

HARBERTON PARISH COUNCIL

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 10th September 2019, Harberton Parish Hall.

Cllr Beamish	<i>Present</i>	Cllr Camp	<i>Present</i>	D.Cllr McKay	<i>Present</i>
Cllr Bowley	<i>Apologies</i>	Cllr Davidson	<i>Apologies</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</i>	Clerk: Ms Radford	<i>Present</i>
Cllr Waite	<i>Present</i>	Cllr Phillips	<i>Present</i>	Public	0
VACANCY		Cllr Williams	<i>Present</i>		

Public Session No members of the public were present.

Agenda

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

2. Declaration of Interests

2.1 Register of Interests: Cllrs were reminded of the need to update their register of interests.

2.2 Cllr Williams declared an interest in item 11 as he is the resident of the neighbouring property.

3. Reports from County and District Councillors

3.1 County Councillor (C.Cllr) A written report was circulated to Parish Cllrs in advance and tabled.

3.1.1 *Totnes Rural Area Youth Engagement (TRAYE) Project* The C.Cllr requested that a Harberton Parish Councillor consider joining the steering group in Cllr White's place.

3.1.2 *UN Climate Change accredited Course* The C.Cllr encourages all schools to have a teacher attend this course to gather a body of enthusiasm in the area for climate change action. Teachers are provided with a toolkit of resources.

3.1.3 *Safer Together Consultation.* The C.Cllr encouraged Parish Councillors to respond to the consultation. It was noted that the Clerk had submitted a simple response on the Parish Council's behalf, but that individuals may respond in much greater detail to proposals. The C.Cllr also commented that the fire service is looking for more volunteer fire officers, asking the Parish Council to raise awareness of this, particularly amongst young families coming into the area.

3.2 District Councillor (D.Cllr)

3.2.1 *Climate Change Group* It was reported that both the D.Cllr and C.Cllr are on the climate change group which had its first meeting in the previous week. The D.Cllr is of the opinion that promoting a Citizens Assembly to discuss climate change challenges, prepare an action plan and advise the Council would be the best approach however this is considered cost prohibitive. He commented that Parish Councils should be consulted at the very least to provide input to the process and that he is hopeful that a combination of formal and co-ordinated consultation will transpire, however no budget has been allocated. It is anticipated that a budget would be required to address the issues of climate change. This remains an ongoing debate.

3.2.2 *Supplementary Planning Document* The D.Cllr is keen for Parish Councils to have the opportunity to comment on the document and has forwarded it to the Clerk, who will circulate. The C.Cllr was of the understanding that further consultation would take place later and that Parish Councils would be a consultee.

3.2.3 *Harbertonford Pub Project* The D.Cllr reported that the emerging Community Benefit Society is considering options to purchase the shop and post office, pub and dwelling above. It was reported that a survey has been undertaken on the pub and a local builder has been approached to assess works required. There is a December deadline to make an offer on the pub. Individual Parish Council express concerns about the structural integrity of the building, and with concerns on the process of community consultation. The D.Cllr commented that the funding routes available require a process of community consultation.

3.2.4 *Traffic at Harbertonford* the D.Cllr has been in touch with the Police Community Support Officer (PCSO) to discuss speeds and the location of the zebra cross and has read information as supplied by the Clerk. He has written a draft document for consideration at a future meeting. The D.Cllr has observed that in other areas, Devon Highways officers have taken into account Parish Councillor's local knowledge of near misses and danger spots in order to make change, without relying on traffic incident data.

3.2.5 *Overgrown Vegetation at Follaton House* It was commented that trees belonging to South Hams District Council (SHDC) are obscuring visibility on the road between Follaton and Avonwick. The D.Cllr agreed to raise this with the Landscape Officer.

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

4.1 Ordinary Meeting of Harberton Parish Council 9th July 2019

4.2 EGM (site) of Harberton Parish Council 13th August 2019

5. Report Matters Arising from the Minutes for information only

5.1 Harbertonford Defibrillator Kiosks (Clerk) It was reported that

5.1.1 power to the telephone kiosk has been restored

5.1.2 notification had been received that the defibrillator had been removed for use. A site check had been undertaken and is now back online and fully operational. CHT informed the Parish Council that it offers counselling to anyone who has had to use the defibrillator in an emergency. The volunteer looking after the defibrillator was away at time of use, creating a short delay in the site check required. It has therefore been proposed that if either the Harbertonford or Harberton defibrillator volunteer is away for more than 3 days that each is notified so that the other can step in to conduct a site check if there is a deployment of a defibrillator in either village

5.2 Community Speed Watch The Clerk commented that there is nothing further to reported. The D.Cllr reported that the PCSO commented it is very difficult to get volunteers to consistently undertake speed checks for more than short periods, with the effect that cars slow temporarily with no impact long term.

