

# MILTON ABBOT GROUPED PARISH COUNCIL

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

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To all Members of the Council

You are hereby summoned to attend a Meeting of Milton Abbot Grouped Parish Council on **Wednesday 5<sup>th</sup> July 2017, 7.30pm, at Milton Abbot Village 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 28<sup>th</sup> June 2017

## A G E N D A

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Confirmation of the Minutes of the meeting held on 7<sup>th</sup> June 2017**
4. **Open Session – Members of the Public may speak regarding parish matters**
5. **Urgent Action**

### Recruitment of Parish Clerk

i) Advertising the vacancy: Following the resignation of the Clerk, it was necessary to begin the recruitment process without delay. Previously this has included placing an advertisement in the Tavistock Times and the Clerk sought the concurrence of the Chair and Vice-chair to authorise such action. In the absence of the Vice-chair, it was not possible to utilise the Council's urgency procedure and the Chair then took it upon himself to place such an advertisement and pay the fee of £151.20 [£126 plus VAT].

The Parish Council is requested to consider whether or not it wishes to reimburse the Chair for this expenditure.

ii) Personnel Committee and Appointments Panel: The Parish Council did not confirm the delegation of various matters concerning staff to a Personnel Committee, when it reviewed its delegation arrangements at the last AGM. It is **recommended** that it now does so and that, as no requirement to amend its previous terms of reference has been identified, they also be confirmed.

The membership of the Committee was previously three councillors and the Council is recommended to determine who should be appointed and who should act as Chair. The Council should also determine who should be on the Appointments Panel that will consider any applications for the post.

## 6. Co-Option of Milton Abbot Councillor

Following the resignation of Chris Beighton a 'Notice of Vacancy' was published by WDBC on 13<sup>th</sup> June, giving members of the public fourteen working days in which to request a by-election, the minimum number of requests required being ten. On conclusion of this notice period, which ends on 4<sup>th</sup> July, WDBC will advise if a by-election is required to be held, or if the Council can co-opt a Councillor.

A verbal update to be given at the meeting by the Clerk.

## 7. Planning

Site Meeting to Note:

[0957/17/HHO](#) Elderberry Cottage, The Parade, Milton Abbot  
Householder application for an extension to the side of the dwelling

On 13<sup>th</sup> July notification was received from the Planning Committee that a site meeting was being held at 9.30am on 22<sup>nd</sup> June regarding the above planning application:

As the site meeting was prior to the next meeting of the Council, a Councillor was requested to attend the meeting on behalf of the Council. None were available to attend.

A decision of Conditional Approval has since been advised.

Decisions to note:

[0875/17/LBC](#) The Round House, Milton Abbot - **Conditional Approval**  
Listed Building Consent for installation of a through floor lift

[4184/16/CLE](#) The Greenhouse, Quarry Lodge, Chillaton - **Cert of Lawfulness (Existing) Refusal**

Application for lawful development certificate for existing use of building as an independent dwelling house

Applications for Consideration:

[1921/17/ARM](#) – Comment date 6<sup>th</sup> July 2017

Beeches Barn, Milton Abbot PL19 0QF

Reserved matters application for provision of a permanent farm house to accommodate an agricultural worker, following grant of outline permission 0540/16/OPA

[1930/17/FUL](#) - Comment Date 13<sup>th</sup> July 2017

Edgecumbe Road, Milton Abbot, PL19 0QH

Extension to existing building for extra storage for multipurpose agricultural use to contain horse stabling, sheep, tractor and machinery

## 8. Progress Reports

To review and consider updates since the last meeting;

Milton Abbot Retaining Wall

Two grant funding bids, each for 50% of the cost, had been submitted to the Community Fund and TAP Funding. The result of the Community Fund bid should be received in early July, however the TAP funding application would not be considered until the October Link Meeting. Neither of the applications would be considered retrospectively, therefore any appointed

contractor would not be able to commence work until after the TAP Funding bid result was known, if the Council wished to postpone the work until that time.

It had been established that a Road Closure order would be required to be made, the cost of which was £800, and would take approximately two months to obtain.

Quote No.	Road Closure Cost (£800) Included	£ +VAT	£ Including Road Closure Cost (+VAT)	Quote Expiry Date
1.	No	£ 5,440	£ 6,240	22 <sup>nd</sup> August 2017
2.	Yes	£ 5,386	£ 5,386	24 <sup>th</sup> July 2017

It has further been ascertained that the work could be undertaken over the winter months, but that it would be more difficult due to potential inclement weather conditions. The Contractors are unable to confirm that their quotes would be held until October due to possible increases in material and road closure costs should the project be delayed due to inclement weather.

