



BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
Tel: 01626 834217 • E-mail: info@boveytracey.gov.uk • www.boveytracey.gov.uk
Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

25th June 2018

Dear Councillor,

You are hereby summoned to attend a meeting of Bovey Tracey Town Council which will be held at the Baptist Church, Hind Street, Bovey Tracey on **Monday 2nd July 2018 at 7.00pm** for the purpose of transacting the business as set out on the agenda below.

Please Note:

Under 'The Openness of Local Government Bodies Regulations 2014' this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Town Clerk before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded within the minutes of the meeting.

There will be a period of prayer at 6.55pm prior to the meeting to which all are invited.

AGENDA

- FC.18/34** **Apologies for absence**
To receive apologies for inability to attend.
- FC.18/35** **Declarations of Interest and Requests for Dispensations**
To declare any disclosable pecuniary interests or any other interest which members may have in the following agenda items and consider any dispensation requests.
- FC.18/36** **Minutes**
To receive and resolve as a correct record the minutes of the annual Town Council meeting held on 8.5.18 (*copy enclosed).

The meeting will go out of session

- FC.18/37** **Report of the Chaplain to the Council**
To receive the report from the Chaplain to the Council
- FC.18/38** **Report of the Police**
To receive the Police Report

FC.18/39 **Questions and Statements by the Public**
In accordance with Standing Order 3F, the Town Mayor will invite Members of the Public present to ask questions or make statements. Please note: questions to be submitted in writing please, to arrive at the Council Office by 12 noon on the day of this meeting. A maximum period of 3 minutes will be permitted for any person wishing to ask a question, make a statement or give evidence to the Council.

FC.18/40 **County, District and Town Councillor Reports**
To **receive** reports from County, District and Town Ward Members

FC.18/41 **Reports of any outside bodies**
To **hear** reports of meetings of any outside bodies including those of which the member is the Council nominated representative:

Cllr Gribble – DALC Larger Councils
Cllr Gribble – Teignbridge Rural Aid Committee
Cllrs Evans & Leigh – TALC
Cllrs Ashby & Elphick – Bovey Tracey Heritage Trust
Cllrs Ashby, Bray & Kerswell – Bovey Tracey Exhibition Foundation Trust
Cllr Allen – Bovey Tracey Information Centre Trust
Cllr Leigh – Police & Crime Commissioner Council Advocate Scheme

The meeting will go back into session

FC.18/42 **Election of Sub-Committees:**
To **consider** the appointment of Members for 2018/19 to the following Sub-Committee (deferred from 8th May 2018): Appeals Committee

FC.18/43 **Recreation, Parks & Property (RP&P) Committee:**
i) To **receive and adopt** the minutes of the meeting held on 4.6.18 (**draft copy enclosed*) and to **consider** the following Committee recommendations/deferred matters.

ii) To **receive** a referred item (RP&P.18/32) for Full Council to **consider** a request for the creation of a mobile catering concession at Mill Marsh Park (**copy enclosed*).

iii) To **consider:**
a) Supporting the Bovey Tracey Plastic Free Community Project (RP&P.18/37).
b) Commit to reducing the use of single-use plastic.
c) To nominate Cllr Allen as representative on the Campaign.

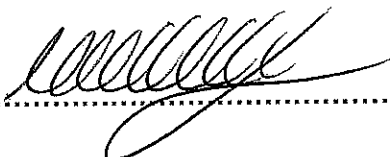
FC.18/44 **Finance, Resources & General Purposes (FR&GP) Committee:**
i) To **receive and adopt** the minutes of the meeting held on 18.6.18 (**draft copy enclosed*) and to **consider** the following recommendations:

ii) To **approve** the payment and receipt transactions between 1st April and 10th June 2018 (**copy enclosed*). (FR&GP.18/45)

iii) To **consider** making an application to the Secretary of State for borrowing approval (**see report enclosed*) for a Public Sector Work Loan to contribute towards capital costs for the Community Centre development . (FR&GP.18/50)

iv) To **receive** a referred item (FR&GP.18/52) for Full Council to **consider** a briefing paper from Cllr Evans.

- FC.18/45** **Planning Committee:**
 i) To **receive and adopt** the minutes of the meetings held on 21.5.18, 4.6.18 (**copies enclosed*) & 18.6.18 (**draft copy enclosed*) and to **consider** the following deferred matters.
- ii) To **receive** a referred item (PL.18/57) for Full Council to **consider** a request to start a Community Land Trust (**copy enclosed*).
- iii) To **receive** a referred item (PL.18/58) for Full Council to **consider** the draft response to the Settlement Boundary & Local Plan Review Issues Consultation (**copy enclosed*).
- FC.18/46** **The Town Mayor's Interests:**
 To **receive and note** the Town Mayor's engagements/announcements (**copy enclosed*).
- FC.18/47** **Merchant Navy Day – 3rd September 2018:**
 To **consider** participating in Merchant Navy Day on 3rd September 2018 by flying the Red Ensign flag on the Town Hall.
- FC.18/48** **Bovey Parish Neighbourhood Plan:**
 To **receive** a progress update at the meeting.
- FC.18/49** **Lloyds Bank – Branch Closure – Bovey Tracey:**
 To **receive** a copy of the Bank's response (**copy previously circulated*) and consider any further action as appropriate.
- FC.18/50** **Green Man Festival - 2019:**
 To **consider:**
 i) running the Festival again in 2019, and if so,
 ii) appointing a lead Councillor/event group to organise the event.

SIGNED.......... DATE.....*22/06/18*.....

M WELLS
 TOWN CLERK

**Copies of any correspondence circulated to Councillors with this agenda, which will be considered at this meeting.*

Reminder for Members:

- You must declare the nature of any disclosable pecuniary interests (under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.
- You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.
- Make sure you say what your interest is, as this has to be included in the minutes. (For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer').
- If your interest is a disclosable pecuniary interest, you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.

**THE ANNUAL MEETING OF BOVEY TRACEY TOWN COUNCIL HELD AT THE BAPTIST CHURCH
ON TUESDAY 8TH MAY 2018 AT 7PM.**

Present:

The Town Mayor, Cllr Mrs A J Kerswell*
The Deputy Town Mayor, Cllr Ms J H Blair

Cllr A Allen	Cllr G J Gribble**/*
Cllr U Arnold	Cllr E Kelly
Cllr R J Ashby	Cllr S P Leigh
Cllr R A Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr M Tregoning
Cllr M J Evans	

**County Cllr

*District Cllr

In attendance:

Mr M Wells – Town
Mrs L Warren
Rev K Hooke – Chaplain to the Council
Mr M Watson - Retiring Honorary Representative of the Lord of the Manor of Bovey Tracey for 2017/18
Mrs H Cowell – Newly elected Honorary Representative of the Lord of the Manor of Bovey Tracey for 2018/19
District Cllr Mrs S Morgan
One member of the press
Eighteen members of the public

The Retiring Town Mayor, Cllr Mrs Kerswell, invited the Reverend Kevin Hooke to lead prayers for those who wish to take part before the meeting opened.

Prior to the commencement of the meeting the Retiring Town Mayor, Cllr Mrs Kerswell, announced that Mrs Helen Cowell is the newly elected Honorary Representative of the Lord of the Manor of Bovey Tracey for 2018/19. She noted that Mrs Cowell is involved with several local organisations including the Tracey Troopers, Over 60s Club, Bovey Belles and the Activities Trust. She regularly arranges theatres trips and days out for local residents. Mr M Watson, the retiring Honorary Representative of the Lord of the Manor, presented the chain of office to Mrs Cowell.

Photographs were taken.

Four members of the public left the meeting at 7.05pm.

Cllr Mrs Kerswell, the retiring Town Mayor, opened the meeting. She advised that she had enjoyed her year in office and she thanked her fellow Councillors for their support.

AM.18/01. Election of the Town Mayor & Chairman of the Council for 2018/19:

Cllr Allen nominated Cllr Ms Blair as Town Mayor for 2018/19 and Cllr Ms Blair accepted nomination. The nomination was seconded by Cllr Gribble.

Resolved:

As there were no other nominations, Cllr Ms Blair was duly elected to serve as Town Mayor for 2018/19.

Cllr Ms Blair signed the Declaration of Acceptance of Office. Cllr Mrs Kerswell, the retiring Town Mayor, handed over the Chain of Office to Cllr Ms Blair.

Cllr Ms Blair thanked her fellow Councillors for electing her.

Photographs were taken.

Three members of the public left the meeting at 7.10pm.

AM.18/02. Election of Deputy Town Mayor for 2018/19:

Cllr Mrs Kerswell nominated Cllr Gribble as Deputy Town Mayor for 2018/19. Cllr Gribble accepted nomination. The nomination was seconded by Cllr Ms Richardson.

Resolved:

As there were no other nominations, Cllr Gribble was duly elected to serve as Deputy Town Mayor for 2018/19.

