

## **HARBERTON PARISH COUNCIL**

MINUTES of the ordinary meeting of Harberton Parish Council 7.30pm, Tuesday 9<sup>th</sup> June 2015 Harbertonford CE Primary School.

Present: Cllrs Beamish, Broom, Camp, Clayton, Davidson, Janes, J. Hockings, S. Hockings, McDonnell, Williams, D.Cllr Tucker and C.Cllr Vint.

Apologies: Cllr Wynne

Public: 2

Clerk: Ms Radford

### **Public Session**

- A representative from Poppy Developments apologised to the community for a bonfire on the mill site that caused complaints, suggesting that any future bonfires could be lit after 8.30pm. It was generally agreed that this would be preferred by residents, however appropriate industrial waste disposal was discussed later in the meeting to ensure that the developer complied with proper regulations. Waste wood from the mill was offered to the community. It was reported that the developer would like to launch on 5<sup>th</sup> September which would require a Western Power road closure in August rather than a later proposed date. The Parish Council had no preference on dates of closure (see item 13). It was reported that a new planning application will be submitted for a further 3 to 4 houses at the mill site, likely to be of a more contemporary design, guided by the Planning Authority. It was commented that people are happy to see the mill site being developed at last.

### **Agenda**

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

### **2. Declaration of Interests**

2.1 Councillors were reminded of the need to update their register of interests.

2.2 Cllr Camp indicated an interest in item 13 regarding agricultural plastic.

### **3. Minutes**

The following meeting minutes were signed as an accurate record:

Annual Meeting of the Parish Council 12/05/15.

The minutes of Ordinary Meeting of the Parish Council 12/05/15 (following minor amendments).

The Annual Parish Meeting 01/06/15

EGM 01/06/15

### **4. Report Matters Arising from the Minutes** for information only

*Ordinary Meeting*

County Council Division The Chairman reported that he was asked by the County Council for an opinion about the county council boundary divisions and had responded he'd anticipate that the Council will take the view of other parishes, i.e. that the reorganisation is not necessary and is a bureaucratic exercise costing public funds at a time when essential local services are under threat from reduced government support. Councillors approved of this response.

Dundridge Lodge The planning officer doesn't think there is a breach as there is a certificate of lawfulness however the District Councillor will be making ongoing enquiries.

Woody's Wood site There is now an official investigation following reports of 8 loads of rubble being delivered daily.

Alleged illegal residents on land at Berrystone, Harberton South Hams District Council (SHDC) Enforcement had taken up the issue.

Cycleway provision Bowden Pillars to Maryland Julian Burn of Totnes has taken up the issue of road surface for cycles, road surface has been reported and designated as a cycleway will be ongoing.

*Annual Parish Meeting*

Feoffees Following a query at the Annual Parish Meeting it was reported that the official title for the Feoffees as administered in the Parish is the 'United Parochial Charities'

*EGM*

Comments from Parish Council had been taken into account in review of the Neighbourhood Plan questionnaire.

### **5. Reports from County and District Councillors** for information.

County Councillor

- It was reported that signs will be erected on both ends of the new Kingsbridge Hill cyclepath to make the route and the nature of the path clearer. It was commented that a picture of a bike on the path would better identify that it is a shared space for bikes and pedestrians. The C. Cllr has suggested to designate the route from

Bowden Pillars to Maryland as a cycleway, on which several pot holes have been reported to Highways for maintenance. It was commented that Luscombe Cross would be a good location for a cluster of signposts for various routes and destination distances. **ACTION:** Cllr Beamish to email Cllr Vint with suggested destinations.

- It was reported that consultation is underway regarding proposed County Council boundary changes. The C.Cllr has collated feedback to give a joint statement to the County Council and there is a fair consensus that people want it left as it is. Dipford and Avonwick would like to retain its link to Totnes as its Market Town.
- The C.Cllr was asked whether laybys could be used to advertise the sale of cars. It was reported that there are no regulations to prevent it. It was commented that Diptford Parish Council had raised the same query.

