

HARBERTON PARISH COUNCIL

Minutes of the Parish Council Meeting
at 7.30pm, Tuesday 10th June 2014 at Harbertonford CE Primary School

Present: Cllrs Beamish, Broom, Camp, Clayton, J. Hockings, S. Hockings, Janes, Padfield, Trott, Williams, Wynne.

Apologies: Cllr Hoddinott, C.Cllr. Vint of Totnes

Also present: D.Cllr. Steer

Public: 3

Clerks: Mrs D. Crann and Ms C. Radford

1. Public Session

The Chairman welcomed everyone to the meeting. No members of the public wished to speak.

2. Reports from County and District Councillors

D. Cllr. Steer reported that he had been busy with planning at South Hams District Council, including the contentious planning application at Coombeshead, which has been passed despite objections. Shortly following approval, the Secretary of State called this application in for further scrutiny and the Council await further news.

Cuts at South Hams District Council have contributed to the departure of three members of the Senior Management team. Other staff, including planning officers, have also left.

D. Cllr Steer closed his report by thanking Mrs Crann for her help over the time she has been Clerk and welcomed the new Clerk.

3. Minutes

The minutes of the Annual Meeting were signed and accepted as true record.

It was noted that Cllr Padfield is not a member of the transport committee as reported in the last minutes.

The Minutes of the Parish Council Meeting of 13th May 2014 were discussed and an amendment was made before accepted and signed by the chair as a true record.

4. Matters Arising

4.1 Complaint to County Council on quality of road repairs (Clerk)

The Clerk had received a letter of response from Devon County Council which was read to the council.

4.2 Outcome of site meeting at Luscombe Cross (JH)

Meeting set for 2.30 17th June 2014.

4.3 Savings account for Community Benefit Fund (Clerk)

The Clerk will continue to look at accounts available to make a recommendation.

4.4 Letter to Mr Barkas (GB)

The Chairman wrote a letter to Mr Barkas and received a reply

4.5 Letter to John Maddox (DC/GB)

Mrs Crann had written a letter of thanks to John Maddox.

4.6 Tidy up passing place in the playing field. (Clerk/CW)

Cllr Wynne reported that the cut hasn't yet been completed as the Playing Field Committee are looking to employ someone to undertake the work.

4.7 Language cross signage (Clerk)

The Clerk reported that the missing sign had been report to Devon County Council.

4.8 Metal post trip hazard in Harbertonford (PB)

Cllr Beamish reported that the post has been ground off and is level and flush as the landowner agreed it was dangerous.

5. Planning (Parish Council Recommendation)

5.1 Planning Application 23/1269/14/F Daisy Hills, Diptford: Householder application for garage/Bio-Mass boiler house

Cllr Williams proposed 'no objection', seconded by Cllr S. Hockings seconded and the motion was carried unanimously.

5.2 Planning investigation report 2014/0199 Maltsters Arms signage

A report from South Hams District Council regarding notice and removal of unlawful advertising at the Maltsters Arms was read by the Chairman.

5.3 Planning applications 23/1362/14/F and 23/1363/14/LB Dundridge Stables, Harberton

C Wynne declared an interest.

As this planning application arrived after the agenda was published Cllr J. Hockings proposed to have a planning meeting on site to respond to received plans. The motion was seconded by Cllr Broom and carried.

It was agreed that the planning meeting would take place at 7pm on Tuesday 24th June.

6. Monthly Reports

6.1 Finance Committee

It was reported that there had been no meetings of the finance committee this month.

It was reported that the following Community Benefit Payments have been made to Harberton Parish Council:

Payments by Martifer Solar Ltd for Hatchlands Solar Farm:

1st Tranche - £10,000.00 received 02/04/14

2nd Tranche - £10,000.00 received 22/05/14

Payment by Lightsource for Hazard Solar Farm:

An annual payment for 10 years to be received by the Parish Council.

The first payment of £5656.00 was received in April.

