

## **HARBERTON PARISH COUNCIL**

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 13<sup>th</sup> October 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: Present by phone  
Cllr McDonnell: Present by phone  
Cllr Waite: Not Present

#### **Harberton Councillors**

Cllr Camp: Present by video link  
Cllr Croft: Present by video link  
Cllr Davidson: Present by video link  
Cllr Hockings: Present by phone  
Cllr Phillips: Apologies  
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** There were no members of the public in attendance.

### **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 Cllr McDonnell had updated her register of interests.
- 2.2 As a member of Sustainable Harbourne Valley Cllr Croft declared an interest in item 12. Cllr Croft left the meeting whilst this item was discussed.

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

##### **3.1 County Councillor (C.Cllr)**

- 3.1.1 *A381 Road Surface* The C.Cllr has been liaising with Devon County Highways (Highways) to priorities improvements to improve the poor state of the road surface from Totnes towards Harberton. The C.Cllr had proposed that works be undertaken at the same time it is closed for Ash Die Back tree works. Works are now planned by will not take place until the new financial year.
- 3.1.2 *A391 road layout at Harbertonford* Work is underway to review the drainage, signage and siting of the zebra crossing in Harbertonford. **It was RESOLVED** that Parish Council would support a SCARF assessment (Speed Action Compliance Forum) sited at the zebra crossing to provide data on current traffic speeds at this location. The C.Cllr will follow this up. See items 3.2.4 and 5.6.
- 3.1.3 *Parking at the Post Office* Highways had indicated parking for four cars adjacent to the Post Office. It was discussed that the area for time limited parking bays had been proposed for the opposite side of the road. **ACTION:** The Clerk would annotate the photograph provided and return to the C.Cllr and Highways officer.
- 3.1.4 *COVID-19* There are concerns about increases in COVID-19 cases countrywide.

##### **3.2 District Councillor (D.Cllr)**

- 3.2.1 *Planning briefing* The D.Cllr had prepared a briefing for interest of the new planning system and how it might affect neighbourhood plans. The Clerk will forward this.
- 3.2.2 *Unitary Authority* It was reported that the Devolution White Paper has been delayed and the threat of becoming a unitary authority has receded.
- 3.2.3 *Removal of Trees* The D.Cllr reported being in touch with the Forestry Commission to ask for advice about permission given for removal of trees within the Parish.
- 3.2.4 *A381 road layout at Harbertonford* The D.Cllr had been in correspondence with Highways concerning the the work underway to consider improvement to the road layout in Harbertonford, in which the officer explicitly comment on review of the location of the zebra crossing, managing the run off and managing the signage. See items 3.1.2 and 5.6.
- 3.2.5 *'Slow Down' Signs* The D.Cllr reported having had an offer from staff at Harbertonford CE Primary School for the children to design 'please slow down' signs for use on side roads in the Parish. It was reported that the suggestion did not have a positive response from Highways.
- 3.2.6 *'Gateways' on the A381* It was proposed that white gateways are installed on the A381 could have an impact on traffic speeds.
- 3.2.7 *Speed Watch* It was reported that Harbertonford Community Ltd now owns a speed camera and plans to undertake some measurements of traffic speeds at the current zebra crossing, noting that the survey undertaken by the police in August had been positioned at the garage. The Clerk reported that the Harberton Parish Community Speedwatch group has been reopened online and will forward this information to the D.Cllr as there are willing volunteers who can undertake training.
- 3.2.8 *Charge Points in Harbertonford* There is a group interested in converting lamp posts to vehicle charging points. It was suggested to connect Harbertonford petrol station with this initiative as an area could be provided on the forecourt for limited parking with a charge point.
- 3.2.9 *Liaising with LiveWest* The D.Cllr reported that LiveWest has asked for consultation on the disposal of the Old Police House as social housing. The D.Cllr commented that if the decision is to sell, this site could be a good candidate for a community café and pub with parking and a charge point. LiveWest is considering a request for funding for the play park in Harbertonford, as is South Hams District Council (SHDC).

3.2.10 *Flytipping* Cllrs commented on a number of flytipping sites in the Parish. Other cllrs and the Clerk have reported these via the 'report it' website. The D.Cllr will follow this up if sites aren't cleared within a week.

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

4.1 Ordinary Meeting of Harberton Parish Council 8<sup>th</sup> September 2020, with amendments.

4.2 Meeting of the Finance Committee of Harberton Parish Council 6<sup>th</sup> October 2020

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

5.1 Harberton Devon Air Ambulance Clearance Area sign The Clerk reported making some progress on costing signage, proposing to use the same design as used by the Parish Hall parking signs. It has yet to be confirmed if a sign can be installed on the lighting column itself without impeding the mechanism that lowers the LED lights for maintenance and annual checks, or if a separate post is required. This ongoing.

5.2 Harberton Stream It was reported by Cllr Camp that the stream has been cleared.

5.3 Ash Trees at Palmers Dam Ongoing. Cllr Bowley has received no reply from the Environment Agency.

5.4 Works at North Park Corner It was reported by the Clerk that the reinstatement works had been inspected and the Highways Enforcement officer and Public Rights of Way Officer (PROW) were satisfied with the work.

