

HARBERTON PARISH COUNCIL

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 11th September 2018, Harberton Parish Hall.

Cllr Beamish	<i>Present</i>	Cllr Camp	Apologies accepted	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>Present</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>No present</i>	Public	4
Cllr Waite	<i>Not present</i>	Cllr Williams	<i>Not present</i>		

Public Session

- i) Having come into post the previous week, the new Lead Youth Worker for Rural Projects in Rattery and Harberton attended the meeting to introduce herself to cllrs. It was confirmed that she will be running sessions to engage 8-18-year olds in both parishes. It was reported that a simple website for the Totnes Rural Youth Engagement project has been launched www.TRAYE.org and it was agreed to publish a link from the Parish Council website. The Lead Youth Worker was welcomed to the role and asked to keep the Parish Council in touch with the project as it develops.
- ii) A member of the public (MoP) addressed the meeting with regard to the Community Landing Site for the Devon Air Ambulance Trust (DAAT). Whilst the member of the public respected the Parish Council's decision to support the initiative, it was commented that there are facts in question that lead to the Parish Council's decision. The MoP expressed concern about the Parish Council's approach to the Cochrane report commenting that the based on current evidence that the benefits of Ground Emergency Services (GEMS) compared with Helicopter Emergency Services (EMS) is unclear, not that it should be disregarded.
- iii) Residents of East Wing, Tristford House were in attendance to answer any questions about a planning application as submitted.

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.
3. **Reports from County and District Councillors** for information.
 - 3.1 County Councillor (C.Cllr)
 - 3.1.1 *Collapsed Wall* The c.cllr commented that although this is a Totnes issue it is relevant as it is difficult to get things done due to austerity policies placing severe constraints on Council funds
 - 3.1.2 *Green Travel Plan for Totnes and Environs* It was reported that a Totnes Travel Partnership has now been formed under the auspices of South Hams District Council (SHDC) to take forward the Green Travel Plan that is being supported with s106 monies from Baltic Wharf and Follaton Oak. The new group includes a group of Devon County Council (DCC), SHDC and Totnes Council officers and Councillors, and Transition Town Totnes rep. A Parish Councillor commented that following the issue of direction of traffic on the high street, this group should include representation from businesses on the high street so that there is balance across the board. It was confirmed that there is representation from the Totnes Chamber of Commerce.
 - 3.1.3 *Locality Budget* Cllrs were informed that applications to the C.Cllr's locality budget should be submitted before Christmas. The fund has already supported the local Community Land Trust project, is expecting an application from the Primary School to resurface the car park and is expecting an application from the Parish Council for TRAYE funds. See item 8.
 - 3.1.4 *Highways and Traffic Orders Committee (HATOC)* the Chair commented that it would be useful for members of the Neighbourhood Plan could meet with HATOC to discuss village centre approach to traffic orders and s106 agreements. C.Cllr welcomed items for the agenda.
 - 3.1.5 *Cycle route signage* It was reported that the Clerk had forwarded the C.Cllr a comment from a member of the public with regard to encouraging use of the safe cycle route from Harbertonford Bridge to Totnes via Old Road and Luscombe Cross. The C.Cllr confirmed that the request for signage had been forwarded to the relevant department.
 - 3.2 District Councillor (D.Cllr)
 - 3.2.1 *Locality Budget* Cllrs were informed that his budget of £1650 must be spent by Christmas and would like a picture of organisations interested in receiving funds before it is allocated. See item 8.
 - 3.2.2 *Waste Services* SHDC is looking at ways to deliver waste services. A decision will be made in December on a way forward as the waste managers under contract aren't providing the quality service that the District

Council require due to a small number of applicants that come forward. A cllr commented that a broken bin has not been repaired or replaced despite reporting the issue several months ago.

