

HARBERTON PARISH COUNCIL

MINUTES of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 12th July 2016, Harberton Parish Hall.

In attendance: Councillors (Cllrs) Broom, Camp, Davidson, J.Hockings, S.Hockings, Hutchinson, Janes, McDonnell, Waite. District Councillor (D.Cllr) Tucker, County Councillor (C.Cllr) Vint.

Formal apologies: Cllrs Beamish, Wynne

Absent: Cllr Williams

Public: 0

Clerk: Ms Radford

Public Session – No comments were raised.

Agenda

1. **Apologies** were received and accepted as above.

2. **Declaration of Interests** Cllrs were reminded of the need to update their register of interests. No interests were declared on items on the agenda.

3. **Reports from County and District Councillors** for information.

3.1 **County Councillor (C.Cllr)**

3.1.1 It was reported that the Pot Hole Action Fund government scheme is to be implemented through Devon County Council (DCC) as a means to involve local councillors in decisions on road maintenance priority as cuts to overall road maintenance budgets are made. It was reported that the C.Cllr has £22,962.00 to spend across 5 parishes, equating to £4,500 per parish. Devon Highways (Highways) provided a suggested list of priorities for the Parish, each individual item costing more than £4,500. Following discussion Parish Councillors considered the priority areas to be:

- Hernaford past the farm and barns (£5,850) the triangle to Morleigh Road is in a bad state and will soon have 9 dwellings there;
- Fork Cross towards Tigley (£8,600) as the road is disintegrating there; and
- Old Road between Marylands and Brockhills Cross

Other areas known to Highways as being in need of maintenance include: Fork Cross through to Gerston Cross (no cost given), Sandwell (£5,850), Lower Blakemore (£10,530), Crabadon to Rolster Bridge (£12,870). Cllrs commented that the area below Langridge Cross required maintenance on the curbs. It was commented that the suspected collapsed drains in Harbertonford could be repaired through an emergency fund.

3.2 **District Councillor (D.Cllr)**

3.2.1 It was reported that the Joint Local Plan (JLP) is out to consultation. It was reported that approximately 30,000 houses will be developed within the three collaborating local authority areas over the next 20 years. Of that number, approximately 21,000 will be developed in Plymouth and the urban fringe, 5,000 in West Devon and 4,000 in the South Hams. Certain towns known as 'area centres' have been identified to take the majority of that development. It was commented that Totnes is pretty much full up within its boundary and although development may spill out into Dartington, care should be taken to ensure that Dartington remains separate to Totnes. It is expected that the 23 active Neighbourhood Plans within the area will take up all the surplus housing and it is unlikely that further development sites will need be sought outside of those identified within Neighbourhood Plans. Parish Councillors were encouraged to attend the consultation workshops on the 19th and 28th July. The following specific comments were made:

3.2.1.1 On page 11 the JLP talks about the towns, adjoining sites and parishes. All the 4 major towns have boundary issues with parishes. For example, Ivybridge and Ugborough is going through a consultation for boundary change. It was commented that towns can be motivated for boundary change because of the ability to collect council tax for services provided within that boundary area, however it can be argued that residents of outlying areas with often use services within those local towns anyway. It was commented that boundary changes can only be made if both the Parish and Town agree and is a long process that is put out to consultation.

3.2.1.2 It was commented the Strategic Housing and Employment Land Availability Assessment (SHELAA) that accompanies the JLP is incomplete; the sites and the map do not agree.

3.2.1.3 When reading the SHELAA pages for the Harberton Parish, it would look as though nothing has been done in Harberton by the Neighbourhood Plan Committee since 2014. The Local Authority has taken no notice of any sites identified by the Neighbourhood Plan as brought forward by land owners, even though all materials have been forwarded to the Local Authority. This is extremely disappointing as Neighbourhood Planning groups are supposed to be given an input but any input has been ignored and new sites have not been included within the most recent SHELAA process.

3.2.1.4 It was commented that within the main document there are maps to show development within Totnes and Dartington but no sign of any development in Follaton, but when you go to the Harberton

SHELAA there is a large area for potential development right on the border that was included in the last consultation on the local plan. When consultation was undertaken for the Neighbourhood Plan, most of the land for development was removed, except the Windsland House site. It seems very odd that the consultation includes a map of Totnes and Dartington without having an indication whether that land is to be used or not.

