

## **HARBERTON PARISH COUNCIL**

**DRAFT** Minutes of the ordinary meeting of Harberton Parish Council at 7:30pm on Tuesday 8<sup>th</sup> September 2020. This was a virtual meeting (video and telephone conference call) of the Parish Council held on the digital platform Zoom.

### **In attendance**

#### **Harbertonford Councillors**

Cllr Beamish: Present by phone  
Cllr Bowley: Present by video link  
Cllr Hambly: Present by video link  
Cllr Janes: Not present  
Cllr McDonnell: Present by phone  
Cllr Waite: Apologies

#### **Harberton Councillors**

Cllr Camp: Present by video link  
Cllr Croft: Present by video link  
Cllr Davidson: Present by video link  
Cllr Hockings: Not present  
Cllr Phillips: Present by video link  
Cllr Williams: Present by video link

#### **Others**

D.Cllr McKay: Present by video link  
C.Cllr Hodgson: Present by video link  
Clerk Ms Radford: Present by video link  
Members of the Public: 0

### **Public Session**

No members of the public attended the meeting.

### **Agenda**

1. **Apologies** were received as above

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

2.1 Cllrs were reminded of the need to update their register of interests. It was noted that co-opted councillors Croft and Hambly had completed the register prior to the EGM in August, forms had been forwarded to the Monitoring Officer and the register updated and published.

2.2 No interests were declared on items on the agenda.

#### **3. Reports for information from:**

##### **3.1 County Councillor**

- 3.1.1 *Rises in number of COVID cases* was reported. It was commented that this may be due to increases in testing rather than serious cases in hospital.
- 3.1.2 *Increase in Active Travel Schemes* It was reported that what was thought was an open call does not appear to be open to schemes that have not already been discussed. It was asked if it was possible to increase the number of routes adjacent to roads but on the other side of hedges.
- 3.1.3 *Totnes Library* It was reported that the library has not reopened yet despite many people wanting it to be. A scrutiny meeting is being held with Libraries Unlimited.
- 3.1.4 *Poor Road Surface out of Totnes towards Harberton* It was commented that this is lethal, yet the repairs haven't been yet included on a list of works.
- 3.1.5 *Traffic Speeds* Due to COVID-19 delays the report specifically looking at opportunities to improve traffic speeds to 20mph hasn't come out, but the report of the scrutiny group has been forwarded to councillors. The trial that was due to take place in Newton Abbot hasn't begun yet.
- 3.1.6 *Totnes and Transport Forum* a lot has been doing with COVID-19 safety. Totnes Town Council agreed to seek a continuation from Devon County Council (DCC) of the road closure on a Saturday morning from 9 -1 but only from the King Bill junction and for the period of COVID-19 social distancing being in place.
- 3.1.7 *School Transport* Information has been circulated on arrangements for school transport during the pandemic.
- 3.1.8 *Climate Emergency* Plans to respond to the Climate Emergency are approximately a year behind schedule. The planned Citizen's Assembly has been delayed. South Hams District Council (SHDC) and Totnes Town Council has planned to meet.
- 3.1.9 *Harbertonford Post Office and Shop Parking* A cllr raised a question on whether time limited parking adjacent to the shop had been followed up. The C.Cllr reiterated the correspondence referred to at the last meeting at which this question had been put to HATOC who had not given an absolute no but that enforcement would be 'light touch'. The C.Cllr agreed to follow this up at the next HATOC meeting in November.

##### **3.2 District Councillor**

- 3.2.1 *Budget* It was reported that meetings have been held to discuss the hole in the budget and to reach a compromise. It was commented that there is still very much to determine with the prospect of a second wave of coronavirus, the impact of Brexit, an expected rise of unemployment, loss of business rates and council tax revenue having an impact on funds. As it stands the Council is in reasonably good shape. A white paper is coming at the end of the month. There was a question about changes to car parking charges going up in Totnes to which it was responded that information about this is within the correspondence summary (item 14.16)
- 3.2.2 *'Build Back Better' COVID Recovery* It was reported that there are there are proposals for more working groups to look at this.
- 3.2.3 *Climate Change and Biodiversity* The D.Cllr reported engagement with local groups who have made some interesting presentations to Climate Change and Biodiversity group.

