

Buckland Monachorum Parish Council

Minutes of the **Annual Meeting of BUCKLAND MONACHORUM PARISH COUNCIL** held
on **TUESDAY 28TH MAY 2024** at **7.00pm** at **Buckland Monachorum Village Hall**

Present: Cllrs Cheadle, Cunningham, Sheridan, Hart, Barid, Woollacott, Cornthwaite, West and Burnie

In Attendance: Katharine Griffiths (Parish Clerk) and two members of the public

The meeting was opened by Cllr M Sheridan (Chair).

147/24	To elect a Chairman and for them to sign the 'Declaration Acceptance of Office' book. Cllr Woollacott proposed that Cllr Cunningham be chair for the forth coming year. This was seconded by Cllr Cornthwaite and agreed by the council.
148/24	Apologies Apologies were received and accepted from Cllr Coulshaw.
149/24	To elect a Vice-chair. It was proposed by Cllr Cunningham that Cllr Baird be Vice-chair for the forth coming year, this was seconded by Cllr Cheadle and agreed by the council.
150/24	Declaration of Interests and Register of Interests No declarations of interests to record.
151/24	Appointment of Members to serve on committees/sub-committees. It was agreed that the members would remain the same on the committees. Cllr Sheridan requested to be on the finance committee this was agreed.
152/24	Appointment of representatives to other organisations. The representatives will remain the same.
153/24	Councillor Training. Councillors were reminded of the DALC training. They may need to register if they wished to undertake any of the training.
154/24	To consider and approve the minutes, of the following meetings: <ul style="list-style-type: none"> a) The parish council meeting held on 23rd April 2024 There were a couple of typos that will be corrected. Other than the minor amendments the minutes were accepted as a true record. b) The minutes of the annual parish meeting held on 27th April 2024 It was noted that the lack of attendance was disappointing. The item will be put on the Jan 25 agenda for consideration. Cllr Burnie wanted to thank Cllr Sheridan and Cheadle for their time and presentations. The presentations will be put onto the website. The minutes will be amended to reflect the councillors that attended otherwise the minutes were agreed.
155/24	To receive a report from the WDBC Cllrs for this ward Cllr Cheadle gave an update, as a general election has been called the council are in purdah, which limits what they can do. WDBC are looking for people to work at polling stations for the election, details can be found on the website.
156/24	To receive a report from the Devon County Councillor Not present.
157/24	Planning:


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	Application Number	Proposal	Council Decision																																
	WDBC 2357/23/VAR	READVERTISEMENT (Revised plans) Application for variation of condition 2 (approved plans) of planning consent 4005/16/FUL Site Address: Land East of Yelverton Business Park, Yelverton Business Park, Crapstone	Object																																
	DNPA 0194/24	Change of Use of existing guest house (Class C1) to a residential dwelling Class C3(a) and enlargement of garden area at Barnabas House, Harrowbeer Lane, Yelverton, PL20 6DY	Support																																
	WDBC 1329/24/VAR	Proposal: Variation of conditions 2 (approved drawings) & 3 (roof materials, fixtures & fittings) of planning consent 3874/23/HHO Site Address: Arranmore Buckland Monachorum, PL20 7NL	Neutral View																																
158/24	<p>Finance</p> <p>a) To agree the payments for May 2024 and note the receipts. The payments below were agreed, and the receipts noted. The clerk suggested that more councillors be added to the bank mandate for payments. This was agreed and Cllr Cunningham and Cllr Hart will be added. The councillors that have left will be removed as signatories.</p>																																		
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160/24	<p>b) To note the bank reconciliation and receipts. The bank reconciliation was noted along with the following receipts.</p>																																		

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161/24	<p>c) Receipts noted. Field Rent - Crapstone £110 VAT return - £6,846.09</p>
162/24	<p>Cemetery - £570</p> <p>To consider the renewal of insurance and agree provider. The quotes that had been obtained were considered and it was agreed to go with Zurich for a three year agreement. The clerk will ensure that the new play equipment can be added and the barn at Crapstone is insured.</p>
163/24	<p>End of year accounts 2023/24 sign off and to agree. Documents to be signed by the Chair. a) To approve the bank reconciliation for submission with the Annual Return 2023/24 This was agreed and signed. b) To approve the Annual Governance Statement (Section 1) of the Annual Return 2023/24 The document had previously been circulated and it was agreed and signed. c) To complete, approve and sign the Accounting Statements (Section 2) of the Annual Return 2023/24 The document had previously been circulated and it was agreed and signed.</p>
164/24	<p>Yelverton: Grounds Maintenance – any comments or issues to raise. Cllr Cornthwaite raised the issue that the areas where the daffodils are left to die down have not yet been cut and are looking unsightly, the grass has grown really long. The clerk will request that the all areas are cut next time including the daffodil areas.</p>
Buckland/Cemetery:	
165/24	<p>Grounds Maintenance. All seems to be fine at the moment.</p>
Playparks:	
166/24	<p>Buckland Monachorum Playpark Cllr Baird gave a brief update, a donation of £500 has been received from St Andrews School PTFA. An additional quote is being obtained for the swings.</p>
167/24	<p>Crapstone Playpark and recreational area update. Following a General Purposes meeting where all tenders were considered and scored it is recommended that the contractor for installing the new equipment be Green Scheme Ltd. This was resolved by the council. The deposit will be paid to them and the equipment ordered. The clerk will update with dates as soon as possible. It was noted that DCC Cllr Sanders has kindly offered a grant of £1000 towards the play equipment that the clerk has applied for.</p>
168/24	<p>Update, concerning the repair to Crapstone Field. There has been no response from Rob Harvey from HEG Services regarding the repair to the field. The clerk will send a hard copy of the letter.</p>
169/24	<p>Correspondence: Communication has been received by a resident of Seaton Way regarding tree work, the proposal was considered and was felt too extreme. The clerk will respond to the resident.</p>

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	<p>Cllr Sheridan has received an email concerning flooding in Cuxton Madows. It was felt that this was already being delt with by other bodies and the resident will be passed the relevant information.</p>
170/24	<p>BMPC Communications (newsletters, social media, press articles) The new website is www.bucklandmonachorum-pc.gov.uk Or follow the QR code: </p>
171/24	<p>Highway matters: any to be reported and updates. The clerk will arrange the meeting with the highways officer. The issue of pot holes on the road around Harrowbeer airfield was raised, Cllr Cheadle will make enquiries with Maristow Estate as to who is responsible. If there are any other issues that need to be dealt with please let the clerk know. Highway issues can be reported online at: https://www.devon.gov.uk/roadsandtransport/report-a-problem/</p>
172/24	<p>Items for the next agenda Please let the clerk have any items.</p>
173/24	<p>Future Meeting Dates: Wed 12th June Planning committee at 7.30pm followed Yelverton Memorial Hall Tuesday 25th June Planning Committee at 7.00pm followed by Full council meeting at 7.30pm Yelverton Memorial Hall. Wed 10th July Planning committee at 7.00pm followed by General Purposes at Clearbrook Village Hall. There will be no Finance Committee on the 10th July, this will be held as part of the Full Council meeting.</p>
	<p>Meeting finished at: 20.56</p>