5.3 Parish Snow Warden Nothing further to report

5.4 Air Ambulance Landing Site It was reported that Devon Air Ambulance Trust (DAAT) was keen to get the site operational, however as goal posts were continuing to be left on the field it was important to encourage the area to be kept clear when not in use. It was reported that the chair had written a letter had been for publication in the village circular and the clerk would request it be circulated every week during September. It was suggested that a poster and a letter be produced for hand delivery amongst households with young children. DAAT suggested erecting a small sign facing towards the field saying 'Please store the goalposts by the lighting column to keep the area free. Thank you' **ACTION:** It was agreed that **the Clerk** research costs for two small signs and report to the next meeting.

6. **Co-option of Councillor to Harbertonford Ward** No expressions of interest had been made. Harbertonford Cllrs were asked to contact the member of the public who had expressed previous interest.

7. Planning

7.1 Consider planning applications

7.1.1 [2795/19/HHO](#) Householder application for single storey side extension (resubmission of 4118/18/HHO) at Rose Cottage, Old Road, Harbertonford **It was RESOLVED** to SUPPORT the application

7.2 Receive a report on planning decisions I was reported that CONDITIONAL APPROVAL had been given to:

7.2.1 2051/19/HHO Householder application for addition of carport for two cars at Little Farthings Harbertonford. No reference to the Parish Council's suggestion for installation of green roofs was made in either the officer's report or decision.

7.3 Notifications:

7.3.1 *Appeal costs decision APP/K1128/C/19/3224613 Eden Farm* Cllrs were informed that the application to receive costs was denied.

7.3.2 *Notification of Planning Committee 11th September 2019 1295/19/ARM, Beacon Park, Dartington* Cllrs were informed and agreed not to make representation.

7.4 Receive a report on enforcement cases Cllrs were informed.

8. Monthly reports

8.1 Finance Committee No report.

8.2 Neighbourhood Plan It was reported that the steering group of the Harberton Parish Neighbourhood Plan (HNP) had last met at the end of July. It was reported the sites adjoining Winsland House had been removed from the plan and placed in the appendix as SHDC objects as strongly to inclusion of these sites as to the Winsland House site itself, however there is justification for continued inclusion of the Winsland House site following public support through the consultation questionnaire. The same justification cannot be made for the adjoining sites as they were not included in this consultation. Being moved to the appendix the sites may be reintroduced to a future Neighbourhood Plan should it be revised in subsequent years. There is ongoing work on protection of employment spaces. It had been agreed to rename 'non land use policies' 'community actions' following change of guidance. To expedite completion of the plan, the HNP steering group has agreed to combine the informal 'Have we got it right?' consultation with the statutory consultation required. It was noted that those Cllrs who attended the Development Management meeting concerning plans for a site on the Woodcourt Road learned that since the Joint Local Plan (JLP) was adopted, village boundaries no longer exist unless included in the Neighbourhood Plan. The Development Management committee were asked by the Chair to consider whether development was considered within the village or in the open countryside, following which different JLP policies would be applied. The Parish Council was asked whether the HNP should include village boundaries. During discussion it was noted that a modest amount of expansion could be desirable, but this might enable more unregulated development or boundary creep. However, it was commented that if a boundary line drawn, everything within that line could be assumed to be acceptable for development or welcomed, which could lead to greater density of development. If there was a line drawn it would have to be very carefully drawn. It was commented that the biggest impact of development

for both villages is car parking. It was remarked that the Parish Council would continue to be a consultee on applications and give a view on whether it is considered within the village or within the countryside.

