

## **HARBERTON PARISH COUNCIL**

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 10<sup>th</sup> April 2018, Harbertonford CE Primary School.

### **In Attendance**

Cllr Beamish	<i>Present</i>	Cllr Camp	<i>Present</i>	D.Cllr Tucker	<i>Present</i>
Cllr Bowley	<i>Present</i>	Cllr Davidson	<i>Present</i>	C.Cllr Hodgson	<i>Present</i>
Cllr Broom	<i>Present</i>	Cllr J.Hockings	<i>Apologies offered and accepted</i>		
Cllr Janes	<i>Present</i>	Cllr S.Hockings	<i>Present</i>	Clerk: Ms Radford	<i>Present</i>
Cllr McDonnell	<i>Present</i>	Cllr White	<i>Apologies offered</i>	Public	<i>0</i>
Cllr Waite	<i>Present</i>	Cllr Williams	<i>Present</i>		

**Public Session** No public present

### **Agenda**

1. **Apologies** - as above. Whilst apologies were offered by Cllr White, it was noted that due to work commitments several meetings had been missed in succession.
2. **Declaration of Interests**
  - 2.1. Councillors were reminded of the need to update their register of interests.
  - 2.2. The following interests on items on the agenda were noted:  
Item 12.5. Cllr Camp is the tenant farmer.
3. **Reports from County and District Councillors** for information.
  - 3.1. County Councillor (C.Cllr) It was reported that the C.Cllr tabled a written report. The following issues were raised:
    - 3.1.1. *Cockwells Nursery at Bluepost* The C.Cllr had forwarded an email from the Environment Agency with reference to pollution of the stream. It was reported that the investigation has been completed and the case waiting to be heard so the issue is soon to be discussed.
    - 3.1.2. *Transport Investment Strategy* It was reported that the Department for Transport is committed to creating a Major Road Network across England. Of interest to the Totnes area is the inclusion of the A385 through Totnes and Devon County Council's (DCC) proposal for an additional link road from the A381 at Newton Abbot to the A38. It was commented that repairs to rural roads should be addressed before looking to build new roads.
    - 3.1.3. *Neighbourhood Highways Officer* the officer responsible for Harberton Parish is still out of the office and the Parish Council has been given a named point of contact in the meantime. All issues raised at Parish Council meetings have been reported and the C.Cllr who will continue to chase actions. Cllrs reiterated concerns about the collapsed culvert at Harbertonford.
    - 3.1.4. *Gypsies and Travellers* Public consultations are open on provision of sites. Devon Association of Local Councils (DALC) are inviting local representatives to send responses. It has been suggested that sites could be proposed through Neighbourhood plans. The D.Cllr commented that some of the residents of unofficial sites are not recognised as travellers as they do not travel.
    - 3.1.5. *Plastic Clever Dart Project* The C.Cllr is involved in a project to encourage behaviour changes and thinking responsibly about disposable single use plastics.
    - 3.1.6. *TRAYE* It was commented that a meeting had been held at the end of March. The Chair expressed concerns that the minutes circulated were not an accurate representation of the meetings and raised serious concerns about how the agreement to move forward with the project was represented through correspondence. This was discussed in full at item 7.4.
    - 3.1.7. *Compensation for damage caused by pot holes* A cllr commented that two local parishioners have lost tyres due to reported pot holes at Hazard and asked about processes for compensation as this road is now impassable. The C.Cllr confirmed that compensation is managed by Devon County Highways. Cllrs also commented that the road surface from Brockhills Cross to Old Road is in a very bad state with lots of deep pot holes, as some of this road is part of the cyclepath this poses significant risks to cyclists as well as motorists.
  - 3.2. District Councillor (D.Cllr)

