

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.

21st June 2019

Dear Councillor,

You are hereby summoned to attend a meeting of Bovey Tracey Town Council which will be held in the Baptist Church, Hind Street, Bovey Tracey on **Monday 1st July 2019 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.

The Town Mayor will invite the Reverend Kevin Hooke to lead prayers for those who wish to take part before the meeting is opened.

AGENDA

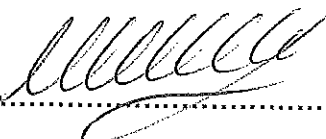
- FC.19/37. Apologies for absence
To receive apologies for inability to attend.
- FC.19/38. Declarations of Interest and Requests for Dispensations
To **declare** any disclosable pecuniary interests or any other interest which members may have in the following agenda items and consider any dispensation requests.
- FC.19/39. Minutes
To **receive** and resolve as a correct record the minutes of the annual Town Council meeting held on 13.5.19 (*copy enclosed).
- The meeting will go out of session*
- FC.19/40. Report of the Mayor's Chaplain
i) To **receive** notification of the Town Mayor's appointed Chaplain.
ii) To **receive** a report from the Mayor's Chaplain.

- FC.19/41. **Report of the Police**
To receive the Police Report.
- FC.19/42. **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.19/43. **County, District and Town Councillor Reports**
To receive reports from County, District and Town Ward Members.

The meeting will go back into session

- FC.19/44. **Business Raised by the Public:**
To resolve to refer any business raised by the public in public discussion and any other matters or items of information from Councillors, to the appropriate Committee or to resolve to agree on any other action.
- FC.19/45. **Annual Meeting – Deferred Items:**
To consider the following items:
- i) AM.19/13 – Election of Sub Committees/Task & Steering Groups (deferred).
 - ii) AM.19/14 – Representatives on outside bodies (deferred).
 - iii) AM.19/15 iii) – Committee recommendation to approve the Option Agreement Draft Heads of Terms for Brimley Field* (deferred). (*Copy previously circulated)
 - iv) AM.19/17. - Draft Traffic Management Plan* (deferred). (*Copy previously circulated)
- FC.19/46. **Recreation, Parks & Property Committee (RP&P) Committee:**
i) To receive and adopt the minutes of the meeting held on 3.6.19 (**draft copy enclosed*).
- FC.19/47. **Finance, Resources & General Purposes (FR&GP) Committee:**
i) To receive and adopt the minutes of the meeting held on 17.6.19 (**draft copy enclosed*).
- FC.19/48. **Planning Committee:**
i) To receive and adopt the minutes of the meetings held on 20.5.19, 3.6.19 (**copies enclosed*) & 17.6.19* (**draft copy enclosed*).
- FC.19/49. **The Town Mayor's Interests:**
To receive and note the Town Mayor's engagements/announcements (**copy of engagements enclosed*).
- FC.19/50. **Merchant Navy Day – 3rd September 2019:**
To consider participating in Merchant Navy Day on 3rd September 2019 by flying the Red Ensign flag at the Town Hall.
- FC.19/51. **South Dartmoor Community College - Proposed Re-structuring:**
Item brought forward by Cllr Brooke to consider issuing draft correspondence (**copy enclosed*). Cllr Brooke to update Members at the meeting.

FC.19/52. Climate Emergency:
To receive and consider a report from Cllrs Fletcher and Mills (*copy enclosed).

SIGNED.......... DATE. 24/06/19.....

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 MONDAY 13TH MAY 2019 AT 7PM.**

Present:

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

Cllr A Allen	Cllr D Fletcher
Cllr J Arnold	Cllr E Kelly
Cllr U Arnold	Cllr A J Kerswell*
Cllr S Brooke	Cllr S Light
Cllr J Cole	Cllr O Mills
Cllr D K Elphick	Cllr K Morgan-West

**County Cllr

*District Cllr

In attendance:

Mr M Wells – Town Clerk
Mrs L Warren – Assistant to the Town Clerk
Rev K Hooke – Chaplain to the Council
Mrs H Cowell – Retiring Honorary Representative of the Lord of the Manor of Bovey Tracey for 2018/19
Mr M Brealey – Newly elected Honorary Representative of the Lord of the Manor of Bovey Tracey for 2019/20
District Cllr S Morgan
One member of the press
Around 70 members of the public

The Retiring Town Mayor, Cllr Blair, 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 Blair, announced that Mr Martin Brealey is the newly elected Honorary Representative of the Lord of the Manor of Bovey Tracey for 2019/20. She read out the nomination for Mr Brealey and noted his involvement over many years with the Swimming Pool Association, the Town Trust and the Samuel Crokers Almshouse Trust. Mrs Cowell, the retiring Honorary Representative of the Lord of the Manor, presented the chain of office to Mr Brealey. Cllr Blair presented a framed certificate.

Mr Brealey thanked the Council for the award which he stated he accepted on behalf of all those who serve on the committees with him.

Photographs were taken.

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

AM.19/01. Election of the Town Mayor & Chairman for 2019/20:

Cllr Kerswell nominated Cllr Gribble as Town Mayor for 2019/20. Cllr Gribble accepted nomination. The nomination was seconded by Cllr Elphick.

Cllr Mills nominated Cllr Fletcher as Town Mayor for 2019/20. Cllr Fletcher accepted nomination. The nomination was seconded by Cllr Morgan-West

Members resolved to suspend Standing Orders in order to undertake a secret ballot. A secret ballot took place and Cllr Gribble was elected Town Mayor for 2019/20.

Cllr Blair, the retiring Town Mayor, presented the Chain of Office to Cllr Gribble.

Cllr Gribble signed the Declaration of Acceptance of Office. He thanked Councillors for electing him.

Photographs were taken.

The remainder of the meeting was chaired by Cllr Gribble

AM.19/02. Election of Deputy Town Mayor for 2019/20:

Cllr Gribble nominated Cllr Fletcher as Deputy Town Mayor for 2019/20. Cllr Fletcher accepted nomination. The nomination was seconded by Cllr Elphick.

Cllr Allen nominated Cllr Brooke as Deputy Town Mayor for 2019/20. Cllr Brooke accepted nomination. The nomination was seconded by Cllr Morgan-West.

A secret ballot took place and Cllr Brooke was elected Deputy Town Mayor for 2019/20.

Cllr Gribble, Town Mayor, presented the Chain of Office to Cllr Brooke.

Cllr Brooke signed the Declaration of Acceptance of Office. Cllr Brooke thanked those who had elected her. She stated that she was looking forward working to with the new Council.

Photographs were taken.

Cllr Gribble thanked former Councillors for all they had done for the Town and welcomed new Councillors.

AM.19/03. Apologies for absence:

Cllr R Bradshaw - Leave

AM.19/04. Declarations of Interest and Requests for Dispensations: None

AM.19/05. Minutes:

Cllr Kerswell noted that she had been in attendance at the Recreation, Parks & Property Committee meeting held on 1st April 2019.

The minutes of the Town Council meeting held on 18.3.19 (**copy previously circulated*) were then confirmed as a true record and were duly signed by the Town Mayor.

The meeting went out of session

AM.19/06. Report of the Chaplain to the Council:

Rev K Hooke, the Chaplain to the Council, advised that Rev Mark Godbeer will take over as minister at the Baptist Church in September. He noted that a united Pentecost service will take place on 9th June. The Methodist Church will mark the 50th anniversary at the church with an event on 16th November.

AM.19/07. Report of the Police:

No report available

AM.19/08. Questions and Statements by the Public:

Mr T Wilson referred to the Neighbourhood Development plan and the formation of the new Council and stated that new Councillors will bring new ideas. He hoped that all will work together for the benefit of the community.

Mrs N Huckerby (Director of Bovey Futures) noted that they looked forward to working with the Council. She advised the annual report of Bovey Futures will be distributed to Councillors.

Cllr Allen stated, in reply to the statements, that Councillors are elected to represent the whole community.

Mr S Crow thanked Councillors for giving up their time in the interests of the town. He expressed his disappointment in holding a secret ballot. He hoped that all newly elected Councillors will vote independently.

Mr P Beecher congratulated the newly elected Councillors. He enquired if the Open Bovey members will be making individual or group decisions.

Mr M Bailey representing Climate Action advised that £500.00 is still available for the Town Council to use for energy saving at the new community centre.

