



### Minutes of Full Council meeting 4<sup>th</sup> October 2016

<b>Present</b>	Chairman Cllr Willis, Vice Chairman Cllr Dodd, Cllrs Jeffery, Chudley, Simpson, Payne, Arnold, Musialski, Jones and Austin		
<b>In attendance</b>	County Cllr Gribble and Julie Lammin (Clerk)		
<b>Apologies accepted</b>	Cllrs Hodges and Wimberley		
<b>Dispensations</b>	None		
<b>Public Session:</b>	One member of the public was present. The Chairman opened the meeting at 7.00pm.		
Item No	Topic	Discussion points	Outcome/action
118/2016 Cllr Jane Willis	Draft minutes of the Council meeting dated 6/9/16	Draft minutes had been circulated with the agenda	Proposal: Accept as a true record Proposer: Cllr Austin Seconder: Cllr Payne Carried
119/2016 Cllr Jane Willis  Cllr Jane Willis  Cllr Rafal Musialski	Matters arising from approved minutes: 1. Tour of Britain  2. Ron Hill Community Club presentation  3. Swimming pool BBQ	Rain hampered efforts but the event was successful  Portrait photographs of Mr and Hill were organised and presented to them  The event was well attended. A good season with high attendance.	The school will hopefully re-use the letter banners at a future event  Mr and Mrs Hill were delighted. One will be hung in the Community Club and the other at their home  The committee has been nominated by the Parish Council for a Sports award from Teignbridge District Council (TDC)
120/2016 Cllr Jane Willis  Cllr Jane Willis	Matters under Chairman's discretion: 1. Superfast Broadband  2. Teignbridge Association of Local Councils (TALC) meeting 29/9/16 (i) Government proposals to legislate for small town/parish councils have a referendum for precept increases of more than 2%.	A reply was still awaited from Matt Barrow, Devon County Council (DCC) following a meeting on 9 <sup>th</sup> Sept to discuss issues with broadband to parts of the town specifically Glebelands and Station Road.  The following points were made: • it is prudent to make representation • emergency funds could be required • it is effectively a cap • could debilitate small councils	County Cllr George Gribble reported the tendering process has started for the next phase.  Cllr George Gribble will chase Matt Barrow for a response.  Proposal: To respond stating the referendum would effectively be a cap and could debilitate smaller councils Proposer: Cllr Arnold Seconder: Cllr Payne Carried with 1 abstention and 2 votes against

<p>121/2016</p> <p>Cllr Malcolm Chudley</p>	<p>Housing Working Group (HWG) Update (Attachment no. 1).</p>	<p>An update report summarising the group's activities relating to the consultation selection process was circulated. The HWG recommended working with Lemon Gazelle and for the Parish Council to meet costs if grant bids were unsuccessful. Additional information:</p> <ul style="list-style-type: none"> <li>• The elector fund grant of £1550 confirmed</li> <li>• The DNPA will be working on a review of the local plan at the same time. They would like to work alongside the Parish Council which may result in the DNPA picking up the cost of some elements of the consultation.</li> </ul>	<p>Proposal: Accept the HWG recommendation to work with Lemon Gazelle on the public consultation as set out in their quote at a cost of around £4,400. MPC to cover any shortfall should grant bids not be successful.</p> <p>Proposer: Cllr Chudley          Seconder: Cllr Austin          Carried</p>
<p>122/2016</p> <p>Richard Foxwell</p>	<p>Hospital Hub Report on event held on 13.9.16 (Attachment no. 2)</p>	<p>Standing orders were suspended for Richard to present this item. The event explored the possibility of establishing a locally based, co-ordinated, health and social care system which will enable people living in the area to lead healthier lives through the establishment and effective operation of a system of "Place Based Care ". Richard Foxwell also reported that NHS Propco will be taking over the hospital building on 1.12.16. Standing orders were reinstated.</p>	<p>Proposal: Suspend standing orders          Proposer: Cllr Austin          Seconder: Cllr Simpson          Carried</p> <p>Noted</p>
<p>123/2016</p> <p>Cllr Jane Willis</p>	<p>Marketing Moreton Working Group Update Recommendation for 2017 (Attachment no.3)</p>	<p>Branding, website, photography competition and new town map were all topics included in the update report which recommended the Parish Council be responsible for all aspects of the website from Jan 2017. The following points were made:</p> <ul style="list-style-type: none"> <li>• Google analytics are now available and monthly reports will be produced for comparison and monitoring</li> <li>• Julie will be responsible for overseeing work required</li> <li>• Volunteer offers of help with updating will be followed up</li> <li>• Free business entries for Moreton based business will add value to the site for visitors and the community</li> <li>• Neighbouring parishes do not charge for local business entries</li> <li>• It is not yet known if the new</li> </ul>	<p>Proposal: Accept the MMWG recommendation to note and adopt the report and for the Parish Council takes over the management of the Business Directory and thus become solely responsible for all aspects of the website from 1.1.17</p> <p>Proposer: Cllr Simpson          Seconder: Cllr Arnold          Carried</p>