- 3.2.4 *A381 through Harbertonford*. It was reported that encouraging correspondence had been received from Devon County Council suggesting that designers are looking at road layout. It was agreed to inform Cllr Waite.
- 3.2.5 *Harbertonford Play park* It was reported that there is £100,000 unallocated funding managed by the District Council within the Open Community Spaces fund. The D.Cllr has approached the portfolio holder to consider releasing some funds for Harbertonford play park. Grant funding is proving difficult to obtain as most funding bodies are focusing on grants that support COVID activities.
- 3.2.6 *Path between Kiln Lane and Chapel Lane in Harbertonford* It was acknowledged that this has been a long term issue, however the D.Cllr is trying to pursue this by asking what powers the District Council has and understands that there is a power under the Town and Country Planning Act whereby the District Council can issue an order for a public path to be created. There was some discussion in which cllrs commented on the importance of considering the perspective of the owner and occupier of the land and taking them on the journey before mentioning legislation. It was commented that just because it is a field, doesn't mean it should be treated any differently to other private land, such as a private garden for example. The D.Cllr commented that a letter had been written to which there had been no reply, and it was not appropriate to knock on doors during current sensitivities around social distancing. It was agreed to discuss this as an agenda item at the next meeting.
- 3.2.7 *Speed Watch* It was reported that an automated speed watch camera was installed at the garage in August. As 88% of traffic speeds were below 30 mph no further action will be taken. As the speed watch scheme is temporarily suspended because of COVID the D.Cllr has obtained funding to acquire a speedwatch radar camera and seeks to work with volunteers to conduct surveys and obtain data.
- 3.2.8 *Harberton Parish Neighbourhood Plan (HNP) Consultation Allegations* Cllrs asked if the District Council had been provided with information to support allegations around consultation of the HNP (see item 7.2.1). Neither had been approached nor were aware of the issue.
- 4. Minutes** The following minutes were approved as an accurate record:
- 4.1 Ordinary Meeting of Harberton Parish Council 14<sup>th</sup> July 2020
- 4.2 Extraordinary General Meeting (planning) of Harberton Parish Council 11<sup>th</sup> August 2020
- 5. Report Matters Arising from the Minutes** for information only
- 5.1 Harberton Devon Air Ambulance Clearance Area sign Ongoing.
- 5.2 Purchase of mobile phone The Clerk reported having repurposed a mobile phone and purchasing credit ready for Cllr Janes to use if required.
- 5.3 Harberton Stream (Cllr Camp) Ongoing.
- 6. Planning**
- 6.1 Consider planning applications (for consideration) and receive notifications for prior approval (for information)
- 6.1.1 2151/20/FUL Retrospective application to widen, upgrade and link forestry track At Sx 772 562, Englebourne Woods, Harberton **it was RESOLVED** to STRONGLY OBJECT to the application on the grounds that the application is incomplete due to the wildlife trigger table not been completed correctly, concerns about the lack of geology report and potential landslips, the Parish Council has no knowledge of 20 car parking spaces on the site and would object to 20 car parking spaces being added. A full landscaping report should be required for the site. The Parish Council hasn't seen the report to require the felling of any ash trees and question the rationale for felling healthy oak and beech in the same vicinity. The necessity in seeing the full paperwork before any work continues is relevant if not prudent. The Parish Council would like the applicant to confirm that the work is not part of any commercial operation. The Parish Council would like to request Natural England be consulted.
- 6.2 Receive notification of appeals
- 6.2.1 APP/K1128/W/20/3253150 Conversion of existing redundant barn to live/work unit with workshop (B1) and store at "Little Grove", Tigley, Harberton. Cllrs were notified and agreed not to make any comment on the appeal.
- 6.3 Receive a report on planning and appeal decisions Cllrs were informed of the following decisions as made by the planning authority:
- 6.3.1 REFUSED: 1232/20/FUL Change of use of agricultural building to mixed use agricultural, warehousing/storage and new package treatment plant at Eden Farm, Harberton
- 6.3.2 Cert of Lawfulness (Existing) certified: 1215/20/CLE Lawful development certificate for existing use of buildings as 2no. residential dwellings At Woodcourt Farm Woodcourt Road, Harbertonford
- 6.3.3 Prior approval required: 1174/20/AGR Application for prior notification of agricultural and forestry metal clad storage building with roller shutter access at Monkey Oak Barn Harberton
- 6.3.4 Prior approval details required and given: 1879/20/PDM Notification for prior approval for proposed change of use of agricultural building to dwellinghouse (Class C3)(Class Q(a)) at Moore Farm Higher Plymouth Road Harberton
- 6.3.5 Conditional approval: 1396/20/FUL Excavation of field to form earth lined slurry store at Hatchlands Farm Blue Post Totnes
- 6.3.6 Ag determination details not required: 2388/20/AGR Application for prior notification of agricultural or forestry development - proposed steel frame timber clad livestock barn.at Woodcourt Farm Harbertonford

