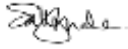


**Modbury Parish Council Annual Meeting and Ordinary May meeting
Tuesday 9 May 2023, 7.00 pm**

To all Members of the Council

You are hereby summoned to attend the Annual Meeting of Modbury Parish Council followed by the ordinary monthly meeting to be held on Tuesday 9th May at 7.00 p.m. in The Pavilion, QEII Recreation Field for the purpose of transacting the following business.



Sally Smale, Clerk to Modbury Parish Council

2nd May 2023

**Annual Parish Council Meeting
AGENDA**

2023 38 Election of officers

1. Election of Chair
2. Election of Vice-Chair

2023 39 Apologies: To receive apologies and to approve reasons for absence.

Devon Councillor's and District Councillor's Reports

2023 40 Declarations of pecuniary and other interests

- a) Register of interests: Councillors are reminded of the need to update their register of interests within 28 days if there have been any changes to their circumstances. (It is a criminal offence not to do so).
- b) To declare any pecuniary and other interests in items on the agenda. (Councillors with a pecuniary interest must leave the meeting for the relevant items).

2023 41 Minutes of Meeting 4th April 2023

- a) **To approve the minutes** (distributed previously)

2023 42 To consider applications for co-option

2023 43 To agree Councillor port-folios pending recruitment to Council vacancies:

1. **Planning**
2. **Community Engagement**
 - Modbury Well-being
 - Dementia-friendly Modbury and representative on Four Rivers Dementia Alliance
 - Traders
 - Representative on Memorial Hall Committee
 - Emergency Plan
3. **Maintenance**
 - Grass cutting
 - Play Areas
 - Representation on Champernowne Play Area Committee
 - Millenium Meadow / The Patch / Galpin St Orchard
 - Allotment liaison
 - Barracks Road Working Group
 - P3
 - Palm Cross Parking Spaces
 - Marigold's Day and Town Improvement
 - Litter Pickers
 - Road and Snow Warden liaison
4. **Sustainable Modbury**
5. **MARS**
6. **Human Resources**
7. **Homes for Ukraine**

8. **Modbury Messenger** – edit MPC content and write MPC report when Messenger rep. unavailable OR write the MPC report after every meeting.
9. **Finance monthly and quarterly checks**
10. **Ivybridge District Association of Local Councils**
11. **Town Improvement Charity / Modbury Sick Poor – Can appoint a non-councillor**
12. **Modbury Education Foundation**
13. **Champernowne Play Park Community Group**
14. **Councillor Advocate (Devon and Cornwall Police)**
15. **Bank signatories**

2023 44 To approve Parish Council arrangements

1. To confirm insurance arrangements – BHIB three years to end of March 2024
2. Grass-cutting contract with Arborcure to end of March 2027 pending satisfactory annual reviews
3. Casual contract M Wiltshire as Emergency Maintenance Person
4. Annual contract with SHDC for the monthly checks and annual inspection of the Play Parks
5. Membership of DCC Road Warden Scheme and appointment of Road Warden
6. Continuation of formal representation of MPC by ex-Councillor Colin Whybrow for the outstanding issues on the Palm Cross Estate (supported by out-going Cllr Keel)
7. Continuation of formal representation of MPC by out-going Councillor Keel for issues relating to the Penn Parks planning application
8. Arrangements for Saturday surgeries
9. To confirm agreement to receive agenda via email

2023 45 To review and adopt the following policies and council documents:

1. Financial Regulations
2. Standing Orders
3. Code of Conduct
4. Statement of Internal Control
5. To agree postponement of review of other policies due for renewal until later in the year

**2023 46 To agree the dates for the year's meetings – first Tuesday of the month.
October meeting Tuesday 24th - Pavilion is currently free
November meeting Thursday 16th – Memorial Hall is currently free**

Ordinary Council Business

Public Forum: Members of the public and press are welcome to attend

2023 47 Finance

- a) To consider the payments as listed in Appendix 1

2023 48 Planning

1. **To consider the following Planning applications:**
 - a) To ratify the decision to application [0250/23/FUL](#) (Moon Lane) made at the last meeting.
 - b) [0559/23/HHO](#) Householder application for kitchen extension, building a connector between buildings & enclosing an open shed Clyng Mill Kingston. TQ7 4HA
 - c) [1329/23/ARC](#) Application for the approval of details reserved by conditions 1 (Accord with plans), 2 (Fireplace), 3 (Window) and 4 (Historic Records) of planning consent 3290/22/LBC 62 Brownston Street. Modbury. PL21 0RQ
 - d) [0843/23/HHO](#) Lucy McTaminey Householder application for single storey rear & front extensions with associated works (resubmission of 4430/22/HHO) 12 Traine Villas Modbury PL21 0RL
 - e) [1249/23/TPO](#) Mr Martin Ranwell T3: Beech - Reduce height by 4m to match height of T2. T3 is a rather slender specimen & its position at the top of the ridge leaves it vulnerable to high winds, this work will lower the risk of failure by reducing the level of exposure & the tree is near to buildings and a public road. 10 The Priory Modbury PL21 0TL

- f) [1081/23/VAR](#) Mrs Rebecca Algar Application for variation of condition 10 (new glazing) of planning consent 2946/22/HHO Larkbarrow Modbury PL21 0SA
 - g) [1043/23/FUL](#) Mr Steven Lovegrove Proposed freestanding single storey agricultural/storage building (resubmission of 2762/22/FUL) Field At Sx 6681 5216 Modbury
 - h) [0896/23/LBC](#) / [0895/23/HHO](#) Mr Neil Turner Listed building consent for replacement of four existing windows with new double glazed sash windows, matching the existing design Address: 20 Brownston Street Modbury PL21 0RG
2. **Penn Parks** ratification of additional comments submitted by the working group as authorised at the April meeting.

2023 49 Highways

To consider a response to the Devon County Council (South Hams HATOC) (Traffic Regulation) Amendment Order DEV001-343 ENV 6035 – Barracks Road parking restrictions

2023 50 Maintenance

1. The Patch

**a) To agree the terms of maintenance and work plan for The Patch:
The Patch.**

Objectives and responsibilities of Modbury Parish Council.

The Patch is a small piece of land in the Tuckers Brook development that is under the Parish Councils ownership and management. This also includes a strip of grass running adjacent to the stream, starting from the Bridge and finishing at the start of Fullers Ope.

a) To consider the 3 quotations for an accessible picnic bench - £320 / £445 - £505 / £209-£349

b) To consider the quotations received for the tree works - £600 + VAT / £610 + VAT

c) To consider the quotations received for the work to the railings - £765 (includes materials)

d) To agree removal of the bird bath

e) To agree clerk to order sign for the area to reflect signage of play areas.

f) To note the addition of this grass area to the MPC grass cutting contract

2. To consider decommissioning or repair of the Tuckers Brook lawnmower

3. Marigold's Day feedback

2023 51 Open Space Sports & Recreation Plan (OSSR): to adopt the updated plan prepared by the working group

2023 52 MARS

To receive the minutes from the April meetings.

2023 53 Committees, Sub-committees and Working Groups: To receive updates (If any) from Committees, sub-committees, working Groups not dealt with earlier.

2023 54 Correspondence received:

1. Difficulties with access to the MPC parking spaces due to inconsiderate parking on the road

2. Parking outside the Co-Op and the abusive and threatening behaviour residents in Burns Lane are facing.

3. Communication from a Champernowne resident concerning various issues

4. [Libraries unlimited mobile library service consultation](#)