without amendment.

**51/18** **FINANCE**

The Clerk circulated a finance report to Members which included the recent bank reconciliation - **NOTED**. Cllr Wood checked the latest bank transaction information and signed the bank reconciliation.

i) The following receipts were **NOTED** since the last meeting;

<b>Details</b>	<b>Amount</b>
Reversal of Cheque 102378 - TTC	£637.20
Transfer Deed No.780	£50.00
Ex RoB pre-purchase A6-03	£600.00
Transfer V1-05	£100.00
Ex RoB pre-purchase A6-04	£600.00
Ex RoB pre-purchase A6-05	£850.00
D Carmichael - Field Rent Jan 2018	£100.00
Correction - Unpaid item charge	£15.00

ii) The following payments made since the last meeting were **AGREED**;

<b>Details</b>	<b>Ref.</b>	<b>Amount</b>
HSBC Bank Charge for reversal of Chq. 102378	DR	£15.00
J Jeffery - Drainage and ditching work. Invoice 49 - TAP funded	102380	£160.00
Perfect Pastures Yelverton Grass Cutting Dec 2017 - Invoice 2874	102381	£469.50

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Npower Service Charge Yelverton Roundabout	102382	£19.95
Tavistock Town Council Invoice SD4246 (Reissued cheque)	102383	£637.20
K Johns - Mth 10 Salary	102384	£851.66
K Johns - Admin Mth 10	102384	£159.91
HMRC - Emp & Emp'ee NI & Tax payment - Mth 11	102385	£86.39
R. Eggins - Invoice 2724	102386	£480.00
Morwhellam Sheds and Furniture 50% down payment for cemetery gates	102387	£958.29
Greenhills Tree Services - Inv. 3442 - Remedial works to cemetery western red cedars x4	102388	£540.00
Perfect Pastures Yelverton Grass Cutting Jan 2018 - Invoice: 2880	102389	£469.50

## 52/18 REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES (INCLUDES UPDATES ON WD TAP FUND PROJECTS)

Cllr Butland and Cllr\_Woollacott will represent the Parish Council at the next Southern Links meeting which is to be held on the 15<sup>th</sup> March 2018.

DB also reported that swailing will soon be starting on Roborough Down.

- i) **To seek agreement for TAP fund application for Crapstone Wetland Nature Reserve:** It was **AGREED** that an application for £2000.00 should be made by the Parish Council to the Town and Parish (TAP) Fund for equipment and works to start the works on the Wetland Nature Reserve at Crapstone Field. SH reported that they have had further feedback from Crapstone residents who have suggested that an all-weather tennis court would be beneficial in the field. They have also said that it would be good to move the football goal posts up the field from their current position because the lower part of the field is too wet.

## 53/18 BMPC COMMUNICATIONS (NEWSLETTERS, SOCIAL MEDIA, PRESS ARTICLES)

None to report.

## 54/18 HIGHWAY MATTERS AND REPORTS OF MINOR REPAIRS

LL & SH reiterated their point made at the last meeting, that Alley Hill in Milton Combe is becoming very dangerous due to the tarmac breaking up and said again that something must be done to address the problem. The point was discussed but it was felt that it was unlikely that anything would be done by DCC as it is not a primary road. RC has emailed John Doswell of DCC Highways and is currently awaiting a response. LL asked if RC could determine what DCC's strategy is with regard the repair of minor roads upon his return.

DB also raised a number of problems on the roads, these included 2 areas of the highway where hedges require trimming, one on the road from Windsorbeer to Denham Bridge and the other on Sunny Glen Corner in Buckland Monachorum. It was **AGREED** that KJ would report these items to DCC Highways.

KJ reported that they have received complaints again about the SAAB garage using the parking spaces at Yelverton Shops. It was **AGREED** that the clerk would follow up the problem with WDBC parking enforcement.

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Finally, KJ reported that they have been approached by a member of the public about the possibility of DCC providing additional parking at a turning space along Harrowbeer Lane. She has passed the request to RC to see if he can look at the issue and report back to the PC.

A request was made for KJ to circulate to members the link to the DCC Highways Report a Problem webpage to enable individual Councillors to report issues direct to DCC.

55/18

## **REPORT ON PARISH PATHS (P3) AND OTHER FOOTPATH MATTERS**

The builders for the development at Briar Tor, Yelverton attended the most recent Planning Committee meeting to provide an update on the installation of the footpaths. The installation of the footpaths is required by planning legislation as they form part of the development's Section 106 agreement. The builders have applied to DNPA for a variation of the agreement, which is essentially to remove the requirement to install the footpaths from the original planning permission. This is because they are finding agreement with the landowner to install the paths problematic with regard to cost. Additionally, an application to the Secretary of State must be made as the proposed footpaths are on common land.

They have reiterated that it is their every intention to install the footpaths and are currently seeking advice on the application to the Secretary of State and costs etc. Unfortunately, they said that should the footpath costs make the whole development unviable, then they will have no choice but to go ahead with the variation. The Planning Committee gave the builders various advice and they have now gone away to assess their options.

56/18

## **UPDATE FROM THE PARISH COUNCIL'S WEBSITE WORKING PARTY AND TO AGREE NEXT STEPS**

GB updated members that whilst a lot of progress has been made for a new website, the website developer has unfortunately had to pull out of the project due to other commitments. Sadly, this leaves the new PC website back on the drawing board. One good piece of news is that the developer has taken lots of photographs from around the Parish and has given the PC their permission to use them on their website. GB will report back once the working party have had a chance to decide what their next steps will be.