- 6.3.7 Discharge of conditions approved: 0541/20/ARC Application for approval of details reserved by condition 7 of planning consent 0638/19/FUL at Higher Dorsley Barton, Harberton
- 6.4 Receive a report on enforcement cases Cllrs were informed of the current caseload.

## 7. Monthly reports

- 7.1 Finance Committee update No update.
- 7.2 Harberton Parish Neighbourhood Plan (HNP) update
- 7.2.1 Meeting with Totnes Town Council It was reported that a meeting had been held with Totnes Town Council representatives. It had been thought that the meeting had been called to discuss the recent planning application at Eden Farm, however questions from Totnes Town Council representatives focused on the Winsland House site. A comment had been made at the meeting that anonymous residents had felt pressured to respond in a particular way to the HNP consultation. HNP commented that these concerns should be raised with SHDC with information to support allegations. Neither the C.Cllr or D.Cllr were aware of any approach to discuss this (item 3.2.8)
- 7.2.2 Changes to planning law The HNP chair commented that the sweeping changes in planning law being proposed by the Government to streamline planning will effect the Neighbourhood Plan. If the law changes within a matter of months, the plan will become obsolete. It was hoped to hold meetings atleast virtually soon.
- 7.3 Community Land Trust update No update.
- 7.4 Clerk's update
- 7.4.1 Thanks to residents It was noted that Councillors wished to thank village residents for undertaking voluntary maintenance work in the Parish.
- 7.4.2 Report It function on South Hams District Council Website The clerk had reported to SHDC that litter bins in both parks had not been emptied since reopening. In doing so, the Localities Team had indicated that any Councillor or member of the public can report issues from abandoned vehicles to planning breaches on 'report it' pages of the website, without the need to go through the Clerk or District Councillor. Reporting can be anonymous, similarly if you would like to stay informed on action in response to the report, there is the option of including contact details. <https://apps.southhams.gov.uk/webreportit>
- 7.4.3 Devon County Nature Reserve at Larcombe Quarry The Clerk reported receipt of a letter from a member of the public requesting Parish Council support in proposals to cut back rhododendron within the Devon County Nature Reserve at Larcombe Quarry. The Clerk has made some enquiries with one of the landowners and will make contact with the Public Rights of Way Officer for guidance, before bringing back to the Council for a future discussion.
- 7.4.4 SLCC Annual Conference The Clerk reported that the conference is being made available to clerks at a discounted cost of £25.00 plus VAT to members compared to usual £149 cost. The Clerk has booked a place to attend sessions between 12 – 16<sup>th</sup> October.

