

HARBERTON PARISH COUNCIL

MINUTES of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 10th October 2017, Harbertonford CE Primary School

In attendance: Cllrs Beamish, Broom, Bowley, Davidson, J.Hockings, S.Hockings, Janes, Williams, Waite. D.Cllr Tucker, C.Cllr Hodgson

Apologies: Cllrs Camp, McDonnell, White.

Not present: 0

Public:1

Clerk: Ms Radford

Public Session

- i) The Executive Principal of the Link Academy Trust attended the meeting at the invitation of the Finance Committee to answer questions about the fencing project at Harbertonford CE Primary School. Cllrs had expressed concerns that there was potentially a weak point in security where the new fence meets the stock fencing on the top of the bank. It was commented that it is not the intention to turn the school into a prison. The solution to fence across the front of the school will not be impenetrable but will represent the boundary for permitted access onto the site. The new fencing should ensure that members of the public will only enter grounds via the reception area during school hours, and that out of school hours access to the site is restricted. It was commented that the school relies on the community and that there is no appetite to stop parking on the school car park; the intention is to find a solution to allow continued parking at the same time as keeping the school secure. Cllrs agreed that the safeguarding of the children was a priority. It was confirmed the contractors would meet the OFSTED requirements.

Agenda

1. **Apologies** were received as above

2. **Declaration of Interests**

- 2.1 Councillors were reminded of the need to update their register of interests.
2.2 No interests were declared on items on the agenda.

It was RESOLVED to move item 11 to the beginning of the agenda.

11. **Community Benefit Fund** After discussion **it was RESOLVED** to accept the recommendation of the Finance Committee and support the Link Academy Trust application for £5500 for the security fencing project as per photo E and photo G on documents supporting application. The grant would be offered on the condition that there is continued access to parking for the local community. It was agreed that 50% of the project be supported from the Community Benefit Fund and 50% from Parish Council reserves.

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

- 3.1 County Councillor (C.Cllr) The C.Cllr had circulated a written report ahead of the meeting which highlighted the following issues:
- 3.1.1 *Health and Adult Social Care*: The Sustainability and Transformation Plan continues to be highly contentious. It was commented that steps should be taken to improve recruitment of people who provide care in people's homes, making sure there is better funding and higher payscale for those doing that work. Following the decision by the Clinical Commissioning Groups to close hospitals and make changes to services, the Health Scrutiny Committee requested this to be referred to the Secretary of State. This motion was turned down by DCC full council on 5th October. Instead a Scrutiny Standing Committee has been formed to look at areas of concern within the Wider Devon Sustainability and Transformation Plan.
- 3.1.2 *Education budget cuts*: the motion to Full Council in July to reverse the £2.2M cuts was referred to Cabinet in September, but was not approved by Full Council on 5th October. It was reported that there has been some changes announced in the National Government Funding Formula available here: <file:///Users/Jacqi/Documents/DCC%20Impact%20of%20the%20schools%20NFF.webarchive>.
- 3.1.3 *Highways issues*: the poor weather and flooding across the last few weeks continue to cause many residents a lot of problems and there has been a lot of damage. Proposals to reduce speed limits are being discussed in many parishes, particularly where Neighbourhood Plans are being developed. The C.Cllr was asked to confirm a contact for the Highways whilst the Neighbourhood Highways Officer that covers the Parish is on long term leave. The C.Cllr agreed to report the issue of stones and rubble being washed/drawn onto the A381 from Jackman's Lane at Peak Cross to the Highway and Traffic Orders Committee (HATOC).
- 3.1.4 It was reported that money to improve cycleways was discussed at the September meeting of the Cabinet.
- 3.1.7 The C.Cllr had received no more news from the Environment Agency with regard to Cockwells Nursery.
- 3.1.8 The C.Cllr was asked to follow up the issue of grass cutting on Bow Road as the banks are not being cut.

3.2 District Councillor (D.Cllr) It was reported that:

- 3.2.1 Consultation on 'One Council' has been dominating business in the month, shortly to be resolved.

3.2.2 The clerk had referred enquiries to the D.Cllr about requirement for the provision of drainage on a refurbished drive at Dundry following public concerns about increased run off. The D.Cllr suggested that enforcement officers speak with Cllr J.Hockings for information about flooding in the area.

