

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 6th September 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.

S Honey

Shane Honey, Clerk to the Council
Thursday 31st August 2017

A G E N D A

1. Apologies for Absence

Magnus Pahlsson, Howard Asbridge

2. Declarations of Interest

3. Appointment of a Parish Councillor

Under Rule 8 of the Local Elections (Parishes and Communities) Rule 1986, the Council is now able to fill the casual vacancy by co-option and will consider applications received by the closing date of 4th September.

At the time of the dispatch of this agenda, the only person seeking co-option to the Council was Ms Julie Barkwill, who has satisfied the statutory requirements of anyone seeking to become a parish councillor by co-option.

4. Confirmation of the Minutes of the meeting held on 2nd August 2017

5. Open Session - Members of the Public may speak regarding parish matters

6. Planning

Decisions to note:

1921/17/ARM Beeches Barn Milton Abbot Devon - Conditional Approval
Reserved matters application for provision of a permanent farm house to accommodate an agricultural worker, following grant of outline permission

2551/17/ARC Approval of Details Reserved by Conditions (discharge) Approval of details reserved by condition number 5 (schedule of works for outbuilding) of planning consent
0957/17/HHO Elderberry Cottage, The Parade, Tavistock PL19 0NZ

2847/17/VAR

Application for variation of removal of condition 4 of planning consent 0254/17/FUL
Land at Edgecombe Road Milton Abbot (Bennett's barn)

3287/16/HHO

Householder application for demolition of existing outbuildings/extensions/work-shed and rebuild adjacent to house, a single storey conservatory to rear of house, single storey side extension, and new work-shed to be constructed within garden. Haye Park House, Chillaton.

7. Progress Reports

To review and consider updates since the last meeting;

Car Parking Chillaton

The current position will be reported at the meeting.

8. Proposed amalgamation of West Devon and South Hams Councils

West Devon councillors have unanimously passed recommendations from its Hub Committee to agree, in principle, to the formation of a single second-tier council for the West Devon and South Hams districts. The cost-cutting merger is due to the phasing out of the grant that they used to receive from the Government and will probably see the closure of the Borough Council's Kilworthy offices in Tavistock.

Cllrs Edmonds and Baldwin hope to attend this meeting to explain the proposal in more detail. Information provided by West Devon on the implications of this proposed merger has already been circulated to Cllrs.

9. Milton Abbot War Memorial

As part of a national programme to protect and preserve war memorials, Historic England is currently considering whether our war memorial has special architectural or historic interest or is in need of conservation or protection in some way and has asked the Council for its views.

Comments were due by the end of August 2017, but the Clerk has obtained a short extension of time so that the Council may consider what views it wishes to send to Historic England regarding this war memorial.

Any information or observations on the condition of the memorial, should now be received by 11th October.

10. Milton Abbot Retaining Wall

At its meeting on 5th October, the Link Committee will give consideration to the Council's request for TAP funding for half the cost of repairing the wall alongside Milton Abbot Church. The Council is requested to consider who should attend that meeting to support this request. Please note that the Chair will not be available to attend the meeting.

11. Milton Abbot Village Hall Booking Procedure

The Management Committee have found it necessary to amend their Hiring Procedure and the Hire Agreement for insurance purposes. The Standard Conditions of Hire have also been updated.

At present there is no definite list of key holders. In future Regular Users will be able to access the hall either by collecting the key from the Booking Secretary and returning it to her, or alternatively, a key safe is positioned near the door containing a key. Regular users will be given the key code which will change every three months along with the lock on the door. The new arrangements will be introduced with effect from the 1st August 2017. The Clerk has already been provided with the code for the first three months.

The Hirer must confirm that they have read and understood the Standard Conditions and complete the Hire Agreement. The Clerk considers that the changes made are acceptable and seeks authorisation to sign the agreement on behalf of the Council.

12. New Clerks training course for new Clerk

A "New Clerks" course, run by *Devon Communities Together* in Exeter; it is being held on Monday 13 November 2017 and costs £25 + VAT per person, plus travelling expenses. This course would be of benefit to the new Clerk who seeks permission to attend. There is a provision in the budget. An invoice will be raised after the course has been held.

13. The Pensions Regulator

Under the Pensions Act 2008 all employers are required to automatically enrol certain members of staff into a pension scheme; the Parish Council, however, having only one employee normally earning less than £192 per week, does not have to provide a pension but still has to comply by informing the Clerk (in writing) and by completing an online declaration of compliance by 28th February 2018. The staging (commencement) date for notifying the Clerk is 1st October 2017.

It is suggested that the Clerk be authorised to make the online declaration of compliance and the Chair should be authorised to issue any formal notification to the Clerk, as required by the Pensions Act.

14. 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 04 August 2017, for the consideration of the Council.

Payments

Consideration of approval of the following payments:

Mrs E James - MACKPlan expenses - £2.00
Cllr Asbridge – MACKPlan expenses - £16.80
Clerks expenses – postage charges – £8.78

To note Clerk's pay on 31st August 2017, paid by BACS:

- Clerk - £TBC
- HMRC – £TBC

15. 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.

16. Dates of future meetings

2017

4 th October	Marystowe Church Hall
1 st November	Milton Abbot Village Hall
6 th December	Marystowe Church Hall

2018

3 rd January	Milton Abbot Village Hall
7 th February	Marystowe Church Hall
7 th March	Milton Abbot Village Hall
4 th April	Marystowe Church Hall
Annual Meetings	
2 nd May	Milton Abbot, Dunterton and Bradstone - Milton Abbot Village Hall
3 rd 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