Cllr Gribble signed the Declaration of Acceptance of Office. Cllr Ms Blair, Town Mayor, handed over the Deputy Town Mayor's Chain of Office to Cllr Gribble.

Cllr Gribble thanked his fellow Councillors for the confidence placed in him.

Photographs were taken.

Seven members of the public left the meeting at 7.13pm.

AM.18/03. Apologies for absence

Cllr C W Robillard – Leave
PCSO Wilson – Leave

AM.18/04. Declarations of Interest and Requests for Dispensations

No interests declared.

AM.18/05. Minutes

The minutes of the Town Council meeting held on 19.3.18 (**copy previously circulated*) were confirmed as a true record and were duly signed by the Town Mayor.

AM.18/06. Election of Committees:

Members considered a timing change to the Programme of Meetings for 2018/19 as follows:

	<u>Current</u>	<u>Proposed</u>
Planning Committee	6.15pm	6.30pm
Recreation, Parks & Property Committee	7.00pm	7.15pm
Finance, Resources & Gen. Purposes Committee	7.00pm	7.15pm

Resolved:

To commence the Planning Committee meetings at 6.30pm and the Recreation, Parks & Property and Finance, Resources & General Purposes Committee meetings at 7.00pm or later if on the rising of the previous meeting.

Consideration was given to the appointment of Members for 2018/19 to the following Committees.

- a) Recreation, Parks and Property (RP&P) Committee.
- b) Finance, Resources and General Purposes (FR&GP) Committee.
- c) Planning Committee.

Resolved:

To make the following appointments:

- a) Recreation, Parks & Property (RP&P) Committee: Cllrs Ms Blair (Ex Officio), Allen, Arnold, Bray, Elphick, Kelly & Robillard.
- b) Finance, Resources & General Purposes (FR&GP) Committee: Cllrs Gribble (Ex Officio), Allen, Evans, Leigh, Richardson, Robillard & Tregoning.
- c) Planning Committee: Cllrs Ms Blair (Ex Officio), Arnold, Ashby, Bray, Evans, Kelly & Mrs Kerswell.

One member of the public left the meeting at 7.20pm.

AM.18/07. Election of Sub-Committees:

Consideration was given to the appointment of Members for 2018/19 to the following Sub-Committees:

Resolved:

To make the following appointments:

- a) Communications Sub-Group: Cllrs Allen, Arnold, Kelly, Leigh, Robillard plus the Town Mayor.
- b) Young Citizen of the Year: Cllrs Allen, Bray, Elphick plus the Town Mayor.
- c) Personnel Sub-Committee: Cllrs Elphick, Kelly, Leigh plus the Deputy Town Mayor.
- d) Appeals Committee. Deferred for consideration at the next Council Meeting.
- e) Section 106/CiL Committee: Cllrs Allen, Gribble, Kelly, Leigh plus the Town Mayor.
- f) Regeneration Committee: Cllrs Arnold, Bray, Elphick, Evans, Kelly, Leigh plus the Town Mayor.
- g) Community Centre Steering Group: Cllrs Allen, Ashby, Bray, Kelly plus the Town Mayor.

AM.18/08. Representatives on Outside Bodies:

Councillors were appointed to the following:

- a) Devon Association of Local Councils (DALC) – Cllr Gribble
- b) Teignbridge Association of Local Councils (TALC) – Cllrs Evans & Leigh
- c) Teignbridge Rural Aid Committee – Cllr Gribble
- d) Bovey Tracey Heritage Trust – Cllrs Ashby & Elphick
- e) Bovey Tracey Exhibition Foundation Trust – Cllrs Ashby, Bray & Kerswell
- f) Bovey Tracey Information Centre – Cllr Allen

The meeting went out of session

AM.18/09. Report of the Chaplain to the Council

Rev K Hooke, the Chaplain to the Council, advised that a united service will take place in the Gardening Club Show marquee on 19th August at 11am.

AM.18/10. Report of the Police

No report available.

AM.18/11. Questions and Statements by the Public

Rev K Hooke expressed his disappointment on the proposed closure of Lloyds Bank. He noted that many small businesses and charitable organisations rely on a local banking facility and he hoped that representations would be made to Lloyds Bank.

AM.18/12. County, District and Town Councillor Reports

DCC, TDC & Town Cllr Gribble advised that the vehicle activated speed sign is now in place on Le Molay-Littry Way. He noted that he had been involved in various meetings including school provision, health matters, Heritage Trust and Stover Canal. He will be attending New Park AGM.

District Cllr Mrs Kerswell advised that she attended regular TDC meetings. At a recent Overview & Scrutiny meeting an interesting presentation had been made regarding the challenges facing handicapped adults. She advised that the Indio planning application had been deferred. TDC planning officers will clarify the reasons for rejection at the May planning meeting.

District Cllr Morgan referred to the proposed closure of Lloyds Bank. She noted that the branch is usually busy and its closure will be a loss to the town. She advised that she had worked closely with Cllr Mrs Kerswell concerning the Indio planning application. She had attended the public meeting, arranged by developers, regarding proposed development at Dean Park.

Cllr Evans suggested it would be beneficial to have written reports from the DCC & TDC Councillors circulated prior to the Council meetings. It was agreed that this would be placed on the agenda of a future meeting for further discussion.

Cllr Leigh advised that he attended all regular and sub-committee meetings.

Cllr Kelly advised that he attended all regular and sub-committee meetings.

Cllr Elphick noted that a pothole on the A382 near to the junction of Battle Road has been repaired. He considers that the repair is unsatisfactory. It was agreed that the Town Clerk will report this to DCC Highways.

Cllr Allen referred to the annual Town Meeting and noted the success of the Young Citizen Award event. He referred to Bovey Futures meetings where discussions have taken place regarding the provision of a new school. He attended the Dean Park development meeting. He congratulated all those involved in arranging the Green Man Festival. He considers that the Neighbourhood Development Plan consultation has now entered a crucial period.

Cllr Bray advised that he attended all regular and Community Centre meetings.

Cllr Arnold referred to his membership of the Neighbourhood Development Plan (NDP) Steering Group and stated that he considers that it is important that the NDP is in place before TDC formalise the Local Plan. He noted his involvement with the Carnival, Christmas Lights Switch On event and the Green Man Festival which had all been enjoyable community events.

Cllr Mrs Kerswell attended a planning workshop at DNPA and the Dean Park development meeting.

Cllr Ms Blair attended regular meetings and the Neighbourhood Development Plan Steering Group meeting. She had also attended a settlement boundary workshop at TDC, the Dean Park consultation and assisted with Green Man Festival.

AM.18/13. Reports of any outside bodies

Cllr Gribble (DALC) advised that no recent meetings have taken place.

Cllr Gribble (Teignbridge Rural Aid Committee) advised that the meeting to distribute grants will take place on 18th July.

Cllr Leigh – TALC advised that three to four meetings take place each year. Informative presentations are made on various topics including budget setting, highways management and advocacy.

Cllr Ashby – Bovey Tracey Heritage Trust advised that the Trust is in need of more space and is considering the provision of a new building.

Cllr Blair – Bovey Tracey Exhibition Foundation Trust confirmed that there is nothing to report. The Trust meets twice a year.

The meeting returned to session

AM.18/14. Recreation, Parks & Property Committee (RP&P) Committee:

i) The minutes of the meeting held on 9.4.18 (**draft copy previously circulated*) were received and adopted.

Members considered the following recommendations from the RP&P Committee:

ii) Approval to use the Recreation Ground as a future night landing site by Devon Air Ambulance, subject to relevant permissions being obtained for the installation of a lighting column. (RP&P.18/19)

iii) Approval to exercise an extension for a short-term, as required, to the current leaseback arrangement at the Town Hall. (RP&P.18/26)

iv) Approval to proceed to Stage 2 of the tender process with the preferred contractor (Contractor A). (RP&P.18/26)

Resolved:

To approve the recommendations as set out in ii) to iv) above.

AM.18/15.

Finance, Resources & General Purposes (FR&GP) Committee:

i) The minutes of the meeting held on 23.4.18 (**draft copy previously circulated*) were received and adopted.

Members considered the following recommendations from the FR&GP Committee:

ii) To approve the payment and receipt transactions between 24th February and 31st March 2018 (**copy previously circulated*). (FR&GP.18/34)

Resolved:

To approve the payment and receipt transactions as set out above.

iii) To consider adopting the following policies/documents: (FR&GP.18/35)

- Data Audit Schedule
- Information Data Protection Policy
- Document Retention & Disposal Policy & list of documents for retention or disposal in Appendix A
- The Management of Transferable Data Policy
- Social Media Policy
- General Privacy Notice
- Subject Access Request (SAR) Policy & SAR Form
- Data Security Breach Reporting form
- Consent form

Resolved:

To adopt the policies/documents set out in iii) above.

iv) Members considered a referred item (FR&GP.18/38):

a) Joining the Council Advocate Scheme.

Resolved:

To join the Council Advocate Scheme.

b) Appointment of a Councillor representative.