4. Minutes The following minutes were approved as an accurate record:

- 4.1 Finance Committee of the Parish Council 3rd October 2017
- 4.2 Ordinary Meeting of Harberton Parish Council 12th September 2017

5. Report Matters Arising from the Minutes for information only

- 5.1 Lloyds current account It was reported that the annual standing order for safety deposit services had been arranged with the bank. It was reported that the safety deposit envelope was on temporary release to allow the clerk to make full electronic scans of the contents.
- 5.2 Review of Standing Orders, official status of the Harberton Parish Neighbourhood Plan Steering Group (HNP) Ongoing. It was commented that there had been concerns from councillors about the accuracy of the advice from Devon Association of Local Councils (DALC) on the status of the HNP as a 'Working Group' rather than an 'Advisory Committee'. It was reported that work would continue on clarifying the status of the HNP as part of the review of standing orders.
- 5.3 Harbertonford Playground Association Committee It was reported that a meeting has been held, a committee has been appointed and a new account is being opened. A fundraising event will take place in November. Grass cutting has been managed over the summer however more community involvement is required to support this and other maintenance work.
- 5.4 Removal of equipment from Riverdale (Cllr Davidson) It was reported that there is not space for the equipment within the Harberton storage area. Cllr Davidson has agreed to store any materials that are still sound.

6. Planning

6.1 Planning Application recommendations:

- 6.1.1 **It was RESOLVED** to SUPPORT application [2991/17/VAR](#) Removal of condition number 3 (restrictive use for agricultural purposes) following grant of planning permission 17_23/2323/13/F, Beenleigh Meadows Farm, Harberton
 - 6.1.2 **It was RESOLVED** to SUPPORT application [3089/17/VAR](#) Variation of condition number 2 following grant of planning permission 3040/16/FUL to allow replacement of outbuilding with single dwelling Lower Ashridge Farm Lane from Higher Grove To Lowe, Harberton
- 6.2 Planning decisions It was reported that the Local Planning Authority had made the following decisions:
- 6.2.1 2212/17/HHO CONDITIONAL APPROVAL Retrospective householder application for amendments to approval 23/2126/15/F to allow for an increase in the pitch of the slate roof and inclusion of 2no Rooflights 3 Harbourne Terrace Main Road, Harbertonford
 - 6.2.2 2401/17/LBC CONDITIONAL APPROVAL Listed Building Consent for use of redundant telephone box to house a defibrillator, including mounting the defibrillator inside the telephone box and replacing the perspex telephone signs with defibrillator signs Telephone box, Old Road, Harbertonford
- 6.3 Report on enforcement cases A hard copy of open enforcement cases was tabled for information.

7. Monthly reports

7.1 Finance Committee Update

- 7.1.1 *End of quarter 2 report.* It was reported that the Finance Committee had Cllrs received and accepted both the end of quarter report and (Quarter 2) bank reconciliation as prepared by the clerk showing a balance of £53,837.13 including reserves.
 - 7.1.2 *Earmarked reserves* **It was RESOLVED** to accept the Finance Committee's recommendation to create earmarked reserves for the Defibrillator project and Harbertonford Playground Association.
- 7.2 Harberton Parish Neighbourhood Plan (HNP) update It was reported that the HNP steering group is still going through the site assessments. Cllr Broom was invited to attend meetings as his experience and knowledge in planning would help the process.
- 7.3 Community Land Trust update It was reported that following a five and half year process and a spend of £50,000 the planning application has been submitted. A transport report was included within the application as it is expected that Highways will object. Cllrs asked questions about English Heritage response to impact on the church. It was commented that this was all included within the plan.
- 7.4 Town and Parish (TAP) Fund 2016 updates It was reported that Devon Air Ambulance Trust (DAAT) had made a formal grant offer of £2,764.42 to support the associated installation costs in the development of a landing site at Harbertonford Football Club. **It was RESOLVED** that the chair sign the grant acceptance letter. **It was RESOLVED** that the Parish Council notify DAAT and MAT Electrics that the quotation of £5533.60 plus VAT for capital equipment and installation is formally accepted. It was reported that the clerk is to complete contact forms to return to DAAT, that installation will take place as soon as possible and that pilots are likely to do a training flight into the football ground in the next few weeks. It was agreed to promote a meeting in Harberton to discuss the creation of a Community Landing Site in Harberton once the Harbertonford installation is complete.
- 7.5 Clerk's update The Clerk reported that the certified Annual Return for the year ending March 2017 has been received with no comments from the external auditor. A notice of completion of audit has been posted on the notice boards and the Annual Return is available on the Parish Council website for public access.

