

MILTON ABBOT GROUPED PARISH COUNCIL

(Parishes of Milton Abbot, Chillaton, Dunterton and Bradstone)

To all Members of the Council

You are hereby summoned to attend a Meeting of Milton Abbot Grouped Parish Council on **Wednesday 7th December 2016, 7.30pm, at Marystowe Church Hall** for the purpose of transacting the business set out below.

Members of the public are welcome to attend.

E James

Emma James, Clerk to the Council
Wednesday 30th November 2016

A G E N D A

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Confirmation of the Minutes meeting held on 2nd November 2016**
4. **Open Session – Members of the Public may speak regarding parish matters**
5. **Planning**

2592/16/FUL Braemar House, Chillaton
New Dwelling

<http://www.westdevon.gov.uk/planningdetails?RefType=APPPlanCase&KeyNo=0&KeyText=162645>

The application was initially given consideration by the Council at a meeting on 5th October 2016 when it was agreed that further information would be required in order that proper evaluation of the proposal could be undertaken. The requested deferment of the determination of this application by WDBC was granted.

The applicant was requested to provide additional information regarding:

- i) The relative height of the proposed building compared with the height of nearby buildings, including those in Marlow Crescent, together with the height of the existing tree screens bounding the development site.
- ii) Revised exterior finishes to the building to reflect the character of those properties on either side.

In addition to the above, the applicant was also requested to review the submitted ecological study with the consultant concerned, to determine if it should be revised to take account of the presence of roosting/nesting barn owls and the potential for dormice to be present in the area where hazel trees grew. Although not discussed at the meeting, it was further requested that

the review should also establish if Japanese Knotweed is present on or adjacent to the site of the proposed development.

The Council is requested to consider the application and additional information submitted.

1579/16/FUL Lamber Hey, Milton Abbot

The Planning Committee will be meeting at 10am on Tuesday 13th December in order to consider the above application. It is suggested that it would be appropriate for a Cllr, preferably from Milton Abbot, to attend representing the Council and to speak on behalf of the local residents.

The Council is requested to consider the attendance of a Cllr.

Applications for Consideration:

3067/16/FUL Rock Farm Chillaton Chillaton PL16 0HU

Erection of an equestrian facility stable block for private use on lower paddock

<http://www.westdevon.gov.uk/planningdetails?RefType=APPPlanCase&KeyNo=0&KeyText=163120>

PA16/10746 Graystone Quarry Extension

<http://docs.planning.cornwall.gov.uk/rpp/index.asp?caseref=PA16/10746>

See Appendix A report and Map at Appendix Ai

Footpath Diversion Order for Consideration:

Footpath No 2, Milton Abbot

Proposal to divert part of the route of the footpath from the route labelled A-B-D to A-C-D, see Appendix B.

6. Progress Reports

To review and consider updates since the last meeting;

Felldownhead Road

Concerns about dangers to horses traversing Felldownhead Road, as raised at the last meeting of the Council by Cllr Pahlsson, in particular missing warning signs and stretches of the road identified to be potentially hazardous, had again been highlighted to Highways whose previous response was to replace the missing sign only.

The resulting response from Highways; *'as previously stated it is not our policy to place horse warning signs on the highway other than at a specified crossing point. We have however reinstated the aforementioned sign as a gesture of goodwill.'*

The Council is requested to consider any further response or action it wishes to take.

Asset Condition Review - Noticeboards

The recent condition review of the Council's assets highlighted the poor state of repairs of the noticeboards in both Chillaton and Milton Abbot.

Sydenham Damerel Parish Council purchased a single bay oak noticeboard, which holds three sheets of A4 paper, in January 2015 for £614.85 +VAT, this included posts and delivery. Today, a similar purchase for a noticeboard of this size, without the posts, would cost in the region of £573.00 +VAT.

This noticeboard is significantly smaller than the existing noticeboards the Council owns, which currently each hold approximately eight A4 sheets of paper. Similar, larger noticeboards, commence in price at around £1,000 +VAT each

Refurbishment of the noticeboards might be possible. Cllr's Asbridge and Pahlsson to report on any progress they have made regard this.

7. Financial Matters

Bank Reconciliation and 2016/17 Budget Review

Attached at Appendix C is a bank reconciliation and at Appendix D is the budget monitor, both dated 21st November 2016.

Payments

The Council is requested to authorise the below listed items for payment by BACS or Cheque:

- a) Hodgsons Accountants the sum of £72.00 (Inc. £12 VAT) for the payroll service, April to September 2016.

To note Clerk's pay on 30th November 2016, paid by BACS:

- Mrs E James - £136.38
- HMRC – £18.20

Donation Requests

Requests for a donation have been received recently from two charities:

- a) Ring and Ride: Tavistock and District Local Transport Partnership provides 'regular timetabled transport for people having problems using public transport'. The 'Ring & Ride' service operates daily on weekdays and includes Milton Abbot and Chillaton in the area covered. The service enables many people, who are often isolated, to meet others and do their weekly shop, etc.

The Partnership has requested the Parish Council to consider providing some financial support.

- b) Citizens Advice Bureau – 50 clients from Milton Ford Ward attended the offices of the bureau for advice during 2015/16 and they are requesting consideration of financial assistance.