AM.19/09. County, District and Town Councillor Reports:

DCC, TDC & Town Cllr Gribble reported on the cost implications involved in moving the travellers from Liverton. He noted that he had been involved in various meetings and site visits.

District Cllr Kerswell noted the various meetings/events that she had attended. She thanked Mr P Beecher and Mr L Calder (Residents' Association) for arranging the hustings event and the voters for their support.

District Cllr Morgan stated that it was a privilege to be re-elected. She referred to the disappointing Ofsted report received by Bovey Tracey Primary School and stated that, in her view, the report was not necessarily the measure of a good school. She noted the change in political climate and emphasised that her priority is to represent the people.

Cllr Allen thanked retiring Town Mayor, Cllr Blair, for arranging the annual mayoral dinner. He advised that he had attended a site meeting regarding proposed changes to parking restrictions in St John's Lane.

Cllr U Arnold advised that the newly formed Business Association (Bovey for Business) had held its first meeting. It is planned to invite speakers to future meetings to promote business in the town.

Cllr Elphick advised that he had attended a recent meeting of Heathfield Community Centre and noted that the Centre is well used.

AM.19/10. Reports of any outside bodies:

Devon Association of Local Councils – Cllr Gribble advised that the next meeting will take place on 13th June.

Teignbridge Rural Aid Committee – Cllr Gribble advised that the AGM will take place on 15th May.

Teignbridge Association of Local Councils – No report

Bovey Tracey Heritage Trust – No report

Bovey Tracey Exhibition Foundation Trust – Cllr Kerswell advised that there had been no recent meeting.

Bovey Tracey Information Centre Trust – Cllr Allen advised that the Trust has a new Treasurer and more volunteers are being sought. Following the move to the temporary premises it is hoped that the redundant building will be removed shortly. He noted that there may be a financial shortfall depending on timescale of the occupation of the temporary premises.

Police & Crime Commissioner Council Advocate Service – No report

Plastic Free Bovey – Cllr Allen advised that the Devon Guild of Craftsmen has joined the group. He noted that a successful litterpick had taken place and thanked Tina Natalee (Bovey Futures) for organising the event.

Teignbridge Dementia Action Alliance – No report

The meeting returned to session

AM.19/11. Business Raised by the Public:

Following Mr M Bailey's reference to available funding towards energy saving at the Community Centre (AM.19/08) it was resolved to refer this item for future consideration by the Community Centre Steering Group.

Cllr Allen referred to social media notification regarding planting wildflowers on verges. It was resolved that this would be considered at a Planning Committee meeting.

AM.19/12. Election of Committees:

Consideration was given to the appointment of Members for 2019/20 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 and Property (RP&P) Committee: Cllrs Brooke (Ex Officio), Allen, J Arnold, Cole, Elphick, Light and Morgan-West.
- b) Finance, Resources and General Purposes (FR&GP) Committee: Cllrs Gribble (Ex Officio), Allen, Bradshaw, Brooke, Elphick, Fletcher and Mills.
- c) Planning Committee: Cllrs Brooke (Ex Officio), J Arnold, U Arnold, Bradshaw, Kelly, Kerswell and Light.

AM.19/13. Election of Sub-Committees/Task & Steering Groups:

To **consider and approve** nominations for membership for 2019/20 to the following Sub-Committees/Task & Steering Groups:

- a) Communications.
- b) Young Citizen of the Year.
- c) Personnel.
- d) Appeals.
- e) Section 106/CiL.
- f) Regeneration Committee.
- g) Community Centre Steering Group.
- h) Neighbourhood Development Plan.

Resolved:

To defer this item to the next Full Council Meeting.

AM.19/14. Representatives on Outside Bodies:

To **consider and approve** nominations for Town Council representatives on outside bodies:

- a) Devon Association of Local Councils (DALC) – One member.
- b) Teignbridge Association of Local Councils (TALC) – One member.
- c) Teignbridge Rural Aid Committee – One member.
- d) Bovey Tracey Heritage Trust – Two members.
- e) Bovey Tracey Exhibition Foundation Trust – Three members.
- f) Bovey Tracey Information Centre – One member.
- g) Police & Crime Commissioner Council Advocate Scheme – One member.
- h) Plastic Free Bovey – One member.
- i) Teignbridge Dementia Action Alliance – One member.

j) Business for Bovey – One member

Resolved:

To defer this item to the next Full Council Meeting.

AM.19/15. Recreation, Parks & Property Committee (RP&P) Committee:

i) The minutes of the meeting held on 1.4.19 (**draft copy previously circulated*) were received and adopted.

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

ii) To note that the works to construct the garage/workshop facility have been awarded to Devon Contractors for the sum of £31,004.06+VAT (RP&P.19/20vi). Noted.

iii) Approval of the Option Agreement Draft Heads of Terms (RP&P.19/29) (**copy previously circulated*).

Resolved:

To defer this item until more information is available.

AM.19/16. Finance, Resources & General Purposes (FR&GP) Committee:

i) The minutes of the meeting held on 15 .4.19 (**draft copy previously circulated*) were received and adopted.

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

ii) Adoption of the revised Financial Regulations (**copy previously circulated*). The Town Clerk provided an update.

Resolved:

To adopt the revised Financial Regulations.

AM.19/17. Planning Committee:

i) The minutes of the meetings held on 1.4.19, 15.4.19 & 29.4.19* (**draft*) (**copies previously circulated*) were received and adopted.

Members considered the following recommendation from the Planning Committee:

ii) To receive a presentation of the Draft Traffic Management Plan (PL.19/40) (**copy previously circulated*) and consider any further action as appropriate. Cllr U Arnold provided an update.

Resolved:

To defer to the next Full Council Meeting in order to allow Councillors adequate time to consider the Plan.

AM.19/18. The Retiring Town Mayor's Interests:

A copy of the Retiring Town Mayor's engagements/announcements (**copy of engagements previously circulated*) was noted.

25 th March	Ofsted Feedback	Bovey Tracey Primary School
4 th April	Consultation Event re: Staff & Personnel	South Dartmoor Community College, Ashburton
13 th April	Bovey Tracey Swimming Pool Open Day Event	Swimming Pool, Recreation Ground
16 th April	Residents' Association Town Council Hustings Event	Methodist Hall, Le Molay-Littry Way

AM.19/19. Annual Governance & Accountability Return - 2018/19:

Members considered the following:

i) To receive and note the Internal Audit Report (**copy circulated at the meeting*). The Town Clerk provided an update.

ii) To approve the Annual Governance Statement (section 1 of the annual return) (**copy circulated at the meeting*) and agree that the Chairman and Town Clerk sign the document.

iii) To approve the accounting statements (section 2 of the annual return) (**copy circulated at the meeting*) together with an explanation of variance of 15% and above and a statement of income & expenditure relating to box 7 & 8 of the return and agree that the Chairman signs the document.

iv) To approve the annual financial statement for year ended 31st March 2019 as an accurate reflection of the financial position of the Council and its income and expenditure (**copy circulated at the meeting*).

v) To approve the year end bank reconciliation for 2018/19 (**copy circulated at the meeting*).

Resolved:

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

AM.19/20. Standing Orders:

Members reviewed and considered the adoption of the revised Standing Orders (**copy previously circulated*). The Town Clerk explained the revisions.

Resolved:

To re-adopt the revised Standing Orders and to undertake a further review in the future.

AM.19/21. General Power of Competence (GPC):

Members considered re-adopting the GPC having met the criteria of eligibility for the GPC relating to the Electoral Mandate (66%) and the relevant training of the Clerk. The Town Clerk provided an update.

Resolved:

To re-adopt the GPC.

AM.19/22. Committee Terms of Reference:

Members reviewed and considered the re-adoption of the Committee Terms of Reference (**copy previously circulated*).

Resolved:

To re-adopt the Committee Terms of Reference and to undertake a review in the future.

AM.19/23. Bovey Parish Neighbourhood Plan:

Cllr Kelly advised that no further report was available. He noted that the Steering Group was due to meet again shortly.

Cllr Gribble offered his apologies to anyone who had been offended by his earlier comments.

The meeting closed at 8.25pm.

**PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 20TH MAY 2019 AT 6.30PM**

Present:

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

Cllr J Arnold	Cllr E Kelly
Cllr U Arnold	Cllr A J Kerswell*
Cllr R Bradshaw	Cllr S Light

In attendance:

Cllr A Allen
Cllr D K Elphick
Mr M Wells – Town Clerk
One member of the press
Four members of the public

**County Cllr
*District Cllr

Cllr Gribble, the Town Mayor, opened the meeting and welcomed Cllr Bradshaw.

Interests declared: Cllr Gribble declared an interest in PL.19/47e – application no. 19/00664/FUL (land at Newton Road), as a neighbouring landowner

PL.19/43 Election of Chairman of the Planning Committee for 2019/20:

Cllr Arnold nominated Cllr Kelly as Chairman of the Planning Committee for 2019/20. The nomination was seconded by Cllr Kerswell. Cllr Kelly accepted nomination.

Resolved:

As there were no other nominations, Cllr Kelly was duly elected to serve as Chairman of the Planning Committee for 2019/20.

The remainder of the meeting was chaired by Cllr Kelly.

PL.19/44 Election of Vice-Chairman of the Planning Committee for 2019/20:

Cllr J Arnold nominated Cllr Bradshaw as Vice-Chairman of the Planning Committee for 2019/20. The nomination was seconded by Cllr Light. Cllr Bradshaw accepted nomination.

Resolved:

As there were no other nominations, Cllr Bradshaw was duly elected to serve as Vice-Chairman of the Planning Committee for 2019/20.

PL.19/45 Apologies for absence:

Cllr S Brooke - Leave

****Public Participation:**

A member of the public spoke on application PL.19/47a – 19/00723/FUL (65A Fore Street) and stated that she does not wish to see the loss of a retail outlet in favour of residential in the main street.

PL.19/46 Minutes:

Ref. PL.19/38a: It was noted that this should read Landscape. The minutes of the meeting of 29th April 2019 (**copy previously circulated*) were then confirmed as a correct record and were approved.

PL.19/47 Consideration of Planning Applications:

TDC Applications listed to 26.4.19:

a) **19/00723/FUL** Change of use from retail (use Class A1) to a dwelling (use Class C3) including replacement fenestration details and replacement of single storey rear roof at 65A Fore Street.

Observations: To object to the proposal on the grounds of losing a retail shop frontage in a classified secondary shop frontage area of the town.

b) **19/00768/FUL** Two storey side extension and alterations at 9 Southbrook Road.

Observations: No objection

DNPA Applications listed to 26.4.19: None

TDC Applications listed to 3.5.19:

c) **19/00260/FUL** Single and two storey extensions at Mimosa Cottage, Haytor Road.

Observations: No objection

DNPA Applications listed to 3.5.19:

d) **0199/19** Change of use from redundant barn to holiday unit at Plumley Barn, Forder Lane.

Observations: No objection

TDC Applications listed to 10.5.19:

e) **19/00664/FUL** Nine gypsy pitches, access, the provision of services and utilities at land at NGR 282175 76309 Newton Road.

Observations: To object to the proposal on safety grounds (access to and from the site) and the inadequacy of safe pedestrian crossing to the A382 to access to local services.

PL.19/48 Planning Decisions: Noted

a) Approvals:

i) Installation of balcony and external stairs on south elevation at 1 The Gateways, Mary Street. (N/O)

ii) Fell one sycamore in Area A2 at Oaklands, Chapple Road. (Ref'd)

iii) Change of use from business (use Class B1) to mixed use business (use Class B1), a trade sales counter or small shop area (use Class A1) and a nail parlour (use Class Sui Generis) at Unit 7, Cavalier Road, Heathfield. (N/O)

b) Refusals: None

The Town Council's submitted observations: No objections – N/O. Objection – O. Referred – Ref'd. Not consulted – N/C.

PL.19/49 Informal Consultation on Stopping Up of Footpath:

Members received correspondence in relation to the stopping up of a section of a Public Right of Way (**copy previously circulated*) and considered a response.

Resolved:

Members expressed concern with the proposed relocation of the cross. Concern was also expressed as the proposed route is not fully accessible (steps) and the available non step route is less scenic. Without further justification as to the reasons for the path to be relocated, the Town Council is unable to issue an informed view.

**PL.19/50 General Planning Matters brought forward by Councillors:
(For information only).**

Cllr U Arnold advised that he wishes to present the Traffic Management Plan, for information, to update Members at the next meeting.

Cllr Allen highlighted to new Members the sub-groups (e.g. Regeneration, Neighbourhood Development Plan, S106 and Cil) which report items to this Committee.

The meeting closed at 7.21pm.

**PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 3RD JUNE 2019 AT 6.30PM**

Present:

Cllr J Arnold	Cllr E Kelly
Cllr U Arnold	Cllr A J Kerswell*
Cllr R Bradshaw	Cllr S Light

In attendance:

The Town Mayor, Cllr G J Gribble**/*
Cllr A Allen
Cllr D Fletcher
Cllr K Morgan-West
Mr M Wells – Town Clerk
One member of the public

**County Cllr
*District Cllr

The meeting was chaired by Cllr Kelly.

Interests declared: None

PL.19/51 Apologies for absence:

The Deputy Town Mayor, Cllr S Brooke - Leave

****Public Participation:**

Mr T Wilson spoke on item PL.19/56 – Draft Traffic Management Plan. He noted that the current proposals within the plan are not underpinned by traffic data, which could flaw the process. A second count will then be required to identify improvements. He suggested that if the count is not urgent this should be delayed until after the school holiday period. However, a baseline survey is required. Currently there are sufficient funds from the NDP grant to fund a study if the grant awarder will accept a variation to the current grant.

PL.19/52 Minutes:

The minutes of the meeting of 20th May 2019 (**copy previously circulated*) were confirmed as a correct record and were approved.

PL.19/53 Consideration of Planning Applications:

DNPA Applications listed to 10.5.19: None

TDC Applications listed to 17.5.19:

- a) **19/00951/TPO** Reduce lower branches of one oak in Group G3 by approx. 30% where overhanging at 85 Churchfields Drive.
Observations: Referred to TDC's Arboricultural Officer.
- b) **19/00964/CAN** Fell one silver birch at 37 Mary Street.
Observations: Referred to TDC's Arboricultural Officer.

DNPA Applications listed to 17.5.19: None

TDC Applications listed to 24.5.19:

- c) **19/01007/TPO** Fell one alder at 22 Kiln Close.
Observations: Referred to TDC's Arboricultural Officer.

PL.19/54 **Planning Decisions:**

a) Approvals: None

b) Refusals: None

The Town Council's submitted observations: No objections – N/O. Objection – O. Referred – Ref'd. Not consulted – N/C.

Cllr Cole joined the meeting at 6.40pm

PL.19/55 **DCC – Life on the Verge - Guidance:**

Members received and considered DCC's headline guidance for communities (**copy previously circulated*). The Chairman explained the potential for cross-committee responsibilities.

Resolved:

To form a cross Committee (Planning and Recreation, Parks & Property) Working Party suggesting two representatives from each Committee to investigate further. Cllrs U Arnold and Kerswell were nominated to represent the Planning Committee.

PL.19/56 **Draft Traffic Management Plan:**

Item brought forward by Cllr U Arnold to represent the Draft Plan (**copy previously circulated*). Cllr U Arnold agreed with comments made by a member of the public about the need for a traffic survey which was previously raised by the Regeneration Committee. This data will help inform the Traffic Management Plan and also of benefit to the Neighbourhood Development Plan. A discussion took place regarding the possible variation of the bus routes. It was noted that Bovey Tracey Primary School Governors are currently updating the School Travel Plan. Cllr U Arnold also provided information relating to the need for a parking audit at a quoted fee of £765.00.

Resolved:

- i) The Town Clerk will clarify with Stagecoach Bus Company the issues concerning bus routes raised in discussion.
- ii) To present a request to the Finance, Resources & General Purposes Committee for consideration of funding for a traffic survey and parking audit.
- iii) The Town Clerk will ascertain timescales from the Primary School in relation to an updated School Travel Plan.

A member of the public joined the meeting at 6.58pm.

PL.19/57 **General Planning Matters brought forward by Councillors:**

(For information only).

Cllr U Arnold wished to discuss the introduction of electric charging points in new developments. It was agreed that this would be placed on a future agenda.

Cllr Kerswell referred to a previous informal consultation regarding a Public Right of Way (Challabrook) that involved the relocation of a cross. Cllr Kerswell advised that the cross is Grade II listed.