Resolved:

To appoint Cllr Leigh as the Councillor representative.

v) To approve the annual governance statement for 2017/18 (section 1 of the annual return - **copy previously circulated*) and to confirm "yes" to questions 1 to 8 and "N/A" to question 9 (as considered at the Finance, Resources and General Purposes Committee meeting of 23rd April 2018) and to agree that this is now signed by the Chairman and the Town Clerk/RFO. (FR&GP.18/39)

Resolved:

To approve the annual governance statement for 2017/18 as set out in v) above.

AM.18/16. Planning Committee:

The minutes of the meetings held on 9.4.18 & 23.4.18* (**draft*) (**copies previously circulated*) were received and adopted.

AM.18/17. The Retiring Town Mayor's Interests:

The Retiring Town Mayor's engagements/announcements (**copy of engagements previously circulated*) were noted.

27 th March	Planning Workshop at Dartmoor National Park HQ
28 th March	Annual Town Meeting at Phoenix Hall
4 th April	Presentations at the Youth Café
7 th April	Local Organisations Community Event at Ashburton
12 th April	Official opening of Simpkins Edwards office at Pottery Road
13 th April	Bowling first wood of season for BT Bowls Club at the Recreation Ground
17 th April	Public consultation for Dean Park at Methodist Church Hall
21 st April	Official opening of Home Naturally in Fore Street
22 nd April	Civic Service at Teignmouth
27 th April	Town Mayor's Annual Dinner at Grey Gables
28 th April	Official opening of the Green Man Festival 2018 in Fore Street
29 th April	Laying of a poppy at the Heritage Centre, St John's Lane
8 th May	Annual Council Meeting at the Baptist Church

Cllr Mrs Kerswell advised that she had received a letter from Mrs Wendy Beard, widow of Tony Beard, stating that she had enjoyed taking part in the Green Man Festival.

AM.18/18. Annual Return 2017/18:

Members considered the following:

i) To note the annual Internal Audit Report from the Internal Auditor (**copy previously circulated*).

ii) To approve the accounting statements for 2017/18 (section 2 of the annual return -- **copy previously circulated*) and to agree that this is now signed by the Chairman and the Town Clerk/RFO.

iii) To approve the annual financial statement for year ended 31st March 2018 (**copy previously circulated*) as an accurate reflection of the financial position of the Council and its income and expenditure.

iv) To approve the year end bank reconciliation for 2017/18 (**copy previously circulated*).

Resolved:

To note the annual Internal Audit Report as set out in i) above. To approve the items set out in ii) to iv) above.

Cllr Gribble thanked the staff for their efforts.

AM.18/19. Newton Abbot to Heathfield Railway Revival Project:

A discussion took place regarding any necessary action following the presentation to the FR&GP Committee by the Project Chairman.

Resolved:

To support the the proposal and further discuss as necessary.

AM.18/20. Standing Orders:

Members considered the adoption of revised Standing Orders (**copy previously circulated*).

Resolved:

To adopt the revised Standing Orders.

AM.18/21. Lloyds Bank - Branch Closure – Bovey Tracey:

A discussion took place to consider any action following the recent announcement of the local branch closure (**copy of Closing Branch Review – Part 1 previously circulated*).

Resolved:

To write to the Bank expressing the Town Council's disappointment at the proposed closure and emphasising the negative impact this will have on residents and local businesses.

AM.18/22. Bovey Parish Neighbourhood Plan:

Cllr Kelly provided a progress update.

Cllr Allen advised that a memorial service for Mr Tony Pearce will take place at PPT Church on 21st May at 2pm.

The meeting closed at 8.30pm.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 21ST MAY 2018 AT 6.30PM

Present:

The Town Mayor, Cllr Ms J H Blair

Cllr U Arnold
Cllr R J Ashby
Cllr R A Bray

Cllr M J Evans
Cllr E Kelly
Cllr Mrs A J Kerswell*

**County Cllr
*District Cllr

In attendance:

Cllr G J Gribble**/*
Mr M Wells - Town Clerk

Cllr Ms Blair, the Town Mayor, opened the meeting.

Interests: Ref. PL.18/43h 17/01821/MAJ (Amended plans). It was noted that on 4th September 2017 a dispensation was granted (see minutes) enabling Councillors to speak and vote on this application up to the end of term of office. Cllr Arnold declared an interest in PL.18/43j.

PL.18/39 Election of Chairman of the Planning Committee for 2018/19:

Cllr Ms Blair nominated Cllr Evans as Chairman of the Planning Committee for 2018/19 and Cllr Evans accepted nomination. The nomination was seconded by Cllr Kelly.

Resolved:

As there were no other nominations, Cllr Evans was duly elected to serve as Chairman of the Planning Committee for 2018/19.

The remainder of the meeting was chaired by Cllr Evans.

PL.18/40 Election of Vice-Chairman of the Planning Committee for 2018/19:

Cllr Evans nominated Cllr Ms Blair as Vice-Chairman of the Planning Committee for 2018/19 and Cllr Ms Blair accepted nomination. The nomination was seconded by Cllr Bray.

Resolved:

As there were no other nominations, Cllr Ms Blair was duly elected to serve as Vice-Chairman of the Planning Committee for 2018/19.

PL.18/41 Apologies for absence: None.

**Public Participation: No members of the public present.

PL.18/42 Minutes:

The minutes of the meeting of 23rd April 2018 (**copy previously circulated*) were confirmed as a correct record and were approved.

Cllr Arnold joined the meeting at 6.34pm.

PL.18/43 Consideration of Planning Applications:

DNPA Applications listed to 13.4.18: None

TDC Applications listed to 20.4.18:

- a) 18/00535/FUL Erection of boundary fencing and trellis and lean-to side extension at Doniford, Station Road.
Observations: No objection.

Cllr Gribble left the meeting at 6.40pm.

- b) 18/00794/NPA Application for Prior Approval under Part 3 Class Q (a) and (b) and paragraph W of the GDPO change of use of agricultural building to a dwelling at Little Bradley.
Observations: The Town Council does not support this application as the site is outside the settlement boundary in the open countryside and there is no supporting need for the development.
- c) 18/00826/VAR Variation of condition 2 on planning 16/01720/FUL to vary internal floor plan and elevations and include a new sunroom extension to the east elevation at Rosemount, Hind Street.
Observations: The Town Council does not support this application as it considers the proposal would result in overdevelopment which would have a dominating effect on neighbouring properties.
- d) 18/00839/MAJ Proposed self-build housing area comprising 18 plots with access road at land north of Bovey Road NGR 282703 78114, Bradley Road.
Observations: No objection.

DNPA Applications listed to 20.4.18: None

TDC Applications listed to 27.4.18:

- e) 18/00314/FUL Two storey rear extension at 1 Brimley Gardens.
Observations: Noted as decision notice received.
- f) 18/00860/FUL First floor rear extension at 5 Heathfield Terrace, Newton Road.
Observations: No objection.

DNPA Applications listed to 27.4.18: None

TDC Applications listed to 4.5.18:

- g) 18/00910/MAJ Variation of condition 8 on planning permission 01/03459/MAJ (erection of forty-nine dwellings, garages, drainage, landscaping and associated works with pedestrian access through at 29 Fore Street and land north of Le Molay-Littry Way) to remove hedgerow at 1 Old Orchard.
Observations: The Town Council does not support this application and considers that the planning conditions set out previously should not be varied.

Amended Plans

- h) 17/01821/MAJ Detailed application for initial phase of residential development of 156 dwellings including access, associated infrastructure and landscaping; outline application for 12 self build housing plots and employment use site (B1/B2/B8) at land at NGR 280887 78068, to west of Monks Way.
Observations: The Town Council does not support this proposal and remains consistent with its observations dated 7th September 2017.

DNPA Applications listed to 4.5.18:

Amended Description (Noted).

- i) 0143/18 Small extension to front elevation and the installation of external wall cladding to north, west and south elevations at Brocks Way, Green Lane.

- j) 0229/18 & 0230/18 (LBC) Alterations and change of use of former threshing barn and linyhay from storage and leisure to two tourism units ancillary to Bullaton Farm.

Observations: Unable to reach a majority decision.

TDC Applications listed to 11.5.18:

Withdrawn Application (Noted).

- k) 18/00113/FUL Two storey extension to form annexe at Oak Tree Farm.

PL.18/44 Planning Decisions: Noted

Approvals:

- a) TDC:

i) Erection of one dwelling and two flats at garages at Heath Hill, Heathfield. (N/O)

ii) Advertisement boards at Recreation Ground, Newton Road. (Noted)

iii) Single storey rear extension at 3 Chapel Place, Mary Street. (N/O)

iv) Crown reduce one oak tree by 3-4m at 75 Churchfields Drive. (Referred)

v) Detached outbuilding on land to the rear of 12 Pottery Road. (N/O)

The Town Council's submitted observations: No objections - N/O. Objection - 0.

