

HARBERTON PARISH COUNCIL

DRAFT Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 12th February 2019, Harbertonford CE Primary School.

Cllr Beamish	<i>Present</i>	Cllr Camp	<i>Apologies given and accepted</i>	D.Cllr Tucker	<i>Apologies given and accepted</i>
Cllr Bowley	<i>Present</i>	Cllr Davidson	<i>Present</i>	C.Cllr Hodgson	<i>Present</i>
Cllr Janes	<i>Present</i>	Cllr J.Hockings	<i>Present</i>		
Cllr McDonnell	<i>Present</i>	Cllr S.Hockings	<i>Present</i>	Clerk: Ms Radford	<i>Present</i>
Cllr Waite	<i>Present</i>	Cllr White	<i>Present</i>	Public	6
VACANCY		Cllr Williams	<i>Present</i>		

Public Session

- i) A resident of Foales Leigh Farm attended to introduce planning application [4181/18/FUL](#) and to give reasons for development. The Parish Council was asked to consider support.
- ii) A resident of Belsford Court spoke to introduce planning application [4242/18/FUL](#) and to give reasons for development. It was commented that neighbours had been consulted and were in support.
- iii) A member of the public attended to make the following points:
 - a. it is possible to make charitable donations directly to the SW ambulance trust service
 - b. it was suggested that all defibrillators require a pin number for use. Cllrs commented that it was understood that there was no pin access to the Community Heartbeat Trust defibrillators in the village, however full training is available to anyone from the Parish on Tuesday 19th February and this query can be raised then.
 - c. The MoP disputed item i) in minutes of the July 2019 ordinary meeting of the Parish Council where a MoP had commented that the air ambulance arrived to the scene of an accident within three minutes. It was suggested that based on calculations this would have more likely been 18 minutes.
 - d. whilst the issues raised in a letter to the Parish Council had been addressed in a written reply (minutes of 10th October 2019 item 15.5), he had not received this until the day of the November Parish Council meeting and therefore had not had an opportunity to respond at that next meeting.
- iv) The leader of the Totnes and Rural Area Youth Engagement project (TRAYE) attended the meeting to show a short film to share the impact of the TRAYE project to date. Cllrs had the opportunity to ask questions and learned that sessions included informal learning around life skills, internet safety as well as activities such as arts and crafts, music and dj-ing. It was commented that sessions have been attended by approximately 10-19 children and young people. During half term the initiative runs trips and activities rather than hall based sessions, using Bob the Bus. It was commented that some of the older young people have been organising activities for younger children. Children and young people are encouraged to attend via posters in KEVICC, social media and via the TRAYE website. One of the youth workers is a member of staff at KEVICC and refers young people to the club through work. Cllrs commented that it would be good to get more parents involved to act as the interface between the Parish Council and the TRAYE project and sit on the steering committee. It was commented that some parents have shown interest in the sessions and may be encouraged to get involved.

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) A monthly written report was tabled for information and had been emailed to cllrs that afternoon.
 - 3.1.1 *Annual Budget* It was reported that the Central Government support has been reduced by 33% in the last four years. The Chair commented that Devon County Council (DCC) gave a good presentation that showed positive and confident strategies for managing the budget. The C.Cllr agreed that DCC has got very good officers, but there is difficulty of dealing with the level of cuts.
 - 3.1.2 *Declaration of Climate Emergency* Motions had been passed by Totnes Town Council and DCC.
 - 3.1.3 *Totnes & District Traffic and Transport Forum* It was commented that the C.Cllr's full report includes a list of proposed schemes in and around Totnes. Cllrs asked questions about how the Parish Council can feed back into this list as number of issues that are relevant to the neighbourhood plan that could be included. The C.Cllr responded that this is a broad forum and membership is loose, members of the Parish Council and HNP may wish to attend.
 - 3.1.4 *DCC Training on Wildlife* Cllrs asked the C.Cllr to forward information from training.

3.2 District Councillor (D.Cllr) No report

4. **Minutes** After making minor amendments, **it was RESOLVED** to sign the minutes of the meeting of 8th January 2019 as an accurate record.