The meeting closed at 7.04pm.

RECREATION, PARKS & PROPERTY COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 3RD JUNE 2019 AT 7.05PM

Present:

The Town Mayor, Cllr G J Gribble**/* (as Ex Officio)

Cllr A Allen	Cllr D K Elphick
Cllr J Arnold	Cllr S Light
Cllr J Cole	Cllr K Morgan-West

In attendance:

Cllr U Arnold
Cllr R Bradshaw
Cllr A J Kerswell*
Mr M Wells - Town Clerk
One member of the public

** County Cllr
*District Cllr

The Town Mayor, Cllr Gribble (as Ex Officio) opened the meeting.

Interests declared: None

RP&P.19/30 Election of Chairman of the Recreation, Parks & Property Committee for 2019/20:

Cllr Elphick nominated Cllr Allen as Chairman of the Recreation, Parks and Property Committee for 2019/20. The nomination was seconded by Cllr Light. Cllr Allen accepted nomination.

Resolved:

As there were no other nominations, Cllr Allen was duly elected to serve as Chairman of the Recreation, Parks & Property Committee for 2019/20.

The remainder of the meeting was chaired by Cllr Allen.

Cllr Allen thanked Cllr Kelly for being an excellent Chairman of the Committee for the previous year.

RP&P.19/31 Election of Vice-Chairman of the Recreation, Parks & Property Committee for 2019/20:

Cllr Allen nominated Cllr Morgan-West as Vice-Chairman of the Committee for 2019/20. The nomination was seconded by Cllr Light. Cllr Morgan-West accepted nomination.

Resolved:

As there were no other nominations, Cllr Morgan-West was duly elected to serve as Vice-Chairman of the Committee for 2019/20.

RP&P.19/32 Apologies for Absence:

The Deputy Town Mayor, Cllr S Brooke - Leave

****Public Participation:** None

RP&P.19/33 Minutes:

The minutes of the meeting of 1st April 2019 (**copy previously circulated*) were confirmed as a correct record and were approved.

RP&P.19/34 Public Toilets – Recreation Ground:

Members reviewed and considered the current cleaning contract for the Recreation Ground public toilets. The Town Clerk provided an update. Following discussion it was

Resolved:

To appoint the existing contractor from the expiry of the current contract for 12 months on a revised daily rate of £8.22 plus VAT.

Cllr U Arnold left the meeting at 7.20pm.

RP&P.19/35 Britain in Bloom South West – Mill Marsh Park – Parks Award:

Members received feedback (**copy previously circulated*) and considered any further action as appropriate. Following discussion it was agreed:

- i) The Town Clerk will request the Scout Group to paint the rear wall of their building to obscure the graffiti.
- ii) To arrange the removal and replacement of a dying tree in the avenue of trees.
- iii) To fill large holes where appropriate.
- iv) The Town Clerk to obtain an estimate for permeable safety surfacing around the trim trail equipment.

It was further suggested that a future item is tabled to consider a wider review of Mill Marsh Park.

Cllr Bradshaw left the meeting at 7.30pm.

RP&P.19/36 Christmas Lights - Bovey Tracey - 2019:

Members considered:

- i) Forming a Christmas Lights Working Party.
- ii) Approving the draft Terms of Reference (**copy previously circulated*).

Following discussion it was

Resolved:

- i) To form a Christmas Lights Working Party. Cllr Cole volunteered to lead this, co-opting other members as required.
- ii) To approve the draft Terms of Reference.

RP&P.19/37 Bovey Tracey Paradiso Arts:

Members considered a request for a letter of support. The Town Clerk provided further information.

Resolved:

To provide a letter of support. The Town Clerk to draft the letter and circulate to Committee Members for approval.

RP&P.19/38 Recreation Ground – Bovey Tracey:

The Town Clerk circulated the planning application for the rebound mesh fence and goal mouth (located adjacent to the Swimming Pool). Following questions for clarification, this was noted.

RP&P.19/39 Matters brought forward by the Town Clerk & Councillors: (for information)

Cllr Elphick:

- i) Reported an increase in dogs not on leads at the Recreation Ground. The Town Clerk agreed to enquire on TDC's position regarding the Public Space Protection Order.
- ii) Referred to social media activity around the delay in progress of the Community Centre building.

Cllr J Arnold referred to the need to maintain a safe Recreation Ground area and was interested to hear further about the Public Space Protection Order.

Cllr Cole referred to the vacant shops in the town and the process to consider the Town Council's involvement in potential future uses.

Cllr Kerswell noted the recent opening of a shop/studio, Artisan Abode, adjacent to the Co-op, Riverside.

Mr M Wells (Town Clerk):

- i) Referred to a crack appearing in the Recreation Ground wall and advised that quotes are being obtained for its repair.
- ii) Referred to the marquee currently being erected in Mill Marsh Park for the forthcoming Craft Festival and also highlighted the use of Bullands for exhibitor camping.

The meeting closed at 7.57pm.

**PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 17TH JUNE 2019 AT 6.30PM**

Present:

Cllr J Arnold
Cllr U Arnold
Cllr R Bradshaw

Cllr S Brooke
Cllr A J Kerswell*
Cllr S Light

In attendance:

Cllr A Allen
Cllr G J Gribble**/*
Mrs L Warren – Assistant to the Town Clerk
One member of the press

**County Cllr

*District Cllr

The meeting was chaired by Cllr Bradshaw

Interests Declared: The Town Council, as the landowner, declared an interest in 19/02172/FUL (rebound fence at Recreation Ground).

PL.19/58 Apologies for absence:

Cllr E Kelly – Personal commitment
Mr M Wells (Town Clerk) - Leave

****Public Participation:** None

PL.19/59 Minutes:

The minutes of the meeting of 3rd June 2019 (**copy previously circulated*) were confirmed as a correct record and were approved.

PL.19/60 Consideration of Planning Applications:

DNPA Applications listed to 24.5.19: None

TDC Applications listed to 31.5.19:

- a) **19/02172/FUL** 30 metre length of 3 metre high rebound fence at Recreation Ground, Newton Road.

Observations: The Town Council, as landowner, noted the application.

- b) **19/01056/CAN** Crown reduce three beech trees by 50% at 8 Fairfield Close.

Observations: Referred to TDC's Arboricultural Officer.

DNPA Applications listed to 31.5.19:

Withdrawn application: Noted

- c) **0199/19** Change of use from redundant barn to holiday unit at Plumley Barn, Forder Lane.

TDC Applications listed to 7.6.19:

- d) **19/00970/VAR** Variation of condition 2 on planning permission 18/01986/FUL (permanent dwelling for rural worker) to amend design to replace the tanked rear wall with a conventional external wall separated from the new bank retaining wall at Moorwood, Gypsy Corner.

Observations: No objection.

PL.19/61 Planning Decisions: Noted

a) Approvals:

TDC:

- i) New single storey annexe and roof terrace to replace demolished two storey extension at Rosemount, Hind Street. (O)
- ii) Single and two storey extensions at Mimosa Cottage, Haytor Road. (N/O)
- iii) Two storey side extension and alterations at 9 Southbrook Road. (N/O)

DNPA:

- i) Fell a tree at 5 Hawkmoor Parke. (Ref'd.)

b) Refusals: None

c) Appeal Decisions:

- i) APP/P1133/W/19/3222900 Appeal against refusal of planning permission for change of use of former Gospel Hall, Mary Street to two dwellings – Appeal dismissed.
- ii) APP/P1133/W/18/3213097 Appeal against refusal of planning permission for residential development to form 3 single storey dwellings at Bramley, Pottery Road – Appeal allowed.
- iii) Y/18/321775 (LBC) & W/18/3212776 Appeal against refusal of planning permission for alterations and change of use of former threshing barn and linhay into two tourism units ancillary to Bullaton Farmhouse – Appeal dismissed.

The Town Council's submitted observations: No objections – N/O. Objection – O. Referred – Ref'd. Not consulted – N/C.

Cllr Elphick joined the meeting at 6.40pm.

PL.19/62 Electronic Vehicle Charging Points:

Item brought forward by Cllr U Arnold for discussion. Cllr U Arnold considered that Station Road Car Park would be a suitable location for charging points. A discussion took place. The two other main car parks and the Co-op, Riverside car park were also suggested as suitable sites. It was agreed to contact TDC, as owner and operator of the main car parks, to enquire about the feasibility and viability of installing charging points.