The D.Cllr agreed to take comments to the Local Authority

3.2.1.5 It was commented that it is expected that Neighbourhood Plans will likely identify sites for the target number of 700 homes in villages across the district. However, if there were not sufficient sites identified, areas in which Neighbourhood Plans are not being developed may be looked to for sites.

3.2.2 It was confirmed that the official contact for the South Hams District Council (SHDC) planning team would be a case manager who would forward queries to the relevant team member. It was suggested that contact with relevant individuals could be made at the events on the 19th and 28th July.

3.2.3 The D.Cllr was asked for comment on the recent fire at Cockwells Nursery as Hazard residents had questions about enforcement. It was commented that no enforcement action can be taken until the issue has been fully assessed, which is likely to take several months.

4. Minutes It was RESOLVED to sign the following minutes as an accurate record:

4.1 Annual Meeting of Harberton Parish Council 10th May 2016

4.2 The Ordinary Meeting of Harberton Parish Council 14th June 2016 PART A

4.3 The Ordinary Meeting of Harberton Parish Council 14th June 2016 PART B (confidential)

4.4 The meeting of Harberton Parish Council Finance Committee 5th July 2016

5. Report Matters Arising from the Minutes for information only

5.1 T junction sign at North Park Corner It was reported that Highways' response to the query was that traffic sign provision is controlled carefully to prevent drivers from becoming overloaded with important information and use is limited as far as possible. As there has only been one recorded accident near North Park Corner in the last five years, it would not be justified to provide a warning sign at this location.

5.2 Request for site visit to view suspected collapsed drains It was reported that a meeting has been arranged with Cllr Waite, who agreed to report back at the next ordinary meeting of the Parish Council.

5.3 Devon County Highways speed limit criteria It was reported that following the clerk's request for criteria, she had received Devon County Council's Traffic Policy Note DTP 54/05 on local speed limits and had forwarded this to all members of the Neighbourhood Plan steering group for information.

5.4 Suggestion for regular Highways 'drive rounds' with the C.Cllr The Neighbourhood Highways Officer responded that although drive around inspections can be beneficial, they rarely identify anything new. Historical problems or concerns are often repeated and it is inefficient to keep covering the same ground. However, if a meeting of this nature is deemed appropriate by C.Cllr Vint, the Neighbourhood Highways Officer would be always willing to participate.

5.5 Harberton and Harbertonford defibrillator meeting It was reported that Cllrs Hutchinson and Davidson would liaise to agree a convenient meeting date.

5.6 Devon Air Ambulance (DAA) community landing sites It was reported that a meetings held been held between the Devon Air Ambulance and Cllrs in both villages to view potential community landing sites. The most appropriate sites were considered to be: the site west of the car park at Harberton Parish Hall and the Harbertonford Football Club. Both would require an investment of £4,000ea to provide 2 x 150w flood lights on a 10m column that would be activated by DAA crews by mobile phone technology when required. Both lighting units would require power, presumably supplied by the adjacent parish hall/football club. Both sites had potential limitations due to the width of the road for ambulance access. Cllrs Broom and S.Hockings were thanked for giving their time to identify potential sites. In their report, DAA suggested that the next step is to identify whether there is local demand for establishing a landing site before encouraging community fundraising. **Action:** Cllr Broom agreed to speak with Harbertonford Football Club to get their view on the issue.

5.7 Part B actions The Chairman reported that the actions requested of him by the Parish Council had been undertaken.

6. Planning

6.1 Consideration of the following planning application(s):

6.1.1 **It was RESOLVED** to SUPPORT application 1417/16/HHO, Householder application for construction of ancillary building and erection of fence. 3-4 Chapel Cottages, Moreleigh Road, Harbertonford

6.1.2 Following discussion **it was RESOLVED** to given CONDITIONAL SUPPORT to applications 1696/16/HHO and 1697/16/LBC, for the demolition of wooden shed and replacement with a single storey wood framed outbuilding at Tailrace Crowdy Mill, Harbertonford SUBJECT TO a satisfactory bat survey and adoption of recommendations made by the ecologist.