5. **Report Matters Arising from the Minutes**

- 5.1 Harbertonford Defibrillator Kiosk Light It was reported that notification had been received from Community Heartbeat Trust that the fuse has been replaced and power should have been restored to the kiosk. It was also reported that there has been an issue with the cover on the Rotaid cabinet and a response had been given on how contents of the box should be stacked for best fit. **ACTION: Cllr Davidson** will visit the kiosk and check cabinet, taking photographs to send to CHT if the issue is not resolved satisfactorily. An annual check is due which can be performed by the community with support from an electrician. However an annual check can be provided by CHT for a cost of £40 per VAT per site. It was commented that a member of the public may have stepped forward to undertake the checks in Harberton and this would be confirmed shortly.
- 5.2 Defibrillator Training Date It was confirmed that training will take place on Tuesday 19th February 2019 between 7 – 9 at Harberton Parish Hall.
- 5.3 Community Speed Watch Cllr Bowley reported that he had undertaken online training. It was commented that this speed watch scheme only supports monitoring during hours of daylight and speeding often takes place at night. **ACTION: Cllr Davidson** is yet to undertake the training.
- 5.4 Parish Map of Buddle Holes It was reported that DCC had provided a printed A0 map of the parish showing only buddle holes, which have now been numbered and annotated by Cllr Waite. Following discussion, **it was RESOLVED** that the Parish Council take up Cllrs Bowley and Waite's offer to voluntarily complete a survey of all buddle holes, and that the Parish Council covering the costs of petrol and purchase of a flashing yellow light for the vehicle used. **ACTION: The Clerk** will purchase the necessary light. **ACTION: J. Hockings** will liaise with **Cllr Waite** to identify the location of buddle holes that have been deliberately blocked up to reduce impact of run off elsewhere in the village. **Action: The Clerk** will forward emails from village residents that identify areas of concern to the working party to include in the survey.
- 5.5 Devon Air Ambulance Project It was reported that Devon Air Ambulance Trust (DAAT) had supported the development of a planning application for submission and will instruct MAT Electrics to visit the site to prepare a quotation for undertaking works.
- 5.6 Monkey Oak to Keys Englebourne Right of Way The Clerk reported that the Public Rights of Way Officer (PROW) had commented that the overgrowth is the responsibility of the adjacent landowner, however the lane is so eroded the farmer can't get a tractor and flail up there. The PROW will consider adding this area to his cutting programme in future. It was commented that as there is no obvious means of diverting water from the lane, repairs are unlikely in the future as new stone would simply be washed away. The PROW will give the matter consideration next time he is inspecting the route.
- 5.7 Environment Agency (EA) Tree Application Consultees It was reported that the clerk had liaised with the EA and it was confirmed that the Agency is not a Statutory Consultee with regard to tree removal. The Parish Council has been asked to approach the EA where there are other similar instances of removal of trees in the river channel, as they may impinge on EA assets that form part of the flood scheme in Harbertonford and may indeed need EA consent. With regard to application 3901/18/TCA, the EA's opinion is that removal can only be beneficial in terms of unencumbered flows in the river, but advise it is removed close to the wall to take weight off the base of the wall, any excavation of the roots is inadvisable as this could likely affect the stability of the wall. The responsibility for damage to the wall associated with its removal will lie with the contractor employed to carry out the works.
- 5.8 Community Benefit Fund The clerk reported that community benefit fund grant offers had been made as agreed at the last meeting. It had been pointed out to the Clerk that the last Parish Hall grant was awarded in July 2017, not 2018 as the Parish Council had been advised by the Clerk. The condition that the Parish Hall would have to wait for 18 months before submission of a further application should therefore be dropped.

6. **Planning**

6.1 Consideration of the following planning applications:

- 6.1.1 4181/18/FUL Demolition of agricultural building and erection of 2 bedroom holiday let at Foales Leigh Farm, Harberton **It was RESOLVED** to SUPPORT the application.
- 6.1.2 4242/18/FUL Removal of holiday condition of approval 23/0031/02/F to allow permanent residential occupation of the barn conversions and re- organisation of site including parking & curtilage to serve a reduction in the number of units from 5 to 3 at Belsford Court, Harberton **It was RESOLVED** to SUPPORT the application.
- 6.1.3 Appeal APP/K1128/W/18/3218561 following refusal on application 2461/18/FUL New dwellinghouse and coach house on green field site, adjacent to the occupants small holdings Land at SX 756 597 adjacent to Yeo Cottage Totnes. **It was RESOLVED** to make a representation AGAINST the appeal proposals for the same reasons as given by the Local Planning Authority and to restate the Parish Council's previous objections.
- 6.1.4 0248/19/FUL Installation of a single 10m column with two LED lights used to illuminate the area of land for Devon Air Ambulance to use at night at Harberton Playing Field It was noted that the Parish Council is the applicant.