		town map will be free. A business plan will be done.	
124/2016 Cllr Bas Payne	Internal Financial Regulator's Report	Cllr Payne reported the financial checks were up to date.	Noted
125/2016 Cllr Paul Dodd	Open Spaces 1. Monthly Report (Attachment no.4).  2. Smoke free play areas	Cllr Dodd summarised the checklist already circulated  TDC are recommending play areas are smoke free and no smoking signs installed. It was agreed it would be difficult to monitor. Cigarette ends are not evident in the Sentry/play area.	Noted  Proposal: Not to make the Sentry and play area smoke free areas Proposer: Cllr Dodd Second: Cllr Payne Carried
126/2016 Cllr Hugh Arnold	Finance and Policy Committee	Finance and Policy meeting on 11.10.16 includes budget and precept recommendations.	Noted
126/2016 Cllr Mike Jeffery	Teignbridge District Councillor's Report 1. Proposed Ward boundary changes  2. Planning matter - Unauthorised mobile home at Land near Steward Farm	The suggestion is for Moretonhampstead and Tedburn wards to join together and be represented by two members. It was agreed that single member constituencies are preferred. Individual Councillors can also make responses.  The enforcement case was to remove a mobile home and its extension from the land and to secure the cessation of the residential use of the land. The mobile home's permission to be sited there had expired.	Proposal: To write to the Boundary Commission objecting stating: <ul style="list-style-type: none"> <li>the wards have little in common</li> <li>the Parish Council does not agree with two member wards</li> <li>it would be a geographically large ward</li> <li>member would need to sit on 2 planning committees</li> </ul> Proposer: Cllr Jeffery Second: Cllr Payne Carried  Proposal: To support the DNAP actions to remove the mobile home as set out in the enforcement notice ENF/0056/16 Proposer: Cllr Payne Second: Cllr Dodd Carried with 2 abstentions
127/2016 County Cllr George Gribble	County Councillor's Report 1. A382 New Bridge  2. Ashburton pool  3. Town new road markings gone to HATOC	The next stage of the Wray Valley Trail, including the new bridge, is due to open later this month. Signage onto Brinning Lane is still required.  Facility is now the town's responsibility  Including extended parking in Cross Street and Court Street from 30 minutes to 1 hour	Noted  Cllr Willis will chase  Noted  Noted
128/2016 Julie Lammin Clerk	Approve accounts (Attachment no.5)	A list of payments was circulated	Proposal: Agree payment Proposer: Cllr Jeffery Second: Cllr Arnold Carried
129/2016 Julie Lammin Clerk	Correspondence	All correspondence had been circulated by email	Noted
The Chairman closed the meeting at 8.25pm			
Signed:		Cllr Jane Willis (Chairman)	Date:

Housing Working Group (HWG)  
Update Report  
Sept 2016

Since July's meeting at which it was agreed to support the HWG activities the following progress has been made on the Housing Development plan:

**1. Public consultation**

- John Willis and Julie Lammin met and briefed 4 consultants on undertaking a full public consultation on housing requirements
- Quotes were requested by 16<sup>th</sup> Aug
- 3 of the 4 consultants, for various reasons, decided not to quote
- Lemon Gazelle quoted by the deadline (copy attached)
- The HWG met with Sarah Martin and Mark Goodman from Lemon Gazelle to discuss the quote in more detail

**2. Consultation funding**

- An application to the Elector Fund has been submitted – approx. £1,500
- John Willis has applied for a My Community Buildings grant on behalf of the CLT from which, if successful, approx. £2,000 could be contributed
- At its July meeting the Council agreed to allocate £2,000
- Lemon Gazelle's quote is £4,400

**3. Recommendation**

The HWG recommends working with Lemon Gazelle on the public consultation as set out in their quote at a cost of around £4,400. If the Elector Fund and My Community Buildings grants applications are not successful that the Council funds the cost of the consultation.

