

**UGBOROUGH PARISH COUNCIL MEETING**  
**Wednesday 13<sup>th</sup> December 2023 at 7.30pm**  
**Ugborough Village Hall**

**To all members of the Council**

You are hereby summoned to attend a meeting of Ugborough Parish Council to be held in Ugborough Village Hall at 7.30pm on Wednesday 13<sup>th</sup> December 2023.



Sally Smale, Clerk to the Council

Wednesday 6<sup>th</sup> December 2023

**Questions from the Public** – *After which the public may not speak. Ten minutes designated for public participation, with a member of public speaking for not more than 5 minutes (Standing Orders 3a,3b)*

**Reports from District & County Councillors**

**AGENDA**

**23.104 To accept apologies for absence**

**23.105 To note declarations of interest and consider granting dispensation requests**

**23.106 To confirm the Minutes of the Meetings held on the 8<sup>th</sup> November 2023, as previously circulated.**

**Matters arising:**

Bus shelter at Wrangaton

Bus shelter at the entrance to Bloor Estate

Light on Conduit update

**23.107 Planning**

**1. To consider the following applications:**

a) 0496/23 Prior Notification Demolition of 14 garages (Turners Park Group) Bittaford Wood Caravan Park, Bittaford, Ivybridge, PL21 0ET

b) 0499/23 Cladding to upper walls of existing house Mr Matthew Westmoreland Burrington House, Wrangaton, South Brent, Devon, TQ10 9HF

**2. To ratify the decisions made at the November Meeting:**

a) 3406/23/VAR Application for variation of condition 2 (approved drawings) & 10 (ecology) of planning consent 0228/20/FUL Earlscombe Farm Bittaford PL21 0LD

**No comments to make**

b) 3624/23/VPO Mr Mike Deaton - Devon County Council Education Application for modification of Section 106 Agreement on 57/2472/14/O and 2084/22/OPA Land At Sx 647 561 Filham Devon

**Support**

c) 3526/23/TCA T1: Magnolia Grandiflora - Crown reduction by 1mtr & lateral crown reduction by 1 metre on all sides back to branch thickness of 2.5 - 3.0cm. T2: Multi-stem fern leaf beech (Fagus) - Crown reduction by 1.0-1.5 metres & lateral reduction by 0.5-1.0 metres to all sides, thin crown by 5-10% to remove any dead or crossing/ rubbing branches 21 Lutterburn St. PL21 0NG

**Delegate to Cllr Ed Johns as Tree Warden**

**2. To note decisions made by SHDC and DNP**

a) 4254/20/FUL Springfield Filham PL21 0DN South Dartmoor Community Energy Proposed development of a redundant commercial nursery to provide 33 new low carbon and energy efficient dwellings for affordable rent. Landscaping works will provide communal areas and a playground as well as ecological features. Access will be provided from the main road with a main spine route running through the site. Springfield Cottage is to remain as current use but be a separate property entity with access from within the site.

**DECISION: Conditional Approval**

b) 3011/23/PAT National Grid Telecoms Ugborough Radio Station Forder Cross Ugborough PL21 0PF  
National Grid Electricity Distribution (South West) plc Application for prior notification of proposed development for installation of replacement radio equipment housing, a new generator measuring 1.9m x 1.01m x 1.662m (h), air conditioning units & ancillary development thereto by telecommunications code systems operators

**DECISION: Prior Approval Required and Given**

c) Mr & Mrs Matthews, Rockdale, Bittaford PL21 0EA  
Erection of detached garage, Rockdale, Bittaford, Ivybridge, PL21 0EA

**Conditional Approval****23.108 To receive an update on Ugborough West****23.109 Finance****1. To approve the following payments:**

Detail	Gross	VAT	Net
Clerk - expenses	71.13		71.13
Cutting Crew 1466	36.00	6.00	30.00
Cutting Crew 1465	79.20	13.20	66.00
Clerk salary (includes back pay)	775.27		775.27
Ashburton Instrument Company	228.00	38.00	190.00
Parish Online	264.00	44.00	220.00
J Widdicombe	422.40	70.40	352.00
Cutting Crew 1445	72.00	12.00	60.00
Cutting Crew 1444	158.40	26.40	132.00
Xmas Tree	50.00		50.00
DCC Pensions	281.03		281.03
J Widdicombe	752.40	125.40	627