- 8.3 Community Land Trust update It was reported that the architects have been researching costs of development.
- 8.4 Clerk's update It was reported that:
- 8.4.1 *Meeting of Totnes area clerks* the Totnes Town Clerk was promoting a meeting with neighbourhood parishes to discuss joint working, particularly around climate emergency work and lengthsman projects. A meeting date could not be forwarded in the summer but is expected in late September.
- 8.4.2 *Harberton Defibrillator* Following response of 5 willing volunteers, a new guardian for the Harberton defibrillator has been found and a hand over of the role has been undertaken.
- 8.4.3 *Caravans* During the summer the Clerk has been in correspondence with a resident concerning an encampment near Luscombe Cross, which is now abandoned.
- 8.4.4 *Buddleia in flood defence wall.* Following the previous meeting, the Clerk had been in touch for advice from the Environment Agency, who reported the issue to Highways for action via the Devon County website.
9. **Harbertonford bus stop grass cutting** It was reported that residents have commented that the grass is overgrown and asking who is responsible. The D.Cllr had been advised that SHDC does not cut this area and Highways is only cutting grass where it affects visibility of the highway. There are no records of Parish Council responsibility. It was agreed to forward to the C.Cllr for further information.
10. **Harberton Parish Parks and Playing fields**
- 10.1 Harberton Playing Field Association (HPFA) Community Benefit Fund Works An update from HPFA informs the Parish Council that a significantly cheaper resurfacing solution has been found following advice from Wicksteed. After discussion **it was RESOLVED** to commend HPFA for diligence in gaining suitable advice. As these works formed the basis of a grant request to the Community Benefit Fund, the Parish Council therefore asks HPFA to clarify how the savings made could be reallocated to the ongoing improvement works at the Playing Field in a redefined proposal, so that the Parish Council can consider this.
- 10.2 Harbertonford Playpark
- 10.2.1 *Update on maintenance* It was reported that the security fence issues raised by the Locality Officer had been addressed
- 10.2.2 *Receive report from locality officer and consider actions* Following maintenance undertaken, many issues had been removed from the most recent report, however rot in the tower and stilts remains a challenge.
- 10.2.3 *Update on progress on establishing a committee* A rounders match in the summer raised approximately £100 and enabled engagement of the issue with local families, however there has been little interest in a new committee. It was commented that the quotation from Earthwrights to remove the worst rotten sections may soon become obsolete. The D.Cllr commented that the intention of the new Community Benefit Society 'Harberton Community Hub Ltd' looking into the purchase of the pub, shop and post office could also support other projects, such as the park. The Councillors Locality Fund may also prove a useful resource.
11. **Removal of hedge and new gateway onto Harberton Playing Field/Parish Hall** A letter from the Harberton Parish Hall Committee had been received to inform the Parish Council that a new gateway had been made in the hedge around the Parish Hall, cut without authorisation. As landlords to the Parish Hall, the Parish Council has been asked to give advice on what steps should be taken. After discussion it was agreed that Cllr Williams approach the owners and request that they come to the next meeting of the Parish Council to discuss as it has become an issue that should be resolved.
12. **Declaration of Climate Emergency** The Clerk had prepared papers as examples of what actions other Parish and Town Councils are taking to respond to climate emergency and had circulated in advance. In discussion in which it was commented that the Parish Council's most influential tool is its Neighbourhood Plan, as this has legal force. It was commented that many policies and action plans appear more appropriate for larger councils. It was commented that Parish Council actions can make people more aware of the issues. It was commented that increased flooding resulting in the provision of a Parish Lengthsman is one example of Parish Council response to climate emergency, as is support to changing types of lighting used in the village hall, encouragement of tree planting, how the Parish Council responds to statutory consultation and potentially working with other Parish Councils on procurement. The C.Cllr commented that a document had been produced with regard to Neighbourhood Plan responses to Climate Emergency, which could be shared.
13. **Car Parking in Harbertonford** It was reported that a vehicle that appears to not be in regular use is being stored in the Parish Council owned car park. **It was RESOLVED** to write to the owner requesting that the vehicle is moved to make way for others who need to use the parking in the way that it was intended, to come and go, not for storage. **ACTION: The Clerk** will write to the owner.
14. **Correspondence**
- 14.1 Broadband in Rural Areas - Open Reach Community Fibre Partnership The Parish Council had received an update on progress that the Belsford community has made on broadband connectivity. No further support has

been forthcoming from CDS despite attendance to the Parish Council meeting in May, however a Community Fibre partnership with Open Reach has been pursued. A Government Voucher Scheme enables businesses and residential homes to use towards installation costs if entering into contract for at least 12 months. The Parish Council was asked if there was any local funding available to support the shortfall. The C.Cllr suggested contacting Cosmic, who work with the Local Enterprise Partnership (LEP). The C.Cllr asked if more information could be provided on quoted costs.