Ron Jones Chair of HWG

30/9/16

MPC mins 4.10.16/Attachment no.2

## **PLACE BASED CARE in Moretonhampstead and North East Dartmoor**

### **PROPOSED WORKING GROUP to develop:**

**Working name: "ONE MORETONHAMPSTEAD "**

### **INTRODUCTION and CONTEXT**

As is well known the Health and Social Services throughout the Country are under great pressure. In Devon the "Success Regime " is about to start consultation on proposed radical changes to service provision leading towards a "Sustainability and Transformation Plan " for the whole County of Devon.

The thrust of emerging plans is to reduce further the number of community hospital beds and lengths of stay in "acute " hospitals such as the RD&E – which in turn will place a greater emphasis on Care being delivered in or closer to home ( i.e. in communities ).

In anticipation of these developments ( and against the background of the lack of progress made in progressing a Moretonhampstead and district Health and Social Care hub ) the Parish Council and Clinical Commissioning Group ( CCG ) jointly convened an Event for stakeholders on Tuesday 13 September 2016 – see annexe 1 for summary outcomes **Gemma to add please** – which by a large majority voted to move forward with a system of Place Based Care to be developed and managed by a Working Group, the subject of this paper.

### **AIM of the project**

To establish a locally based ,co-ordinated, health and social care system which will enable people living in the area to lead healthier lives through the establishment and effective operation of a system of "Place Based Care "

### **The OBJECTIVES of the Group will be to:**

Harness the energies of the community to work creatively with statutory health and social care services to:

- Use a mixture of statutory data and local knowledge to agree and prioritise the main community needs for health, social care and related issues – recognising that prevention must play a big part.
- Define existing assets \*\* and ensure these are used to best effect
- Recruit and appoint a Care Co-ordinator ( or a series of Co-ordinators ) for the initiative
- Develop a medium / longer term business plan for sustainability
- Establish and maintain an effective communication system both within the town and with external agencies
- Co-ordinate the delivery of services to best effect
- Seek funding for specific projects which help meet the Group`s aims
- Act as the voice of Moretonhampstead in dealing with external bodies

\*\* IMPORTANT note about Assets

These include:

- Physical assets (e.g. the former Hospital building , Health Centre, Sports Centre , Library )
- All current provision of Health and Social care in and around the Town ( GP Practice , Community Nursing and other services provided by the Hospital , podiatry , acupuncture , osteopathy , CHAMS, NEDCare )
- Other Initiatives by individuals and organisations which contribute to the health and well-being of the Community ( e.g. the PPG, Morecare, Youth Club , “Bumps and beyond” )

## GEOGRAPHIC COVERAGE

- Initially Moretonhampstead Parish and immediate villages such as North Bovey
- As soon as practicable (and subject to the agreement of individual communities) Chagford, Cheriton Bishop and surrounding areas.

## MEMBERSHIP

<b>ORGANISATIONS - CORE</b>	Representative/s	Remarks
Parish Council	Jane Willis	Jane Wimberley as alternate
CCG	Richard Foxwell	Honorary Contract
Health Centre	Dr Tom Waterfall	Emma Knowles supporting on behalf of the whole GP practice
Development Trust	Jenny Bates	Frank Loft and John Willis as alternates
Hospital League of Friends	Philip Fowler	
Patient Participation Group (PPG)	Kirstie Alden	Kirstie leads Bumps and Beyond
RD&E	John Groom ( Policy ), Linda Chudley ( senior Nurse Moreton Hospital ) Louise Winterton ( Communications and Engagement lead )	
Morecare	Fiona Peal	
Health and Social Care Cluster Manager	Jane Edwards	Joint DCC and NHS post
Youth Club and Youth Service	Chrissy Kebble (Youth Leader)	
Anglican Church	Rev Simon Franklin	Will link in to area faith group network
Pharmacist	David Fulton	
Teignbridge District Council	Paul Nicholls	
<b>ORGANISATIONS – Consultative and occasional attendees</b>		
DPT	TBA	Mainstream mental health
Virgin Care	Frank O`Friel	Children`s services. Already working with community members
DCC Public Health Analyst	Dr Gemma Hobson	JSNA expert
DCC Social Care Transition Team	Martin Barnard	
Northern Devon Healthcare Trust	Andrea Beauchamp	Engagement Lead – Resource Pack development Group

