

HARBERTON PARISH COUNCIL

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 9th April 2019, Harbertonford CE Primary School.

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 Janes	<i>Present</i>	Cllr J.Hockings	<i>Present</i>		
Cllr McDonnell	<i>Present</i>	Cllr S.Hockings	<i>Apologies accepted</i>	Clerk: Ms Radford	<i>Present</i>
Cllr Phillips	<i>Present</i>	Cllr White	<i>Not in attendance</i>	Public	4
Cllr Waite	<i>Present</i>	Cllr Williams	<i>Present</i>		

Public Session

- i) Residents from Belsford attended the meeting to raise the issue of poor broadband. Having been quoted costs of approx. £50,000 for high speed connection they asked why residents of rural communities are having to fund their own solutions when connection to high speed broadband has been legislated as a legal right.
- ii) The Engagement Officer for Connecting Devon and Somerset (CDS) had volunteered to attend the meeting to provide more clarity on the issue of roll out of high-speed broadband in areas where the market has failed to invest. Roll out was divided into three phases intended for completion in 2020. The contractor in phase 1 was BT, who used 'fibre to the cabinet' technology providing increase in speeds to those connected within 1.2 – 1.8km of the cabinet, after which the speed improvement drops off dramatically. Following an extended period of procurement, Gigaclear won part of the contract for phase 2 'fibre to premises' but gave formal notice in November that they are running significantly behind. This is in part due to their methodology of not sharing pre-existing network infrastructure with other companies but investing in a new underground network. This has hit delays as the company had misunderstood the Devon territory – specifically lack of verges in which to lay cable. Gigaclear is currently in the process of redesign that will likely include shared network infrastructure with other companies, such as BT. Belsford was not included within the Phase 2 area, however it is possible that it may be included within the redesign. A challenge has been in ensuring continued funding for phase 2 beyond 2020, and it is possible that Phase 3 will run simultaneously over the next 2/3 years. Phase 3 is to look for community solutions to reach the final 5% without high speed connection. A voucher scheme has been provided to enable 4G/satellite connection; proper aerials and some companies reducing the data cap could make this solution more attractive. A second voucher scheme is designed for communities to work together and is more generous, providing vouchers of between £2000 – 3000 per business. It was commented that there was a loose interpretation of the term 'business'. If residents and businesses in Belsford, Hazard, Tigley and other areas could come together this is more likely to attract suppliers on the national supplier list, many of whom are experienced in working in the region. Should residents and businesses be identified, the CDS engagement officer is willing to be a knowledgeable intermediary to help support groups of people to navigate the right solution at the right cost. Cllrs were informed that the Gigaclear website has a 'postcode checker' to establish which areas are within planned roll out which can be used to identify missing areas.

Agenda

1. **Apologies** were received as above.
2. **Declaration of Interests** Councillors were reminded of the need to update their register of interests. No interests were declared on items on the agenda. Cllr Phillips signed his declaration of acceptance of office before the Clerk.
3. **Reports from County and District Councillors** for information.
 - 3.1 **County Councillor (C.Cllr)** The C.Cllr had circulated her monthly report in advance of the meeting.
 - 3.1.1 Cllrs were thanked for attending the Totnes and District Traffic & Transport AGM, at which the revised draft air quality action plan was circulated, it was reported that comments can be absorbed over the next few weeks before it is finalised in June. It was commented that the South Hams District Council (SHDC) officer in attendance will be a good contact for the Neighbourhood Plan.
 - 3.1.2 The C.Cllr reported undertaking a review of road conditions with the Neighbourhood Highways Officer, following which the road surface at the Chapel in Harbertonford and Shorter to Edeswell, in Harberton have been identified as areas of priority for the highways maintenance fund.
 - 3.1.3 It was reported that Devon County Council's (DCC's) Children's Services Scrutiny Committee had received a report that there had been a £9.9M overspend in Children Services in the financial year and that there has been a rise in self-harm amongst girls aged 8-9. The lack of youth services is considered to be a possible

contributor to rising anxiety in both boys and girls in this age group, along with the impact of economic pressures on families. Both Parish and C.Cllr's commented at their surprise at lack of reference to social media use as a factor.