PL.19/63 The Teignbridge Planning Café – 8th/9th July 2019:

Members considered attendance at a briefing event (**copy previously circulated*). It was agreed that any Councillor wishing to attend the event will contact the Town Clerk.

PL.19/64 General Planning Matters brought forward by Councillors:
(*For information only*).

Cllr J Arnold advised that he had recently met with a local trader who had referred to road safety issues in Fore Street. He noted that this could be relevant to the Traffic Management Plan.

Cllr Brooke enquired about progress regarding wildflower verges. It was noted that a cross Committee Working Party is to be formed to progress the matter.

The meeting closed at 6.50pm.

**FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 17TH JUNE 2019 AT 7.00PM**

Present:

Cllr A Allen	Cllr D Fletcher
Cllr R Bradshaw	Cllr G J Gribble**/*
Cllr S Brooke	Cllr O Mills
Cllr D K Elphick	

In attendance:

Cllr A J Kerswell*
Cllr S Light
Mrs L Warren – Assistant to the Town Clerk
One member of the press

**County Cllr

*District Cllr

Cllr Gribble, the Town Mayor, opened the meeting.

Interests declared: None

FR&GP.19/37 Election of Chairman of the Finance, Resources & General Purposes Committee for 2019/20:

Cllr Allen nominated Cllr Fletcher as Chairman of the Finance, Resources and General Purposes Committee for 2019/20. The nomination was seconded by Cllr Elphick. Cllr Fletcher accepted nomination.

Resolved:

As there were no other nominations, Cllr Fletcher was duly elected to serve as Chairman of the Finance, Resources and General Purposes Committee for 2019/20.

The remainder of the meeting was chaired by Cllr Fletcher.

FR&GP.19/38 Election of Vice-Chairman of the Finance, Resources & General Purposes Committee for 2019/20:

Cllr Brooke nominated Cllr Bradshaw as Vice-Chairman of the Finance, Resources and General Purposes Committee for 2019/20. The nomination was seconded by Cllr Mills. Cllr Bradshaw accepted nomination.

Cllr Allen nominated Cllr Elphick as Vice-Chairman of the Finance, Resources and General Purposes Committee for 2019/20. The nomination was seconded by Cllr Gribble. Cllr Elphick accepted nomination.

A vote took place and Cllr Bradshaw was elected to serve as Vice-Chairman of the Finance, Resources and General Purposes Committee for 2019/20.

FR&GP.19/39 Apologies for absence:

Mr M Wells (Town Clerk) - Leave

****Public Participation:** None

FR&GP.19/40 Minutes:

The minutes of the meeting of 15th April 2019 (**copy previously circulated*) were confirmed as a correct record and were approved.

Cllr Kerswell left the meeting at 7.05pm.

FR&GP.19/41 Accounts & Financial Statement:

Members received:

i) payment and receipt transactions between 1st April 2019 and 31st May 2019 (**copy previously circulated*).

ii) bank reconciliation between 1st April 2019 and 31st May 2019 (**copy previously circulated*).

iii) noted the bank balances as below:

General Account: £ 31,872.68 (Statement dated 24.5.19)

Business Bank Instant A/C: £150,382.69 (Statement dated 31.5.19)

Business Bank Instant A/C: £390,498.54 (Statement dated 31.5.19)

Business Bank Instant A/C: £ 22,537.69 (Statement dated 31.5.19)

Following clarification regarding three payments, items i) & ii), as set out above, were approved.

Cllr Fletcher advised that members of the Committee will undertake a monthly spot check of financial transactions. She confirmed that she will carry out the first check.

Cllr Light left the meeting at 7.08pm.

FR&GP.19/42 Internal Audit Report – year End 31st March 2019:

Members considered the recommendations and subsequent actions required from the audit report (**copy previously circulated*). Cllr Fletcher noted that the Town Clerk had actioned the relevant items. The report was noted.

FR&GP.19/43 Direct Debits and Standing Orders:

Members received and approved the list of Direct Debit payments (**copy previously circulated*).

FR&GP.19/44 Information Commissioner's Office (ICO) – Registration of Councillors:

Members received and noted a factsheet from the ICO (**copy previously circulated*) and supporting NALC Legal Briefing (**copy previously circulated*) exempting Councillors from paying a data protection fee. It was recommended that the document should be shared with other Councillors.

FR&GP.19/45 File Sharing & Storage:

Members considered the suitability of a trial system for a secure online filing system. A discussion took place and it was agreed to request the Town Clerk to investigate available systems and costs and report back to the Committee.

FR&GP.19/46 New Funding Initiatives:

Members received and noted information on three new funding initiatives released by Devon County Council (DCC) (**copy previously circulated*). A discussion took place

and various suggested projects were highlighted. It was agreed that the information should be publicised within the community.

FR&GP.19/47 Planning Committee Budget Request:

Members considered a request from the Planning Committee for approval of unbudgeted expenditure as follows:

- | | |
|--|-----------|
| i) Automated 7 day Traffic Count (8 locations) - | £1,200.00 |
| ii) Car Parking Audit - | £ 765.00 |

A discussion took place and it was noted that subject to a budget variation request, funding could be available from the Neighbourhood Development Plan Steering Group (NDPSG) locality grant.

Resolved:

To meet the expenditure, as set out above, if the grant funding application is unsuccessful.

FR&GP.19/48 Matters brought forward by Councillors: (for information only).

Cllr Allen referred to the awards that the Town Council makes annually and suggested that further award categories could be established. He requested that an item be placed on a future Full Council meeting agenda for further discussion.

The meeting closed at 7.34pm.

Current Account

Payments made between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/04/2019	Premium Credit	DD	299.83			4190	200	299.83	Insurance
01/04/2019	Pulse8Communications	DD	22.00		3.67	4190	200	18.33	Broadband
02/04/2019	Hampshire Trust Bank	INVESTMENT	80,000.00			4930	200	80,000.00	12 Month Investment Bond
08/04/2019	Mrs B Fletcher	675	48.00			4190	200	48.00	Cleaning
08/04/2019	Devon Contract Waste	676	33.22		5.54	4540	500	27.68	Waste collection
08/04/2019	Kivells Ltd	677	720.00		120.00	4540	500	600.00	Land valuation
08/04/2019	Teignbridge District Council	678	7,385.83			4000	150	7,385.83	Payroll
08/04/2019	Outersight (UK) Ltd	679	720.00		120.00	4470	350	600.00	Stage hire
08/04/2019	S W Councils	680	510.00		85.00	4190	200	425.00	Annual sub
08/04/2019	Devon Assoc of Local Councils	681	986.32		108.10	4190	200	878.22	Annual sub & service charge
08/04/2019	Tindle Newspapers Ltd	682	36.00		6.00	4190	200	30.00	Display advert.
10/04/2019	UK Fuels Ltd	DD	65.92		10.99	4540	500	54.93	Fuel
15/04/2019	Mr R Rance	683	3.99			4190	200	3.99	Re-imburement key cutting
15/04/2019	Horizon Consulting Engineers	684	360.00		60.00	4920	350	300.00	Consultancy service
15/04/2019	PHS Group	685	250.36		41.73	4540	500	208.63	Waste collection
15/04/2019	Glasdon UK Ltd	686	188.29		31.38	4540	500	156.91	Bin
15/04/2019	S W Water Business	687	18.83			4500	400	18.83	Supply - Cemetery
15/04/2019	Teignbridge District Council	688	70.20		11.70	4190	200	58.50	Payroll services
15/04/2019	EDF Energy	DD	19.58		0.93	4190	200	18.65	Supply CCTV cameras
23/04/2019	Teignbridge District Council	689	3,200.00			4250	250	3,200.00	Hire public toilets
23/04/2019	Teignbridge District Council	690	2,401.23			4190	200	1,093.83	Half year rates
						4540	500	225.72	Half year rates
						4500	400	1,081.68	Half year rates
23/04/2019	Devon Contract Waste Ltd	691	36.67		6.11	4540	500	30.56	Waste collection
23/04/2019	Specialist Hygiene Services Lt	692	283.64		47.27	4360	300	236.37	Cleaning public toilets
23/04/2019	Mole Valley Farmers Ltd	693	30.04		5.01	4540	500	25.03	Goods
23/04/2019	S W Water Ltd	694	17.15			4300	300	17.15	Supply to allotments
23/04/2019	EE Phone	DD	35.58		5.93	4190	200	29.65	Plan charge
30/04/2019	British Gas	DD	25.87		1.23	4360	300	24.64	Supply - public toilets
30/04/2019	Elite Group	DD	67.63		11.27	4190	200	56.36	Telecom
01/05/2019	Mrs B Fletcher	695	48.00			4190	200	48.00	Cleaning
01/05/2019	Pulse8Communications	DD	22.00		3.67	4190	200	18.33	Broadband
01/05/2019	Premium Credit	DD	299.83			4190	200	299.83	Insurance
08/05/2019	K R & H E Harvey	696	819.00		136.50	4540	500	612.50	Hedgecutting
						4500	400	35.00	Hedgecutting
						4300	300	35.00	Hedgecutting