- 3.2.3 *Engagement* The D.Cllr handed out new publicity inviting the public to 'join the conversation' www.engagement.southhams.gov.uk.
- 3.2.4 *People's Vote on Brexit* The D.Cllr commented that the C.Cllr's written report implies that the District Council has passed a motion on a people's vote on Brexit, which has not been passed.
- 3.2.5 *Collection of River Weed* It was reported that cllrs had removed river weed from the Harbourne at Harbertonford and had requested that SHDC Waste Services team collect the weed from the green. The D.Cllr commented that if the weed could be placed in brown bins they could be collected on the waste collection round.
- 3.2.6 *Marl Park Signs* It was reported that new signs are in process.

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

- 4.1 Ordinary Meeting of Harberton Parish Council 10th July 2018 with minor amendments.
- 4.2 Extraordinary General Meeting (Planning) of Harberton Parish Council 14th August 2018

5. **Report Matters Arising from the Minutes** for information only

- 5.1 Harbertonford Defibrillator Kiosk Light Ongoing.
- 5.2 Community Speed Watch Ongoing – no further information received from the Police. The Clerk agreed to check the Community Speed Watch website for guidance and make Halwell & Moreleigh Parish Clerk to enquire about their engagement in the scheme.
- 5.3 Harberton Bus Shelter It was reported that the new Harberton Bus Shelter had now been completed. It was noted that the saw mill had advised that using a wide larch board similar in width to the existing panels would not be suitable because of the effects of shrinkage and they would split readily. These have therefore been substituted for 200 – 220mm boards. It was noted that the cost is greater than the original quotation due to the necessary purchase of new slates. Cllrs were very pleased with the standard of the work and asked the clerk to pass on thanks to the builder. Cllrs were particularly pleased that a new larger notice board has been provided for community notices.
- 5.4 Harbertonford Bus Shelter Maintenance Ongoing.
- 5.5 Telephone Kiosk Insurance The clerk reported that the Street Furniture sum insured under the Property Damage section of Parish Council's insurance has been increased by £6,000.00 to a new total of £23,224.01 to include two telephone kiosks for a sum insured of £3,000.00 each. It was reported that there is no additional premium required as the Ecclesiastical policy currently allows free cover for loss or damage to assets up to a limit of £40,000. The annual premium therefore remains unchanged.
- 5.6 Highways Issues It was reported that the Neighbourhood Highways Officer will endeavor to assess drainage issues at Hazard and Vicarage Ball during heavy rainfall, following which he will make his views known to the Parish Council.
- 5.7 Seats on Harbertonford Green As Cllr Waite was not in attendance there was no report.
- 5.8 Parish Boundary Marker Stone It was reported that the stone is in position but overgrown.
- 5.9 Parish Map of Buddle Holes Ongoing **ACTION:** Working party meeting to be arranged to enable the Parish Council to estimate the cost of a Parish Lengthsman for the 2019-20 budget.

6. **Planning**

- 6.1 Consideration of the following planning applications:
 - 6.1.1 2461/18/FUL New dwelling house and coach house on a greenfield site, adjacent to the occupant's small holdings on land adjacent Sandwell Farm, Totnes **It was RESOLVED** to OBJECT to the application as there is no justification for development on a green field site. The Parish Council wished to make the further comment that there have been important omissions to the planning application with regard to services running close to the property. Parish Councillors are aware that there is a mains water pipe, telephone cables and a high voltage cable running within 50 metres of the site.
 - 6.1.2 2767/18/CLE Application for a Lawful Development Certificate for an existing use or operation - use of land as domestic garden at Lychgate House, Harberton. It was noted that no papers had been received in order to give a response.
 - 6.1.3 2794/18/VAR Application for removal condition 2 following grant of planning permission 23/2481/06/F at Tristford House, East Wing, Harberton **It was RESOLVED** to SUPPORT the application.
- 6.2 Receive a report on planning decisions
 - 6.2.1 GRANTED conditional approval to application 0669/18/VAR Variation of conditions 2 and 3 of planning consent 2559/17/FUL (Demolition of existing holiday let and construction of new dwelling and bin/log store outbuilding, with associated landscaping) to allow reconfiguration of boot room/WC/utility and plant room and amendments to window details on eastern elevation at Orchard Lodge It was noted that in the interests of the amenity of the adjoining property, the study window shall be obscure glazed and permanently retained as such and that there can be no additional mezzanine or first floor area installed without a further grant of planning permission.
 - 6.2.2 GRANTED conditional approval to application 1819/18/HHO Householder application for single storey extension with a flat roof at The Forge Dorsley Barton. It was noted that works cannot commence until details to confirm the condition and capacity of the existing surface water drainage system or an alternative