- 3.1.4 The Parish Council was thanked for £1000 contribution to the Totnes and Rural Area Youth Engagement (TRAYE) project. It was reported that the project had been awarded a National Lottery Fund grant.
- 3.1.5 It was reported that Dartington Parish Council has been unsuccessful in getting support from the Police in the management of the Community Speed Watch scheme.
- 3.1.6 It was noted that the consultation into Reuse Credit Scheme that affects Refurnish has been extended. Cllrs were encouraged to respond.
- 3.2 District Councillor (D.Cllr) It was reported:
 - 3.2.1 The three participating local authorities have now approved the Joint Local Plan. Approximately 8 Neighbourhood Plans within the South Hams have been adopted. The Neighbourhood Planning Officer will stay in place for at least 6 months, it was suggested that the Neighbourhood Planning group may wish to put the Parish plan up from adoption before his contract expires.
 - 3.2.2 It was reported that SHDC is trying to raise awareness amongst residents of the impact of not washing recycling before it is collected. Any item with food on it contaminates the whole lorry and the contents are incinerated rather than recycled. The District Council also doesn't get the credit for recycling the waste.
 - 3.2.3 It was reported that the new waste partnership with FCC Environment has started, but residents won't see changes for a while.
 - 3.2.4 The D.Cllr listed the investments made by the SHDC as noted in previous minutes. Cllrs queried whether installation of chalets at Beesands could open the floodgates for similar projects to be brought forward. The D.Cllr commented that plans brought forward by the Council are often under a greater deal of scrutiny than other applications. A further investment of £8.5M will be made in Council owned community housing; 55 affordable houses built, mostly for rent, but those for sale will be valued at 60-80% of commercial prices.
 - 3.2.5 As this was the D.Cllr's last meeting before retirement, the Parish Council thanked the D.Cllr for the support he has given to the parish over the years. Cllrs agreed that he would be missed.

4. **Minutes It was RESOLVED** to sign the following minutes as an accurate record:

- 4.1 Ordinary Meeting of Harberton Parish Council 12th March 2019
- 4.2 Finance Committee of Harberton Parish Council 2nd April 2019

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

- 5.1 Harbertonford Defibrillator Kiosk It was reported that there continues to be no power to the Harbertonford kiosk despite replacement of two fuses since January 2018. A local electrician has tested the supply and has reported that there is no power coming into the box at all. This has been fed back to Community Heartbeat Trust to raise with BT.
- 5.2 Community Speed Watch It was reported that the clerk had written to the office of the Police and Crime Commissioner for a second time. A response had been received apologising for the frustration the Parish Council has faced to establish a speed watch in the Parish. It was reported that the Police is in the advanced stages to relaunch the scheme with improved support arrangements. It is expected that PCSO Broadhurst will be in touch shortly to outline plans and how the scheme can be joined.
- 5.3 Parish Buddle Holes Survey It was reported that Cllrs Bowley, J.Hockings and Waite have undertaken the survey. A paper report was submitted. The Clerk will scan handwritten forms to file. It was agreed that a meeting be held amongst the working group to develop an action plan and work brief to bring back to the Parish Council. **ACTION: Cllrs Bowley, Davidson J.Hocking, and Waite.** Cllrs were thanked for the work undertaken.
- 5.4 Accessibility Standards for Public Sector Websites The Clerk reported that new regulations have come into force which means from next year, every public sector website and app will need to meet certain accessibility standards and publish an accessibility statement, based on a model statement. The Government Digital Service is in the process of preparing the model statement. The Parish Council will have until 2020 to comply. The Clerk has read guidance on website accessibility and will undertake a review.
- 5.5 Totnes and District Traffic & Transport AGM Cllrs Davidson and Waite had attended and reported that: an air quality test will be undertaken in Harbertonford; the officer had a very difficult time at the meeting and received unnecessary criticism from the group; cllrs were concerned that there seemed to be a lack of High Street retailers at the meeting.
- 5.6 Rolster Bridge to Crabdon Manor road surface It was reported that the road is being fixed.