6.2 It was acknowledged that the Parish Council had received the following Notification for Prior Approval 1874/16/PDM for a proposed change of use of agricultural building to 3no. dwelling houses (Class C3) (Class Q) Higher Dorsley Barton, Harberton. It was commented that perhaps it would be necessary to undertake a bat survey.

- 6.3 Planning decisions: It was reported that the planning authority had made the following planning decisions:
- 6.3.1 0201/16/FUL Harberton, Hernafoad Farm, Harbertonford. Application for conversion of barn to two residential dwellings Conditional Approval
 - 6.3.2 1450/16/NMM Harberton 6 Stream Cottage, Riverside Mill Cottages, Harberton. Non-material minor amendment to 23/1263/15/F to relocate window on permission 23/1263/15/F Conditional Approval
 - 6.3.3 1206/16/ARC Harberton Globe House, Harberton. Application for approval of condition 3 & 4 following grant of planning permission 23/2343/15/LB Discharge of condition Approved
 - 6.3.4 0548/16/HHO Harberton Chancery Tristford Road, Harberton. Householder application for the demolition of existing single garage and erection of new double garage and art studio Conditional Approval
 - 6.3.5 1687/16/NMM Development Site at Mill Meadow, Harbertonford. Application for non-material amendment following a grant of planning permission 23/2278/13/F for a change to elevations. Refusal on grounds that the proposed alterations would have a material impact on the appearance of the approved scheme and as such cannot be treated as a non-material amendment.
 - 6.3.6 1418/16/ARC 3 Harbourne Terrace, Harbertonford Devon Application for approval of details reserved by conditions 5 and 7 of granted listed building consent 23/2127/15/LB Discharge of condition Approved
 - 6.3.7 1935/16/TPO Dundryge Stables Lane to Dundryge Stables Harberton Works to a TPO Tree T24 Oak. Remove deadwood to health unions Exempt Works
 - 6.3.8 2634/15/OPA Little Grove Farm Harberton Outline application (all matters reserved) for the conversion of barn to 1no. live/work unit, 1no. workshops and 1no.holiday let. Conditional Approval
- 6.4 Enforcement cases. A hard copy was circulated amongst Cllrs for information.

7. Monthly reports for information

- 7.1 Finance Committee update The minutes of the Finance Committee had been circulated noting that the committee accepted the Clerk's quarterly report of income and expenditure and quarterly bank reconciliation, which showed a balance of £38667.46, including reserves.
- 7.2 Harberton Parish Neighbourhood Plan (HNP) update It was reported that another meeting had been held with Alan Storah to receive his advice on further drafting chapters of the Neighbourhood Plan and that the committee were in the process of changing the wording of policies that are not land use policies. It was reported that the government has removed funding for support roles, such as the one provided by Alan Storah, who is now no longer in post. SHDC has not yet come to a view as how to finance such support into the future.
- 7.3 Community Land Trust update – No report given.
- 7.4 Town and Parish Fund 2014 and 2015 updates.
- 7.4.1 2015 It was agreed that a meeting to be arranged with Cllrs Davidson, Camp and S.Hockings to agree a schedule for works for the next ordinary meeting so to be able to respond to offers of voluntary help.
 - 7.4.2 2014 It was reported that the issue of agreeing commitment from an artist is still proving difficult. The D.Cllr commented that an invoice should be presented as soon as possible to draw down funds. Cllr McDonnell suggested further artists to contact.
- 7.5 Clerk's update – Nothing to report.