## 8. Documents for consideration

- 8.1 Risk Assessment The Clerk had made amendments to the Parish Council's general risk assessment following a request to include a line on internet banking when reviewed in May 2020. **It was RESOLVED** to accept the Risk Assessment.
- 8.2 Managing the green spaces of the parish for environmental gain and human health It was reported that a subgroup of the Harberton Parish Environmental Action Group has responded to Parish Council comments on the first draft of the document, then titled 'Wildlife Friendly Parish' discussed at the meeting of 9<sup>th</sup> June 2020. In putting the revised draft this before the Parish Council the group is seeking endorsement of its aims and principles, not looking for the Parish Council to take a role to monitor compliance. Should the Parish Council give a seal of approval to the revised document, the group can begin to approach the various other bodies in the parish that have to do with green spaces of all kinds and start a conversation. **It was RESOLVED** to endorse/approve the revised document. One cllr suggested a small change in language within the section titled 'The Way Forward'; at the top of page 2 in which it says, 'At the same time we would hope to extend reach into private gardens'. It was commented that this language may read as though the group is seeking to intrude rather than persuade. It was suggest rephrasing as: 'encourage gardeners to do things in their own gardens'. It was agreed for Cllr Beamish to discuss with Cllr Croft in striking the balance between encouraging biodiversity and offering some option to grow and cut grass so that it may be used for hay.
- 8.3 Website accessibility Cllrs were reminded of the requirements for all Parish Councils to publish a website accessibility statement to comply with new regulations coming into force on 23<sup>rd</sup> September 2020. Having undertaken a review of the site, the Clerk had prepared an accessibility statement for consideration by councillors. It was noted that there were some accessibility issues with the calendars used on the website. In recent days there had been a problem with this free plug in that was preventing access to the site. The Clerk had therefore removed the calendar and proposed that it was not replaced, seeing as dates for future meetings are listed within the 'agendas' section of the website. **It was RESOLVED** to accept the Clerk's recommendation to remove the calendar from the Parish Council website. **It was RESOLVED** to accept the Accessibility Statement, removing reference to calendar functionality as being irrelevant. **It was RESOLVED** to review the accessibility statement on an annual basis.