- 3.2.1. *Joint Local Plan (JLP)* It was reported that Inspector made announcement that the plan would be sound, subject to certain modifications.
- 3.2.2. *GDPR* It was reported that the District Council has been approached by Parishes to consider providing Data Protection Officer services. With so many different parishes in the District it has been agreed that SHDC will not provide this service.
- 3.2.3. *Pruning Fruit Trees* The Parish Council was informed that pruning fruit trees in a conservation area is subject to approval from the Local Authority.
- 3.2.4. *Oak Tree Field Development* The CLT planning application will go to committee, a May date is likely.
- 3.2.5. *Locality Budget* The D.Cllr reported a locality budget of £1650 which has to be spent by Christmas 2018.
4. **Minutes** Part A minutes of the Ordinary Meeting of Harberton Parish Council 13<sup>th</sup> March 2018 were approved as an accurate record. A hard copy of Part B minutes was circulated and additions suggested before being approved.
5. **Report Matters Arising from the Minutes** for information only
- 5.1. Harberton Playing Field Association (HPFA) Fire Area The Clerk confirmed that the HPFA had been asked to include reference to the fire area within the playing field risk assessment.
- 5.2. Devon Air Ambulance Trust (DAAT) Community Landing Site It was reported that fliers had been circulated to raise awareness of the public meeting on 11<sup>th</sup> April to garner opinion on the creation of a night landing site in Harberton. The Clerk reported that some questions had come in advance from HPFA and forwarded to DAAT to ensure that they were addressed within the presentation prepared.
- 5.3. Harbertonford Defibrillator Kiosk Light (Cllr Waite) It was reported that the Clerk had made a request to the Community Heart Beat Trust for contact details for BT, however these could not be forwarded. It was confirmed that a timing device was required to fix the light. It was reiterated that there was no means to isolate the supply, and therefore any work undertaken on the light within the box was on a live feed and came with some risk.
- 5.4. Community Speed Watch It was reported that despite acknowledgement from the Office of the Police and Crime Commissioner with regard to stalled progress of the speed watch initiative, a full reply had not been received. The Chair agreed to ring them. It was suggested that the clerk write to the Totnes MP to state that as response had not been received.
- 5.5. Highways issues See C.Cllrs report. Nothing further.
- 5.6. Oak at Fork Cross Cllr S.Hockings agreed to chase a report.
- 5.7. Harbertonford Bottle Bank It was noted that the Clerk had reported to South Hams District Council (SHDC) that the bottle bank needed emptying. SHDC had responded that there was a back log of bottle banks to empty due to the lorry driver being deployed to help waste collection and the clear up of Beesands. Cllrs were informed that the Mobile Locality Officer does regularly check bottle bank levels and makes a report to SHDC should the bank need emptying, however Cllrs can make a report via the SHDC website <https://apps.southhams.gov.uk/webreportit>
- 5.8. Bow Road line painting The Clerk had reported this via the Highways website. It was concerned that the area requiring repainting was on the junction between Bow Road and Old Road. The clerk agreed to chase this action.
- 5.9. Parish Map of Buddle Holes The clerk had reported that a request had been made to Highways for a copy of the Lengthsmans Map. Cllrs Waite and Bowley had volunteered to undertake an audit of all buddle holes should this be required, however it was agreed not to begin this process unless Highways were not able to supply the relevant map.
6. **Planning**
- 6.1. Consideration of the following planning applications:
- 6.1.1. 0726/18/FUL Provision of an agricultural building to act as livestock housing (application 1 of 2) Hatchlands Farm, Blue Post, Harberton **It was RESOLVED** to SUPPORT the application with the following comment: If there has been representation from the nearby dwelling that this is taken into consideration.
- 6.1.2. 0727/18/FUL Provision of an agricultural building to act as livestock housing (application 2 of 2) Hatchlands Farm, Blue Post, Harberton **It was RESOLVED** to SUPPORT the application with the following comment: If there has been representation from the nearby dwelling that this is taken into consideration.
- 0728/18/FUL Provision of a silage pit Hatchlands Farm, Blue Post, Harberton **It was RESOLVED** to SUPPORT the application with the following comment: If there has been representation from the nearby dwelling that this is taken into consideration.
- 6.1.3. 0856/18/HHO Householder application for retention of two buildings and their continued use as ancillary to the applicant's home (retrospective) East Leigh Farm, East Leigh Cross to Monkey Oak, Harberton **It was RESOLVED** to SUPPORT the application.
- 6.1.4. 1036/18/HHO Householder application for side extension to extend kitchen/diner space; conversion of garage/store to create annexe accommodation at Riverstone, Harbertonford **It was RESOLVED** to SUPPORT the application.