#### District Councillor

- It was reported that the District Council had delegated refusal on renewable energy planning applications for Blakemore and Foales Leigh, commenting that both Dittisham applications will also be refused.
- It was reported that Town and Parish (TAP) Fund 2016 is available. The system of grant appraisal is under review as it has been criticised that it pitched Parish against Parish.
- The Locality fund has increased from £1500 to £2000 to which the Parish can apply for small projects or roll it over into subsequent years. It must, however, be spent before the next election.
- It was reported that the D.Cllr and Sarah Wollaston MP have been vocally opposing the government's 'Right to Buy' scheme as it undermines planning strategy in rural areas; if affordable housing is sold it must be replaced and land is not available in the area on which to build. The D.Cllr invited views on the topic as discussions continue.

### **6. Planning**

6.1 **It was RESOLVED** to support planning application 23/1207/15/LB: Listed Building Consent to lime render house at The Courtyard, Tristford House, Harberton.

The D.Cllr asked the Parish Council for further views on application 23/0598/15/F: Householder application for proposed extensions to rear and front of dwelling at Hazard to which the Parish Council had made 'no objection' when considered. It was reported that there have been no objections to the plans but it is against policy and will go to committee. Under the circumstances the Parish Council expressed support for the proposed plans.

6.2 It was reported that the Planning authority have granted the following:

- Conditional Approval on Application 23-0728-15- St Peters Court, Woodland Road, Harbertonford for Householder application for replacement conservatory.
- Certificate of Lawfulness (EXISTING) 23/0701/15/CLE, site at SX782560, Moreleigh Road, Harbertonford for Lawful development certificate for existing use of vehicle parking for 2no. cars.

6.2 It was reported that the Parish Council had received a response from the planning authority concerning pre application 23/0665/15/PREMIN for a southbound Harbertonford Bus Shelter which stated that planning permission need not be sought if the Parish Council maintains the proposed site. **It was RESOLVED** that Cllrs Broom and Beamish take the project to the next step by liaising with the Planning Authority on designs for the shelter and discuss with BT the implications of installation to their service box.

### **7. Monthly reports for information**

7.1 Finance Committee update Next meeting will be 7<sup>th</sup> July, following Community Benefit Fund Deadline of 30<sup>th</sup> June.

7.2 Neighbourhood Plan update It was reported that funding of £4963 had been sought for upcoming open days and consultation. The steering group are preparing information for the open days and advertising them widely throughout the parish by hand delivering invitations to every household and circulating information via the Parish Magazine, Village Life and village emails. Parish Councillors were encouraged to attend.

7.3 Community Land Trust update It was reported a contract with the builders and the allocations policy is in process prior to proceeding with planning.

7.4 Town and Parish Fund 2014 and 2015 update It was reported that a meeting with the school to forward the project has not yet taken place. The clerk will circulate guidelines for TAP Fund 2016 and will include an item on a future agenda.

7.5 Clerk's update. It was reported that a 'Planning Demystified' course was available for clerks but prohibitively expensive. It was commented that the District Council will offer a course on planning for councillors.

### **8. Co-option for Parish Councillor to Harbertonford Ward**

The Parish Council heard from two representatives before the candidates present left the room. **It was RESOLVED** by unanimous vote that George Waite be co-opted to the Parish Council for the ward of Harbertonford. Cllr Waite completed his acceptance of office papers before the Parish Clerk.

Following this appointment, Jackie Clayton resigned as Parish Councillor for the ward of Harbertonford with immediate effect. Thanks were given to Jackie for her work on the Parish Council. **It was RESOLVED** to fill the vacancy by co-option at the next meeting of the Parish Council subject to liaison with the Electoral Officer.

## 9. Harbertonford Playground Committee Support

It was **RESOLVED** that Nuala McDonnell would be the Parish Council representative on the Harbertonford Playground Committee.

Due to the excess on the Parish Council's Insurance policy it was **RESOLVED** not to claim for recent damages to the play surface on insurance. It was suggested that the Harbertonford Playground Committee apply to the Community Benefit Fund.