NEW Devon CCG/Success Regime	Charlotte Ives	Major role in community health development
CCG / West bank	Rob Jones	Working with Richard F and Charlotte
DCC Social Services	Sarah Burgess	Advising on community structures and governance
Moreton School	Anne Burns	
Osteopath	Poppy Burgess	Strong community practice
GP Practitioner Commissioner	Dr Alex Degan	Alternative link in to CCG regime
NEDCare	Julia Darby	May be asked to become “Full “ member
NEW Devon CCG Locality Lay representative	James Bradley	
Podiatrist	Jane Hunt	
Chagford PPG	Judi Slater	
Libraries Unlimited	Colin Bray	The newly independent service has a defined health education remit
Acupuncturist	Graeme McCracken	
DCC area co-ordinator	Diane Helmore	
PALS	Sharon Doble	
Living Options	Sarah Kendal	
Chagford Parish Council	Gay Hill	
Sports Centre	Graham Austin	

## GOVERNANCE and LEGAL STATUS

The Group will start as an informal planning body but will quickly need to put in place clear governance arrangements and appropriate legal status if is to achieve recognition and operate as a respected , legitimate , body within the health and social care economy .

Options to be considered include:

### “Going it alone “

- Community Interest company
- Community Benefit Society
- Co- operative Society

### Joining an Existing Body such as:

- Moretonhampstead Development Trust ( MDT )
- Hospital League of Friends
- Westbank

It is suggested that the WG starts to look in detail at the different possibilities, taking external expert advice.

## COMMUNICATIONS

Good communication – within the Group , between “One Moreton “ and the wider community and between “ One Moreton “ and statutory health and care providers will be a VITAL component of success.

This will be an early and continuing agenda item which will lead to the development and delivery of a comprehensive plan.

Early actions should include:

- Use of the Moreton “Brand “ in written communication
- Recruiting, appointing and training one or more “Care Connectors “
- Adoption of the Moreton “Healthy People Website “ and Facebook page
- Professional help from the NHS and/or DCC

## **MANAGEMENT**

By definition “**One Moreton** “ must not become a large or beaurocratic organisation – its base in the community allowing it to operate on a “fleet of foot “ basis, with informal task groups having the freedom to “get on with the job “ and achieve results ***provided that they operate in a way agreed by the governance arrangements agreed .***

To achieve success the initiative will need to elect an ACTING CHAIR to lead the group pending putting formal governance arrangements in place.

## **ADMINISTRATION**

Efficient admin, including secure data, will be essential from DAY One and the CCG have agreed to supply a basic service – at least until governance is in place

## **RESOURCES**

- Small CCG budget in place to cover essential immediate costs
- One Moreton will immediately look for project funding for specific initiatives
- NHS and DCC colleagues will be approached for practical help (e.g. Comms / data / meeting rooms /training etc.)
- As the STP emerges we shall seek to make the case for a small core funding grant to reflect the benefits our community approach is bringing to the overall Devon Health and Social Care economy

RF

04/10/16

## **MARKETING MORETON WORKING GROUP (MMWG) PC REPORT OCTOBER 2016**

### **OVERVIEW**

MMWG meets quarterly with a brief to act on behalf of the Parish Council to develop and maintain a good external and internal marketing presence for the town as a whole. This paper reports on activity thus far in 2016 and makes proposals for 2017

### **BRANDING**

Since approval by the Council in the town branding has been adopted by:

- PC
- MDT
- Development Trust/MBA
- Information Centre
- MAY (tbc)
- Smaller bodies such as the Swimming Pool

...and it is hoped and expected that others will gradually come on board – particularly new initiatives such as ONE MORETON.