57/18

## **TO DISCUSS AND AGREE ADDITIONAL AREAS OF GRASS CUTTING WORKS TO BE UNDERTAKEN BY THE PC ON BEHALF OF DCC FOR 2018/19**

The PC has received the new grass cutting contract for the 2018/19 period from Devon County Highways. There are some new additional locations where grass must be cut. The areas are mainly around Yelverton roundabout, from the roundabout to Grange Road and along parts of Harrowbeer Lane. KJ told members that to undertake cutting of these areas would cost the PC an extra £480.00 per year and that the PC's existing contractor was able to do the additional work. She also said that the amount of grant the PC receives from DCC will increase in 2018/19 to £1392.00 from the previous years' figure of £641.00, therefore the additional cost will be covered by the grant monies. It was **AGREED** that the PC would undertake the additional areas of grass cutting throughout 2018/19 on behalf of DCC.

58/18

## **GENERAL PURPOSES**

- a) **To agree which contractor/s will be offered the 2018-21 Buckland Monachorum Grounds Maintenance and Hedge Cutting Contracts:** LW explained that the General Purposes Committee had sat the previous evening to look at the Tenders received for both contracts. There had been healthy interest in them both, which had resulted in five separate Tenders being received. Following a long discussion, she said that the Committee has recommended that the tender

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received by Mike Broughton is accepted. It was universally **AGREED** to offer both the Hedge Cutting and Grounds Maintenance contracts to Mike Broughton.

- b) **To agree works to the Hazel Hedge to rear of cemetery:** The PC has received two quotes to undertake the trimming works to the Hazel Hedge. One was over £1000.00 and the other was for £470.00. from Mike Broughton. It was **AGREED** to accept the quote from Mike Broughton.
- c) **Cemetery: Interments and Memorial Work:** There have been no interments since the last meeting, but 2 memorial deeds have been issued. KJ explained that following the safety testing of the memorials in the current cemetery, the PC has received a quote from E Pascoe and Sons for £480.00 to repair the 11 memorials identified as requiring works to ensure safety. Members **AGREED** to accept the quote. KJ will contact the company and get the works started.

KJ also explained that the PC has received a quote from Dartmoor Pest Control to remove the moles from the cemetery and playpark. The first quote for £190.00 was for a one-off treatment, the second for £370.00 was to treat all areas and to treat any further infestations over the following 12 months. It was **AGREED** to accept the quote for £370.00 to treat all affected areas for the next 12 months.

SC raised the issue about whether the Cemetery Extension should be referred to by a proper name now that it has been opened. It was **AGREED** in future to refer to it as the Top Cemetery from now on.

- d) **Play parks & Inspections:** SH has carried out the most recent inspection of the play park and reported a number of items which require attention as well as a second exit point to ensure safeguarding. The points were discussed and it was **AGREED** to hold a site meeting on the morning of 17<sup>th</sup> March at 0930 to look at each of them in detail and to determine the best solution.

59/18

## **TO AGREE NEXT WORKS ON CRAPSTONE FIELD WETLANDS PROJECT**

Following receipt of two reports from Plymouth Environment Action (Pea) and from Devon Wildlife Trust on the works required on the lower part of Crapstone Field to develop a wetland nature reserve, SC asked that members approve a £250.00 spend on 1 day of work to remove of brambles by Tavi Taskforce. Members **AGREED** to spend £250.00 on the removal of brambles.

60/18

## **CORRESPONDENCE AND COMMUNICATIONS FROM OTHER AGENCIES**

*All general correspondence this month via email has been forwarded to all Cllrs prior to the meeting.*

The PC has received an email from a parishioner about a few items they would like to see the council take action on. The first is that the bus shelter in Yelverton has stains over the plexi glass. KJ has spoken to the company who clean the bus shelter and asked if they can remove the stains, but unfortunately, they have been caused by some kind of solvent thrown at the glass and removal can only be done by replacing the glass. The matter was discussed and It was **AGREED** that the PC would not have the glass replaced due to the cost involved.

The second item was that they were complaining about the number of vehicles and trailers which are using the grass verge surrounding the roundabout for parking. This is because they are too large to park

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outside the shops and as a result were causing large ruts in the grass. Members discussed the item and felt that there was not much which could be done by the PC as the land is not owned by them but **AGREED** that KJ would pass the complaint onto the landowner to deal with.

The complainants final request had already been dealt with under the Highways section of the agenda.

**61/18**

## **ITEMS FOR THE NEXT AGENDA**

Feasibility for a Tennis Court on Crapstone Field (SH)

General Purposes Items: Gate for Top Cemetery, New direction signs for Cemetery Car Park and hutches for water point in Top Cemetery.

**62/18**

## **FUTURE MEETING DATES**

**Weds 14<sup>th</sup> Mar:** Planning Meeting at Buckland Monachorum Village Hall at 7.30pm

**Weds 27<sup>th</sup> Mar:** Planning meeting at 7.00pm at Buckland Monachorum Village Hall (Committee Room) followed by Full Council meeting at 7.30pm.

The meeting closed at 9.13pm