

Draft minutes subject to approval

# **Burrator Parish Council**

## **Minutes of the Council Meeting held on Thursday 27<sup>th</sup> January 2022. At Walkhampton Memorial Hall**

**Councillors present:** Cllrs Paskins (Chair), Glanville F, Palmer, France, Hopson, Stribley, Milne, Glanville R, Scrivener, Ayres and Brunson

**Also present:** DCC Cllr Sanders, Katharine Griffiths (Parish Clerk) and one member of the public.

**Absent:** Cllr Wills, Radmore, Balkwill and WDBC Cllr Moyse

Cllr Paskins opened the meeting at 7.33pm

### **1. Apologies for Absence.**

Apologies were received from Cllrs, Balkwill, Radmore and WDBC Cllr Moyse

### **2. Declarations of Interest.**

None, other than as recorded in the register.

### **3. Minutes of the Meeting held on 25th November 2021.**

There was one addition to add *Item 3* at the end of 17a Correspondence.

Other than the one change the accuracy of the minutes was accepted and agreed as an accurate copy.

### **4. Matters arising from the Minutes 25<sup>th</sup> November 2021.**

Item 5 : Cllr France gave an update on the allotments. A local artist is going to draw a plan and sketch some artist impressions of what it may look like. A proposal can then be put to the hall committee.

Item 10: The new collection points worked well, a number of volunteers have come forward to deliver the newsletter. Some of the larger rounds have been divided up.

Item 16: The repairs to the bridge at Meavy have not yet been carried out. Cllr Sanders will follow up and the clerk will contact the highway officer.

### **5. Finance & General Purposes Committee**

#### **a. Minutes from the meeting held on 13th January**

Cllr Hopson summarised the minutes of the meeting held on the 13<sup>th</sup> January.

Two grants have been applied for from Meavy Church and Sheepstor Village Hall.

The grants were discussed, it was proposed by Cllr R Glanville, seconded by Cllr Stribley and resolved to award the grants.

#### **b. Bills for Payment**

The bills for payment were agreed.

#### **c. Bank Reconciliation**

The bank reconciliation was noted.

#### **d. To consider adopting the updated asset register**

A draft asset register had been circulated prior to the meeting. There was one amendment for the Walkhampton noticeboard, and the purchase price will be

inserted. It was agreed that the register would be noted and adopted. The register is attached as appendix A.

**e. To agree the budget for 2022/23**

**f. To agree the precept request to be submitted to WDBC**

A discussion was held around the budget and precept. It was proposed by Cllr Ayers, seconded by Cllr Scrivener and agreed by the council that the budget be accepted and a precept of £5000 be requested from WDBC. The documents are attached as appendix B.

**6. Planning**

**a) 0009/22 Proposed: Demolish and replace front porch at Larkrise, Woodlands, Dousland**

It was recommended to support the application.

**b) 0004/22 Proposed: Erection of extension at 1 Glen View, Gratton Lane, Yelverton**

A brief discussion was held it was proposed by Cllr Brunsdon that the council have no objection to the proposal this was seconded by Cllr F Glanville and agreed by the council.

**7. Royal Oak Inn committee.**

**a) Update from the visit on the 19<sup>th</sup> January 22.**

The committee recently met up and looked around the Inn. There were opportunities for the tenant to raise any issues. The replacement of the hanging sign is in the hands of the contractor. It was noted that Cllr Wills is looking at repairing the old one to hang in the meantime. Concerns were raised with the tenant with regard to the weight of equipment on the first floor. It was noted that the Inn has been closing early if there have been no customers. It was noted that the tenant has slipped down the stairs recently and a small window had got broken, the tenant was fine. There is current an issue with the communicator for the fire alarm system.

The following was proposed by Cllr Brunsdon, seconded by Cllr Scrivener and agreed by the council. That the tenant will be asked to fix the small window and provide a recent fire risk assessment. The clerk will obtain quotes for the replacement of the broken roof slates and for a structural survey of the ceiling between floors.

**8. Burrator Events**

No current events to report.

**9. Burrator Beacon - <http://burrator.gov.uk/burrator-beacon/>**

The deadline for articles for the next issue is the 1<sup>st</sup> February, and will be delivered towards the end of the month.

**10. Reports from outside bodies**

**a) DCC Cllr Sanders gave a brief report.**

DCC is fairly quiet at the moment, the Chief Executive is still advising people to work from home and this is causing a few issues.

DNPA – welcomes launch of Government consultation regarding the future of National Parks and AONBs, there will be meetings with regard to the issue.

**11. Public Relations**

Nothing Further

## **12. Parish Property**

### **a. Defibrillator Maintenance**

The defibrillators are currently all in working order. Cllr Paskins has recently checked the Walkhampton one and that is fine, the clerk will check the others soon.

### **b. Update on Wildflower Areas**

Cllr Brunsdon gave an update, the contractor has been contacted and has said that there will be no change to the contract price as the areas are relatively small and some work will still be required on them. There are funds available for yellow rattle plug plants to be purchased and it is hoped that these will be planted by volunteers or the PC. It was suggested that the schools could be approached to help plant. Other organisations could be contacted such as the Brownies and Scouts.

## **13. Parish plan**

### **a. Parking within each village.**

Cllr F Glanville opened the discussion with regard to parking in Walkhampton. There have been issues with parking for some time. Cllr R Glanville gave an update that from the village hall perspective the garage no longer needed to park in the village hall car park and the gate had been open for about 6 months and there are no plans to lock the gate.

Cllr Stribley commented that parking on Meavy was becoming harder as the village hall have now put signs up, saying that the spaces are for hall users only. Historically villagers have been able to park there when there were no events. It was also mentioned that there are issues in Sheepstor.