## 9. Harberton Parish Parks and Playing Fields

- 9.1 Play Area Agreements Cllrs were informed that the previous Play Area Agreement previously signed has not been updated since its first use in 2010. Accordingly the Agreement did not reflect the actual service being provided and an update has been provided for the 2020/21 year. It notes that the agreement can be terminated if site owners do not respond to issues raised within the monthly or annual inspections and if work fail standards. It also notes a legal requirement to provide signage within the park. The SHDC officer had confirmed to the Clerk that it would be acceptable for volunteer groups to undertake works. Should the Localities Officer or Allianz inspector repeat calls for further works to be undertaken, or comment that works were not of a suitable standard, then the Parish Council would be expected to follow this up. **It was RESOLVED** that the Clerk sign the agreement and return to SHDC. **It was RESOLVED** to request a quote for a new sign in Harberton park.
- 9.2 Harberton Playing Field Association (HPFA)
- 9.2.1 *Request for a councillor representative on HPFA* Following co-option of two new councillors to the Parish Council HPFA had requested a named representative to attend regular meetings. No volunteers came forward.
- 9.2.2 *Clarifying boundaries with neighbouring properties, rights and access* HPFA had raised the subject of clarifying access through the boundary hedge from properties adjacent to the park since a change in residents to one of the properties. The Parish Council noted the comments and agreed to keep the issue under review.
- 9.3 Harbertonford Play Park
- 9.3.1 *Consider inspection report for August 2020* The monthly report included a note that the large climbing frame is fenced off and made safe, but made reference to gate closure issue, movement in small log frame, slight lift and shrinkage in rubber matting for large swings and roundabout, damage to a silver birch and tree stump removal required. Cllr Beamish reported having cut the tree stump to ground level and cutting back nettles, brambles and weeds along the fenced pathway to the school gate. There was discussion around removal of the small wooden play area following which it was agreed that a meeting be held between Cllrs Beamish, Bowley, Hambly, D.Cllr McKay, and inviting members of the Environmental Action Group to discuss maintenance of the green space and to assess maintenance or removal of equipment. It was agreed to defer any action until this meeting has been held.
- 9.3.2 *Update on long terms plans for the park* See comments above.
10. **Works at North Park Corner** report following query of works. The Clerk had emailed the Public Rights of Way Officer but had not received a reply as he was on annual leave. There had been comment that these were works to the gas main, owner of the land has complained that the works have created issues with the green lane surface. The Clerk and District Councillor will continue to chase.
11. **Ash Trees at Palmers Dam** The Tree Warden commented that he is waiting for the Environment Agency to respond before reporting concerns to Highways.
12. **Totnes Town Council plans for traffic developments** Parish Councillors wished to comment on the recommendation made by Totnes Town Council to Highways on a proposed new road layout the narrows, with an obligatory left hand turn down the Lamb (to the carparks). Cllrs expressed concern there hasn't been sufficient public consultation nor backing for the proposals. It was commented that market town of Totnes is a service hub for a huge number of settlements, the residents of which come into the town for doctors, dentists and shops, and have to travel through Totnes to go to other areas. It was commented that such a major change needs public consultation with outlying areas as changes in Totnes has direct impact on surrounding settlements. The meeting was adjourned to enable the C.Cllr who is also the Mayor of Totnes to respond. The C.Cllr commented that the town has made a proposal to Devon County Highways for their consideration who will put a consultation in place. The proposal has been made as a deterrent for road users using the Fore Street as a cut through. It was reported that the Town Council is employing new signage and planters through town as a means to reduced speeds and alter driving behaviour in shared space with pedestrians. A cllr commented that by improving routes that the Town Council wants people to use could have greater impact; if it is quicker and easier to go around the town, more people would use those routes. It was commented that there is a proposal on the table to improve the pedestrian crossing and speed up Station Road. It was commented that the Traffic and Transport Forum exists as a space for hold these discussions and is open to representatives of surrounding areas. It was commented that a survey on the current road closure is being undertaken. The meeting was reconvened.
13. **Consideration of Community Grant Fund Request before quarterly deadline** It was reported that an application had been received by Harberton Parish Hall for Emergency Lighting following strong recommendations made within the annual Fire Risk Assessment. A request had been made for the application to be considered before the quarterly deadline to allow works to commence whilst bookings at the hall were still limited and works could take place with minimal interruption to future bookings. Due to exceptional circumstances of the COVID-19 pandemic it was agreed to consider the application before deadline. **It was RESOLVED** to make a grant of £677.00 to install emergency non-maintained lights in toilets and on exterior walls of the hall. **It was RESOLVED** that the grant be paid on receipt of written grant acceptance.