PL.18/45 Consultation - South Hams Special Area of Conservation - Greater Horseshoe Bat Supplementary Planning Document (SPD):

Members received and noted a copy of the SPD (**copy previously circulated*) currently out for consultation. Deadline for responses is Wednesday 30th May. It was agreed to forward copies of the SPD to members of the Neighbourhood Development Plan (NDP) Steering Group.

PL.18/46 General Planning Matters brought forward by Councillors:
(*For information only*).

Cllr Arnold enquired when the Regeneration Group may meet to discuss the Traffic Management Plan. The Town Clerk advised an email had been circulated.

Cllr Mrs Kerswell referred to the former NatWest Bank premises and enquired on its future use. It was noted that to date no formal planning application has been received.

Cllr Ms Blair advised that she will circulate an email she has received regarding the possible formation of a Community Land Trust.

The meeting closed at 7.40pm.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 4TH JUNE 2018 AT 6.30PM

Present:

The Town Mayor, Cllr Ms J H Blair

Cllr U Arnold Cllr M J Evans
Cllr R J Ashby Cllr E Kelly
Cllr R A Bray

In attendance:

Cllr G J Gribble**/*
Mr M Wells - Town Clerk

**County Cllr
*District Cllr

The meeting was chaired by Cllr Evans

Interests: None.

PL.18/47 Apologies for absence:

Cllr Mrs A J Kerswell - Leave

**Public Participation: None

PL.18/48 Minutes:

The minutes of the meeting of 21st May 2018 (**copy previously circulated*) were confirmed as a correct record and were approved.

PL.18/49 Consideration of Planning Applications:

DNPA Applications listed to 11.5.18: None

TDC Applications listed to 18.5.18: None

DNPA Applications listed to 18.5.18: None

TDC Applications listed to 25.5.18:

- a) 18/01010/FUL New steel building for storage at Unit 2, Cavalier Road, Heathfield Industrial Estate, Heathfield.
Observations: No objection.
- b) 18/01063/AGR Agricultural building at Reeves Hall, Coombe Lane.
Observations: No objection.

PL.18/50 Planning Decisions: Noted.

Approvals:

a) TDC:

i) Two storey rear extension at 1 Brimley Gardens. (N/O)

b) DNPA:

i) Small extension to front elevation and the insulation of external wall cladding to north, west and south elevations at Brocks Way, Green Lane. (N/O)

Refusals:

c)

TDC:

- i) Outline planning application for up to 30 dwellings and associated works (means of access to be determined only) at land north of Indio House, Newton Road. (O)
- ii) Widening of existing residential driveway and alterations to access at Indio House, Newton Road. (N/O)

The Town Council's submitted observations: No objections - N/O. Objection - O.

PL.18/51

Settlement Boundary & Local Plan Review Issues Consultation:

Members considered forming a task group to prepare a draft response to the Settlement Boundary & Local Plan Review Issues Consultation running between 21st May - 16th July 2018. Following discussion it was

Resolved:

To circulate copies of the consultation to Cllrs Ashby and Bray who will then prepare a draft response. An item will be placed on the next agenda to review the draft response.

PL.18/52

General Planning Matters brought forward by Councillors:

(For information only).

Cllr Ashby referred to a letter from the prospective purchaser of Rosemount, Hind Street regarding the Town Council's lack of support for variations to the approved scheme. The Town Clerk agreed to circulate a copy of the reply, sent to a similar letter received by Cllr Evans, to Members of the Planning Committee.

Cllr Ms Blair noted a letter she had received from representatives wishing to form a Community Land Trust. It was agreed that this will be considered at the next Planning Committee meeting.

Cllrs Arnold and Kelly advised that they will be absent from the next Planning Committee meeting.

Cllr Evans referred to abstentions when voting and reiterated that all information must be fully considered. At future meetings Cllr Evans will confirm each Councillor has sufficient information to form a view before seeking a proposal.

The meeting closed at 6.55pm.

RP&P.18/30 Minutes:

The minutes of the meeting of 9th April 2018 (**copy previously circulated*) were confirmed as a correct record and were approved.

RP&P.18/31 Community Centre Building:

Members noted the previous minutes (draft) of the Community Centre Steering Group meeting of 23rd May 2018 (**copy previously circulated*).

RP&P.18/32 Mill Marsh Park - Mobile Refreshment Concession:

Members considered a request for the creation of a mobile catering concession at Mill Marsh Park (**copy previously circulated*). Following discussion it was

Resolved:

To refer the request to the Full Council meeting.

RP&P.18/33 Bovey Tracey Cricket Club (BTCC) Advertising Boards at the Recreation Ground:

Members considered a retrospective request (**copy previously circulated*) on behalf of BTCC to display advertising boards at the Recreation Ground.

Resolved:

To grant the request.

Cllr Gribble left the meeting at 7.28pm.

RP&P.18/34 Nourish Festival - Parking - Saturday 1st September 2018:

Members considered a request on behalf of the Nourish Festival to use Mill Marsh Park for the parking of vehicles on Saturday 1st September 2018.

Resolved:

To grant the request.

RP&P.18/35 Public Toilets - Recreation Ground:

Members considered extending the current cleaning contract for a further 12 month period. The Town Clerk provided an update at the meeting.

Resolved:

To extend the current cleaning contract for a further 12 month period.

RP&P.18/36 Grounds Maintenance Contract:

i) Members noted an urgent decision undertaken by the Town Mayor and Committee Chairmen to temporarily remove the grass cutting of the Cemetery from the current grounds maintenance contract for the remainder of this season. The Chairman provided an update.

ii) Members resolved to request the approval of the Finance, Resources & General Purposes Committee for the additional budget (£2,450).

RP&P.18/37 Bovey Tracey Plastic Free Community Project:

Members considered recommendations to Full Council in response to requests submitted on behalf of Bovey Tracey Plastic Free Community Project (**copy previously circulated*). Following discussion it was

Resolved:

To recommend to Full Council to support the project, commit to reducing the use of single-use plastic and to nominate Cllr Allen as the Town Council's representative on the campaign.

It was noted that the Town Council's website could be used for promoting the project.

RP&P.18/38 Water Trough - Fore Street:

Members noted damage caused to the supporting piers of the water trough. It was noted that the Town Clerk is seeking quotations for its repair.

RP&P.18/39 Matters brought forward by the Town Clerk & Councillors: (*for information*)

Cllr Elphick:

i) advised that an advertising sign has been left at the Recreation Ground. The Town Clerk was requested to arrange its return to the owners.

ii) noted that a resident had suggested on social media that Councillors could hold a regular surgery for parishioners. Members considered that contact details for Councillors are available on the website and residents can attend all Council meetings.

Cllr Kelly advised that the post situated by the Trough in Union Square (for the Green Man Festival) will be removed on 5th June.

The meeting closed at 7.35pm.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 18TH JUNE 2018 AT 6.30PM.

Present:

The Town Mayor, Cllr Ms J H Blair

Cllr R J Ashby
Cllr R A Bray
Cllr M J Evans

In attendance:

Cllr G J Gribble**/*
Cllr S P Leigh
Mr M Wells - Town Clerk
Mrs L Warren
Two members of the public

**County Cllr
*District Cllr

The meeting was chaired by Cllr Evans.

Interests: None

PL.18/53 Apologies for absence:

Cllr U Arnold - Leave
Cllr E Kelly - Leave
Cllr Mrs A J Kerswell - Personal commitment

**Public Participation:

Mr T Murrell and Ms C McGill spoke explaining that they would like to form a Community Land Trust (CLT) to facilitate the purchase of land to build modest eco-houses in the parish. Mr Murrell outlined the progress to date and noted that a Steering Group has been set up and discussions have taken place with TDC's Housing Enabling Officer. Mr Murrell and Ms McGill then answered questions raised by Councillors.

PL.18/54 Minutes:

The minutes of the meeting of 4th June 2018 (**copy previously circulated*) were confirmed as a correct record and were approved.

PL.18/55 Consideration of Planning Applications:

DNPA Applications listed to 25.5.18: None

TDC Applications listed to 1.6.18:

- a) 18/01018/FUL Single storey rear extension and provision of pitched roof over flat roofed garage at Tor View, 16 Coombe Close.
Observations: No objection.

Cllr Ms Richardson joined the meeting at 6.45pm.

DNPA Applications listed to 1.6.18: None

TDC Applications listed to 8.6.18:

- b) 18/00905/FUL First floor extension to existing offices at Amy House, Cavalier Road, Heathfield Industrial Estate.
Observations: No objection.

Cllr Allen joined the meeting at 6.47pm

- c) 18/01087/FUL Replacement oil tank at Church of St Peter, St Paul & St Thomas of Canterbury, Bradley Road.

Observations: No objection in principle providing the proposal is to the satisfaction of the Conservation Officer.