### **WEBSITE**

- Launched December 2015
- Steady growth in usage
- Quality information (including, for example events listings) and imagery
- Search facility and social media links
- Business Directory sub contracted to MBA who have had only varying success in selling advertising slots, mainly at £40 each to include a visual image - see note/proposal below
- Needs active monitoring to retain impact and freshness; new images being added autumn 2016
- PHIL0SOPHICALLY must be maintained as a high quality ambassador for the town

### **THE FUTURE**

MMWG`s view is that the website is an essential “ambassador” for the Town and source of information for both residents and visitors. Its usage has accelerated (except for a seasonal blip in August) throughout 2016 and has the potential to provide even greater benefits in the future – particularly if we could achieve full BUSINESS representation.

In this connection the fee of £40 per annum for most entries (which includes MBA membership) has proved a deterrent to the sale of space, particularly as businesses in Chagford and Bovey Tracey do not pay anything!

It is therefore recommended from January 1<sup>st</sup> 2017, and subject to MBA`s agreement , the PC should take total control of the site and provide a FREE listing (to include an image) for all Moreton based business whilst offering a “Gold “ (5 image + social media entry) for £50.

The financial effect of this will be – assuming a take up of 10 gold entries – an income to the PC of £500, i.e. exactly matching the fee from MBA.

Additional work in handling business entries will be undertaken by volunteers recruited by Julie Lammin

## **HAPPENINGS and EVENTS**

- MMWG keen to make the best of these – as exemplified by school collaboration over Tour of Britain cycle race
- Plan to increase effort in this area in 2017.

## **TOWN MAP**

- MMWG is working actively with the Information Centre who is leading the project to develop and publish a brand new resource. The map will clearly set out attractions and places of interest.
- The map will be funded by business advertising and grant funding (an application may be made to the Parish Council).

## **COMPETITION**

In order to expand the image library for the website and social media a photograph competition is planned for next year. Aimed at capturing a variety of activities it is likely to be headed “How You See Your Town”. Details are being work through and will be reported in future MMWG updates.

## **PROPOSAL to the Council**

- To note and adopt this report
- To propose to MBA that, with effect from 01/01/17 the PC takes over the management of the Business Directory and thus becomes solely responsible for all aspects of the Website

Richard Foxwell  
Chair MMWG  
October 04 2016

**Moretonhampstead Parish Council  
Open Spaces Monthly Inspection Report**

**Inspection carried out by: Paul Dodd**

**Date: October 2016**

<b>Area</b>	<b>Comments</b>	<b>Action</b>
<b>The Sentry</b>	All looks very good.	None needed
<b>Churchyard</b>	Complaint received about a grave being covered by a holly tree One was also starting to remove the lid of a grave.	One holly tree has been removed and one cut back from graves . Area opposite the church door.
<b>The Play Area</b>	All looks good, is very well used.	Area checked most days, litter removed if any..
<b>The Henge</b>	Looks good	Grass kept short by contractor
<b>The Pound</b>	Looks good	As above.
<b>Cross Tree</b>	Looks good but granite protector hit again and knocked out of ground	Contractor replaced granite and reflector the same day at low cost
<b>Geneva Island/War Memorial</b>	Ok	None
<b>Wheelwright's wheel</b>	Looks good	None needed
<b>Allotment</b>	All fine.	None
<b>Seats/benches/ Lamp posts</b>	All look good	None
<b>Gates and Railings</b>	All fine	Still waiting for gate to be fitted at Exeter road entrance to the sentry
<b>Bus Shelter</b>	Still looking good .	None
<b>Recycling</b>	All checked once a week	None

<b>MANDATORY PAYMENTS SEP 2016 (OCT MEETING)</b>	
OFFICE RENT (Green Hill - by direct debit)	308.82
OFFICE RATES	0.00
CLERKS SALARY (Lammin)	949.07
PENINSULA PENSIONS (Employer's and Employee's contribution)	280.32
HMRC (PAYE and NI)	375.55
<b>OTHER PAYMENTS FOR AUTHORISATION</b>	
ROBERT AUSTIN (c/yard, henge and pound cuts)	720.00
TALK TALK (telephone and internet)	18.24
GRANT THORNTON (Audit fee)	480.00
AMYS FLOWERS (anniversary flowers - Miles)	35.95
PAIGE BRIMBLECOMBE (portrait photographs - Mr and Mrs Hill)	60.00
COMMUNITY CLUB (venue hire 4/10)	12.00
<b>TOTAL</b>	<b>3,239.95</b>