- 14. Correspondence** Due to the number of items received since the last meeting, the Clerk had provided a summary of correspondence received for circulation with the agenda.
- 14.1 Plymouth and South West Devon Joint Local Plans: Supplementary Planning Document Cllrs were informed that following South Hams District Council's (SHDC) adoption, the document should be taken into account in the preparation of Neighbourhood Plans.
- 14.2 CSW Devon and Cornwall Cllrs were informed of correspondence received concerning the Community Speed Watch acknowledges frustrations in regard to training for new volunteers and asking for patience. Whilst the Police is piloting an online system this is still only available to a small number of teams.
- 14.3 Rogue Tree Surgeons operating in the South Hams Cllrs were informed of a press release informing residents that South Hams District Council has received reports of potential rogue traders operating in the area, specifically targeting vulnerable and elderly residents unable to carry out their own tree works. The traders offered to do garden and tree works for cash, and also advised residents they could legally carry out works to protected trees and provide a certificate to submit to the Council to avoid prosecution. No such certificate exists – any works to a tree subject to a Tree Preservation Order or in a conservation area require permission beforehand from the Council. Residents are encouraged to request evidence of qualification and insurance from businesses.
- 14.4 District Council Provides Support for Leisure Provider Cllrs were informed of a news release informing residents of an interim support package of over £88,000 for leisure provider Fusion from SHDC as the centres are seen as having a critical role in the health and wellbeing of residents.
- 14.5 A381 Harbertonford - Resurfacing and Pedestrian Crossing Cllrs were informed via correspondence forwarded by the District Councillor, that the budget holder for the maintenance of Devon's Principal Road Network has commissioned the design of a scheme through Harbertonford village to replace the failing road surface and deal with underlying issues, such as drainage, which may be contributing to the failure. The designers have been forwarded the D.Cllr's report expressing concerns about the current position of the crossing. Whilst Highways remains cautious about the possibilities of resolving the crossing issue, however, if the potential exists to move the zebra crossing it would be preferably to combine both schemes instead of the new resurfacing being dug up in the next few years. The D.Cllr's contact details have been shared with the designers to arrange a future meeting. It was proposed that Cllr Waite be informed.
- 14.6 Don't Lose Your Chance to Vote in 2021 Cllrs were informed of a press release urging residents to ensure that their electoral registration details are up to date.
- 14.7 DALC Newsletter #39 2020 Cllrs were informed that this edition provides information on grants available if town and parish councils meet the criteria. Harberton Parish Council does not.
- 14.8 Read the latest insights from Came & Company Local Council Insurance This edition includes two useful articles giving advice on tree management and on safer banking. The former has been filed for future reference and the latter has contributed to an update to the Parish Council's updated risk assessment.
- 14.9 Climate Change and Biodiversity Newsletter - South Ham Cllrs were informed of a new regular newsletter focusing on what South Hams residents and businesses can be doing to reduce your carbon footprint and manage land to improve the environment and its biodiversity.
- 14.10 Live West Grants Programme for community groups Cllrs were informed of new grants available and looking for projects, activities or events which aim to improve the quality of our residents' lives, help to build strong communities, or improve the health, skills or employment prospects of individuals. This may include addressing holiday hunger, providing activities for children and young people or supporting resident led community pride initiatives. <https://www.livewest.co.uk/my-community/grants>
- 14.11 DALC Newsletter #40 2020 Cllrs were informed that this edition includes: advice that Parish Council should continue to meet remotely for the foreseeable future, however provides guidance to Parish Councils wishing to resume physical meetings; risk assessment guidance; information about amendments to 2020 regulations on requirement to publish details of how to access virtual meetings.
- 14.12 Harberton Play Ground Cllrs were informed that an email had been received by a Harberton resident urging the Parish Council to be to be in favour of keeping the play equipment area at Harberton open and unfenced. A second email was received shortly afterwards noting that the Parish Council had resolved to be in favour at the July meeting.
- 14.13 Leisure Facilities In South Hams and West Devon Cllrs were informed of a press release responding to public frustration that some leisure centres are yet to open. SHDC and West Devon Council (WDC) are doing everything they can to help the facilities to be up and running as quickly as possible.
- 14.14 DALC Newsletter #42 2020 Cllrs were informed that this edition focuses on proposed changes to planning law. A webinar is provided on 17<sup>th</sup> September to provide a review of changes. The Government has issued a consultation seeking views on: changes to the standard method for assessing local housing need, securing of First Homes through developer contributions, temporarily lifting the small sites threshold, and extending the current Permission in Principle to major developments. Consultation on the white paper seeking to streamline and modernise the planning process, make more land available for development, reform developer contributions and improve design and sustainability outcomes is open until 15<sup>th</sup> October.
- 14.15 Are we being adequately supported by Devon and Cornwall Police? Cllrs were informed that a member of the public requests the Parish Council discuss and act on the issue that residents are having great difficulty in contacting the PCSO, asking how are residents supposed to report/discuss matters of anti-social behaviour or concern in the village if they get little or no response from the local PCSO. One councillor made a comment that the PCSO does an excellent job with the young people in the community and deal with very important issues within the community. The PCSO does attend the village hall on a Thursday morning, but is not

available outside of this. It was commented that it must be remembered that the PCSO is a part time and covers a large area, but in the case of something that is not an act of crime that would be a good idea to bring up to the District councillor as might be other routes for support.