PL.18/56 Planning Decisions: Noted

Approvals:

a) TDC:

- i) Insertion of external door, fenestration changes and internal alterations at Hobland House, Devon House Drive. (N/O)
ii) Removal of condition 3 on planning permission 12/00251/COU change of use from B1/B2 (business or general industrial) to B8 (storage or distribution) to permit business use (use Class B1) at 6 Fairfax Road, Heathfield Industrial Estate. (N/O)
iii) Erection of boundary fencing and trellis and lean-to side extension at Doniford, Station Road. (N/O)

Refusals:

b) TDC:

- i) Application for Prior Approval under Part 3 Class Q (a) and (b) and paragraph W of the GDPO change of use of agricultural building to a dwelling at Little Bradley. (O)

c) Provisional Tree Preservation Order:
Land at rear of Bramley, Pottery Road

The Town Council's submitted observations: No objections - N/O. Objection - O.

PL.18/57 Community Land Trust:

Item brought forward by Cllr Ms Blair. Cllr Blair referred to the presentation made by Mr Murrell and Ms McGill. Following discussion it was

Resolved:

To refer the item for consideration at the Full Council meeting.

PL.18/58 Settlement Boundary & Local Plan Review Issues Consultation:

Members considered a draft response prepared by Cllrs Ashby and Bray. Cllr Evans thanked Cllrs Ashby and Bray for preparing the response. Following discussion it was

Resolved:

To refer the item for consideration at the Full Council meeting.
The Town Clerk advised that a Local Plan Review - Issues Consultation will take place at the Methodist Church Hall on 26th June, 1.30pm - 8pm.

PL.18/59 General Planning Matters brought forward by Councillors:
(For information only).

Cllr Evans advised that he had received a further communication from the prospective purchaser of Rosemount, Hind Street regarding the Town Council's negative observations to the proposed variations to the approved scheme. Reference was made in the letter to the Equality Act 2010 as the prospective purchaser has a disability. The Town Clerk will draft a reply.

The meeting closed at 6.55pm.

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 18TH JUNE 2018 AT 7PM

Present:

The Deputy Town Mayor, Cllr G J Gribble**/*

Cllr A Allen Cllr Ms C O Richardson
Cllr M J Evans Cllr M Tregoning
Cllr S P Leigh

In attendance:

Mr M Wells - Town Clerk
Mrs L Warren

**County Cllr
*District Cllr

Cllr Gribble, the Deputy Town Mayor, opened the meeting.

Interests: Mr Wells (Town Clerk) and Mrs Warren declared an interest in item FR&GP.18/55 and would therefore leave the Chamber for this item.

FR&GP.18/41 Election of Chairman of the Finance, Resources & General Purposes Committee for 2018/19:

Cllr Gribble nominated Cllr Leigh as Chairman of the Finance, Resources & General Purposes Committee for 2018/19 and Cllr Leigh accepted nomination. The nomination was seconded by Cllr Allen.

Resolved:

As there were no other nominations, Cllr Leigh was duly elected to serve as Chairman of the Finance, Resources & General Purposes Committee for 2018/19.

The remainder of the meeting was chaired by Cllr Leigh.

FR&GP.18/42 Election of Vice-Chairman of the Finance, Resources & General Purposes Committee for 2018/19:

Cllr Ms Richardson nominated Cllr Gribble as Vice-Chairman of the Finance, Resources & General Purposes Committee for 2018/19 and Cllr Gribble accepted nomination. The nomination was seconded by Cllr Tregoning.

Resolved:

As there were no other nominations, Cllr Gribble was duly elected to serve as Vice-Chairman of the Finance, Resources & General Purposes Committee for 2018/19.

FR&GP.18/43 Apologies for absence:

Cllr C W Robillard - Personal commitment.

**Public Participation: None.

FR&GP.18/44 Minutes:

The minutes of the meeting of 23rd April 2018 (*copy previously circulated) were confirmed as a correct record and were approved.

FR&GP.18/45 Accounts & Financial Statement:

Members received and approved the payment and receipt transactions between 1st April 2018 and 10th June 2018 (**copy previously circulated*) and noted the bank balances as below:

General Account: £ 23,938.99 (Statement dated 25.5.18)
Business Bank Instant A/C: £265,292.61 (Statement dated 1.5.18)

Business Bank Instant A/C: £350,306.19 (Statement dated 1.5.18)

FR&GP.18/46 Grounds Maintenance Contract:

Consideration was given to a request from the Recreation, Parks & Property Committee (RP&P.18/36) to approve an additional budget of £2,450.00 to fund changes to the current contract arrangements for 2018.

Resolved:

To approve the additional budget of £2,450.00 as set out above.

FR&GP.18/47 Internal Audit Report - Year End 31st March 2018:

Consideration was given to the recommendations and subsequent actions required from the audit report (**copy previously circulated*) previously presented to Full Council on 8th May 2018. Members noted that the recommendations have been undertaken.

FR&GP.18/48 Asset Register:

Members received and reviewed revisions to the Asset Register (**copy previously circulated*).

FR&GP.18/49 Direct Debits & Standing Orders:

Members noted and confirmed the list of Direct Debits and Standing Orders (**copy previously circulated*).

FR&GP.18/50 Public Sector Work Loan - Community Centre Development:

Members considered a recommendation to Full Council to make application to the Secretary of State for borrowing approval (**report previously circulated*).

Resolved:

To make a recommendation, in principle, to Full Council to apply to the Secretary of State for borrowing approval for a Public Sector Work Loan. It was noted that it will be necessary to produce a business plan.

FR&GP.18/51 Election Candidate Information System:

Members considered a request received at the Annual Town Meeting (**copy previously circulated*) to use the Bovey Tracey Town website to provide information on Town and District Council candidates for May 2019 elections. Following discussion it was

Resolved:

To decline the request.

FR&GP.18/52 Councillors' E-mail Addresses:

Item brought forward for discussion by Cllr Evans. Cllr Evans referred to the recent implementation of the General Data Protection Regulation (GDPR) and its consequences. He suggested that Councillors could each have a personalised Town Council e-mail address. He considered this would make it easier and safer for Councillors to deal with Town Council business. Following discussion it was

Resolved:

To refer to Full Council for further consideration together with a report to be prepared by Cllr Evans.

FR&GP.18/53 Matters brought forward by Councillors: (for information only).

Cllr Gribble referred to the initialling of invoices for payment and suggested that he would be prepared to continue to do this as Vice-Chairman of the Committee. It was agreed that this item would be added to the next FR&GP Committee agenda for further discussion.

FR&GP.18/54 Exclusion of the Public, including the Press:

The following was resolved:

That under Section 100 (A) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description as set out on the agenda, is likely to be disclosed and on the balance of the public interest is in discussing this item in private session (part II) for the following confidential/exempt items which the Town Clerk recommends should be dealt with in this way.

Item FR&GP.18/55: 2018/19 National Salary Award.

Mr Wells and Mrs Warren left the Council Chamber at 7.35pm.

FR&GP.18/55 2018/19 National Salary Award:

Members considered recommendations from the Personnel Committee (**information previously circulated*).

Resolved:

To approve recommendations i-iii as laid out in the Personnel Committee report.