6.1.1 Confirmation of membership of the Finance Sub Committee

Cllr Trott proposed that the membership of the Finance Sub Committee should comprise Cllrs Williams, Janes, Camp, J Hocking, Beamish, Broom. The motion was seconded by Cllr Padfield and carried.

6.2. Neighbourhood Plan Committee

6.2.1 Future Direction of the Neighbourhood Plan Committee

It was reported that there are concerns that the Neighbourhood Plan sub committee has not been able to conduct its full business because all meetings are being taken over by issues of solar panels. The Parish Council discussed the option of developing a policy on renewable energy so to enable the sub committee to carry on with its wider remit.

Cllr J. Hockings proposed the motion that the Parish Council hold an extraordinary meeting to develop a policy on renewable energy. The motion was seconded and carried.

The meeting was scheduled to take place on Tuesday 1st July, ideally in Harberton Parish Hall at 8pm.

It was proposed and seconded that the Parish Council employ the Parish Clerk as a secretary to Neighbourhood Plan sub committee. The motion was carried.

6.2.2 Confirmation of membership of the Neighbourhood Plan Committee

The size of the committee was discussed as was the desire to create more structure and formalisation of the agenda and voting membership.

Cllr S. Hockings proposed that the Harberton Neighbourhood Plan Committee forms a committee limited to 8 voting members and that meetings are held on neutral ground. Cllr Camp amended this to 12 voting members. The amended proposal was seconded by Cllr Beamish and the motion was carried.

Cllr Clayton proposed that Cllrs sitting on the Neighbourhood Plan Sub Committee should reflect on whether they still wanted to stand and for it to be an item at the next agenda. The motion was seconded by Cllr Padfield and carried.

6.3 Community Land Trust (CLT)

It was reported that the CLT will have a stand at the Strawberry Fayre in Harberton to share facts about CLT.

6.4 TAP

Cllr Padfield has written to Dr Sarah Wollaston MP for support for the Toll Cycle path as match funding is still to be secured. He reported that a reply was received in which MP Wollaston stated she would make queries to the Local Sustainable Transport Fund (LSTF).

South Hams District Council have now published guidelines on the 2015 TAP fund which stands at £23,000. Cllr Padfield reminded the Parish Council that it was agreed not to use funds for maintenance projects, and this has been included in the guidelines. The suggestion of improving the bus stop won't fit in with new requirements as two parishes must benefit. Cllr Padfield requests an item on the next meeting's agenda in which proposals could be discussed.

7. Administrative Matters

7.1 The Clerk purchased a laptop computer, IP telephone, an 0845 number and call credit on behalf of the Parish Council. Cllr Beamish proposed that the Clerk be reimbursed these expenses. The motion was seconded by Cllr Williams and carried.

It was agreed to reimburse the Clerk for mileage at 45p per mile on future expenses claims.

7.2 Email/Website

The Clerk had researched options for email addresses and hosting. Cllr S. Hockings proposed a motion that the Clerk purchase a .org domain for the Parish Council. The motion was seconded by Cllr Williams and carried.

It was agreed that the Clerk would receive advice from Cllrs Hockings and Trott on hosting packages before making a purchase.

7.3 Filing Archive

Cllr Clayton agreed to support the Clerk in sorting through the filing archive and determining which paper records should be preserved and which can be disposed of.

8. Policy Review

8.1 Code of Conduct

Following discussion regarding the Code of Conduct, Cllr Broom proposed that the forms as signed are sent back to South Hams District Council. The motion was seconded by Cllr Janes and carried.

8.2 Commenting on planning applications outside of the Parish

Cllr Camp proposed that all applications are considered and comment given if necessary. The motion was seconded by Cllr Broom and carried.

9. Correspondence

9.1 Email 09/05/14 Darryl White: Development Management Committee – Town and Parish Council Involvement.

The email read out to Councillors which informed them that they are now able to speak at Planning meetings.

