

# 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 2<sup>nd</sup> August 2017, 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 26<sup>th</sup> July 2017

## A G E N D A

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Appointment of a Parish Clerk**

Before undertaking to discuss this item of business **the Council should determine** whether or not such discussion would be prejudicial to the public interest and if so, consider the exclusion of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2).

The Personnel Committee is responsible for various matters concerning employees of the Council including the following:

*Unless the Parish Council has already done so, establish an Appointments Panel comprised of three Councillor's, to approve a shortlist, interview candidates and make an appointment to any vacancy for a Parish Clerk and Responsible Finance Officer that has arisen.*

In fact, the Appointments panel was set up at the last Council meeting and comprised Cllrs Asbridge, Hough and Westcott. Due to unforeseen work commitments, Cllr Westcott was unable to take part in the interview process and at short notice Cllr Brewer was invited to attend in her place. The panel therefore did not consist of all the members appointed by the Council. It is therefore necessary for the Council to formally ratify the appointment of the candidate chosen by the interviewing panel.

## **4. Confirmation of the Minutes of the meeting held on 5<sup>th</sup> July 2017**

(i) Members of the public, including members of the Steering Group for the Chichester Arms, have expressed disappointment about the Council's resolution not to support the Group financially by contributing towards membership of the Plunkett Foundation. Former parish councillor Chris Beighton has also requested that further information, regarding the discussion leading to the decision, be included in the minutes.

The decision of the Parish Council was:

*The request by the group for funding from the Council to assist with the annual membership fee of £240, including VAT, to the Plunkett Foundation was discussed. Chillaton Cllr's in particular voiced concerns which included the long-term viability of the proposal. It was **resolved** not to support this project financially at this time.*

*[Councillor Howard Asbridge declared a financial interest in this matter and was not present when it was discussed or voted on at the Parish Council meeting.]*

The Council's Standing Orders [11(b)] state that draft minutes can only be amended to correct an inaccuracy and there has been no complaint that they are inaccurate. Unless any Cllrs do themselves consider that the minute is inaccurate and wish to move a motion to that effect, there is no further action the Parish Council can take regarding the minutes.

The concerns over the lack of support offered by the Council are addressed in item 7 below.

(ii) Subject to any decision arising from (i) above, to approve the Minutes of the meeting of the Council held on 5<sup>th</sup> July after amending Minute 046:17/18 (ii) to add the words 'and the Appointments Panel' to the resolution concerned, so as to read:

'It was further **agreed** that the Committee and the Appointments Panel would comprise of Cllr's Asbridge, Hough and Westcott.'

## **5. Open Session – Members of the Public may speak regarding parish matters**

## **6. Planning**

### Decisions to note:

[0957/17/HHO](#) - Conditional Approval

Elderberry Cottage, The Parade, Milton Abbot - Householder application for an extension to side of dwelling

### Application for consideration

[2323/17/LBC](#) - Comments by 3rd August

Listed Building Consent - Re-roofing works to existing farmhouse.  
Beera, Tavistock

[2417/17/HHO](#) – Comments by 17<sup>th</sup> August

Householder application for the erection of glazed sun room to rear  
Higher Westcott Road past Higher Westcott Brentor

## **7. Progress Reports**

To review and consider updates since the last meeting;

### Milton Abbot Retaining Wall

At the last meeting of the Council the following resolutions were made;

- i) *The Clerk contact the preferred contractor to advise them of this and, after discussing the merits of beginning work in either October 2017 or April 2018, agree a provisional start date that would be after the TAP fund applications have been determined and establish whether or not their quoted price would be held until this date.*

ii) *The contract be let subject to the concurrence of the Chair and Vice-Chair upon the satisfactory resolution of i) above.*

The preferred contractor, AC Worth, has been contacted, agreed that they would hold their quotation, subject to any additional work that may come to light during the work, and a tentative commencement date of 23<sup>rd</sup> October agreed.

With the concurrence of the Chair and Vice-Chair as at ii) above a letter accepting the quotation with the below conditions has been sent to AC Worth;

i) *That a provisional start date of 23rd October has been set, to be reviewed nearer that date.*

ii) *That your quotation of £5386 plus VAT is for the works specified in a letter to you from the Parish Council dated 27<sup>th</sup> March 2017, together with any costs you may incur arising from any need to close the road.*

iii) *Should it be discovered, on or after commencement, that additional work to that quoted for is required, that work will not begin unless the Parish Council has agreed the extra cost involved. The Council will make arrangements to give urgent consideration to any estimate for such work, should the need arise.*

Should any additional work be required to the wall as in iii) above, a decision on how to proceed is likely be of an urgent nature. Therefore, **the Council is requested** to consider delegating any such decision to the Clerk, subject to the concurrence of the Chair and Vice-Chair.

#### MACKPlan

To note that 470 copies of the residents questionnaire have been distributed to homes in the MACKPlan area and an on-line survey of local businesses has been created. The initial level of response has been encouraging, but Cllrs are requested to encourage as many residents as possible to complete and return their questionnaires by 4<sup>th</sup> September.

### **8. Chillaton Community Pub Steering Group - request for funding**

The main concern of the complainants referred to in Item 3 above is that the Council's decision conflicts with the views of a significant number of local residents, who attended two public meetings and completed an online survey. Whilst it would usually be the case that the Council would offer encouragement to any community initiative aimed at improving local facilities, it does of course also need to have regard to the viability of any particular project for which financial support is requested.

Standing Order 7 does not permit the reversal of a decision within six months of the date that it was originally taken, unless at least three Cllrs have given notice of a motion to do so. However, in this case, the decision was not to provide financial support *at this time*. As this allows for the possibility of further consideration being given to this issue *at another time* and as, in the Chair's view, it is not in the Parish Council's interest to have any discord between it and local residents if it can be avoided, he has given notice under Standing Order 8, of the following motion:

*That, in view of the concerns expressed by some local residents, the Chair of the Community Pub Steering Group be invited to attend the meeting of the Parish Council to be held on 4<sup>th</sup> October, to inform the Council of progress to date, so that it may determine whether or not it would then be appropriate to support the project in the way previously requested.*

If this motion is seconded at the meeting, it will then be discussed.

## 9. Car Parking in Chillaton

At the last meeting Cllr Westcott raised concerns over the regular parking of a resident's car on the hatched markings that create a pedestrian refuge near to the bridge in the centre of Chillaton. Cllr Asbridge undertook to discuss the matter with the person concerned. The current position will be reported at the meeting.

## 10. 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

Consideration of approval of the following payments:

- Cllr Asbridge – MACKPlan expenses - £TBC
- JS Murrain – Grass cutting and strimming of Milton Abbot play area - £288
- Clerks expenses – MACKPlan postage charges - £3.00

To note Clerk's pay on 31<sup>st</sup> July 2017, paid by BACS:

- Clerk - £TBC
- HMRC – £TBC

## 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

### 2017

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*