- 6.2. Receive a report on planning decisions It was reported that the Local Planning Authority had agreed that prior approval was not required on application 4294/17/PDM, Notification for prior approval for proposed change of use of agricultural building to dwellinghouse (Class C3) and for associated operational development (Class Q(a)&(b)) (resubmission of 0907/17/PDM) at Valley End Farm, Harberton.
- 6.3. Receive a report on enforcement cases A hard copy was circulated to cllrs for information.
- 6.4. Permission in Principal Cllrs were informed that a training event would be held on 25<sup>th</sup> April on an alternative way to obtain planning permission, to come into effect in June.

## 7. Monthly reports

- 7.1. Finance Committee Update No report
- 7.2. Neighbourhood Plan update No meeting of the Steering Group has been held. Working group meetings have taken place to develop 'aims, expectations and conditions' for each of the listed development sites, which will be presented at the next Steering Group meeting for adoption. It was reported that the website has been restructured to reduce inconsistencies between different versions of the plan, which has now been tied down so that the most recent version of the plan can be downloaded as a single PDF.
- 7.3. Community Land Trust update None
- 7.4. Town and Parish Fund 2017/18: Totnes Rural Area Youth Engagement Project
- 7.4.1. Update After receiving correspondence from the C.Cllr at the beginning of March, it was commented that there were elements of concern in respect of funding and expectations of the Parish Council. The TAP fund application was made in response to a request by a volunteer at the youth club and some youth club members for additional support. The C. Cllr had suggested, at that meeting, that TRAYE could be an ideal vehicle for this.

Following consultation with the Devon Association of Local Councils (DALC) the clerk advised the Parish Council that legislation doesn't provide a specific power that Parish Councils can provide or donate to youth services. Expenditure relating to the TRAYE project would best sit under Section 137 of the Local Government Act 1972 which enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory authority. The Parish Council was advised that section 137 expenditure within the financial year is limited, including expenditure as a result of obtaining grant funding, and is and open to challenge. The Clerk advised that the Parish Council must consider what it spends under section 137 very carefully. The Council must first be satisfied that there is a direct benefit to the area or part of the area, or to some or all of the inhabitants (not a single individual). The Council must secondly ensure that the direct benefit accruing to its area or residents is commensurate with the expenditure incurred.

The Chair reiterated for the record that concerns were raised at the time of submitting the TAP fund bid about ongoing costs of the project and were reassured that this would be met by further fundraising bids. The Parish Council has never agreed that it would underwrite the TRAYE charity to the value of £6500/7000 per year. Cllrs agreed that the Parish Council would not be able to commit to that level of cost, given its high percentage of the precept.

The meeting was **adjourned** to enable the C.Cllr, as Chair of TRAYE, to speak. There was a discussion in which the Chair of TRAYE commented that they would like to see each Parish take some responsibility for management of the project and to contribute effort to the fundraising necessary. Concerns were expressed that the project was evolving into something different than was originally expected by both Harberton and Rattery Parish Councils. When the meeting was **reconvened**, it was agreed that Cllrs Davidson and McDonnell attend the next TRAYE meeting to discuss the project further with TRAYE members to see what options are available to pilot the scheme, including options for a limited term contract with TRAYE.

- 7.4.2. *Consider request for donation to the project* No resolutions were made.
- 7.4.3. *Consider request for cllrs to join the TRAYE board* Not discussed.
- 7.4.4. *Consider formal response to C.Cllr letter* Not discussed
- 7.5. Clerk's update There was no update.

8. **Harberton Bus Shelter** Only two quotations have been received to date, therefore the item was deferred to a future meeting.

## 9. Parish Car Parks

- 9.1. Harbertonford Carpark Surface Cllrs reviewed the draft tender document as prepared by Cllr Broom and agreed to include a request for references and a copy of insurance arrangements. It was agreed to advertise the tender through the Parish Magazine and in Village Life with a deadline of 31<sup>st</sup> May so that tenders can be discussed in at the June meeting of the Parish Council.
- 9.2. Harberton Parish Hall Upper Car Park It was reported that the Chair had attended a joint meeting with Harberton Parish Hall and Playing Field committees to discuss proposals for management of long term parking, as there are problems with large vehicles and trailers are being left in the space. The Harberton Parish Hall

committee has drafted an information leaflet to circulate to all residents as a reminder of the ownership, purpose and usage policy of the carpark. **It was RESOLVED** to approve the letter as written.

**10. Snow Warden's Report** Following a second snow fall in the Parish, it was commented that there is a need for more Snow Warden volunteers in Harbertonford.