- 6.2 Planning Decisions No objections raised to application 3732/18/TCA Works to a Tree in a Conservation Area T1: Acer – Fell at Pear Tree Court Old Road Harbertonford.
- 6.3 Receive a report on enforcement cases Hard copies of the caseload were circulated for information.
- 7. Monthly reports**
- 7.1 Finance Committee No report.
- 7.2 Neighbourhood Plan It was reported that due to adverse weather conditions the January meeting was cancelled.
- 7.3 Community Land Trust update (CLT) It was reported that the CLT consultants and DCC Flood Risk Officer have been in consultation with one another and the flood plans will be redesigned. It has been agreed that the Flood Risk Officer will be given an opportunity to approve the new plans before they are formally submitted to SHDC.
- 7.4 Town and Parish Fund 2017/18 (TRAYE) **It was RESOLVED** to discuss the future of the TRAYE project at next meeting. Cllr White will be attending the AGM.
- 7.5 Clerk's update No update.
- 8. Repair of Carpark Wall** No quotes received to date.
- 9. Harbertonford Parish Councillor Vacancy** It was reported that as Cllr Broom resigned within 6 months of an election taking place, it is not necessary to advertise a casual vacancy for the purposes of members of the public to call for an election. The Parish Council may co-opt a Parish Councillor for the Harbertonford Ward without taking this step. **It was RESOLVED** to advertise the vacancy immediately via the Parish News and Village Life. It was suggested to encourage more volunteers to come forward by way of a leaflet drop.
- 10. Correspondence**
- 10.1 20190108 Items for Parish Council - Questions and a Thank you! Cllrs were informed that a MoP had written:
- 10.1.1 to make queries about management of buddle holes in Belsford. **ACTION: The Clerk** to forward this information to the Lengthsman Project working party.
- 10.1.2 to comment about the poor broadband in Belsford. Whilst there has been a government promise to ensure speeds of 10MB by 2020, BT Openreach has quoted costs in the tens of thousands to get Belsford better connected. It was reported that Cllr S.Hockings had responded with some detail regarding the history of the issue, commenting that Belsford, Langford and Sandwell are likely all served by the box in Follaton at considerable distance, and considered 'commercial areas' and therefore not included in the area due for renewal under the 'Connecting Devon and Somerset' contract. The C.Cllr was asked for an update and responded that there had been no regular reporting on this issue, but agreed to accept any letters from Belsford residents that were sent to the Clerk in order to press the issue. **ACTION: The Clerk** to forward correspondence.
- 10.1.3 to thank the Parish Council for improvements to the bus shelter in Harberton, commenting that it provides a safe space for children to wait for the school bus.
- 10.2 20190111 Devon Countryside Access Forum Devon County Council is currently appointing members to the Forum and would welcome applications from anyone with an interest in recreational access. **ACTION: The Clerk** to forward the information to Cllr McDonnell.
- 10.3 20190114 Looking for Funding for your Local Park? The Clerk reported that notice of new funding available for new 'pocket parks' (small play parks or quiet oases in urban settings) and refurbishment of existing parks had been received and forwarded to both Harberton and Harbertonford Park committees.
- 10.4 20190117 Harberton Parish Council December minutes item 7.5.2 Cllrs were informed that notice that publication of the Parish News will cease in April 2019.
- 10.5 20190122 South Hams Councillors Demand Second Home Owners Pay Their Fair Share Cllrs were advised through a news release that the Leader of South Hams District Council (SHDC) has written to the Ministry of Housing, Communities and Local Government to urge the Government to close a tax loophole which allows second home owners to avoid paying any tax on their properties. The District Council Network has put forward an alternative system where self-catering holiday accommodation is taxed through the council tax system, and members across the political spectrum at SHDC strongly support this.
- 10.6 20190128 Outcome of nomination of Maltsters Arms, Harbertonford It was reported that the Parish Council has received notification of approval of the pub as an asset of community value. The news has been welcomed by residents interested in running a community pub, who have advised the Clerk that they will be taking the next steps: 1. Completion of a business plan. 2. Get a professional opinion of the condition of the property and a valuation. 3. Open discussions with the Heavitree (the owners). 4. Get in-principal agreement from funding sources 5. Hold a public meeting to set up the community 6. Formal application for funds. The community now has at least 6 months to raise the funds. The clock only starts once the property is put on the market. The brewery is already aware that the community is looking at ways of acquiring the property. Cllrs commented that they are of the opinion that the pub is already on the market. Cllrs commented that 'More than a Pub' funding is available through Power to Change, applications open in the summer. The Clerk will forward this information.
- 10.7 20190201 Geological Disposal of Nuclear Waste Cllrs were informed of an invitation to attend an event and/or participate in consultation. **ACTION: The Clerk** to forward information to Cllrs Bowley, S.Hockings and Waite.