drainage system approved. This is to ensure surface water runoff does not increase to the detriment of the public highway or other local properties.

6.3 Receive a report on enforcement cases A hard copy of enforcement cases was circulated for information.

7. Monthly reports

7.1 Finance Committee No report.

7.2 Harberton Parish Neighbourhood Plan (HNP)

7.2.1 Update The Steering Group is in the process of going through comments made on the draft plan by the South Hams Neighbourhood Planning Officer.

7.2.2 Letter of Complaint to South Hams District Council The first draft of written complaint to SHDC was tabled concerning a meeting that members of the HNP had attended with South Hams officers. **It was RESOLVED** subject to the review and minor corrections by the Steering Group, the Parish Council agrees to put the complaint on record.

7.3 Community Land Trust update The D.Cllr reported that the plan will go to committee and consider whether to override the objection made by Highways. No date has been given. A representative of the Parish Council will attend the meeting to give three minutes of facts and evidence. It was agreed to discuss the Parish Council's representation at the next meeting.

7.4 Town and Parish Fund 2017/18 (TRAYE) In Cllr White's absence there was nothing to report.

7.5 Clerk's update

7.5.1 General Data Protection Regulation (GDPR) The clerk reported that the compilation of a document register as to comply with new General Data Protection Regulations (GDPR) is still in process but close to completion. This will include a list of all paper-based files and contents. Contact has been made with the records office for transfer of significant files for archive. The Parish Council can then consider what of the remainder documentation should be stored or destroyed.

7.5.2 Appraisal A date for the Clerk's appraisal remains outstanding.

7.5.3 Signage The Clerk has requested further guidance from the District Council as to the process for requesting or replacing signs, following requests for additional signs to Marl Park and to Harberton Parish Hall.

7.5.4 Green Lane Cholwell Cross to peak cross and beyond It was reported that the green lane surface has been renewed.

8. **County and District Councillor Locality Fund** Consider applications to funds available

8.1 County Councillor **It was RESOLVED** to submit a grant request of £500 for the Totnes and Rural Area Youth Engagement Project. It was agreed that the Parish Council would agree to the terms and conditions and would provide a short report on the outcome of the funded project. **ACTION:** The Clerk agreed to complete the relevant application paperwork.

8.2 District Councillor **It was RESOLVED** to put an application for £1250 to the locality fund to support the DAAT Community Landing Site project.

9. **Devon Air Ambulance Community Landing Site** It was reported that the the Clerk and Cllr S.Hockings had met with DAAT to discuss the size of the landing area and to understand if there was sufficient space outside the 25m landing circle required to install fixed goal posts, a trim trail and to discuss an area that can be allocated to wild camping. DAAT staff took measurements and agreed that there was space for the above, indicating that the most convenient space for occasional camping without a requirement to notify DAAT to close the site was adjacent to the play park, behind the old constitutional club. It was agreed that Cllr S. Hockings and the Clerk will produce a document outlining the recommendations to take forward with the playing field committee. It was suggested that the Parish Council approach the new Lead Youth Worker to undertake a positive consultation with children and young people in the village.

10. **Harberton Playing Field Association Lease** Following the observation that despite boundary and access changes to the playing field the original lease of 1963 has never been updated, the Parish Council has been advised by the National Association of Local Council's (NALC's) solicitors that this can be done by a deed of variation. **It was RESOLVED** that the clerk ask Cllr White draw up a suggested draft for discussion with the Harberton Playing Field Association.

