

# 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 4<sup>th</sup> January 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 28<sup>th</sup> December 2016

## 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> December 2016**
- 4. Open Session – Members of the Public may speak regarding parish matters**
- 5. Area of Outstanding Natural Beauty (AONB) - Boundary Variation Proposal**

At the last meeting of the Council it was agreed to contact MABRAKE advising that the Council was not opposed to the idea in principle of the inclusion of the parish in the Tamar Valley AONB, but that a better understanding of the day to day implications and restrictions, in particular with regards to planning applications for both private dwellings, businesses and farming, would be useful. MABRAKE were also requested to provide details of responses they had received so far from other interested parties.

Chris Burchell, MABRAKE Chairman, will be attending the meeting to provide further information and answer any questions the Council may have regarding this proposal.

## **6. Planning**

1579/16/VAR Lamber Hey, Milton Abbot

A site meeting, as arranged by the Planning Committee, was held on 13<sup>th</sup> December to which Cllr Hough attended on behalf of the Council. The Planning Committee will be meeting again in order to further consider the application at 10am on Tuesday 10<sup>th</sup> January.

The Council may be permitted to send a representative and is **therefore requested** to consider the attendance of a Cllr in this event that this is the case.

Appeal to Note:

APP/Q1153/D/16/3162022 - [2168/16/HHO](#) Middle Edgumbe Barn, Milton Abbot

A decision to support the application for a front and side extension to the above property was agreed by the Council at its meeting on 7<sup>th</sup> September 2016. Subsequently the application was refused by WDBC, the grounds being:

*'The proposal is an insensitive extension to an existing barn conversion, in both design and materials. The proposal would result in domestic addition and alteration, which detracts from the original traditional character and appearance of the barn contrary to Local Plan Policy RB1 and RB2.'*

An appeal against the decision has been lodged by the applicant.

Application - for information only

[4018/16/AGR](#) - North Ground, Milton Abbot

Application for prior notification of agricultural or forestry development - proposed building.

Decision

[2592/16/FUL](#) - Braemer House Chillaton - Conditional Approval

## 7. Progress Reports

To review and consider updates since the last meeting;

Felldownhead Road

Cllr Edmonds (WDBC) agreed at the last meeting of the Council to support its request that two horse warning signs be placed through the 'S bends' of Felldownhead Road. A verbal update to be provided by Cllr Edmonds for consideration of the Council.

Noticeboard – Milton Abbot

At the last meeting, the Council was advised of quotes for the provision of new noticeboards. A much smaller noticeboard purchased by Milton Damerel Parish Council in January 2015 cost £573 +VAT and noticeboards similar in size to those already owned by the Council, costing at least £1,000 +VAT.

Such costs were not considered to be appropriate and the Chair offered to obtain a quotation from Mark Cousins for the repair of the existing noticeboard in Milton Abbot. Having received a quote of less than £120 for having the timber stripped and re-treated, new hinges provided and made sound, the Chair agreed that this work should go ahead and the refurbished board should be erected by the New Year.

Whilst this work will achieve the desired result at considerably less cost than the provision of a new noticeboard, the Clerk has reminded the Chair that individual councillors are not able to take action on behalf of the Council. The Council had not agreed to commit expenditure to this project and there is no estimate provision for the cost involved. Whilst councillors will no doubt appreciate the value for money achieved and the efficient way in which this work has been carried out, it is necessary to regularise the situation. The Clerk therefore **recommends**:

- i) That approval be given for the refurbishment of the noticeboard at Milton Abbot by Mark Cousins at a cost not exceeding £120, the cost to be met from within the 2016/17 revenue budget, with any resulting shortfall to be funded from the unallocated reserves.
- ii) That all councillors should note that any action by individual Cllr's, which has not been previously authorised by the Council, is forbidden under the provisions of the Local Government Act 1972. 'Action' includes any executive process or the making of statements on behalf of the Parish Council.

### Retaining Wall, Milton Abbot

At the last meeting of the Council the Clerk was authorised to carry out the following actions:

- i) *J Murrain be instructed not to undertake further removal of vegetation from the wall*
- ii) *Movement monitoring of the wall to be cancelled*
- iii) *Recent photos, to be taken by Cllr Hough, and forwarded to Building Control for their updated thoughts regarding the stability of the wall*
- iv) *Quotations to be sought for a structural survey to be undertaken*
- v) *Pre-advice planning application for repair work to the wall to be submitted*

Actions i) to iv) have been completed, details of quotations for the structural survey, are attached in Appendix A. Action v), the submission of a pre-advice planning application, is in progress.

Devon Building Control (DBC) have provided a further report, dated 12<sup>th</sup> December;

*'I have had a further look at the wall since your email on Friday, it is clear that the wall is in a very poor state of repair and is leaning considerably.*

*I feel that the situation requires more than monitoring and that a structural survey may now be a more appropriate way for you to proceed.*

*This will also give you a clear indication of the works that are required to make the wall safe for the public, and to protect the public, this should be carried out as soon as is practicable.'*

Devon Highways have been informed of the comments from DBC so that they are can take appropriate action to prevent people or vehicles passing near to the wall, should they feel it necessary.

The **Council is requested** to consider the report from Devon Building Control, the quotations from Structural Engineers for a survey of the wall, and to agree the best way forward.