- 14.16 Reviewing Permits – What Do You Think? Cllrs were informed that consultation is open until 11<sup>th</sup> September 2020 on proposals to amend increase the cost of parking permits and remove leisure and bowling permits and put the sale of Salcombe and Dartmouth permits on holds. This is to ensure sufficient parking spaces for shoppers and visitors. See the link to the consultation: [www.engagement.southhams.gov.uk/parking](http://www.engagement.southhams.gov.uk/parking)
- 14.17 DALC Newsletter #43 2020 Cllrs were informed that this edition asks members to respond to a second survey on financial impact of Covid-19.
- 14.18 Community Emergency Plan Cllrs were informed of correspondence received from the Environment Agency asking for up to date contacts for community flood groups, Emergency Plan/Flood Plan co-ordinators, and to advise that Emergency plans are reviewed. It was agreed to forward details for Cllrs Bowley, Waite and Williams to the Environment Agency.
- 14.19 Parish Paths Partnership (P3) Representative A member of the public had written to the Parish Council as they had discussed becoming the Parish Paths Partnership representative for the Parish Council. A draft agreement had been forwarded outlining the responsibilities in managing footpaths in the parish in return for a Devon County Council grant. The member of the public requested the Parish Council's consideration of undertaking those responsibilities and signing the agreement. It was agreed that the Clerk discuss responsibilities and commitments with the P3 Liaison Officer at Devon County Council before bringing back to the Parish Council for consideration.
- 14.20 Consultation on Licensing Policy - South Hams District Council Cllrs were informed of a consultation period open until 16<sup>th</sup> October 2020 on a new Alcohol and Entertainment licensing policy [www.engagement.southhams.gov.uk/licensing](http://www.engagement.southhams.gov.uk/licensing) respond individually.
- 14.21 Totnes Rural Youth Engagement (TRAYE) Project Update and Grant Request Cllrs were informed that a grant request for £1000 has been made to all Parish Councils in whose parishes the TRAYE project operates and that a named representative from Harberton Parish on the steering group would be welcome. This could be a Parish Councillor or a parent of a young person who attends TRAYE activities. A written report and accounts were provided with the request for funds. Cllrs were invited to the next steering group meeting at 10am on Saturday 3<sup>rd</sup> October. Cllrs were reminded that in 2019/20 grants totaling £726 were made to TRAYE. The 2020/21 budget identifies a potential £500 for youth provision. Whilst the Parish Council is supportive of youth provision, there were concerns about spending within the 2020/21 budget. **It was RESOLVED** to defer consideration to the next meeting, which would follow the Finance Committee's review of the budget at the end of quarter 2. It was commented that TRAYE could apply to the Community Benefit Fund.
- 14.22 Solar Panel group-buying scheme will save you money and help save the planet Cllrs were informed of a SHDC news release providing information on joining Devon Climate Emergency's (DCE) solar panel group-buying scheme to help the county become net-zero.
- 14.23 DALC Newsletter #44 2020 Cllrs were informed that this edition focuses on deadlines for complying with website accessibility, completion of the Annual Governance and Accountability Return and that September marks 6 months since the beginning of lock down, and that any councillors who have not attended meetings for those 6 months will lose their seats unless their absence has been approved by the council. Councils are reminded that a council cannot approve a reason for absence if no reason is given.
- 14.24 DALC Newsletter #45 2020 Cllrs were informed that this edition advertises courses available, however no further 'new councillor' courses have been arranged and the webinars are currently full.
- 14.25 New Recycling Service Briefings to Town & Parish Councils Cllrs were informed of an item of correspondence forwarded by the District Councillor offering briefings at Parish/Town council meetings ahead of new recycling services coming into effect. **It was RESOLVED** to invite a representative to attend an upcoming Parish Council meeting.
- 14.26 Ash Dieback - August 20 Cllrs were informed of a Highways newsletter focused on Ash Dieback, urging landowners with trees adjacent to the public highway to take urgent action to assess and take act to deal with infected ash trees where necessary. 'My Tree, My Responsibility' information is provided. The national lottery funded 'Saving Devon's Treescapes' project is encouraging communities to plant and nurture trees to replace those lost to ash dieback. <https://www.devonashdieback.org.uk/green-light-for-saving-devons-treescapes-project/>
- 14.27 DALC Newsletter #46 2020 News on the 2020/21 pay agreement for local councils of a pay offer increase of 2.75%. Increases should be backdated from 1<sup>st</sup> April 2020. For discussion at item 15.2
- 14.28 Proposed parking and road restrictions at Harbertonford The District Councillor had forwarded correspondence between himself, a Harbertonford resident and Highways with regard to proposals for increasing parking restrictions, prohibiting access to large vehicles on the Moreleigh Road, redirecting them to Hernaford, installing a permanent speed camera opposite the garage on the A381. Highways had responded that the requests would not be supported.
- 14.29 Eviction Ban – Are you Affected and Can We Help? Cllrs were informed of a press release urging landlords and tenants affected by coronavirus and the eviction ban to contact the District Council as soon as possible for advice and support.