The **Council is requested to consider** whether or not to award the contract, with a condition that work does not commence until the result of the TAP Funding Grant bid is known.

## 9. Financial Matters

### Bank Reconciliation and Budget Monitor

Attached at Appendix A is the bank reconciliation and Appendix B is the budget monitor for 2017/18, both dated 17<sup>th</sup> June 2017, for the consideration of the Council.

### Payments

To note Clerk's pay on 30<sup>th</sup> June 2017, paid by BACS:

- Mrs E James - £TBC
- HMRC – £TBC

### Chillaton Community Pub Steering Group - request for funding

As Cllr's are aware, the Group has used the Parish Council's bank account to hold funds earmarked for the valuation of the Chichester Arms and the registration of a company limited by guarantee at Companies House. The valuation has been carried out, but the registration of a company is no longer required. The remaining £60 held by the Council will be used to pay for the hire of Marystowe Church hall for public meetings. £45 has already been spent in this way and payment of this sum to Marystow PCC is now requested.

In the light of a positive response that raised pledges of financial support of over £50,000, the Steering Group is making progress with the definition of a specific proposal to put to local residents, regarding the overall cost of re-launching the Chichester Arms as a community pub.

A key element of that work will be the calculation of the cost of any essential repairs to the building and of its subsequent refurbishment. To do so will require a full structural survey, estimated to cost between £1,000 and £2,500. The Steering Group intends to become members of the Plunkett Foundation, a charity dedicated to the encouragement of rural businesses, and apply for a bursary to cover the cost of these initial expenses.

Annual membership of the Foundation costs £240, including VAT, and the Steering Group has requested the Parish Council give consideration to using part of the remaining funds identified for expenditure on Chillaton issues, to cover this cost. The Group makes this request on the basis that a community pub, aiming to provide as wide a range of facilities for local residents

as possible and increasing the marketability and value of homes within walking distance of it, represents a facility that would be of benefit to the great majority of villagers.

**The Parish Council is requested** to consider this proposal and to authorise payment of £45 to Marystowe PCC.

#### Bank Signatory Review

Removal of Chris Beighton as both an authorised signatory and from on-line banking has been requested.

Bank signatories now comprise of Cllr's Westcott, Brewer, Pahlsson and Hough, and on-line authorised users being Cllr's Westcott, Pahlsson and Hough. **The Council is requested** to consider if this arrangement is sufficient, or if a further Cllr's be appointed as both a signatory and on-link banking user to replace Chris Beighton.

### **10. Land of Light Festival**

This year the Land of Light Festival was held in a different area to the previous year, having been held on land at Wrixhill Farm on 2<sup>nd</sup> and 3<sup>rd</sup> June.

A complaint has been received from a parishioner regarding the level of noise until 1am on both days, for residents of Milton Abbot, and requesting a copy of research carried out prior to the festival about the impact the noise would have on nearby households.

The parishioner has been advised that the Parish Council does not have any input into the approval, or otherwise, of the necessary permits to run events such as these. Notification that the event was being held again this year was only received a week or so prior to it happening and were assured that all necessary permits had been obtained.

Any further comment that the Council can add would be appreciated by the parishioner, particularly with regards to any festivals that may be held in the future

### **11. Website Management**

A review of the management of the Council's website is required following the resignation of Chris Beighton.

Cllr Pahlsson has contacted Mr Jonathan Kelly, a website designer, who has indicated that he would take on this role as 'charitable work'. **It is recommended** that the Council accepts this offer.

### **12. 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.

### **13. Dates of future meetings**

#### 2017

2 <sup>nd</sup> August	Marystowe Church Hall
6 <sup>th</sup> September	Milton Abbot Village Hall
4 <sup>th</sup> October	Marystowe Church Hall

1<sup>st</sup> November Milton Abbot Village Hall  
6<sup>th</sup> December Marystowe Church Hall

2018

3<sup>rd</sup> January Milton Abbot Village Hall  
7<sup>th</sup> February Marystowe Church Hall  
7<sup>th</sup> March Milton Abbot Village Hall  
4<sup>th</sup> April Marystowe Church Hall

Annual Meetings

2<sup>nd</sup> May Milton Abbot, Dunterton and Bradstone - Milton Abbot Village Hall  
3<sup>rd</sup> May Chillaton - Marystowe Church Hall followed by the Parish Council Annual and Ordinary meetings

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