Subtotal Carried Forward:

99,025.01

0.00

822.03

98,202.98

Current Account

Payments made between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
18/05/2019	N Brock	697	855.00			4500	400	855.00	Gravedigging
18/05/2019	PVM Supplies	698	222.48		37.08	4540	500	185.40	Goods
18/05/2019	B T Youth Action	699	625.00			4600	600	625.00	April payt
18/05/2019	Viking	700	95.90		12.32	4190	200	83.58	Goods
18/05/2019	Devon Countryside Landscapes	701	1,928.04		321.34	4540	500	1,226.70	Grass cutting
						4500	400	320.00	Grass cutting
						4300	300	60.00	Grass cutting
18/05/2019	1st Office Equipment	702	429.23		71.54	4190	200	357.69	Copier charge
18/05/2019	Information Commissioner	703	40.00			4190	200	40.00	Date protection
18/05/2019	S W Water Business	704	111.28			4360	300	111.28	Supply to public toilets
18/05/2019	Civil Solutions Ltd	705	8.40		1.40	4540	500	7.00	Goods
18/05/2019	Teignbridge District Council	706	2,353.31			4000	150	2,353.31	Additional payroll
18/05/2019	Mr E Willis	707	50.00			4710	700	50.00	Works
18/05/2019	Dartmoor Whisky Distillery	708	1,300.00			4190	200	1,300.00	Quarterly rent
18/05/2019	Devon Contract Waste	709	52.56		8.76	4540	500	43.80	Waste collection
18/05/2019	Lisa Robillard Webb	710	56.25			4910	350	56.25	Admin NDP
18/05/2019	UK Fuels	DD	135.28		22.55	4540	500	112.73	Fuel
15/05/2019	EDF Energy	DD	19.19		0.91	4190	200	18.28	Supply to CCTV cameras
16/05/2019	Photography by Bim	711	155.00			4190	200	155.00	Council photograph
16/05/2019	AC archaeology Ltd	712	4,770.00		795.00	4250	250	3,975.00	Excavation - Old Thatched Inn
16/05/2019	Mole Valley Farmers	713	36.37		6.06	4540	500	30.31	Goods
16/05/2019	Teignbridge District Council	714	5,300.00			4000	150	5,300.00	Payroll
16/05/2019	Teignbridge District Council	715	234.00			4540	500	234.00	Planning fee
16/05/2019	Viking	716	38.65		6.44	4190	200	32.21	Goods
16/05/2019	Rialtas Business Solutions	717	330.00		55.00	4190	200	275.00	Year end check
16/05/2019	S W Grounds Maintenance	718	960.00		160.00	4540	500	800.00	Verge cutting
16/05/2019	Devon Communities Together	719	50.00			4190	200	50.00	Annual sub.
16/05/2019	PHS Group	720	246.48		41.08	4540	500	205.40	Waste collection
16/05/2019	Tozers LLP	721	1,171.20		195.20	4250	250	976.00	Lease Station Rd Car Park
16/05/2019	Alan Lewis	722	10.00			4190	200	10.00	Computer support
16/05/2019	Pam Buxton	723	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Kate Hyland	724	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Mrs R H Gallop	725	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Mrs D Hallett	726	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Janet Stone	727	15.00			4470	350	15.00	GM Fest pitch refund

Subtotal Carried Forward:

120,683.63

0.00

2,556.71

118,126.92

Current Account

Payments made between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
16/05/2019	Mrs N J Mierau	728	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Hellen Church	729	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Marie Barton-Pye	730	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Mr T El-Sayed	731	25.00			4470	350	25.00	GM Fest pitch refund
16/05/2019	Fiona McKnight	732	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Angela Weare-Gifford	733	25.00			4470	350	25.00	GM Fest pitch refund
16/05/2019	Mrs Anna Thain	734	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Philippa Waldron	735	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Bovey Community Garden	736	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Alison Evans	737	15.00			4470	350	15.00	GM Fest pitch refund
16/05/2019	Leyford Studio 4	738	15.00			4470	350	15.00	GM Fest pitch refund
21/05/2019	EE Phone	DD	35.58		5.93	4190	200	29.65	Plan charge
24/05/2019	Newton Abbot Security Trust	739	500.00			4190	200	500.00	CCTV monitoring
24/05/2019	Devon Countryside Landscapes	740	1,200.00		200.00	4540	500	780.00	Grass cutting
						4500	400	160.00	Grass cutting
						4300	300	60.00	Grass cutting
24/05/2019	Mole Valley Farmers	741	6.85		1.14	4540	500	5.71	Goods
24/05/2019	Firewatch SW Ltd	742	249.04		41.50	4190	200	207.54	Inspection
24/05/2019	Devon Contract Waste	743	35.04		5.84	4540	500	29.20	Waste collection
24/05/2019	Lisa Robillard Webb	744	63.75			4910	350	63.75	Admin support NDF
24/05/2019	S W Water Ltd	745	11.50			4710	700	11.50	Supply H'field Youth Facility
24/05/2019	Property Maintenance Services	746	870.00		145.00	4500	400	725.00	Repairs
24/05/2019	Fenlands Leisure Products Ltd	747	77.40		12.90	4540	500	64.50	Goods
24/05/2019	Mr R Rance	748	15.00			4470	350	15.00	GM Fest pitch refund
24/05/2019	Mrs S Potbury	749	15.00			4470	350	15.00	GM Fest pitch refund
24/05/2019	Rebecca Dowell	750	15.00			4470	350	15.00	GM Fest pitch refund
24/05/2019	Jacinta McEwan	751	15.00			4470	350	15.00	GM Fest pitch refund
24/05/2019	Craig Apps	752	25.00			4470	350	25.00	GM Fest pitch refund
24/05/2019	Home Farm Parke Ltd	753	40.00			4470	350	40.00	GM Fest pitch refund
Subtotal Carried Forward:			124,042.79	0.00	2,969.02			121,073.77	

Current Account

Payments made between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
24/05/2019	Amanda Waldron	754	15.00			4470	350	15.00	GM Fest pitch refund
24/05/2019	Kate Baker	755	15.00			4470	350	15.00	G M Fest pitch refund
24/05/2019	Alison Middleton	756	15.00			4470	350	15.00	G M Fest pitch refund
24/05/2019	Sharon Cutler	757	15.00			4470	350	15.00	G M Fest pitch refund
24/05/2019	Kumbirai Gundidza	758	25.00			4470	350	25.00	G M Fest pitch refund

Total Payments:	124,127.79	0.00	2,969.02	121,158.77
------------------------	------------	------	----------	------------