6. **Planning**

- 6.1 Consideration of the following planning applications:
 - 6.1.1 0559/19/HHO & 0560/19/LBC Householder application and listed buildings consent for erection of home office to replace log store structure in garden and over-cladding and insulating rear elevation of cottage at May Cottage, Old Road, Harbertonford **it was RESOLVED** to SUPPORT the application.
 - 6.1.2 0770/19/HHO Householder application for internal layout alterations with new and enlarged window openings including shed dormer at The Shippen, West Leigh, Harberton **it was RESOLVED** to SUPPORT the application.
 - 6.1.3 Appeal start notification APP/K1128/W/19/3222189 Part retrospective application to dig out part of the slope below the approved bund and re-routing the approved farm track to an existing farm gateway, following grant

of prior approval for agricultural building Eden Farm, Plymouth Road, Totnes. Following discussion **it was RESOLVED** not to provide any further representation to the appeal. It was agreed that any Parish Councillors who had not attended the planning meeting at which this application was discussed were encouraged to make their own representations to the appeal should they wish to do so.

6.2 Receive a report on planning decisions

- 6.2.1 4181/18/FUL, CONDITIONAL APPROVAL for Demolition of agricultural building and erection of 2 bedroom holiday let at Foales Leigh Farm Harberton. It was noted that the application was subject to conditions to ensure that the accommodation is not used for permanent occupation and to prevent the establishment of a permanent dwelling in the countryside.
- 6.2.2 4242/18/FUL CONDITIONAL APPROVAL 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 noted that the application was subject to conditions to enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the development and locality.
- 6.2.3 0248/19/FUL CONDITIONAL APPROVAL 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, Tristford Road, Harberton. It was noted that in the interests of visual amenity, the development shall be used only for operations by the Devon Air Ambulance and other emergency services and for no other purposes.

6.3 Receive a report on enforcement cases A hard copy was circulated for information. Questions were asked to the D.Cllr about progress of long term enforcement issues.

7. **Monthly reports**

7.1 Finance Committee

- 7.1.1 *Report* The Finance Committee reviewed and accepted the end of year budget report and the end of year bank reconciliation showing a balance of £38673.35 including reserves. The committee had reviewed Audit computation (figures towards Accounting Statement), an explanation of variances document, grants given and received in 2018/19 and the Harberton Parish Council fixed assets register 2018/19.
- 7.1.2 *Exemption from External Audit* **It was RESOLVED** to claim exemption from external audit.
- 7.2 Harberton Parish Neighbourhood Plan (HNP) It was reported that: a member of the public attended the last meeting to discuss an open planning application on one of the sites listed in the draft plan; the HNP group is considering defining settlement boundaries in the Parish; work is being done on ambiguities of text around public access and designated greenspaces; modifications are being made to protect places of employment currently in use; and housing assessments are still in review.
- 7.3 Community Land Trust update It was reported that although planning conditions had not yet been received from the planning authority a meeting had been arranged with the architects to plan next steps and contractors are being put in place. A meeting with SHDC is being held to discuss ongoing finance.
- 7.4 Clerk's update Following a report of overgrown vegetation from Hazards Cross to Fork Cross along ZC794, Harberton, the clerk had received a notification that no further is considered necessary as it appears that landowners have taken action to cut vegetation through this section.

8. **Repair of Carpark Wall** Councillors considered three quotes provided. Following discussion **it was RESOLVED** to accept a quote from Kevin Rothwell for £1220.00 plus VAT.

9. **Local Council Elections** notification of publication of nominated individuals and confirmation of timetable. The Clerk reported that the following councillors stood validly nominated and were duly elected without a contest for the Harberton ward: Cllrs Camp, Davidson, J.Hockings and Williams, and Cllrs Beamish, Bowley, Janes, McDonnell and Waite in the Harbertonford Ward. Those elected do not take up office until four days after the day of the election. As there are not enough candidates to fill all the vacancies on the Parish Council, the elected members can co-opt members to fill the remaining vacancies within seven weeks (35 working days) from 2nd May 2019. It was **RESOLVED** to display notice of intention to co-opt along with the return of result of uncontested election and co-opt at the next meeting of the Parish Council on 14th May 2019, should there be enough interest.