The meeting closed at 7.38pm

Bovey Tracey Town Council

Current Account

List of Payments made between 01.04.2018 and 10.06.2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
03.04.18	Pulse8 Communications	D/D	22.00	Broadband
03.04.18	Aviva	D/D	608.18	Insurance
04.04.18	UK Fuels Ltd	D/D	75.58	Fuel
05.04.18	Amberol Ltd	366	963.76	Hanging baskets
05.04.18	Peregrine Mears Architects Ltd	367	5790.00	Architectural services
05.04.18	Civil Solutions Ltd	368	37.50	Goods
05.04.18	Marketing Solutions	369	310.00	Newsletter & questionnaire delivery
05.04.18	Integrale Ltd	371	2632.50	Service – Community Centre
05.04.18	Tozers LLP	372	2105.99	Advice service
05.04.18	JRC Consulting Engineers Ltd	373	2340.00	Service – Community Centre
05.04.18	Mr M Wells	374	24.90	Reimbursement – frames Young Citizen Award
05.04.18	Specialist Hygiene Services Ltd	375	283.64	Cleaning – public toilets
05.04.18	B T AFC	376	500.00	Use of ground – Green Man Festival
20.04.18	S W Water Business	377	181.50	Supply – public toilets
20.04.18	Viking	378	127.20	Goods
20.04.18	PHS Group	379	123.24	Service
20.04.18	Terence Morgan	380	900.00	Stage hire – Green Man Festival
20.04.18	Devon Contract Waste Ltd	381	40.61	Service
20.04.18	Mole Valley Farmers Ltd	382	20.16	Goods
20.04.18	Max Bayles Professional Tree Care Ltd	383	780.00	Tree works
20.04.18	Arnolds	384	20.93	Goods
20.04.18	Teignbridge District Council	385	5300.00	Payroll
20.04.18	Mr M Wells	386	221.00	Reimbursement – road closure & temporary event notices
20.04.18	1 st Office Equipment Ltd	387	368.86	Copier charge
20.04.18	Smith Consult Ltd	388	6627.00	Service – Community Centre
20.04.18	Solem Surveying Ltd	389	1020.00	CCTV surveying – Community Centre
20.04.18	Horizon Consulting Engineers Ltd	390	1188.00	Traffic management plan
20.04.18	South West Councils	391	478.80	Subscription
20.04.18	D A L C	392	957.16	Subscription
23.04.18	EE Phone	D/D	34.72	Plan charge
26.04.18	Devon Communities Together	393	5082.00	Neighbourhood Development Plan
27.04.18	Elitegroup	D/D	59.73	Telecom
01.05.18	Pulse8communications	D/D	22.00	Broadband
01.05.18	Aviva	D/D	608.18	Insurance
03.05.18	Smith Consult Ltd	394	6627.00	Service – Community Centre
09.05.18	UK Fuels Ltd	D/D	58.78	Fuel
14.05.18	Mr D Elphick	395	40.00	Painting – Twinning Association
14.05.18	N Brock	396	1005.00	Gravedigging
14.05.18	E Bowden & Sons	397	14.40	Goods
14.05.18	Clare Beresford	398	50.00	Cleaning
14.05.18	IAC Audit & Consultancy Ltd	399	462.00	Audit services
14.05.18	Integrale Ltd	400	897.90	Service – Community Centre
14.05.18	Lisa Robillard-Webb	401	112.50	Service
14.05.18	Teignbridge District Council	402	7095.37	Payroll & payroll services
14.05.18	Teignbridge District Council	403	2194.28	Half year rates
14.05.18	S W in Bloom	404	20.00	Entry fee
14.05.18	JRC Consulting Engineers Ltd	405	360.00	Service – Community Centre
14.05.18	Devon Contract Waste Ltd	406	33.22	Service
14.05.18	Specialist Hygiene Services Ltd	407	283.64	Cleaning – public toilets
14.05.18	Eagle Plant Ltd	408	174.00	Hire – public toilets
14.05.18	B T Youth Action	409	1250.00	Grant

14.05.18	S W Water Business	410	26.78	Supply – Cemetery
14.05.18	Newton Abbot Security Trust	411	500.00	CCTV monitoring
14.05.18	S W Water Ltd	412	57.75	Supply – allotments
14.05.18	PHS Group	413	246.48	Service
14.05.18	Malcolm Quick	414	50.94	Expenses – Green Man Festival
14.05.18	Lee Parmenter Contractors Ltd	415	768.00	Grounds maintenance
14.05.18	Ashley Stoneman	416	200.00	Road closure – Green Man Festival
15.05.18	EDF Energy	D/D	57.18	Supply CCTV cameras
15.05.18	British Gas	D/D	132.68	Electricity supply
21.05.18	EE Phone	D/D	34.72	Plan charge
24.05.18	Bim the Photographer	417	150.00	Annual photograph
24.05.18	Viking	418	60.24	Goods
24.05.18	Mole Valley Farmers Ltd	419	41.52	Goods
24.05.18	S W Water Ltd	420	9.66	Supply – Heathfield Youth Facility
24.05.18	Teignbridge District Council	421	58.20	Bins – Green Man Festival
24.05.18	Mr JJ Pieczenko	422	72.00	Artwork – Green Man Festival
24.05.18	Mr R Allen	423	13.00	Expenses – Green Man Festival
24.05.18	Devon Contract Waste Ltd	424	54.81	Service
28.05.18	Elitegroup	D/D	60.24	Telecom
01.06.18	Pulse8communications	D/D	22.00	Broadband
01.06.18	Aviva	D/D	608.18	Insurance
05.06.18	Clare Beresford	425	30.00	Cleaning
05.06.18	Mole Valley Farmers Ltd	426	8.52	Goods
05.06.18	Information Commissioner	427	40.00	Date protection
05.06.18	BHGS	428	152.96	Compost
05.06.18	Firewatch SW Ltd	429	200.06	Inspection
05.06.18	Max Bayles Professional Tree Care Ltd	430	240.00	Tree work
05.06.18	Civil Solutions Ltd	431	20.76	Goods
05.06.18	Teignbridge District Council	432	117.00	Planning fee
05.06.18	1010 Media Ltd	433	720.00	GDPR update
05.06.18	Teignbridge District council	434	2180.20	Additional payroll
05.06.18	S W Grounds Maintenance	435	960.00	Verge cutting
05.06.18	Randall Simmonds LLP	436	2400.00	Service – Community Centre
05.06.18	KB2 Consulting Engineers Ltd	437	3922.32	Service – Community Centre
05.06.18	Devon Contract Waste Ltd	438	33.98	Service
05.06.18	Devon Communities Together	439	50.00	Subscription
			<u>68,206.41</u>	

-
Bovey Tracey Town Council

Current Account

Receipts received between 01.04.2018 and 10.06.2018

Receipt Ref	Name of Payer	£ Amnt Rec'd	£ Debtors	£VAT	A/c	Centre	£ Amount	Transaction Detail
51	Banked: 5.4.18	970.00						
512	Miss C Molnar	802.00					802.00	Ashes interment & purchase plot
513	Mrs M Kelsey	168.00					168.00	Ashes interment
52	Banked: 13.4.18	1432.07						
515	Coombes & Sons	553.00					553.00	Interment
516	Coombes & Son	401.00					401.00	Ashes interment & purchase plot

98	Mr Miller	328.00	328.00	Ashes interment
99	W Power Distribution	104.45	104.45	Wayleave payment
100	W Power Distribution	45.92	45.92	Wayleave payment
363	Banked: 24.4.18 951.00			
0517	J & K Davey Funeral Care	62.00	62.00	Additional inscription
0518	Coombes & Sons	553.00	553.00	Burial
0519	Coombes & Sons	336.00	336.00	Ashes interment
364	Banked: 30.4.18 339.00			
0520	Mr W Webber	189.00	189.00	Headstone
101	C & S Spencer-Futter	70.00	70.00	Allotment deposit & rent
102	The Travelling Pizzaria	10.00	10.00	Stall deposit Green Man Festival
103	Mrs H Jewell	70.00	70.00	Allotment deposit & rent
365	Banked: 4.5.18 1270.00			
0521	Coombes & Sons	1106.00	1106.00	Burial
0522	Mrs S Bradley	102.00	102.00	Plaque
0523	Miss G Stanley	62.00	62.00	Additional inscription
366	Banked: 24.5.18 428.00			
104	Lloyds Bank	200.00	200.00	Compensation
0524	Parkers Funeral Directors	168.00	168.00	Ashes interment
105	Ms C Nakatani	60.00	60.00	Allotment deposit & rent
367	Banked: 11.6.18 498.00			
0525	Mrs I Holman	336.00	336.00	Ashes interment
106	Florcon Ltd	100.00	100.00	4 Hanging baskets
0526	Mrs K Kelsey	62.00	62.00	Additional inscription
Total Receipts: 5,888.37			5,888.37	

> From:
> Sent: 26 April 2018 07:35
> To: info@boveytracey.gov.uk
> Cc:
> Subject: Mill Marsh Park Pitch
>
>
> Dear Mark,

Following on from our conversation on the phone, I wanted to put as much information to you in writing to take to the appropriate persons on committee.

My current business consists is a mobile bar and I am based in Bovey Tracey. My bar operates out of a fully converted Piaggio Ape "tuk tuk".

For many years residents and visitors to Mill Marsh Park have commented that it's a shame that you have to leave the park to get coffee, cold drinks or ice creams. Our research shows that these provisions are usually only bought at the end of a visit to the wonderful grounds and Park. Park goers mostly choose to go home at this point. These same people have stated that access within the park to these provisions would prolong their stay and enhance the experience.

Likewise, parents of children visiting the skate park have said they would feel happier and safer if their children didn't have to leave the park in order to get water, soft drinks or other snacks.

Finally, many people using the park are doing so as it's an inexpensive way to provide their child with an exciting day out.

My proposal wouldn't be providing expensive products. I want to provide reasonable prices across all products, providing excellent value. I want to be a talking point! Our van stands out and will draw people in and keep them longer.

The van would need power so unless I was granted access to an electric source (I.e scout hut), I would need to run a small generator.

My proposal would be to serve a variety of hot drinks initially though a small machine as I only want to do this from the park and I imagine there would need to be a trial period. A larger and more cost effective machine would be my preference long term.

My freezer could supply small ready packaged ice creams.

Canned drinks and bottled water will also be provided. I also plan to sell luscombe type drinks too as my market research suggests this is what park goers (parents) would prefer.

Finally, I would propose a small tuck shop for the children.

Most parents sent their child out with £2 for their trip to the skate park. So my prices would have to ensure good value for these young adults.

I am very excited that I have the capability to do something for my community, and something that people have wanted for many many years.

As the warm weather approaches it would be the perfect time to start a trial. Members of the football club have even asked for a service on Sunday mornings as there's nothing there any more!