- 14.2 Standards and Governance Training Cllrs were informed of training on 3rd October 2019 at Follaton House.
- 14.3 South Hams Declares Climate Change and Biodiversity Emergency Cllrs were informed of the press release. Further details had been given in the D.Cllr's report, item 3.2.1.
- 14.4 Dog fouling in Devon Cllrs considered a sticker campaign offer and agreed not to purchase.
- 14.5 Ash Die Back advice Cllrs were informed that expected advice had been received, providing weblinks to information about the disease, links to 'Report a Problem' Highways website to report problem trees growing alongside highways, byways, bridleways or footpaths, links to find a qualified and insured arborist to provide assistance along with information about making applications for works on protected trees.
- 14.6 Harbertonford bus stop grass cutting Issue discussed at item 9.
- 14.7 Community Event It was reported that a proposal for a pop-up bar venture had been received. It was agreed to politely decline.
- 14.8 DALC News 2019 #15 It was reported that this issue included information on climate change declaration and on requests for cllrs to complete a survey on council elections.
- 14.9 Council Tax Support Grant for 2020-21 It was reported that the support grant would be reduced by half in 2020-21 and that no grant would be received in 2020-21. SHDC has invited Parish Council's to respond to the proposed cut in grant. It was agreed to give no response.
- 14.10 Polling district polling places review Cllrs were informed that the first stage consultation takes place until 20th September 2019. No polling places within the Parish will be affected.
- 14.11 Devon Highways - Update - W181173142 standing water at Gerston Cross The Parish Council had received a response to the report made in November 2018, commenting that this is a historical concern, that standing water quickly dissipates at this location and no action can be taken that would not have a negative effect on the A381. Cllrs strongly disagreed with this assessment, commenting that water once flowed into the gully on the junction before the A381 was resurfaced and new surface levels prevented water to flow in this direction. It was commented that this is not the only location in the Parish in which works undertaken have bypassed pre-existing gullies creating issues elsewhere. **Action: The Clerk** was asked to respond to Highways.
- 14.12 Traveller encampment at green lane A letter had been received from a resident living in the area of an encampment on Blakemore Level commenting that the site is unsightly and dangerous and appears to be there to stay. The Parish Council was asked to assist with a resolution. The D.Cllr reported that the same residents had brought the issue to him and a meeting was being held with Enforcement. The D.Cllr requested that the Clerk write to Enforcement to forward comments, the C.Cllr suggested that this was copied to the officer leading on rough sleeping. C.Cllr reiterated her work in encouraging landowners to provide official encampments to which encampments like this can be moved to, there are still challenges. **Action: The Clerk** to write to SHDC officers and to inform the resident that the issue has been forwarded to the District Council whose jurisdiction it comes under.
- 14.13 Proposed road closure 2 Harborough Flats, Old Road, Harbertonford 25th – 29th November Cllrs were informed.
- 14.14 Devon and Somerset Fire and Rescue Service Consultation - ends 22nd September Cllrs were reminded to respond.
- 14.15 TRAYE project Steering Group meeting Sat 7th Sept at 9.30am -Agenda Cllrs were informed.

15. Finance

15.1 Notice of income and expenditure since last meeting 23/07/19 income £1203.27 HMRC VAT return.

15.2 To consider payments **It was RESOLVED** to make the following payments:

Chq		To	Invoice/ paperwork	Detail	Before VAT £	VAT £	Total £
SO	1909_1		Payslip 20190922	Salary Sept: £429.52 NP Sept: £49.56	479.08	0.00	479.08
BACS	1909_2	Cat Radford	Clerk Expenses Claim 20190905	Mileage/Parking Broadband claim	11.25 7.50	0.00 0.00	18.75
BACS	1909_3	Harberton Parish Hall	28th July 2019	Neighbourhood Plan committee room hire 25/07/19	9.50	0.00	9.50
BACS	1909_4	South Hams District Council	22036406 & 22036390	Annual insurance and inspection fee for Harberton and Harbertonford Play Area	400.00	80.00	480.00
					907.33	80.00	987.33

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, 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 It was reported that Highways has made a new buddle hole opposite Hazard Quarry where it will have little effect. **ACTION: Cllr Waite** will discuss with Highways.
- 17.2 It was reported that members of the Harbertonford Allotment Society had removed the cress in the Harbourne. It was agreed to write a letter of thanks.
- 17.3 It was requested that Parish Lengthsman be put on the agenda of the next ordinary meeting.

18. Date of next ordinary meeting Tuesday 8th October 2019.

Meeting closed at 10:00pm