### BT Payphone Kiosk Removal Consultation – Milton Abbot

At the Council meeting in November it was resolved to object to the removal of the kiosk, commenting that *'although only one call had been made from the kiosk, it was pointed out that this could have been, or could in the future be a lifesaving call'*.

The Locality Manager from SHDC and WDBC has confirmed that they will be objecting to the removal of the kiosk on the grounds that the area is an accident blackspot; there has been one fatality in the area. The final decision will be made by BT in due course.

## **8. Financial Matters**

### Bank Reconciliation and 2016/17 Budget Monitor

Attached at Appendix B is a bank reconciliation and at Appendix C is the budget monitor, both dated 21<sup>st</sup> December 2016.

### Payments

To note Clerk's pay on 30<sup>th</sup> December 2016, paid by BACS earlier in the month:

- Mrs E James - £136.18
- HMRC – £18.40

### 2017/18 Draft Budget and Precept

A draft budget for 2017/18, revised since the last meeting, is contained in Appendix D. The **Council is requested** to determine whether or not this meets their requirements for the coming financial year. The amount of Council Tax Support grant the Council will be allocated has been reduced by 8.6%, from £163 to £149. It has been confirmed that precept capping limits will not be extended to town and parish councils in 2017/18, but that the proposal will be kept under review.

Grass cutting has increased by almost £50 and a 5% increase has been added to relevant services charges to take account for inflation. Taking these figures, along with several other additional items of proposed expenditure into account, the current level of precept would be insufficient to balance expenditure next year.

The **Council is requested** to consider whether it wishes to meet the anticipated shortfall of £244.70 from reserves or if it wishes to increase the level of precept and, if so, by how much.

An increase of 6% will generate an additional income of £255 which will be sufficient to balance anticipated expenditure with income, and a surplus of just under £10. The tax base on which the figures are calculated has increased by 4.21 properties. This means that an overall increase of 6% on the precept will result in a 4.8% increase on a Band D property, which equates to an additional £0.58 p/year or £0.05 p/month.

## **9. Grass Cutting Contract**

Quotes from two of the three contractors contacted have been received for cutting the grass in Milton Abbot between April and October 2016 on a fortnightly basis, with weed killer applications applied during that timeframe. The quotes being £642 and £650. The cheapest quotation is from JS Murrain, the current contractor, an increase of £42 from this current financial year. **It is recommended** that the Council accepts the quotation from JS Murrain.

## **10. Community Enhancement Fund 2016/17**

Devon Highways have recently announced a new fund, the Community Enhancement Fund. The fund is available to groups within Devon, including town and parish councils, and is particularly aimed at supplementing Community Self Help and Road Warden Schemes where the purchase of equipment or materials is unobtainable.

Funding can be applied for at any time of the year, match funding, which can be in the form of the provision of volunteer labour, income from fundraising or grant funding would be looked upon favourably. Priority will be given to providing funding for those who have signed up to Self Help or Road Warden Schemes. At this time it is unclear if this fund will continue into the next financial year.

Examples of the types of things that may be funded are; personal protective equipment, contractor costs, materials, tools, road closures, and training costs.

### Road Warden/Community Self Help Schemes

The schemes enable communities to carry out work within the vicinity of the highway. Volunteers working within the Road Warden scheme are required to undergo Chapter 8 training, which is currently provided by Devon Highways free of charge. Materials, tools and personal protective equipment is required to be provided by the council.

Road Wardens are a communication link between the parish and the County Council. They are responsible for co-ordinating works carried out under the scheme and the completion of risk assessments.

What works can be undertaken through the scheme?

- clearing weeds
- cleaning signs
- cleaning gully gratings
- cutting grass
- repairing finger posts
- cutting hedges
- road closures for special events
- ecological, geological and historical surveys
- pot hole repair

Devon County Council will cover the public liability aspect of insurance for voluntary maintenance work undertaken on or in the area of the public highway or footway, providing that it is undertaken in a safe manner according to Devon County Councils advice. Other forms of insurance cover for maintenance activities are undertaken at the volunteer's own risk, or they must provide their own insurance cover. For example, injury to the volunteer, their property or vehicle would not be covered.

## 11. Meeting Dates 2017/18

Currently the Council meets on the first Wednesday of each month. **It is recommended** that the Council continue this schedule through 2017/18, alternating between meeting in Milton Abbot Village Hall and Marystowe Church Hall.

Should the Council accept this recommendation it is **further recommended** that the Annual Meetings take place as below;

Wednesday 2<sup>nd</sup> May 2018     Milton Abbot Village Hall  
Milton Abbot, Dunterton and Bradstone Parish Meeting

Thursday 3<sup>rd</sup> May 2018     Marystowe Church Hall  
Chillaton Parish Meeting followed by the Council Annual and Ordinary Meetings

## 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

1<sup>st</sup> February 2017     Milton Abbot Village Hall  
1<sup>st</sup> March 2017     Milton Abbot Village Hall  
5<sup>th</sup> April 2017     Marystowe Church Hall  
3<sup>rd</sup> May 2017     Annual Parish Meeting for Chillaton in Marystowe Church Hall  
4<sup>th</sup> 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*