10. **Harbertonford Playpark** The clerk had circulated notes from a meeting between councillors and a member of the public who had been hosting meetings of the playpark committee. Cllrs were informed that the chair had stepped down, and that there were several issues and concerns relating to roles, responsibilities, liabilities and fundraising. During the meeting some possible solutions were proposed, that included contracting a tradesman to undertake skilled work, to enter into a service level agreement with Earthwrights and/or removal of the wooden structure. Ongoing funding for maintenance and/or improvement is an issue. As no response to the meeting notes have been received, it is unclear whether there are any remaining active members of the committee. It was reported that an area of rubber matting has been vandalised, and it was agreed for the area to be fenced off. **It was RESOLVED** to discuss at the next meeting.

11. **Ash Dieback** It had been agreed to consider an audit of ash trees on Parish Council owned land and agree a process should trees be identified as diseased. **ACTION: The Clerk** to email list of assets to Cllr Bowley to enable an audit to bring to the next meeting.
12. **Community Benefit Fund** consider grants:
- 12.1 Harbertonford Village Hall Committee: Village Hall Flooring Restoration it was **RESOLVED** to offer a grant of £1000, paid on receipt of grant acceptance, to support professional sanding and application of polyurethane varnish to flooring.
- 12.2 Harbertonford CE Primary and Pre-school PTFA: Early Years – Cementing Learning From the Start It was **RESOLVED** to offer a grant of £994.42, paid on receipt of grant acceptance, to support provision of exciting, interactive and quality equipment within the early years setting.
- 12.3 Harberton Playing Field Association (HPFA): Playing field repair/improvement project As the application for funds was considerably in excess of the normal bracket for grants, it was agreed to keep HPFA's application and ask for further information:
- 12.3.1 Taking guidelines into account, what specific amount of funding would HPFA be seeking from the Community Benefit Fund in this year and towards which specific project? .
- 12.3.2 Is there match funding that HPFA can put towards this specific project, and if so, how much?
- 12.3.3 Has HPFA received quotes for installation and ongoing maintenance of 'wet pour' safety matting instead of replacing tiles?
- It was agreed to inform HPFA that they may consider staging works and come back to the fund for further grants in subsequent years.
- 12.4 Dashing Devon Dukes Ukulele Band Following receipt of a report of the first three months of the project it was **RESOLVED** to make the balancing payment £327.50 from the grant awarded in January 2019.
13. **Devon Air Ambulance Community Helipad, Harberton**
- 13.1 Notification of planning approval It was noted that approval had been given for Development at Harberton Playing Field . The Clerk read the officer's report that included response to objections that commented 'it is ultimately a matter for the landowner to determine the uses allowed on the land' and 'it is considered that there is a clear public benefit to the provision of the lighting pole, which would enable the Air Ambulance to land after daylight hours when required'.
- 13.2 Consideration of quotation for works MAT electrics has provided a quotation for total costs of capital equipment and installation at £5967.65 plus VAT. DAA will be able to cover the labour costs of £3,114.57, which means the costs of the lighting equipment of £2,853.08 would need to be funded locally by the community, of which £1250 has been met by a grant from SHDC Locality Fund, leaving a balance of £1603.08. It was **RESOLVED** to meet this cost from general council reserves and precept to pay for it in 2020/21 budget. It was noted that it is possible to raise funds for the project locally.
- 13.3 Consideration of acceptance of grant It was **RESOLVED** to accept the grant of £3,114.57 from Devon Air Ambulance Air Operations and Safety Committee towards the associated installation costs. The Grant Acceptance form was signed by the Chair.
14. **Correspondence**
- 14.1 20190313 'Its Time for a Rural Strategy' Campaign request for Parish Council's to consider lending support to the campaign. **ACTION: The Clerk** to circulate the link and discuss at a future meeting.
- 14.2 20190313 Next Devon Community Resilience Forum - Thursday the 13th June Cllrs were informed of the invitation.
- 14.3 20190315 Connecting Devon and Somerset Broadband Update information on better broadband speed vouchers for individuals receiving speeds of less than 2Mbps. **ACTION: Clerk** to send information to Cllr Phillips.
- 14.4 20190325 Connecting Devon and Somerset Broadband Noted. The Member of the Public had raised issues during the public session.
- 14.5 20190318 Came & Company Local Council Insurance Pre Renewal Cllrs were informed that the clerk had responded to requirements of the Council's ongoing cover to enable quotes to be prepared.
- 14.6 20190320 National Planning Policy Framework JLP Inspectors Advice Note Plan Cllrs were notified of the publication of inspector's report and adoption of the Joint Local Plan.
- 14.7 20190328 Harberton road sign Resident request for replacement of Harberton sign at Blakemore. Forward to highways and ask for costing. Costing for repairing of the fingerpost sign.
- 14.8 20190402 DALC Newsletter Elections 2019 Cllrs were informed of election procedures.
- 14.9 20190302 DALC Membership renewal 19_20 It was **RESOLVED** to renew membership of DALC at a cost of £303.15.
- 14.10 20190403 Reuse Credit Scheme – Consultation Cllrs were informed that the deadline for submissions has been extended to 12th April 2019. Cllrs were encouraged to submit responses.
15. **Finance**
- 15.1 Notice of income and expenditure since last meeting. 09/04/19 deposit from SHDC of £7054.50 to Lloyds account: first payment on the precept and 2019/20 Council Tax Support Grant.