8. Community Benefit Fund Grants. It was RESOLVED to approve the Finance Committee's recommendations as below:

Project Summary	Amount requested	Finance Committee Recommendation	Conditions or Reason for Objection	Method of payment
Harberton and Harbertonford History Society: Purchase of PA system to hear speakers clearly and purchase of video camera, stills camera and accessories for recording talks for the archive and website and to undertake a 'listening project' to record the experiences past and present of residents from both villages.	£522.07	Offer 100% of requested amount (£522.07)	Cllr Nick Williams has a similar PA instead of purchasing new, if this is considered acceptable.	On receipt of grant acceptance with cheque.
Eve Sanders Help Eve raise £3000 for Meningitis Research Foundation If I	£300	Offer 100% of	The amount of £300 will be granted to Eve Sanders on the condition that a talk is given to	Pay by cheque when assured that

complete my fundraising goal this August I shall be summiting Mt Kilimanjaro to raise awareness of meningitis and septicaemia. I propose to give a talk about my trip to the village on my return.		requested amount (£300.00)	the community on her return. The talk shall focus on raising awareness of meningitis and septicaemia and must be well publicised to benefit as many members of the community as possible. With help to promote it through the usual parish channels.	the figure of £2700 has been raised.
Harbertonford Football Club: Football Club Clubhouse Door Replace existing door with new double glazed one.	£723.46	Offer 100% of requested amount (£723.46)		On receipt of grant acceptance with cheque.

- 9. Harberton Telephone Kiosk** It was suggested that the Telephone Kiosk could be used as a site for a defibrillator in Harberton and a request had been made to BT if the telephone kiosk was available. It was reported that the telephone kiosk in Harberton could be adopted by the Parish Council as part of the adoption scheme. **It was RESOLVED** to approach BT adopt the telephone kiosk.
- 10. Harberton Flood Relief Update** Following the ongoing support to the three properties at risk of flooding in Harberton, it was reported that Cllr J.Hockings had spoken with the Devon Flood Relief Team over the telephone in order to begin discussions and has requested a meeting as soon as possible in order to understand whether the proposed plan to install a pipe would be feasible. It was reported that following early enquiries all land owners have agreed to cross their land with a pipe, however consultation with the relevant DCC departments is required before a public meeting held. The issue of contamination in the drains was commented on.
- 11. Parish Council Notice Boards** The Clerk reported that the Parish Council notice board in Harberton was in serious need of repair or replacement and the Harbertonford noticeboard would benefit from some work. It was agreed that Cllr Waite assess the works required on the Harbertonford Notice Board and that the Clerk circulate a message via the Harberton Email Circular for local carpenters. The C.Cllr suggested that a new notice board could be funded by the Locality Fund.
- 12. Harbertonford Playground Lease.** It was reported that the lease was due to expire in August 2017. **It was RESOLVED** to seek an extension of the lease. The Clerk agreed to write to the Exeter Diocese Board of Finance to request the extension be drawn up.
- 13. Harberton Playing Field Association (HPFA) Top Car Park** It was reported that the HPFA had discussed the possibility of applying a voluntary charitable donation of £5.00 per week for long-term car park use for the top Parish Hall car park, and had asked the Parish Council for views on the proposal. During discussion the following points were raised: The top car park is a useful place for villagers to park and it is better for a vehicle used irregularly to be parked in this car park than on the road; there were strong concerns that charging for use of this car park could result in an increase of parking in the lanes which should be discouraged; applying a voluntary charge may have the effect that some perceive to have a greater right to park in the top car park, which is a useful space for all villagers and visitors to use when necessary; it is a car park, not a private storage area. **It was therefore RESOLVED** that the Parish Council were not in support of the proposal unless donations were clearly voluntary and optional.
- 14. Correspondence**
- 14.1 Consideration of a formal response to the South Hams District Council's Events Policy Consultation. It was agreed that it was reasonable for the District Council to have the powers to collect money in the support of events if required.
- 14.2 Flooding: Request for information about extent of flooding in the district on 16th June. It was commented that there was no known flooding within the Parish on that date.
- 14.3 New premises licence application - Nkuku, Harbertonford. No formal comment was made.
- 14.4 5 Day Notice - Exemption - 1935 16 Tree Preservation Order (TPO) Covered in item 6.3: Planning Decisions.
- 14.5 Councillor Vacancies Announced for Totnes Ward of South Hams District Council and Totnes Town Council. It was noted that the deadline for nominations had passed.
- 14.6 Have your Say: Boundary Review Consultation (Ivybridge/Ugborough) Now Open. No comment was made.
- 14.7 Plymouth and South West Devon Joint Local Plan consultation 19th July, Totnes **ACTION:** Cllrs Davidson, McDonnell and Broom agreed to attend.
- 14.8 Plymouth and South West Devon Joint Local Plan - South Hams Neighbourhood Plan Workshop, 28th July, Follaton House **ACTION:** Cllr Davidson agreed to attend.