**2. To note the receipts:**

DCC Grant for Play Area bench 750.00  
Burial Fees 155.00  
Savings account interest 206.33 and 231.45

**3. To receive the financial statement:**

TRANSACTIONS	
Lloyds Current Account (End Nov)	£26,431.47
Less uncleared payments	£3,189.83
Plus uncleared receipts	£0.00
Less Transfers not on Bank Statement	£0.00
Total	£23,241.64
CCLA Savings (End Oct.)	£50,835.96
<b>Total Funds</b>	<b>£74,077.60</b>

<b>Total uncommitted funds</b>	<b>£40,981.51</b>
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RESERVES	
P.3 grant	£979.98
Open space sport & recreation	£4,257.50
TAP: Community Education	£366.00
Dementia Awareness	£150.00
Community Highway equipment	£97.00
Community Lengthsman	£0.00
Post office disabled access	£112.00
Burial ground	£1,500.00
Climate Emergency Reserve	£5,000.00
Community Projects & Support*	£7,446.00
20 mph project	£13,000.00
Bittaford and Ugborough Planters	£187.61
<b>Total</b>	<b>£33,096.09</b>

**e) To consider the first draft of the budget for 2024-2025**

**f) To note the National Pay Award for the clerk back-dated to 1st April 2023 – increase of £1.00 per hour**

**g) To consider the quotation for a new .gov.uk website for UPC to comply with domain registry regulations**

Annual cost £385 ex vat. This would supersede the current subscription for domain+email and so is essentially a £165 uplift. The £385 would be a fixed annual subscription cost that includes everything we need.

*Community Projects: New Pre School building, Amenity green space (Ugborough village), Bittaford play park equipment and surfaces, Conduit repair and maintenance, Tidying village centres and planters, Grant towards community use of redundant WC buildings, Walking leaflets.*

### **23.110 Highways**

#### **1. 20mph scheme**

**a) To note the consultation results for the scheme in Ugborough Village submitted to DCC**

**b) To consider the request for the restriction to be introduced in Bittaford:**

*Are there any plans to campaign for further speed restrictions in the local area? The road outside the Langfords is particularly problematic in terms of safety and noise.*

**c) To consider the correspondence requesting it be considered for Beacon View (Private Road)**

### **23.111 Climate Emergency and sustainable Ugborough update**

**1. To consider the [duty of a public authority](#) to complete the first consideration of what action to take for biodiversity by 1 January 2024 and agree the way forward.**

**2. Update on the UPC Sustainability event on 23<sup>rd</sup> March**

### **23.112 Asset Management**

#### **1. Bittaford Play Park:**

**a) To consider the quotations for the removal of the shelter and make good of surfacing:**

£3,500, £1772, receipt of 3<sup>rd</sup> quote pending at publication of agenda.

**b) To consider the quotation from MS Contracting for undertaking UPC general maintenance work as and when needed:**

*Planned works per hour Within the hours of 8am and 5pm - £25.12 OOH (Out of Hours) between 5pm & 9pm = £38.66 Per Hour + £25 Mobilisation Fee Between 9pm & 8am = £59.45 Per hour + £50 Mobilisation Fee*

### **23.113 School Field update**

### **23.114 Correspondence received:**

#### **1. [Dartmoor National Park Housing Supplementary Planning Document](#)**

The Authority adopted the Housing SPD on 1st December 2023. The Housing SPD provides guidance to support the delivery of housing in Dartmoor National Park

### **23.115 To agree meeting dates for 2024:**

**Proposed: 2<sup>nd</sup> Wednesday of the month apart from June – Wednesday 19<sup>th</sup> and July – Wednesday 17<sup>th</sup>**

### **23.116 To receive reports on any meetings attended**