The chair advised the councillors from each area to get together and draft a letter with the relevant issues to forward to the clerk for action.

### **b. Future topic for action.**

It was proposed by Cllr Brunsdon that the next topic could be the shortage of affordable housing. This was agreed.

## **14. Highway matters**

Nothing further at this time.

## **15. Correspondence**

### **a. To consider a letter and follow up email concerning an event to celebrate the Queens Platinum Jubilee (Walkhampton)**

Both items of correspondence have been circulated to the councillors. The event will take place on Sunday 5<sup>th</sup> June. It was noted that there is a meeting on the Tuesday 15<sup>th</sup> February in the Memorial Hall if anyone would like to attend.

## **16. Urgent additional business, by leave of The Chair**

Nothing further

The Meeting was closed at 21.23 pm.

Signed

Date

## APPENDIX A

### Burrator Parish Council Asset Register

pp=purchase price, nv=notional value, rv=replacement value, ins = Insurance  
Value

	<b>Asset</b>		<b>Value</b>
1	Royal Oak Inn, Meavy	ins	£847,429
2	The Green, Meavy	nv	-
3	Meavy School Bus Shelter/Entrance	rv	£10000
4	Helen Rowett Park, Dousland	nv	-
5	Walkhampton Bus Shelter	rv	£10000
6	<b>Seats</b>		
	a) Meavy Green (Varnished oak seat)	rv	£600
	b) Dousland – Burrator Road	rv	£600
	c) Dousland – Redhill	rv	£600
	d) Knowle Down	rv	£600
	e) Huckworthy Common	rv	£600
	f) Sheepstor	rv	£600
7	<b>Noticeboards</b>		
	a) Hoo Meavy	pp	£700
	b) Lovaton	pp	£700
	c) Meavy	pp	£700
	d) Sheepstor	rv	£1000
	e) Dousland – Burrator Road	rv	£700
	f) Dousland – Post Office (to be removed)	nv	
	g) Walkhampton	pp	£1700
8	Boundary Stones and Signs	rv	£350
9	<b>Defibrillators</b>		
	a) Walkhampton – Village Hall	rv	£2000
	b) Burrator Reservoir – Public Toilets	rv	£2000
	c) Dousland – Burrator Inn	rv	£2000
	d) Meavy – Village Hall	rv	£2000
10	Office equipment – canon printer (b/w)	rv	£300
	<b>Total</b>		<b>£885,179</b>

#### Other Areas Maintained

1. Marchant's Green (owned by WDBC)
2. Burrator Road, Dousland (Opp Boundary Rd, triangle by seat)
3. Walkhampton Green (unadopted on land registry)
4. Huckworthy Bridge (unadopted on land registry)
5. Area at Redhill (Area by bench, unadopted on land registry)

NB The value for the ROI is derived from the insurance value and was the value of the assets in 2021.

## APPENDIX B

### Expenditure

	Expenditure 2020-21	Budget 21/22	Actual expenditure to Sept 21	Estimated Exp to 31st March 2022	Suggested Budget for 22/23
<b>Donations and Grant</b>	£ -		£ -	£ 1,500	£ 2,175
<b>Salaries inc NI and PAYE</b>	£ 8,617	£ 8,700	£ 3,502	£ 8,500	£ 8,700
<b>Expenses and Admin Costs</b>	£ 4,049	£ 1,500	£ 348	£ 1,500	£ 1,500
<b>Subscriptions</b>		£ 400	£ 533	£ 533	£ 550
<b>Beacon</b>	£ 1,000	£ 1,000	£ 400	£ 2,000	£ 2,000
<b>ROI Repairs and Maint., insurance</b>		£ 2,400	£ 1,612	£ 2,400	£ 8,000
<b>Parish Property</b>	£ 2,000	£ 2,000	£ 2,126	£ 2,500	£ 2,500
<b>Insurance</b>		£ 550	£ 475	£ 475	£ 525
<b>Hall Hire</b>			£ 64	£ 200	£ 400
<b>Grass Cutting</b>	£ 5,800	£ 5,800	£ 1,435	£ 5,800	£ 6,000
<b>Audit (Internal and external)</b>		£ 500	£ 400	£ 400	£ 450
<b>Wildflower Project</b>					£ 1,500
<b>Jubilee Celebrations</b>					£ 1,000
<b>Total</b>	£ 21,466	£ 22,850	£ 10,894	£ 25,808	£ 35,300

<b>Income</b>	income 20/21	1st April - Sept 21	Estimated income 21/22	Estimated income 2022/23
<b>Rent ROI and expenses</b>	£ 4,515	£ 13,250	£ 28,500	£ 30,000
<b>Precept</b>	£ 5,000	£ 22,500	£ 22,500	?
<b>Burrator Beacon Adverts</b>	£ 285	£ -	£ 300	£ 300
<b>Total</b>	£ 9,800	£ 35,750	£ 51,300	£ 30,300

<b>PRECEPT REQUEST</b>				
<b>Total Income 22/23</b>		£ 30,300		
<b>Total Budget 22/23 required</b>		£ 35,300		
<b>Precept required 22/23</b>	Total	£ 5,000		

Tax Base D 22/23 = 650.20

### **Estimated Bank Balance**

**31/03/22**

Monies c/f 1/4/21	£	9,886
Less est exp to 31/03/22	£	25,308
Add est income to 31/3/22	£	51,300
	<b>£</b>	<b>35,878</b>
Allocation of reserved funds		
Royal Oak Inn Repair & Maintenance Funds	£	10,000
Royal Oak Inn Deposit	£	5,375
Interest	£	585
	£	15,960
<b>Total</b>	<b>£</b>	<b>19,918</b>