Current Account

Receipts received between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: 03/04/2019	80,000.00						
1yr Bond	Lloyds Deposit - 00711234	80,000.00			210		80,000.00	1yr Bond Invest.
	Banked: 08/04/2019	15,000.00						
Virement	Lloyds Deposit - 00711234	15,000.00			210		15,000.00	Virement
	BACS Banked: 12/04/2019	1,299.00						
BACS	Parker's Funeral Directors	1,299.00			1400	400	1,299.00	Burial
	391 Banked: 16/04/2019	2,587.48						
34	Royal Gurkha Spice	30.00		5.00	1120	100	25.00	Hanging basket
35	Mrs R Gallop	15.00			1500	100	15.00	GM Fest pitch
36	Western Power Distribution	45.62			1900	100	45.62	Wayleave payt
37	Western Power Distribution	104.86			1900	100	104.86	Wayleave payt.
564	Parker's Funeral Directors	2,392.00			1400	400	2,392.00	Burial
	BACS Banked: 17/04/2019	40.00						
BACS	Home Farm	40.00			1500	100	40.00	GM Pitch
	BACS Banked: 24/04/2019	15.00						
BACS	R Davies	15.00			1500	100	15.00	GM Fest Pitch
	BACS Banked: 25/04/2019	25.00						
BACS	K Gundidza	25.00			1500	100	25.00	GM Fest pitch
	BACS Banked: 25/04/2019	15.00						
BACS	K Hyland	15.00			1500	100	15.00	GM Fest pitch
	Banked: 08/05/2019	15,000.00						
Virement	Lloyds Deposit - 00711234	15,000.00			210		15,000.00	Virement
	Banked: 16/05/2019	15,000.00						
Virement	Lloyds Deposit - 00711234	15,000.00			210		15,000.00	Virement
	392 Banked: 21/05/2019	858.00						
0565	Mrs V Clayton	102.00			1400	400	102.00	Memorial tablet
0566	Mr & Mrs P Mcleland	632.00			1400	400	632.00	Purchase of plot
38	Mrs E Reed	62.00			1400	400	62.00	Add inscription pt. payt
0567	Williams & Triggs	62.00			1400	400	62.00	Add inscription pt payt
	393 Banked: 30/05/2019	1,367.00						
0568	Parker's Funeral Directors	1,196.00			1400	400	1,196.00	Purchase grave & burial
0569	Parker's Funeral Directors	171.00			1400	400	171.00	Interment of ashes
	Total Receipts:	131,206.48	0.00	5.00			131,201.48	

Date: 11/06/2019

Bovey Tracey Town Council

Page 1

Time: 09:48

Cashbook 2

User: MARK

Lloyds Deposit - 00711234

Payments made between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
03/04/2019	Current Account	1yr Bond	80,000.00				200	80,000.00	1yr Bond Invest.
08/04/2019	Current Account	Virement	15,000.00				200	15,000.00	Virement
26/04/2019	Lloyds Deposit (Cil) -66934760	TF	4,054.13				230	4,054.13	TF to CIL a/c
08/05/2019	Current Account	Virement	15,000.00				200	15,000.00	Virement
16/05/2019	Current Account	Virement	15,000.00				200	15,000.00	Virement
Total Payments:			129,054.13	0.00	0.00			129,054.13	

11/06/2019

Bovey Tracey Town Council

Page 1

09:49

Cashbook 2

User: MARK

Lloyds Deposit - 00711234

Receipts received between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
BACS	Banked: 01/04/2019	428.74						
BACS	Teignbridge DC	428.74			1100	100	428.74	Rural Aid grant
Interest	Banked: 09/04/2019	5.87						
Interest	Lloyds Bank	5.87			1090	100	5.87	Interest
BACS	Banked: 11/04/2019	2,877.86						
BACS	HMRC	2,877.86			105		2,877.86	VAT ref'd
BACS	Banked: 26/04/2019	4,054.13						
BACS	Teignbridge DC	4,054.13			1078	100	4,054.13	CIL receipt
BACS	Banked: 26/04/2019	116,425.00						
BACS	Teignbridge DC	116,425.00			1076	100	116,425.00	Half yr Precept
Interest	Banked: 09/05/2019	4.82						
Interest	Lloyds Bank	4.82			1090	100	4.82	Interest
Total Receipts:		123,796.42	0.00	0.00			123,796.42	

Lloyds Deposit - 07214996

Receipts received between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Interest	Banked: 09/04/2019	15.02						
Interest	Lloyds Bank	15.02			1090	100	15.02	Interest
Interest	Banked: 09/05/2019	16.05						
Interest	Lloyds Bank	16.05			1090	100	16.05	Interest
Total Receipts:		31.07	0.00	0.00			31.07	

11/06/2019

Bovey Tracey Town Council

Page 1

09:49

Cashbook 4

User: MARK

Lloyds Deposit (Cil) -66934760

Receipts received between 01/04/2019 and 31/05/2019

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Interest	Banked: 09/04/2019	0.73						
Interest	Lloyds Bank		0.73		1090	100	0.73	Interest
	Banked: 26/04/2019	4,054.13						
TF	Lloyds Deposit - 00711234	4,054.13			210		4,054.13	TF to CIL a/c
Interest	Banked: 09/05/2019	0.84						
Interest	Lloyds Bank		0.84		1090	100	0.84	Interest
Total Receipts:		4,055.70	0.00	0.00			4,055.70	

Bovey Tracey Town Council

Bank - Cash and Investment Reconciliation as at 31 May 2019

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	24/05/2019	Current Account	31,872.68
2	31/05/2019	Bus Bank Instant	150,382.69
3	31/05/2019	Lloyds Deposit 07214996	390,498.54
4	31/05/2019	Lloyds CIL account	22,537.69
			595,291.60
<u>Unpresented Payments</u>			
1	26/11/2018	571	17.96
1	08/01/2019	598	30.00
1	06/03/2019	646	20.00
1	08/04/2019	682	36.00
1	08/05/2019	696	819.00
1	08/05/2019	697	855.00
1	08/05/2019	699	625.00
1	08/05/2019	702	429.23
1	08/05/2019	708	1,300.00
1	16/05/2019	711	155.00
1	16/05/2019	712	4,770.00
1	16/05/2019	714	5,300.00
1	16/05/2019	715	234.00
1	16/05/2019	716	38.65
1	16/05/2019	717	330.00
1	16/05/2019	719	50.00
1	16/05/2019	720	246.48
1	16/05/2019	722	10.00
1	16/05/2019	723	15.00
1	16/05/2019	724	15.00
1	16/05/2019	725	15.00
1	16/05/2019	726	15.00
1	16/05/2019	727	15.00
1	16/05/2019	728	15.00
1	16/05/2019	729	15.00
1	16/05/2019	730	15.00
1	16/05/2019	731	25.00
1	16/05/2019	732	15.00
1	16/05/2019	733	25.00
1	16/05/2019	734	15.00
1	16/05/2019	735	15.00
1	16/05/2019	736	15.00
1	16/05/2019	737	15.00
1	16/05/2019	738	15.00
1	24/05/2019	739	500.00
1	24/05/2019	740	1,200.00
1	24/05/2019	741	6.85
1	24/05/2019	742	249.04

Bovey Tracey Town Council

Bank - Cash and Investment Reconciliation as at 31 May 2019

	<u>Account Description</u>	<u>Balance</u>
1	24/05/2019 743	35.04
1	24/05/2019 744	63.75
1	24/05/2019 745	11.50
1	24/05/2019 746	870.00
1	24/05/2019 747	77.40
1	24/05/2019 748	15.00
1	24/05/2019 749	15.00
1	24/05/2019 750	15.00
1	24/05/2019 751	15.00
1	24/05/2019 752	25.00
1	24/05/2019 753	40.00
1	24/05/2019 754	15.00
1	24/05/2019 755	15.00
1	24/05/2019 756	15.00
1	24/05/2019 757	15.00
1	24/05/2019 758	25.00
		18,749.90
		<hr/>
		576,541.70
 <u>Receipts not on Bank Statement</u>		
1	30/05/2019 393	1,367.00
		1,367.00
		<hr/>
		577,908.70
 <u>Closing Balance</u>		
<u>All Cash & Bank Accounts</u>		
1	Current Account	8,991.66
2	Lloyds Deposit - 00711234	150,382.69
3	Lloyds Deposit - 07214996	390,498.54
4	Lloyds Deposit (CiL) 66934760	22,537.69
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 572,410.58 <hr/>

TOWN MAYOR'S ENGAGEMENTS FOR THE PERIOD 14TH MAY 2019 – 1ST JULY 2019

DATE & TIME	EVENT	VENUE	ATTENDED BY
Tuesday 14 th May	Contemporary Craft Festival Photocall	Devon Guild of Craftsmen Bovey Tracey	Mayor
Thursday 6 th June	Contemporary Craft Festival Preview Evening/Opening	Mill Marsh Park Bovey Tracey	Mayor
Thursday 20 th June	Stover Country Park Advisory Board	Visitor Centre Stover Country Park	Deputy Mayor
Sunday 23 rd June	D Day 75 – Sadler Green Commemoration	Sadler Green Bovey Tracey	Mayor
Monday 24 th June	Raising of the Armed Forces Flag	Old Forde House Brunel Road Newton Abbot	Mayor
Friday 28 th June	Stover Senior & Preparatory School Speech Day & Prize Giving	Stover School	Deputy Mayor

Please ask for: Mark Wells
Telephone: 01626 834217
E-mail: info@boveytracey.gov.uk

Executive Principal/CEO
South Dartmoor Academy
Balland Lane
Ashburton
Devon, TQ13 7EW

1st July 2019

Dear

Re: South Dartmoor Community College – Proposed Governance Restructure

At a recent Full Council meeting of Bovey Tracey Town Council, parents raised concerns around the Academy's proposed governance as a result of significant funding cuts and the subsequent impact on teachers and students who reside in our Parish.