## 10. Review the Parish Council Standing Orders.

It was **RESOLVED** to amend the section 4 of the Standing Orders 'Motions requiring written notice' to remove the following:

- a) *Notice of every motion received in accordance with the Council's standing orders shall be numbered in the order received and shall be entered in a book, which shall be open to inspection by all councillors.*
- b) *Every motion rejected in accordance with the Council's standing orders shall be duly recorded with a note by the Proper Officer giving reasons for its rejection in a book for that purpose which shall be open to inspection by all councillors.*

It was **RESOLVED** to amend section 5 of the Standing Orders 'Motions not requiring written notice' as below:

- To authorise payments of up to £500, to agree with the Financial Standing Orders and Regulations.
- To enable a motion to be discussed without requesting such in writing if it has been requested and noted at an earlier meeting of the Parish Council.

## 11. Parish Council Statement of Internal Control

It was **RESOLVED** to adopt the proposed Statement of Internal Control as required by the Internal Audit.

## 12. Finance

12.1 Receipts The following income was reported:

- 01/04/15 Bank interest £18.74
- 28/04/15 1<sup>st</sup> Precept Payment and Council Tax Support grant £5318.00
- Petty cash Received 2/- (20p) from Harberton Playing Field Association for 2 year's rent of Playing Field.
- Expected: £4963 into the current account for the Neighbourhood Plan.

12.2 Clerk Salary 2015-16 It was **RESOLVED** that the clerk's salary be increased to £8.82 per hour, taking effect from 1<sup>st</sup> January 2015 in line with NALC Salary Scales 2014-16.

12.3 Neighbourhood Plan Expenditure Process It was **RESOLVED** to pay bills on invoice as per usual Parish Council practice.

12.4 Payments It was reported that the following cheque had been raised between meetings:

Chq		Invoice	Detail	before VAT	VAT	Total
672	Broker Network Ltd		Annual Insurance Policy	£505.09	0.00	£505.09

It was **RESOLVED** to make the following payments:

Chq		Invoice	Detail	before VAT	VAT	Total
673	Cat Radford	n/a	Clerk Salary and NP Salary <i>To be revised in light of salary increase and reported at next meeting.</i>			
674	Cat Radford	Claim form 02/06/15	Clerk Expenses claim	£34.14		£34.14

## 13. Correspondence

Agricultural Plastic Littering Roads and Hedgerows A letter regarding agriculture litter at Cholwell Cross was read to the Council in full. Cllr Camp agreed to speak to those responsible to ensure steps are taken to prevent the tails and bales being caught in the hedgerows. The Clerk will send a letter in reply.

Letter to all councillors from NALC information was passed on

Woodland Road closure Devon Highways request a date preference for road closure concerning power installation at the mill site. The Clerk will inform Highways that the Parish Council have no objection to the earlier date of 24<sup>th</sup> August.

**14. E-Circulars** Councillors were invited to request receipt of regular e-circulars received, including updates from Rural Services Network, Devon Home Choice, Devon County Council Community News Round-up, Public Sector Executive, Fields in Trust.

**15. Matters at the Discretion of the Chairman: Councillors' reports and items for future agenda**

- **It was RESOLVED** that the Clerk write a letter to Jackie Clayton thanking her for her services as Parish Councillor.
- It was reported that lots of debris is being thrown into the river and threatening to cause a major blockage; people using the river to dispose of lawn clippings. It was commented that there is a notice to discourage such on the notice board and on the village shop and a commented was published in Village Life to educate people. **It was RESOLVED** to repeat the comment in Village Life and update the notice on the green's notice board.
- Following further consideration of the issue of industrial waste disposal and bonfires on the old mill site. The clerk was asked to write to Poppy Developments with a formal response that the Parish Council ask that materials on site are disposed of in the appropriate manner according to the appropriate legislation. Cllr Waite agreed to speak informally with Poppy Developments with regard to concerns.

**16. Confirm Date of the next Ordinary Meeting**

7.30pm Tuesday 14<sup>th</sup> July 2015, Harberton