

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 September 2016 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

Thursday 1st September 2016

A G E N D A

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

0579/16/VAR Lamber Hey:

Mark Evans, the applicants agent, or the applicants Mr and Mrs Cleaver will be in attendance to answer any questions about the planning application from Councillors or members of the public. Tom French, Planning Officer has also been invited to attend the meeting.

Application:

2168/16/HHO Middle Edgumbe Barn, Edgumbe Road, Milton Abbot

Householder application for a front and side extension

www.westdevon.gov.uk/planningdetails?RefType=APPPlanCase&KeyText=162221

Decisions:

0634/16/FUL Youngcott Barn, Sydenham Damerel

Conversion of redundant barns to form a single residential dwelling with associated storage.

Conditional Approval

2373/16/ARC Tuell Farm Road from Tuell Cottages past Tuell Farm, Milton Abbot

Application for approval of details reserved by conditions 3 & 5 of granted planning consent

3110/15/HHO

Discharge of condition Approved

2375/16/ARC Tuell Farm Road from Tuell Cottages past Tuell Farm, Milton Abbot

Application for approval of details reserved by conditions 3 & 5 of granted Listed Building consent 3111/15/LBC

Discharge of condition Approved

Mine Eden, Chillaton:

A member of the public has been in contact with the Council with concerns about development at Mine Eden, Chillaton. The development consists of a summer house, or similar, on the bend known as Windwhistle Corner, the imminent widening/improvement of a gateway on this bend and the construction of a parking area nearby.

The information has been passed to the Planning Department to ensure that there have been no breaches of planning regulations and also to Highways regarding the access improvements.

6. Progress Reports

To review and consider updates since the last meeting;

Felldownhead Road

Highways have responded to an email in which details of an unofficial traffic count, recently undertaken on Felldownhead Road were included. The data showed vehicles traversing the road to be in excess of 500 on some days and Highways were asked to undertake an official traffic survey with a view to 'access only' signs and relevant traffic order being authorised. The response indicated that it was expected numbers would drop over the coming months now that the roadworks to the B3362 had been completed and they were unable to justify the funds for a survey.

It has since been ascertained that the number of vehicles using a road wouldn't be a deciding factor in influencing DCC's decision to close a road to through traffic and that any such traffic order would have to be made by DCC who, currently, would not support an application for 'access only' signs on Felldownhead Road stating *'Devon County Council consider that the current arrangements in place for this road are appropriate for its category and usage and actually exceed what would be introduced under current guidelines.'*

Simon Phillips went on to say *'The Parishes options are to accept the decision of Devon County Council in that the existing arrangements for the road are appropriate or to challenge this via the complaints process and ultimately through the Local Government Ombudsman.'*

The Council is requested to consider the best way forward and a verbal report from Cllr Phalsson.

Retaining wall, Milton Abbot

J Murrain has provided a verbal quotation of £60 for two treatments, approximately two weeks apart, of spraying to kill off the ivy and vegetation along the area of retaining wall currently causing concern. The quote has been accepted by the Clerk as previously authorised at Min No 49:16/17. J Murrain will provide a further quote for re-bedding of loose stones using a lime mortar once the vegetation has been cleared.

The quote from Peter Judd Building Surveyor, as discussed at Min No 49:16/17, has also been accepted. Monitoring work cannot commence until the vegetation has been cleared from the wall, anticipated to be October.

Joint Local Plan

To note that the Councils submission has been accepted as a valid response to the current consultation exercise. Any further developments will be reported at the meeting.

MACKPlan

The Council is requested to consider what further action to take regarding re-starting the MACKPlan process.

Risk Assessment

Following the annual review of the Council's Risk Assessment in May, some of the agreed actions have been completed as previously reported, the remainder are below;

1. *Make enquiries of all the operators of premises used by the Parish Council, to ensure that they comply with relevant health and safety legislation.*

Milton Abbot Village Hall have responded confirming that they are complying with relevant H&S regulations as per their last inspection, have Fire Safety certificates and insurance.

Marystowe Church Hall are in the process of reviewing their policy and will provide the Council with a copy in due course.

2. *Carry out a review of the Council's record keeping and produce proposals for the safe and efficient use of computer systems for internal communication and archives, particularly in respect to electronic records.*

- i) *Main passwords to systems such as the Clerk's email, to be held by the Chairman in case of emergency.*

A list of passwords has been drawn up by the Clerk, including website, email and Dropbox, and has been sealed in an envelope for holding by the Chairman. The information will be reviewed annually, in May, by the Clerk and has been added to the Council's annual business cycle.