8. **One-way system at the junction of Fore Street and Tristford Road** Following discussion it was **RESOLVED** not to go ahead with the proposal.
9. **Planting raised garden on bridge in Harberton** It was reported that the area would be cleared shortly and that local villagers had offered to volunteer. It was noted that a request had been made that works in the area include provision for the ducklings that come down the stream and can't get back up again
10. **Community Speed Watch** Cllr Davidson agreed to be the contact point with Police Officers. It was agreed for councillors to speak to members of the community to find 6 volunteers for the community speed watch.
11. **Community Benefit Fund** See top of agenda.
12. **Community Heartbeat Trust Managed Solution Agreement** It was **RESOLVED** to sign the agreement.
13. **Correspondence**
- 13.1 Data Protection registration - Reminder to renew It was reported that the Parish Council is legally required to renew registration each year and that renewal is required before 25/10/17.
- 13.2 Plymouth and South West Devon Joint Local Plan (JLP) News It was reported that the Planning Inspectorate has appointed two inspectors to examine the JLP as submitted in July 2017. All correspondence between the Inspectors and the Councils is published on the JLP website and will be updated as the examination progresses.
- 13.3 Church Barn Foul/Surface water It was reported that the clerk had contacted South West Water (SWW) following a report of evidence of foul water in the gully at Church Barn. SWW sent a team on the same day the issue was reported, identified that there was a fault in the pipe and scheduled works to commence as soon as possible. The letter had also raised concern about increased surface water run off as discussed at item 3.2.2.
- 13.4 Devon Highways - Parish & Town Council Conferences 2017 - Save the date! Cllrs Bowley, Davidson and Waite expressed interest in attending the conference in Rattery on 16th November, suggesting workshop topics on speed limits, drainage and repairs.
- 13.5 Invitation to Citizens Advice South Hams AGM Cllrs were informed of the AGM on 19th October 2017.
- 13.6 S106 Contributions and CRPF Applications It was reported that the Community Re-investment Projects Fund (CRPF) is available for lasting capital projects with community support and need that provide or improve community infrastructure. It was agreed to enquire as to whether the Parish Council is eligible to apply following the development of Hernaford Barns and the Old Mill in Harbertonford, or if the CLT development of 10 homes in Harberton receives planning permission.
- 13.7 Latest news from Devon ALC Cllrs were informed. Cllr Davidson requested to be booked on training on 13th December 2017.
- 13.8 Town and Parish Council Event - Monday, 27 November 2017 Cllrs were informed of an invitation to attend the event at which Leaders of both SHDC and DCC will consult with towns and parishes on the draft 2018/19 Budget for their respective authorities, receive updates on issues of interest and/or relevance to towns and be available to answer any questions.

14. Finance

- 14.1 Notice of income It was reported that the Lloyds Treasurers account had been credited with the following:
 15/09/17 South Hams District Council: Second instalment of precept £5264.00
 20/09/17 Harberton village collection toward defibrillator project £304.11
 20/09/17 Closing balance from Harbertonford Playground Association £732.09
 06/10/17 Harbertonford collection toward defibrillator project £682.31

- 14.2 October 2017 payments It was **RESOLVED** to make the following payments:

Chq	To	Invoice/ paperwork	Detail	Before VAT £	VAT £	Total £
SO	Cat Radford	Payslip 20171022	Salary Oct: £313.73	349.93	-	349.93
			NP Secretary Oct: £36.20			
24	Cat Radford	Clerk Expenses claim	Mileage/Parking	12.54	-	20.04
			Broadband claim	7.50	-	
25	Community Heartbeat Trust	2313	Basic Membership annual cost (min 4 years) plus cost of Cardiac Arrest Response seminar	370.00	-	4,430.00
		2314	Basic Membership annual cost (min 4 years)	660.00	-	
		2315	2x cPAD G5A Fully Auto Defib+ Rotaid Cabinet	3,000.00	-	
		2316	2 x installation of CHT cabinets	400.00	-	

26	Information Commissioner's Office		Renewal of registration as a data controller under the Data Protection Act	35.00	-	35.00
27	Leila Nicholson		Reimbursement for materials purchased to prepare and paint Harberton telephone kiosk	57.53	-	57.53
					Total	4892.50

15. E-Circulars It was reported that e-circulars received included: Rural Services Network, Devon Home Choice, Devon County Council Community News Round-up, Public Sector Executive, Fields in Trust, Emergency Planning newsletter.

16. Matters at the discretion of the Chairman: Councillors' reports and items for future agendas

16.1 Works at Dorsely Farm It was comment that ground works had been observed at Dorsley Farm. The Clerk commented that planning permission has been granted for work at the site and would forward the notice for info.

16.2 Fly Tipping Cllrs were informed that asbestos tipped at the verge near Brockhills had been reported to SHDC and had been cleared.

16.3 Abandoned Car on Old Road Cllrs were informed that a suspected abandoned car had been reported to SHDC. Fly tipped asbestos tipped at the verge near Brockhills, reported and cleared.

16.4 Road Surface on Old Road It was commented that the road between the School, Maryland and Brockhills is in a poor condition with large pot holes. The C.Cllr agreed to report this to Highways

16.5 Village Defibrillators It was reported that the project to install defibrillators in the adopted telephone kiosks in Harberton and Harbertonford was near completion.

16.6 Harberton Christmas Tree Festival It was agreed to decline the invitation to participate.

17. Date of next ordinary meeting Tuesday 14th November 2017