15.2 Consider Finance Committee recommendation on Clerk overtime payment **It was RESOLVED** to approve 26.26 hours of overtime paid at 9.52 per hour, total £250.01 paid in three instalments April: £80, May: £80, June: £90.01.

15.3 April 2019 payments **It was RESOLVED** to make the following payments:

Chq	Ref	To	Invoice/ paperwork	Detail	Before VAT £	VAT £	Total £
SO	1904_1			Salary April: £429.52	479.08	0.00	479.08
				NP March: £49.56			
			Payslip 20190422	Overtime (12/10/18 - 31/03/19 payment 1 of 3)	80.00	0.00	
				Mileage/Parking	11.25	0.00	
BACS	1904_2	Cat Radford		Broadband claim (1 month)	7.50	0.00	98.75
BACS	1904_3	St Peter's Church PCC	NA	Grant towards graveyard maintenance (2018-19 financial year)	400.00	0.00	400.00
BACS	1904_4	TRAYE	NA	Parish Council contribution to TRAYE funds Payment 2: £500 in 2019/20	500.00	0.00	500.00
				NALC Affiliation fee	52.70	0.00	303.15
				DALC Affiliation fee	10.52	0.00	
BACS	1904_5	DALC	7741	DALC Service charge	199.94	39.99	
BACS	1904_6	Harbertonford Village Hall Committee	NA	Community Benefit Fund Grant	1000.00		1000.00
BACS	1904_7	Harbertonford CE Primary and Pre- School PTFA	NA	Community Benefit Fund Grant	994.42		994.42
BACS	1904_8	Peter Beamish	NA	Community Benefit Fund Grant balancing payment	327.50		327.50
					4062.91	39.99	4102.90

It was noted that the standing order to the Clerk would to be increased inline with the salary increase for the new financial year.

16. **E-Circulars** received include Citizens Advice South Hams, Devon Communities Together, Devon County Council Community News Round-up, Devon Home Choice, Emergency Planning newsletter, Fields in Trust, Harberton Village Email, Healthwatch Devon, Information Commissioners Office, Public Sector Executive, Rural Services Network, Harberton Village Email, SLCC Membership, Torbay and South Devon NHS Foundation Trust.

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

17.1 Caravan residences A question was raised about register of residential caravans sited within the Parish, with suggestion that a Parish record be created to enable the Parish Council to lobby for action. It was commented that if a caravan resident is situated for 18 months or more, they are not classed as a traveller. Traveller sites will not appear on the District Council enforcement caseload, however some caravans on verges will be under County Council enforcement. It was commented that DCC are recording instances and the C.Cllr is seeking to implement proper provision.

17.2 Wall adjoining to car park It was noted that a crack had been observed in the wall.

17.3 Caravan's on Old Totnes Road near Luscombe's Cross It was reported that two caravans are sited here.

17.4 Garden at Harberton Stream It was noted that the garden as planted by the Chair looks very nice.

17.5 Expenses Following recent article in Sunday Times critical of Parish Councils, the Chair wanted to reassure the public that she does not claim, and is not seeking to claim, any expenses from the Parish Council.

18. **Date of next ordinary meeting**

7:00pm Annual Meeting of Harberton Parish Council

7:30pm Ordinary Meeting of Harberton Parish Council