11. **Harbertonford Carpark Surface** It was reported that only one quote has been received to date and further quotes required. Cllrs agreed to make personal contact with skilled tradesmen resident in the Parish to encourage local tenders.

12. **Emergency Plan** consideration of first draft as prepared by Cllr Broom carried forward to the next meeting.

13. **Oak Tree in Harbertonford** It was reported that the Parish Council was approached in August with regard to a large oak tree overhanging the Harbertonford Playground had dropped two large branches. The owner of the adjoining property was concerned that further large branches could cause injury to children using the park and had asked the Parish Council to contribute to the cost of removal. As the tree was not on land leased to the Parish Council by the Diocese, the remainder of the bill has been forwarded to the school for payment. Cllr Beamish was thanked for his work in preparing the playground to enable the tree to be removed and for

liaising with the neighbour. **It was RESOLVED** to reimburse Cllr Beamish for purchase of materials to reinstall the picnic bench, on provision of receipts. Cllrs were pleased that the tree had been removed.

14. Correspondence

- 14.1 20180710 Air ambulance Cllrs were read a letter of support for the air ambulance from a husband and wife resident in Harberton.
- 14.2 20170712 Your latest newsletter from Devon ALC Cllrs were informed.
- 14.3 20180712 Devon Air Ambulance Cllrs received a strong letter of support from a husband and wife resident in Harberton, having considered the nature of the objections raised was of the opinion that rejection of the proposal would be a huge mistake.
- 14.4 20180722 Air ambulance night landings Cllrs were read a letter of support that the project was worth doing.
- 14.5 20180722 Air Ambulance night landing site on playing field Cllrs were read a letter of support that referred to traffic congestion in and around Totnes.
- 14.6 20180724 Your latest newsletter from Devon ALC Cllrs were informed of the courses on offer and that there is a consultation on byelaws of sites of special scientific interest.
- 14.7 20180724 Harberton Parish Hall letter in support of Air Ambulance Cllrs were read a letter from the Parish Hall Committee stating support for enhanced opportunity for emergency care and from the provision of an extra light in the upper car park. It was noted that the committee is ready and willing to support the Parish Council to bring the project to fruition.
- 14.8 20180725 Devon Air Ambulance Community Landing Site for Harberton Cllrs were read a letter of support from two East Leigh residents.
- 14.9 20180725 Devon Air Ambulance Community Landing Site for Harberton Cllrs were read a letter of support from a husband and wife resident in Harberton.
- 14.10 20180809 Preapplication process draft for comment Cllrs were informed that SHDC and West Devon Borough Council (WDBC) are inviting comments on proposed changes to the preapplication process.
- 14.11 20180809 Your latest newsletter from Devon ALC Cllrs were informed about DALC's AGM on 3rd October and NALC's Annual conference. It was noted that course 'Neighbourhood Plan – Looking Beyond Allocating Sites for Housing' was taking place in Sampford Peverell. Cllr Davidson expressed interest in attending.
- 14.12 20180810 Proposed merger of Devon and Cornwall Police and Dorset Police Cllrs were informed that the Police and Crime Commissioner for Devon and Cornwall is seeking the opinion of stakeholder about the proposed merger, making it clear that she will only support the proposal going forward to the next stage if had has the support from the people of Devon and Cornwall. Parish Councils are therefore asked to share the information widely with local residents. The survey is available at www.futurepolicing.co.uk.
- 14.13 20180810 Consultation on Gambling Statement of Principles Cllrs were informed about the consultation, that details new information relating to the Council's expectation of local risk assessments, the location of gaming machines and the safeguarding of children and vulnerable people at gambling premises.
- 14.14 20180812 Announcement by BHF 8/8/18 – Response by the Community Heartbeat Trust (CHT) Cllrs were informed that the British Heart Foundation reported developing a new national database of defibrillators. The CHT has responded that this is unnecessary, is a repeat of work already undertaken and is based upon a mistaken premise. It was commented that following the announcement, the CHT has received numerous calls from the public under the impression that defibrillators are not registered and cannot be used, when this is not the case. The advice is to always dial 999 in an emergency. The ambulance service will tell you where the nearest defibrillator is located, if it is available to be used and whether it is required, thus avoiding misuse. Your nearest defibrillator may not be the one you are thinking of, or one that appears on an app.
- 14.15 20180818 Your latest newsletter from Devon ALC Cllrs were informed that Lesley Smith MBE is retiring as County Secretary in the autumn. It was noted that the Certificate in Local Council Administration (CiLCA) has increased its' fees from £250 - £350. The Parish Council is holding earmarked reserves for the Clerk to complete the CiLCA in the future.
- 14.16 20180823 National Planning Policy Framework and JLP Inspectors Advice Note It was reported that both documents had been forward to the Parish Council for information. The JLP council's was replied to by the deadline of 31st August, however this has not been forwarded nor the SHDC's Neighbourhood Planning Officer's interpretation. Other Neighbourhood Plan areas have requested clarity about housing allocations in sustainable villages and further clarification on settlement boundary discussions.
- 14.17 20180823 Devon Home Choice training Cllrs were informed that courses for councillors and CLT groups interested in providing affordable housing in villages to better understand how the choice based lettings system works are being run. The October course is oversubscribed and so a second event is being held on 17th January 2019 from 10:30 – 12:30 at Follaton House.
- 14.18 20180905 Cochrane review about air ambulances Cllrs were read a letter with reference to the July minutes of the Parish Council that noted a comment had been made that the LIBOR fines given to Devon Air Ambulance Trust was totally different from 'receiving money from the government'. The letter pointed out that LIBOR fines were distributed by the government whose ministers made allocation decisions. The letter also commented that Cochrane review authors included that there is no clear added benefit of air ambulance over land ambulance. A Cllr pointed out this was potentially misleading taken out of context.