## 15. Finance

- 15.1 Notice of income and expenditure since last meeting. It was noted for the minutes that on 25<sup>th</sup> August 2020 £1000 was transferred from the Barclay's account that holds Community Benefit Fund reserves to the Lloyds

Current Account in order to pay the Harberton and Harbertonford History Society Community Benefit Fund grant as approved in July 2020.

- 15.2 Clerk Salary: consideration of the 2020-21 National Salary Award It was reported that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2020-21 to be implemented from 1 April 2020. **It was RESOLVED** to increase the Clerks' salary according to the new payscales: LC1 spine point 17 increases from £12.39 per hour to £12.73 per hour and should be back dated to 1<sup>st</sup> April 2020. **ACTION:** The Clerk to write to the Clerk with formal notification of the pay increase and to update the standing order with immediate effect.
- 15.3 To consider payments as per the September 2020 payment schedule **It was RESOLVED** to approve the following payments:

Payment Reference	Payment made to	Paperwork reference	Payment details	Before VAT £	VAT £	Total £
2009_1	Cat Radford	Payslip 20200922	Includes: Salary Sept £441.31 Neighbourhood Plan Salary Sept £50.92 Overtime £101.60 Backdated pay for 5 months @ £13.15 per month = £66.75	£659.58	£0.00	£659.58
2009_2	Cat Radford	Clerk Expenses Claim 20200903	Includes: Mileage/Parking £2.34 Reimbursement Zoom for August and September £28.78 Reimbursement for Broadband: £7.50	£36.82	£0.00	£38.62
				£698.20	£0.00	£698.20
<b>Payments to be made between meetings</b>						
2009_3	Harberton Parish Hall	NA	Community Benefit Fund Grant: To be made on receipt of written grant acceptance	£677.00	£0.00	£677.00

16. **E-Circulars** Cllrs were informed that e-circulars received include Citizens Advice South Hams, Climate Change and Biodiversity Emergency, Devon Communities Together, Devon County Council Community News Round-up, Devon Home Choice, Emergency Planning newsletter, 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 Harberton Playing Field Boundary A councillor requested an agenda item at the next meeting to discuss concerns about powerline going through the trees, and the stability of the bank on the boundary with the road.
- 17.2 Marquee at Harberton Square It was reported that the majority of councillors had indicated support for the temporary marquee in Harberton Square installed by the pub. Cllr comments had been compiled and forwarded to Highways, along with a summary of comments made on the value of the village pub to the community as made in response to the Neighbourhood Plan consultation.
- 17.3 Park Bins Cllrs commented on reports of full bins at both village parks.
- 17.4 Considerations of Chair role The Chair informed Councillors of her intention to step down from the role of Chair to enable her to focus on other commitments. The Chair asked councillors to consider putting themselves forward for the role.
- 17.5 Industrial Lorries in Harberton The Chair queried the number of large industrial aggregate lorries travelling through the village and whether there were particular works being undertaken in the area. Cllrs were not aware of any specific reason for the increase in heavy traffic.
18. **Date of next ordinary meeting** Tuesday 13<sup>th</sup> October 2020