**11. Community Emergency Plan**

**11.1. Interim Flood Plan** Cllrs reviewed the interim plan for the deployment of sandbags, as prepared by Cllr Broom. It was agreed to include reference to 'Aguasac Monitors', volunteers from those people within areas most affected by flooding. It was agreed that the Interim Flood Plan would form part of a wider 'Emergency Plan' for Harberton Parish that would be written over the coming months.

**12. Correspondence**

- 12.1.** 20180319 My thanks to Cllr Broom The Devon and Cornwall Police gave thanks for assistance during the adverse weather, experienced on 1<sup>st</sup> March.
- 12.2.** 20180320 Internal Audit Engagement Letter Cllrs were informed that the Parish Council had received details of roles, responsibilities and requirements in order to complete the internal audit. The Clerk had responded to the internal auditor on forwarding requested material.
- 12.3.** 20180323 Your latest newsletter from Devon ALC (March) Cllrs were informed
- 12.4.** 20180404 Community Safety Partnership Forum invitation – Thursday 17<sup>th</sup> May 2018 Cllrs were informed of the invitation to attend an event with a focus on addressing the behaviour of offenders, emergence of gang activity, and school's community safety. Presentations are expected from the Office of the Police and Crime Commissioner and opportunities for questions and answers with representatives of key agencies.
- 12.5.** 20180405 Farm Pollution It was reported that a parish resident had contacted the Parish Council to raise the issue of plastic waste in farm land near Harberton, behind Jackmans Lane. It was commented that the Environment Agency and local authority suggest that this should be raised at a local level in the first instance. The C.Cllr had been copied into the email and had forwarded the issue to SHDC to the environmental health officer and the D.Cllr for action. **Action:** Cllr Camp agreed to raise the issue with the land owner.
- 12.6.** 20180405 Citizens Advice Satisfaction Survey Cllrs Bowley and Waite agreed to complete the survey.

**13. Finance**

**13.1.** Notice of income and expenditure since last meeting.

**13.1.1. Income**

29<sup>th</sup> March 2018 Harbertonford Playing Field Association £462.00  
 10<sup>th</sup> April 2018 South Hams District Council: 1<sup>st</sup> Precept 2018/19 £5721.50

**13.1.2. Expenditure**

23<sup>rd</sup> March 2018 Lloyds Bank Safety Deposit Envelope Direct Debit £15.00

**13.2.** **Payments** **It was RESOLVED** to make the following payments:

Chq	To	Invoice/ paperwork	Detail	Before VAT £	VAT £	Total £
SO	Cat Radford	Payslip 20180422	Salary March: £313.73	349.93	0.00	349.93
			NP Secretary March: £36.20			
52	Cat Radford	Clerk Expenses claim 20170329	Mileage/Parking	28.35	0.00	71.05
			Office expenses: Printing DAAT fliers/posters	35.20	0.00	
			Broadband claim	7.50	0.00	
53	Sutcliffe Play Direct	OP/I110664	Cradle seat x 3, carriage and packing charges.	462.00	92.40	554.40
54	Devon Association of Local Councils (DALC)	6693	Attendance of Cat Radford at the General Data Protection Regulations briefing on 13/03/18	40.00	8.00	48.00
55	Devon Association of Local Councils (DALC)	6884	NALC Affiliation fee	55.32	0.00	294.13
			DALC Affiliation fee	10.03	0.00	
			DALC Service Charge	190.65	38.13	

	Totals	1178.98	138.53	1317.51
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- 13.3. It was RESOLVED** that John Horswill will continue to cut the grass at the ford area in Harbertonford at the same price per cut as in the previous financial year.
- 14. 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.
- 15. Matters at the discretion of the Chairman: Councillors' reports and items for future agendas**
- 15.1. Harbertonford Bus Shelter** The Parish Council had been approached by volunteers willing to redecorate the bus shelter in Harbertonford. Cllrs were informed that there is paint left over from last time so cost should be minimal. However, a request was made for someone to look at the wooden seating which appears to be developing woodworm. **ACTION:** Cllr Bowley. It was also requested that someone look at the guttering and downpipe, which needs replacing. **ACTION:** Cllr S.Hockings.
- 16. Date of the next meeting** Tuesday 8<sup>th</sup> May 2018

Meeting closed at 22:00

DR