I'd welcome any comments, questions or feedback about this proposal.

Many thanks

Ben Digby

Bovey Tracey Town Council

Proposal to raise a Public Sector Works Loan

Bovey Tracey Town Council is not permitted to borrow money on a long-term basis unless it has 'Approval to Borrow' from the Secretary of State. Public Work loans are available to Town & Parish Councils to fund community and other capital investment projects.

It is proposed that Bovey Tracey Town Council apply for 'Approval to Borrow' for a public works loan to contribute to the capital funding of the Community Centre on the site of the Old Thatched Inn. The loan would be serviced and repaid by the parish precept, previously increased in 2012/13. Monies collected in advance of this application have been earmarked towards the Capital development costs.

Public Work Loans are available for amounts up to £500,000 and can be repaid over periods up to 50 years. The period of repayment should relate to the life of the asset to be funded. Interest can be fixed or variable. There are three possible methods of interest/repayment:

- (i) **Annuity** half-yearly payments where each payment is of a constant amount, inclusive of principal and interest,
- (ii) **EIP** (equal instalments of principal) half-yearly payments where each payment consists of a constant instalment of principal plus a diminishing amount of interest calculated on the balance of principal then outstanding,
- (iii) **Maturity** half-yearly payments where each payment is of interest only with a single repayment of principal at the maturity of the loan

All methods can be used for fixed rates but only EIP or Maturity with variable rates. In either case the rate is set 48 hours before the loan is drawn down.

It is recommended that the Town Council consider a fixed interest annuity. While this will give a slightly higher interest rate today it will mean that the annual payment is constant and predictable.

As an illustration were the Town Council to take out a fixed interest annuity Public Works Loan today for £500,000 repayable over 15 years the fixed interest rate would be 2.33% and the annual cost would be £38,560.92 giving a total cost over the life of the loan of £597,694.26 (see 15, 20 & 25 year examples below).

Annuity			
Period (Years)	Rate (%)	½ Yearly Cost (£)	Total Cost (£)
Over 15 not over 15½	2.33	£19,280.46	£597,694.26
Over 20 not over 20½	2.51	£15,675.22	£642,684.02
Over 25 not over 25½	2.67	£13,580.10	£692,585.10

Raising a public works loan is in two stages:

- 1) Applying to the Secretary of State via the Department for Communities and Local Government approval to borrow.
- 2) With the approval to apply to the Public Loan Board for a loan consistent with the terms of the approval to borrow.

Applying for Approval to Borrow should only be done when the town/parish is fully ready to take up the loan (e.g. we have planning permission for the Community Centre); the application to the Public Loan Board can follow at any time within 12 months. Given that Planning Permission has now been granted to build the Community Centre and that construction may start in the second half of this year it is appropriate to consider now in anticipation of raising a public works loan and to apply to the Secretary of State for permission to borrow.

The risks for the Town Council associated with a Public Works Loan to fund the Community Centre arise from possible failures of the project resulting in the Town Council being short of funds. The repayment of a Public Works Loan is secured by the parish precept, not the future income of the Centre. Nevertheless, the risks which should be considered are:

- **Failure of the project to raise sufficient funds.** It is the responsibility of the Town Council to raise funds for the Centre. Some grants have been secured and received, others only committed and some decisions remain outstanding. The Town Council will not apply for a Public Works Loan until it is clear that the rest of the funding required has been secured.
- **The cost of the build exceeds the estimates and further funding is required.** Again, it is the Town Council's responsibility to either alter the specification for the Centre or to raise additional funds from available sources. The Town Council will assure itself that the estimates are soundly based.
- **The long-term use of the Centre is insufficient to cover its operating and maintenance costs.** The Town Council understands that the Business Plan is taking a conservative view of use of the Centre. Failure to cover operating costs is seen as low risk. The Centre is shared with other service providers, designed to have low operating costs. Experience has shown that any deficit amount can be initially covered by the Town Council's operating reserves, prior to consideration being given to adjusting future precept levels. This is therefore a very low risk. Nevertheless, the Town Council will assure itself that the estimates for use of the Centre contained in the Business Plan are realistic before advancing the loan.
- The Community Centre is damaged due for instance to fire. The Centre will be insured by the Town Council who will assure itself that the insurance is adequate and in place each year.

By opting for a fixed interest loan the Town Council avoid the risk of increasing interest rates over the term of the loan.

The amount of the loan will be no greater than £500,000.00 but the exact amount to be applied for will be reflected in the updated Business Plan and determined as the balancing item after all other funding possibilities have been fully explored by the Town Council.

From: Catherine McGill
Sent: Monday, May 14, 2018 9:21 AM
To: Jan Blair
Subject: bovey tracey clt

Hi Jan,

I spoke to you at the last neighbourhood plan meeting about the community land trust we want to get started. Here's a summary of what we want to do and how the parish council might be able to help.

We want to start a community land trust (CLT) to buy a small patch of land to build a small number of attractive modest size eco-houses with some shared communal green/workspace for local people that will remain affordable in perpetuity and potentially have an element of self build. We want it to be community-led.

So far we have a steering group which meets every month (4 so far) to allocate jobs and push things forward, we have made links with Bovey Futures and the neighbourhood plan, we are organising a meeting with the developer of challobrook to explore whether its possible to do something on a big site, had quotes from Devon communities together for doing a land search and are investigating doing a housing need survey to provide evidence.

We think that a lot of the issues that were brought up in the neighbourhood plan questionnaire we could address e.g. less dense attractive housing with green spaces, increasing biodiversity, sustainability, low cost, for local people. and community led. We also know that Teignbridge will be wanting more houses built in the coming years and we think that this might be an opportunity for Bovey as a community to shape how this is done.

What we need help with:

Steering Group: We need to increase the size of our steering group, find people in Bovey who have some interest and relevant experience who can advise us or maybe help us with certain things. We don't necessarily need people to commit to coming to all our meetings (we understand people are busy) but some extra attendees from time to time to share ideas with/keep updated with our minutes would be really useful. Do you know anyone on the parish council or otherwise who might be supportive and interested? Would you be interested in this?

Community support: So far we have not been public to keep the process low key and manageable whilst we figure out the feasibility. Also one of the options we are investigating is some land at Southbrook which could be sensitive and we are keen not to get off on the wrong foot with people before we have worked out what we want to do. However, we need to engage the community at some point soon e.g. hold a public consultation, increase our membership etc, and find people who want to get involved as potential residents. Having support from within the council could help us get a positive reception as we go more public.

Hope to bump into you soon.

Catherine McGill



Homes

Housing Delivery

- House-building is a slow process when building to standard 'bricks and mortar' methods, and it is necessary to speed up this process to ensure the district meets government targets. Modern methods of construction (such as off-site pre-fabrication) could be used to speed up delivery of homes
- Smaller sites built by smaller builders may also aid quicker delivery
- The adopted Local Plan requires us to build 620 homes a year
- New figures proposed by the government increase this figure to 756, with 20% of sites standing at less than 0.5 hectares
- We currently only have enough brownfield land for 807 new homes so more land is required

Q2 There is an emerging national policy requiring 20% of all allocated sites to be 0.5 hectares or less.

Do you agree that the Local Plan Review should focus on allocating for small to medium sites to encourage smaller builders and increase housing delivery?

Smaller site delivery would be more acceptable, causing less community disruption, however concerns with the downside of this that there will be less affordable housing.

Q3 Ready-made houses delivered from off-site and prefabricated elements for housing construction has the potential to deliver homes at a greater pace than currently.

Do you think the council should consider providing additional support for modern methods of construction as a way to speed up housing delivery?

Yes - preformed off site construction is a tried and tested method, which is also more eco friendly.

Progress ■■■■■■■■■■■■

[← Back](#) [Reset](#) [Next →](#)

Powered by
Snap Surveys



Housing – Settlement Boundaries

- A settlement boundary is the line around the built form of larger settlements, dividing the built area from the surrounding countryside
- The principle of residential development within a boundary is usually acceptable, whereas such development is strictly controlled outside the boundary
- Settlement boundaries in Teignbridge have not been comprehensively reviewed since 1996
- Incremental changes over time mean current boundaries are inaccurate
- A review has been carried out to amend these boundaries based on a set of key principles

Q8 A number of principles have been established to determine what should be included and excluded from a revised boundary.

Please provide comment on the principles applied to the draft Settlement Boundary Review.

We have no objection to the principles applied.

Q9 These principles have led to the line of settlement boundaries being extended or contracted.

Please provide comment on any inaccuracies in the application of the above principles to revised settlement boundaries identified in the draft Settlement Boundary Review paper.

Comments should include a proposed amendments reference number, street name or nearest/most relevant property to enable further assessment of the boundary.

BT10 - P1, P2b - The description for this should be replaced with the description for BT11 - P3a.
BT11 - P3a - The description for this should be replaced with the description for BT10 - P1, P2b.