- 14.9 Plymouth and South West Devon Joint Local Plan – Thriving Towns and Village Public Consultation 1st July – 12 August 2016 No formal response was made by the Parish Council. It was agreed that further comments may be made by Parish Councillors individually and a formal response may be made by the Neighbourhood Plan Steering Committee. It was commented there was a reference on Page 17 definition of development boundaries and comments can be made specifically with reference to this. It was further commented that nearly all the sites proposed fall outside of the current development boundaries and if the sites were to stay in the plan then the boundaries would have to be redrawn. The D.Cllr agreed that it is likely that the boundaries would be redrawn to take into account new development sites, if it is agreed to continue to have development boundaries at all.
- 14.10 Devon County Council Disabled Parking & Control of Waiting Amendment: Introduction of Disabled Badge Holders Only At Any Time in a section of Bow Road, Harbertonford **It was RESOLVED** to support the proposals.
- 14.11 DALC July 2016 Newsletter It was reported that this had been circulated to all Councillors for information.
- 14.12 Harbertonford Parochial Church Council (PCC) request for grant **It was RESOLVED** to make a grant of £400.00 as per the 2016/17 Parish Council budget.
- 14.13 Reminder about Registers It was reported that SHDC had re-circulated all forms as a reminder to all Parish Councillors to keep registers up to date. The Clerk agreed to circulate this to all Councillors.
- 14.14 Invitation to South Devon AONB Planning Guidance workshops Cllr McDonnell requested receipt of the email.

15. Finance

- 15.1 Notice of income and expenditure since last meeting. It was reported that a deposit of 0.20p had been made to the current account as the Harberton Playing Field Association rent for 2015/16 and 2016/17. It was noted that Lightsource Renewable Energy had not yet made the annual Community Benefit payment with respect to the solar array at Hazard. The clerk reported that they had been chased and payment was expected in late July.
- 15.2 **It was RESOLVED** to make the following payments

Chq	Payable to	Invoice	Detail	Before VAT	VAT	Total
748	Cat Radford	n/a	Salary July: £231.92 NP Secretary July: £35.68	£267.60	0.00	£267.60
749	Cat Radford	Claim form	Clerk Expenses claim 20160705	£33.69	0.00	£33.69
750	Andrew Hockings Technology Support	6601	Livedrive cloud UK based backup from July 2016 to June 2017 Unlimited storage, unlimited computers.	£48.00	0.00	£48.00
751	Harbertonford Parochial Church Council	NA	Annual grant towards graveyard maintenance	£400.00	0.00	£400.00
752	Exeter Diocese Board of Finance	NA	Lease of Harbertonford Playground for the year commencing 23 rd August 2016.	£50.00	0.00	£50.00

16. **E-Circulars** It was reported that the following circulars were available for view: Rural Services Network, Devon Home Choice, Devon County Council Community News Round-up, Public Sector Executive, Fields in Trust.
17. **Matters at the discretion of the Chairman: Councillors' reports and items for future agendas**
- 17.1 St. Peter's Church Litter Bin An approach had been made by Harbertonford PCC to request that the litter bin as installed on the church gates to be moved behind the bus shelter. The D.Cllr commented that the Parish Council could move it and report the change to the Locality Officer. **Action:** Cllrs Broom and Waite agreed to look at the logistics of moving the bin and report back at the next meeting.
- 17.2 Hardcore and soil bags dumped on the bank of the Harbourne, Harbertonford It was reported that the materials were intended for use in banking up the area, however as this would block an outlet that drains Harbourne Terrace Houses an alternative solution was found, but the bags of material remained. **Action:** Cllr Waite agreed to contact the relevant authorities.
18. **Confirm date of the next Ordinary Meeting** **It was RESOLVED** that there would not be an ordinary meeting of the Parish Council in August, however a planning meeting may be called should the need arise. It was therefore noted that the next Ordinary Meeting of Harberton Parish Council would take place on Tuesday 13th September 2016.

Meeting closed at 9:40pm