- 10.8 20190205 DALC Newsletter #1 2019 It was reported that Devon Association of Local Councils (DALC) has elected not to renew a service level agreement with Devon Communities Together and will become independent, leasing its own office and employing its own staff. Savings will enable an increase in staffing hours and ability to offer more training to member organisations.
- 10.9 20190206 A request for a motion to Declare a Climate Emergency Cllrs received correspondence from the C.Cllr following proposed motions to Totnes Town Council, SHDC and DCC to Declare a Climate Emergency and prepare a strategic plan to reduce emissions to carbon neutral by 2030. Following regular meetings with people in the local area, the C.Cllr agreed to prepare a parish council version of the Climate Emergency motion and ask the parish councillors to put on agendas for discussion. Cllrs will inform the Clerk if they wish to consider this motion at the March meeting.
- 10.10 20190207 Marine Plans – Iteration 3 Cllrs were notified of a period of consultation on the new policy. **ACTION: The Clerk** to forward information to cllrs Davidson and Waite.

11. Finance

11.1 Notice of income and expenditure since last meeting.

11/01/19 Internal transfer of £120 from Lloyds to Barclays account

24/01/19 INCOME £500 Harbertonford Allotment Society annual rent

24/01/19 EXPENDITURE £137 Parish Council fee for submission of planning application (Community Landing Site)

11.2 To consider payments as per the February 2019 payment schedule **It was RESOLVED** to make the following payments:

Chq	To	Invoice/ paperwork	Detail	Before VAT £	VAT £	Total £
SO			Salary February: £330.03	368.11	0.00	368.11
			NP February: £38.08			
BACS	Cat Radford	Payslip 20190222	Overtime (01/04/17 - 10/10/17 payment 2 of 3)	237.09	0.00	357.69
		Clerk Expenses claim 20190207	Reimbursement for purchase of ink cartridges	70.08	14.01	
			Reimbursement for purchase of map plan for DAAT planning application	22.80	0.00	
			Mileage/Parking	6.21	0.00	
			Broadband claim (1 month)	7.50	0.00	
		BACS	Harberton Parish Hall	29th January 2018	Parish Council Meetings 2018/19 09/05, 10/07, 11/09, 13/11, 08/12, 12/03	
7th January 2019	Neighbourhood Plan Committee room hire 31/01/19			9.50	0.00	
7th January 2019	Defibrillator training Hall hire 19/02/19			10.00	0.00	
83	Colin Finch	NA	Annual lease of Harbertonford allotments	500.00	0	500.00
				1,291.29	14.01	1,305.30

12. **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.

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

13.1 It was reported that a Harbertonford resident had suggested to the Parish Council that providing a number of time limited/temporary parking spaces adjacent to the post office and shop during daytime hours would help congestion and enable more people to stop and use the shop.

13.2 Cllr Bowley reported attending a meeting of the tree warden network at which a funded scheme to support the cost of reinstating hedgerows in target areas, including Harberton Parish, was advertised. It was agreed to circulate information to cllrs.

14. **Date of next ordinary meeting** 7.30pm Tuesday 12th March 2019.

Meeting closed at 21:10