The **Council is requested** to consider these requests

2017/18 Draft Budget and Precept

Further to discussion at the last meeting regarding the funding of Milton Abbot retaining wall monitoring from capital/earmarked funds rather than from the precept, the draft budget has been revised to take this into account. A small increase to account for inflation has been added to the grass cutting element as quotations are awaited. These changes have reduced the anticipated expenditure total by £250, the impact being a reduction of projected shortfall from £403 to £153.

The draft budget for 2017/18 does not take into account any repairs or replacement of either of the two noticeboards owned by the Council, which were deemed to be in a bad state of repair.

In order to meet the additional projected expenditure of £153 a precept increase of 3.75% would be required.

The **Council is requested** to consider the revised draft budget, see Appendix E. Final agreement of the budget and whether it wishes to meet the anticipated shortfall of £153 from reserves or if it wishes to increase the level of precept and, if so, by how much, will be required by no later than the meeting on 4th January 2017.

Bank Signatory Form

Cllr Hough to advise if the on-line banking forms have been completed.

The Pension Regulator

Under the Pensions Act 2008 all employers will be required to automatically enrol certain members of staff into a pension scheme.

The Council's staging (commencement) date is 1st October 2017. However, being an employer with only one employee who earns less than £192 p/w, the Council is classed as '*an employer who doesn't have to provide a pension now but still has duties to comply with*'. The duties include;

- Monitoring the ages and earning of staff, in case the requirement changes
- keeping accurate records

Between 1st October 2017 and 12 November 2017, the Council is required to write to its member of staff with a statement about the scheme, there are set letter templates on the Pension Regulators website for this. Following this, by 28th February 2018 there is a requirement for the Council to complete a declaration of compliance.

The first step is the confirmation of a contact person for the Pension Regulator, eg; someone within a Payroll Department, Director, or nominated person. Hodgsons Accountants would no doubt undertake this service alongside that of the Clerk's payroll, but there would be an additional fee. In order to provide the required information, the Clerk has submitted her contact details, but this can be amended at any time should the Council wish.

Due to the limited amount of work required and the additional costs that would be incurred by employing Hodgsons Accountants, or any other similar company, to undertake this service, **it is recommended that** the Council permits the Clerk to act as the contact and report to the Council tasks that need completing as they arise.

8. Joint Local Plan

Village Sustainability Assessment Framework

WDDB have released a framework for the assessment of the sustainability of smaller settlements in the Borough, after a consultation in which Cllr Asbridge was involved. He has already responded to WDDB on the following lines:

Chillaton

The village does have a building that was a pub as recently as 2014, but its future is very uncertain. However, it could be restored and function as a pub again. Could this qualify for 50% of the value of such a facility, in the circumstances?

Mobile phone reception is classified as limited. However, using the Ofcom coverage checker only Vodafone's coverage was described as mainly 'You may experience some problems', with some 'Reliable signal unlikely' in parts of the village. That is because there

is a booster box for Vodaphone in the village. With O2 and Three it's 'Reliable signal unlikely' and EE has 'Reliable signal unlikely' with a little 'You may experience some problems'. In practice, unless you're on Vodaphone, you can't make calls even outside. Should this be graded 'poor' rather than 'Limited'?

Chillaton is shown as having a commercial bus service, along with all other settlements. But those settlements include places like Bere Ferrers which has a service several times a day. Chillaton has a single return trip on only two days a week. Shouldn't Chillaton and other settlements with a similar service, that would not support journeys to work, be given a lower rating?

Milton Abbot

The same comments apply as regards the commercial bus service.

The views of the Council are requested.

9. Snow Warden Scheme

With winter now approaching, a review of arrangements for the snow warden scheme is appropriate. Currently the Snow Wardens are Cllr Cox, with the assistance of Cllr Anderson, for Milton Abbot and Jamie Rutherford in Chillaton, who has agreed to continue with the role this winter.

Salt supplies are currently stored in Chillaton with no supplies anywhere in Milton Abbot. In previous years the Snow Wardens have received notification of pending ice/snow, arranged for delivery of salt and coordination of its distribution around the area, for use by residents in public areas.

This year DCC will not be checking salt bins, but will fill the bins if they are reported as empty over the winter period. Additionally, bags of salt will be provided to parishes if required.

The Council is requested to consider:

- i) reviewing the current arrangements for carrying out the Snow Warden duties
- ii) checking the salt bins to establish whether any need filling
- iii) establishing if current supplies of bags of salt are sufficient

10. Milton Abbot Village Hall

A revaluation of rateable values has recently been carried out resulting in an increase of £3250 in the rateable value of the premises which are now £5100. It is not yet known how this will affect the business rates. Previously the management committee have secured a 100% rebate on the business rates due to their charitable and small business status. It is unknown if this will continue into the future and the management committee wish the Council to be aware of this increase.

11. Councillors' reports and items for future agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

12. Dates of future meetings

4 th January 2017	Marystowe Church Hall
1 st February 2017	Milton Abbot Village Hall
1 st March 2017	Milton Abbot Village Hall
5 th April 2017	Marystowe Church Hall
3 rd May 2017	Annual Parish Meeting for Chillaton in Marystowe Church Hall
4 th May 2017 (Thurs)	Annual Parish Meeting for Milton Abbot, Dunterton and Bradstone in Milton Abbot Village Hall followed by the Parish Council Annual and Ordinary Meetings

Note: All meetings are on Wednesdays at 7.30pm unless otherwise specified