Progress ■■■□□□□□□□□□

[← Back](#) [Reset](#) [Next →](#)

Powered by
Snap Surveys



Housing – Settlement Boundaries (continued)

Q10 The principles upon which to base a comprehensive review of all existing settlements' boundaries have led to the line of settlement boundaries being extended or contracted.

Do you have any general comment on the draft Settlement Boundary Review?

No further comments.

Q11 Revising settlement boundaries is just one approach, alongside enabling sustainable development adjacent to boundaries, or removing settlement boundaries all together.

Should the Local Plan Review consider one of the following alternative approaches to settlement boundaries?

- A. Enabling sustainable development adjacent to settlement boundaries
- B. Removing settlement boundaries and replacing them with a criteria based policy

Please state which option and give reasons.

Progress ■■■■■□□□□□□□□

[← Back](#) [Reset](#) [Next →](#)

Powered by
Snap Surveys



Teignbridge Local Plan Review 2020-40

Housing Mix

- The mix/type of new houses to be built in the district is essential to enable us to meet the needs of different people living in Teignbridge
- This information will inform the sizes, design and tenures of new housing (i.e. flats, bungalows, detached, affordable, starter homes etc.)

Q12 Four potential options are presented to achieve the mix and type of housing required in Teignbridge:

- 1A. Through stand alone allocations
- 1B. Through specific allocations within larger residential and mixed use schemes for specific housing
- 2A. Requiring a general mix as prescribed through Local Plan policy
- 2B. Via a percentage requirement for developers to meet

Which of the above options or combination of options would best address meeting an appropriate mix in the district's additional housing requirement? Please give reasons.

Q13 The Local Plan Review provides the opportunity to make optional building regulation standards mandatory through planning policy.

What impacts should the Local Plan Review consider in the application of the optional standards for adaptable homes in planning policy?

More single storey homes required as a priority to provide opportunities for those less mobile.

Progress

Powered by
Snap Surveys



Housing Design

- Quality housing creates safe and attractive neighbourhoods and cohesive communities through good design
- The council is committed to furthering design standards and creating vibrant neighbourhoods through high quality development

Q14 The emerging design guide is one way in which the council can seek to raise the standard of design of new development.

Can you suggest improvements to the Local Plan design policies?

No.

Q15 The application of national space standards and/or Building for Life criteria are two potential ways in which the standard of design can be raised.

How can the Local Plan Review best ensure high standards of design and quality of new development?

More local level involvement at early stages.

Progress

Powered by
SnapSurveys



Self Build Housing

- A growing number of people in the district are interested in solving their own housing needs through custom and self-build housing
- There are currently 113 custom plots with planning permission and demand is expected to increase over the Local Plan period

Q16 Custom and self build provides opportunities for people to commission and build their own home to their own particular requirements, with demand for this type of housing expected to increase.

Which of the following options or combination of options would best meet the growing demand for custom and self build plots? Please give reasons.

- A. Increase the percentage requirement of Local Plan Policy WE7
- B. Custom and self build exception sites
- C. Permitting custom and self build infill development in the rural area

Self build better kept to within developments.

Progress ██████████

[← Back](#) [Reset](#) [Next →](#)

Powered by
Snap Surveys



Jobs and Prosperity

Employment

- Only 3.9% of Teignbridge residents are unemployed (compared to a national average of 4.2%)
- Productivity and wages in the area, however, are both significantly lower than the national average
- 'Micro-businesses' are the most prevalent form of employer in the district, with 88% of enterprises having nine or less employees
- The Local Plan Review considers how best to support the enterprises which provide employment
- It looks at the extent of town centres and seeks to ensure they are vibrant centres with a mix of day and evening uses
- The Review identifies an issue with the delivery of employment land and explores the reasons behind this and the potential opportunities for reducing barriers to provision

Q17 Larger employment sites can require significant investment before any development can take place with smaller sites sometimes providing more suitable opportunities for small business to grow.

What minimum site size is considered appropriate to aid delivery of employment units suitable for small to medium sized enterprises, start-ups and micro-businesses?

Employment sites should not be included as part of residential - they should be smaller and no time limit on construction of units. Also, sufficient advertising of employment site opportunities must be a requirement to maximise the letting of such sites.

Q18 The direct delivery of new employment floor space by the council has the potential to speed up delivery and provide an income.

How can the Local Plan Review support potential projects involving the council and/or its partners directly delivering employment floor space?

Progress

Powered by
Snap Surveys



Teignbridge Local Plan Review 2020-40

Employment (continued)

Q19 Employment generating uses continue to evolve and there is a case for widening out the definition of employment to allow for other uses.

What other uses, other than B1 (offices, research and development) B2 (general industrial use) and B8 (storage and distribution), should be supported on our industrial estates and business parks?

Progress

Powered by
Snap Surveys



Employment (continued)

Q20a Retail and food outlets on industrial estates and business parks can provide for workers' needs, reducing the need to get into the car.

Should the Local Plan support the creation of small-scale (under 280 square metres) retail and food outlets within existing business parks and industrial estates?

No.

Q20b Should these be restricted to only those which directly support and serve those businesses on the park or estate?

Progress

Powered by
Snap Surveys



Teignbridge Local Plan Review 2020-40

Employment (continued)

Q21a There is a lack of employment floor space in the district but local plan policy already seeks to resist the loss of existing employment areas.

Should the Local Plan Review seek to further restrict the loss employment sites?

If employment land is not able to be achieved - should be considered for community use not for housing.

Q21b Retention of our employment sites could be reinforced through requiring a replacement to create additional job opportunities and/or require demonstration of adequate marketing before loss.

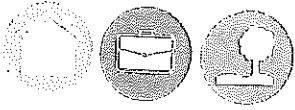
Which option or combination of the following options would best ensure the range of employment sites are retained?

- A. Greater job opportunities on replacement sites
- B. Marketing of a site for a specified period of time for a reasonable rate

Progress

[← Back](#) [Reset](#) [Next →](#)

Powered by
Snap Surveys



Environmental Stewardship

Landscape

- The Review explores the need to reduce pressures from the increased development requirements
- It looks at ways to conserve and enhance the district's rich and varied natural and historic landscape and coastline
- The role of Areas of Great Landscape Value (AGLV) designation is investigated
- The use of financial contributions by developers towards biodiversity offsetting is also explored, along with different ways in which local need for green spaces can be calculated

Q24 Areas of Great Landscape Value are designated for their scenic value but are currently poorly supported by evidence.

Should Areas of Great Landscape Value be retained through the Local Plan Review? If so, how should the area which they cover be determined?

Bovey Parish is considered to have Areas of Great Landscape Value and as such any developments on greenfield should not be considered for many reasons eg. road traffic, wildlife, air pollution.

Progress

Powered by
Snap Surveys



Green Infrastructure Through Development

- The council seeks to ensure sufficient green infrastructure is delivered through new development to provide a network of natural spaces and corridors in our urban areas, towns and villages
- The Review looks to tailor the provision of new infrastructure to address existing shortfalls in quantity, quality and accessibility

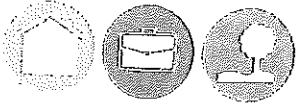
Q25 The Local Plan Review provides the opportunity to tailor green infrastructure needs to local circumstance to address specific gaps in quality or quantity.

Is tailoring the provision of green infrastructure to the specific requirements of an area a suitable approach?

Yes.

Progress

Powered by
Snap Surveys



Communication, Movement and Infrastructure

Electric and Low Emission Vehicle Infrastructure

- The Review emphasises the importance of supporting infrastructure such as education, transport, health, digital and green infrastructure to be delivered alongside development
- Since the current Local Plan was adopted a number of projects have been successfully completed, including A382 road improvements and the South Devon Highway
- The Review will undertake an Infrastructure Capacity Assessment to understand the additional pressure on infrastructure created as a result of additional development requirements, which will be balanced against viability

Q28 The government has announced plans for almost every car on the road to be zero emissions by 2050 with the use of electric and low emission vehicles set to increase significantly.

What implications should the Local Plan Review consider when drafting a policy to require electric charging point infrastructure on new development?

All new build developments should have facilities for exterior charging points - cars etc.

Progress

Powered by
Snap Surveys

TOWN MAYOR'S ENGAGEMENTS FOR THE PERIOD 8TH MAY 2018 – 2ND JULY 2018

DATE & TIME	EVENT	VENUE	ATTENDED BY
Wednesday 23 rd May 6.30pm	Twinning Meeting	Dolphin Hotel Bovey Tracey	Mayor
Thursday 7 th June 6.00pm	Contemporary Craft Festival Preview	Mill Marsh Park Bovey Tracey	Mayor
Monday 25 th June 10.00am	Raising of the Union Flag for Armed Forces Week	Forde House Newton Abbot	Mayor
Tuesday 26 th June 9.30am	Area Guide Launch	Edgemoor Hotel Bovey Tracey	Mayor
Friday 29 th June 1.00pm	Senior School Speech Day & Prize Giving	Stover School Newton Abbot	Mayor