9.2 Letter 10/05/14 Frances Harvey: Churchyard upkeep grant.

A letter was received from the Churchwarden of St Peter's Church, Harbertonford requesting a grant for churchyard upkeep.

Cllr Camp proposed a grant of £300 is given to St Peter's Church as last year. The motion was seconded by Cllr Beamish and carried.

9.3 Grass Cutting invoices (x2)

Grass cutting invoices had been received by the Clerk for Harberton Playing Field and Harbertonford Park. Cllr Beamish proposed that both invoices are paid, seconded by Cllr Clayton and the motion was carried. As invoices were less than budgeted, the Playing Field Committee were invited to put in an invoice for the balance.

9.4 Email 20/05/14 Jane Jeffreys: Harbertonford Playground risk assessment

Jane Jeffreys had forward a risk assessment document for the playground for comments from Parish Councillors. Cllr Clayton proposed that the risk assessment was accepted, this was seconded by Cllr Williams and the motion was carried.

9.5 Email 21/05/14 Simon Blackler: Belsford Solar Farm Development

The Chairman read out the email in which it was asked if the Parish Council knew of a public meeting to be held immediately prior to the Parish Council meeting to hear from the developers regarding the proposed solar array at Blakemore. It was reported that the Clerk had responded to Mr Blackler as had

the Chairman. The Chairman reported that he had contacted the Blakemore development Project Manager, Mr Offley to advise that a public meeting be held and had copied that letter to Mr Blackler.

9.6 Email 25/05/14 Gill Murphy: Alleged non compliance with planning conditions ref 2014/0160

Gill Murphy had requested the Parish Council intervene in this matter. Cllr Trott had referred the issue to D.Cllr Steer as the District Council were already investigating the complaint. D.Cllr Steer reported that Case Officer Wendy Ormandsby has undertaken a site visit and will report back to D.Cllr Steer.

9.7 Email 29/05/14 County Council: Temporary Prohibition of Through Traffic and Parking at Old Road, Harbertonford

It was agreed that the Parish Clerk should disseminate future notices of this type through the Parish information network and display on Parish Noticeboards if possible.

The closed session referred to in the agenda was withdrawn at the beginning of the meeting as the issue had been resolved.

10. Matters at the discretion of the Chairman

Following a request for clarity on how volunteers can become Parish Councillors, it was commented that there is an election on the 6th May 2015 for Councillors for both wards of Harberton and Harbertonford. If a Councillor retires, or moves away then the Parish Council can advertise and co-opt new members.

It was reported that a resident from Harbertonford remembers access to a bridleway at Kiln Lane and had requested information about whether the bridlepath could be reopened. Councillors referred to a legal case between Crowdy Mill and Horsewell in which it was ruled that there was no right of way.

It was noted that the emptying of dog litter bins in Harberton was erratic and bins were overflowing. D.Cllr Steer agreed to raise the issue at the next meeting so to inform Steve Mason of South Hams District Council.

Cllrs were reminded of the public session with Dr Sarah Wollaston MP in Harbertonford on 14th June, 11.00am – 12.15pm.

Cheques Signed

DD Plusnet £9.99

627 Mrs D Crann £725.43 Parish Clerk salary and expenses

628 Ms C Radford £224.38 Clerk May Salary

629 Ms C Radford £411.19 reimbursement for Dell Computer and Voip telephone

630 South Hams District Council £360.00 Grass cutting invoice 21178520

631 Devon County Council £147.18 Grass Cutting Harbertonford Playing Field 53423734

632 Ms C Radford £224.38 Clerk June Salary

The meeting was closed at 10:15pm .

Next meetings:

Site Meeting Tuesday 17th June 2.30pm Luscombe Cross

Planning Meeting Tuesday 24th June 7pm at Dundry Site

Extraordinary Meeting Tuesday 1st July 8pm venue to be confirmed.

Next meeting Tuesday 8th July 2014 7.30pm Harberton Parish Hall.