15. Finance

- 15.1 Notice of income and expenditure since last meeting.
15.1.1 11/09/18 £5,267.50 Income from South Hams District Council for second half of the precept.

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

Chq	To	Invoice/ paperwork	Detail	Before VAT £	VAT £	Total £
SO	Cat Radford	Payslip 20180922	Salary September: £330.03	368.11	0.00	368.11
			NP Secretary September: £38.08			
67	Cat Radford	Clerk Expenses claim 20180906	Reimbursement for Land Registry search	6.00	0.00	22.50
			Mileage/Parking	9		
			Broadband claim (1 month)	7.50		
68	Kevin Rothwell	Inv 25	Rebuilding of the Harberton bus shelter	2312.00	462.40	2774.40
69	Devon Association of Local Councils	7284	Attendance of Ginny Davidson on the Chairmanship course on 25th June 2018	25.00	5.00	30.00
Totals				2727.61	467.40	3195.01

16. **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.

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

17.1 Copper Beech tree in Harbertonford It was noted that a healthy copper beech tree in the village is likely to grow up and around telephone cables. It was suggested to report to Tor Homes for pruning.

17.2 Parish Lengthsman It was commented that it appears that a lengthsman has visited the parish and that the verges have been cut well.

17.3 Footpath at Kiln Lane It was reported that a cllr has been approached by a local resident about the possibility of creating a footpath from Kiln Lane to Chapel Lane. It was commented that this proposal had been raised before and not taken forward as the landowners would not give permission.

17.4 Harberton Stream It was commented that Cllr Davidson has cleared weed from the stream suggesting that a tractor would do a more thorough job. Cllr J.Hockings suggested that this is done a little later in the year.

17.5 Thanks to the Clerk The Clerk was thanked for all her work in relation to the air ambulance project.

18. **Date of next ordinary meeting** 7.30pm Tuesday 9th October 2018, Harbertonford CE Primary School.

The meeting was closed at 9:45pm