DAAT

Details of the potential site in Chillaton owned by Mr & Mrs Torville have been sent to DAAT for initial evaluation and a response is awaited from Milton Abbot School regarding the possibility of utilising their field as a landing site.

7. Financial Matters

Bank Reconciliation and Budget

Attached at Appendix A is a bank reconciliation dated 18th July 2016 which is based on bank statements obtained on that date, at Appendix B is the Budget Monitor, also dated 28th August. The budget monitor includes all payments made to date.

Milton Abbot Village Hall

The Management Committee have written to the Council requesting financial assistance for repairs and maintenance of the hall. It is stated that they have recently re-decorated the Reading Room at a cost of £2,000, need to replace the external door and frame for which they have a quote, £1,257.94, and carryout external stonework repairs.

The Council is requested to consider the above request.

Payments and Bank Transfer

The Council is requested to authorise the below listed items for payment by BCS:

- a) Reimbursement of £11.99 to Cllr Beighton for the renewal of the mackplan.org.uk domain name

- b) Payment of £120 (Inc £20 VAT) to Grant Thornton for the external audit (see Item 8 for information)

To note Clerk's pay on 31st August 2016, paid by BACS:

- Mrs E James - £132.01
- HMRC – £17.20

As at 28th August 2016 the Current Account available balance, taking into account an un-cleared payment of £24, was £276.52. The payment amounts above, that the Council have been requested to consider authorising, including the Clerks salary, amount to £281.20. In order to prevent the account becoming overdrawn **the Council is requested** to approve the transfer of £200.00 to the Current Account from the Reserve Account. This amount will be sufficient to cover these payments and the Clerk's salary at the end of September. The second half of the precept is due to be paid into the Current Account at some point in September.

On-Line Banking

Cllr Phalsson has applied for on-line banking. Cllr Hough to complete signatory and on-line forms in due course.

8. Annual Return 2015/16

The Annual return for the year ended 31st March 2016, Appendix C, has been completed and returned by the auditor who has confirmed that in their opinion the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant and regulatory requirements have not been met.

An opinion note has been attached with regards to un-presented cheques which had been incorrectly recorded and will be restated in the next audit. This does not affect the overall opinion, as above.

Because the Council's payments in 2015/16 exceeded £10,000 a fee of £100 +VAT has been charged to the Council for the undertaking of the audit.

9. Area of Outstanding Natural Beauty (AONB) - Boundary Variation

MABRAKE are proposing to make an application to extend the Tamar Valley ANOB to include MAGPC and other local parishes under the Countryside and Rights of Way Act 2000. The extended ANOB area would be enclosed by the A30 and the old A30, Tavistock along the B3362 to Greystone Bridge, and Dartmoor National Park. The full proposal and a map detailing the area is at Appendix D.

Within the Tamar Valley AONB boundary areas of Cornwall Council, West Devon Borough Council and South Hams District Council are affected. These Local Authorities are responsible for the creation of planning policies that apply to the AONB.

The **Council is requested** to consider their response, bearing in mind that whilst this would subject the area to further planning restrictions it would provide enhanced protection against unwanted and inappropriate development.

10. Milton Abbot Play Area

The agreement between the Council and Milton Abbot Community Group (MAGC), to whom the land for the play area was sub-leased, dated 12th January 2012 requires that regular inspections of the play area are undertaken by MAGC and that a report detailing these is

provided to the Council on a quarterly basis. The last such report received by the Council was in November 2012.

It is recommended that the Council write to MACG to remind them of this obligation but rather than asking for each separate inspection to be forwarded, which had been undertaken on a weekly basis in 2012, a quarterly report detailing any issues might be more appropriate.

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

5 th October 2016*	Marystowe Church Hall
2 nd November 2016	Milton Abbot Village Hall
7 th December 2016*	Marystowe Church Hall
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 - Marystowe Church Hall
4 th May 2017 (Thursday)	Annual Parish Meeting for Milton Abbot, Dunterton and Bradstone in Milton Abbot Village Hall followed by the Parish Council Annual and Ordinary meetings

Note: Meetings dates followed by '' are additional meetings which may be cancelled if not required.
All meetings are on Wednesdays at 7.30pm unless otherwise specified*