The concerns raised at the meeting are summarised as follows:

1. As the only secondary school in the catchment area, the parents are concerned about the future success of the school and the possible impact on the future of our children and community.
2. The school is one of the key ways in which safeguarding concerns are discovered and subsequent support put in place. The rural nature of the catchment area means that we cannot rely on other agencies to pick up on these difficulties at an earlier stage.
3. South Dartmoor Community College is an essential part of our local community and as the intake decreases the community of children are increasingly fragmented across a larger number of schools. This does have an impact on the cohesion of our community.
4. The Regional Schools Commissioner is now making significant decisions about the future of the school without consultation with the communities, parents & carers it serves.
5. As the school is an academy the community does not have a clear democratic voice via their County Councillor and the MP's intervention has been minimal.

The current situation also presents the Town Council with an opportunity to better connect and where possible contribute to the College's vision in supporting our younger parishioners to help enter the adult world as valued members of society who have much to contribute.

Yours sincerely

Mark Wells
Town Clerk

Bovey Tracey Town Council to declare a climate emergency

Authors: Debbie Fletcher and Ollie Mills, Town Councillors

Science/context

The International Panel on Climate Change¹ published a new report in October which concludes that we have less than 12 years to act to avoid the worst impacts of climate change. The report describes the enormous harm that a 2°C rise in global temperatures is likely to cause compared to a 1.5°C rise. It told us that limiting global warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities.

As well as increasing temperatures and more extreme weather, human activities are also having a massive impact on nature. The worldwide population of mammals, birds, fish and aquatic creatures, amphibians and reptiles have plunged by almost 60 percent, since 1970. Current rates of species extinction are 100- to 1,000-times higher than the 'standard rate' of extinction². There are also huge health impacts associated with fossil fuels, for example, air pollution causes 40,000 excess deaths every year in the UK and reduces average life span globally by 2 years³.

To reduce the chance of runaway global warming and limit the effects of climate breakdown, it is imperative that, as a species, we reduce our CO₂eq (carbon equivalent) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible⁴. Individuals cannot be expected to make this reduction on their own. Society needs to change its laws, taxation, infrastructure etc., to make low carbon living easier and the new norm. The good news is there are many social, environmental and economic benefits in doing so.

Taking action in the parish of Bovey Tracey and Heathfield

For decision by the Council - it is proposed that Bovey Tracey Town Council:

1. Declares a Climate Emergency - this will help to raise the profile of this vital issue and secure external support and funding;
2. Pledges to do whatever is in its power, working with residents, to make Bovey Tracey and Heathfield carbon neutral by 2025, taking into account both production and consumption emissions;
3. Initiates and supports an environment working group comprised of Councillors, residents and interested parties to investigate possible local responses, make recommendations for actions to the Council and facilitate their implementation;
4. Calls on Devon County Council, Teignbridge District Council and Westminster to provide the powers and resources required to make the 2025 target;
5. Works with Devon County Council, Teignbridge District Council, neighbouring town and parish councils, government departments and other organisations to determine, implement and deliver actions to limit global heating to less than 1.5 degrees Celsius above pre-industrial levels;
6. Reviews each of its proposed decisions to assess how they contribute to achieving the target, and adapt them to do so wherever possible;
7. Adds Climate Emergency to all relevant Council and committee agendas;
8. Invites the Neighbourhood Development Plan working group to consider how the Plan might be drafted to best address the Climate Emergency;

9. Will, within six months and at regular intervals thereafter, review progress and update actions to address this emergency; and

10. Will investigate all possible sources of external funding and match funding to support this commitment.

Bovey Tracey Town Council's current work programme already includes action on 'Plastic Free Bovey', which has been championed by Councillor Tony Allen and local resident Nicola Wilson. Other ideas that might be considered as part of declaring a Climate Emergency could include:

1. Community Fridge scheme – currently being explored by Councillor Kate Morgan-West
2. Undertaking an energy audit of its own buildings and implementing energy saving measures
3. Working with renewable energy companies and sustainability groups to maximise uptake in the town
4. Green procurement – assess and minimise the carbon footprint of key council purchases
5. Working with Teignbridge's planning team to maximise energy efficiency and renewable generation in new developments
6. Setting up a repair shop/scheme
7. Organising clothes swaps
8. Working with land agents to identify opportunities for hydro and solar energy
9. Promoting insulation offers
10. Promoting and provide charge points for electric vehicles via Zero Carbon World
11. Working with schools, businesses and other organisations to reduce their energy costs and carbon emissions
12. Promoting use of local shops and purchasing local produce
13. Developing a climate emergency plan to enable communities to become more resilient in the face of more extreme weather such as flooding and heat.

It is envisaged that one of the first actions of the environment working group would be to further develop a list of ideas, prioritise them, identify further actions needed to determine their feasibility, and develop a subsequent implementation plan.

References

¹ www.picc.ch The Intergovernmental Panel on Climate Change (IPCC) is the leading international body for the assessment of climate change. Set up by the UN and World Meteorological Society with 195 countries as members

² WWF (2018) Living Planet Report - 2018: Aiming Higher. Grooten, M. and Almond, R.E.A.(Eds). WWF, Gland, Switzerland, available at https://www.wwf.org.uk/sites/default/files/2018-10/wwfintl_livingplanet_full.pdf

³ Greenstone, M and Qing Fan, C (2018) Introducing the Air Quality Life Index: Twelve Facts about Particulate Air Pollution, Human Health and Global Policy, *Energy Policy Institute at the University of Chicago*, available at <https://agli.epic.uchicago.edu/wp-content/uploads/2018/11/AQLI-Annual-Report-V13.pdf>

⁴ Fossil CO₂ & GHG emissions of all world countries, 2017:

<http://edgar.jrc.ec.europa.eu/overview.php?v=CO2andGHG1970-2016&dst=GHGpc>

Bovey Tracey Climate Emergency Working Group Terms of Reference

These Terms of Reference are to set out how the Working Group will function should the Town Council pass the Climate Emergency Motion on 1st July 2019. The overarching part of the motion is that the Town Council pledges to do whatever is in its power, working with residents, to make Bovey Tracey and Heathfield carbon neutral by 2025, taking into account both production and consumption emissions.

1. Members of the Working Group will be made up of 6-8 appointed advisors, including 2-4 councillors.
2. Efforts will be made to encourage young people of school or college age to sit on the Group.
3. Members of the public can join the Group with the approval of 1 councillor.
4. The Group will have a chairperson, but who that chairperson will be is flexible and members of the public will be encouraged to chair meetings as appropriate.
5. The Group will meet monthly unless there is no need to do so. Participation may be by phone or video conference if not in person.
6. The Group will do what it can within its power to:
 - a. Investigate actions to reduce the parish's carbon emissions, including encouraging ideas from members of the public and local businesses
 - b. Produce and manage a list of actions to reduce the parish's carbon emissions
 - c. Identify funding streams we can access
 - d. Facilitate implementation of the actions through planning and allocating workstreams
 - e. Track progress of the actions
 - f. Set meeting agendas
 - g. Publicise the work being done by the Town Council to address climate change
 - h. Call on Devon County Council, Teignbridge District Council and Westminster to provide the powers and resources required to make the 2025 target achievable
 - i. Work with Devon County Council, Teignbridge District Council, neighbouring town and parish councils, government departments and other organisations to determine, implement and deliver actions to limit global heating to less than 1.5 degrees Celsius above pre-industrial levels.
7. The Group will, within six months and at regular intervals thereafter, review progress and update actions to address this emergency.
8. These Terms of Reference may be amended as required, with the approval of at least 1 councillor.