5.5 Recycling Service Briefing It was reported that arrangements have been made for the Commissioning Manager (Waste) at South Hams District Council will attend the next meeting of the Parish Council to give a presentation on changes to recycling services. The Clerk will advertise this via the village circulars so that local residents can choose to attend.

5.6 A381 at Harbertonford: Update on liaison with Devon County Council designers As reported at item 3.2.4 the D.Cllr had forwarded correspondence from the Highways officer informing him that recommendations from the designer on re-siting of the crossing is awaited. It is a potentially complex scheme that may take some time to bring to fruition. If Highways is unable to finalise designs or gain approval where necessary in time for a spring delivery, it's likely that the project will have to defer until after the summer next year. It was reported that Cllrs Beamish and Waite had seen the designer undertaking their survey in Harbertonford and taken the opportunity to speak with them about a possible proposal to move the zebra crossing to the bridge itself and including a painted pedestrian pathway as far as the zebra crossing. It is assumed that this is work in progress and that Highways will be considering various options, but it was agreed it was positive that there was a will to resolve the problem. There was further discussion about the safety of the footpath adjacent to the pub. It was commented that should the pub wall be removed there could be the opportunity to widen the road and put an island in place. It was suggested that this could be proposed to the Highways contact. The meeting was adjourned to allow the D.Cllr and C.Cllr to comment. The D.Cllr asked if any proposals could be made by email to him and forward to the Highways contact. As the County Council representative, the C.Cllr suggested that comments should go through her. It was suggested that information within the Harberton Parish Neighbourhood Plan would support the proposed changes to design.

**6. Planning**

6.1 Receive a report on planning decisions Cllrs were informed of the following planning authority decisions:

6.1.1 Conditional Approval 2191/20/HHO Householder application for erection of detached garage at The Old Bakery Old Road Harbertonford

6.1.2 Refusal 2133/20/OPA Outline application with some matters reserved for new dwelling in garden of existing dwelling 2 Dorsley Cottages Harberton. Cllrs were informed that the application was refused on grounds of the site's distance from local services and amenities and the absence of safe walking routes; likely increase in volume of traffic through an access which does not provide adequate visibility for emerging vehicles; and insufficient information on drainage proposals.

6.1.3 Discharge of Condition Approved: 1702/20/ARC Application for approval of details reserved by conditions 11 and 12 of planning consent 0638/19/FUL, Higher Dorsley Barton. Conditions included supplying material samples and providing a carbon reduction energy report and building regulations summary schedule.

6.2 Notification of Appeals Cllrs were informed that the inspector dismissed appeal APP/K1128/W/20/3253150 Little Grove, Tigley, Harberton.

6.3 Receive a report on enforcement cases (for information only) Cllrs were informed of the that there were no additional cases on the caseload and of and closed cases.

**7. Monthly reports**

7.1 Finance Committee update It was reported that the Finance Committee reviewed the 2020/21 Quarter 2 budget and bank reconciliation showing income of £18577.05 and expenditure of £9036.31 at the end of the quarter. The quarter 2 bank reconciliation showed a balance of £53308.50 including reserves. At the end of the quarter the clerk had 10.6 hours of time off in lieu (TOIL) and 37.8 hours of holiday remaining. The Chair of the Finance Committee commented that the budget will remain tight until the precept for the next financial year, having used some of the reserves to cover an overspend in the previous year.

7.2 Neighbourhood Plan update No update. No feedback has been received on allegations made about the consultation process. It was suggested by the C.Cllr that contact should be made directly with the member of the Town Council who had raised the concerns.

7.3 Community Land Trust update No update.

7.4 Clerk's update

- 7.4.1 Changes to website The Clerk reported that the Accessibility Statement had been published on the website before the deadline of 23<sup>rd</sup> September 2020. Work on the Harberton Parish Neighbourhood Plan (HNP) is now represented on a reduced number of pages and integrated with the Parish Council website rather than within its own microsite. All content from the previous site has been downloaded and archived. The Clerk reported that she had requested the website hosting to be migrated from the USA to the EU.
- 7.4.2 Update on phishing email Following the suspicious emails purporting to be from the Chair, the Devon Association of Local Councils (DALC) advised the clerk that similar emails have been received across the Parish/Town Council network. DALC advises councillors to have cyber security awareness and to delete any emails of this kind immediately. The Clerk forwarded examples of the emails received to the National Cyber Security Centre.
- 7.4.3 Letter as formal notice of increase in Clerk's salary **It was RESOLVED** that the Vice Chair, as Chair of the Finance Committee, sign the letter formally advising the clerk of the increase to her salary.
- 7.4.4 External Audit checks The Clerk had received a query about the content of the internal auditor's report from the External Auditor, and forwarded the information requested.
- 7.4.5 Attending SLCC annual conference online The Clerk reported attending a number of the sessions online throughout the week, many of which had been extremely informative. The Clerk had attended a presentation by CCLA investments, fund managers who specialise in working with local authorities, charities and churches. As the fund offers 4% return on investments the Clerk suggested the Finance Committee consider investment of the Community Benefit Fund. Cllrs had questions about ethical investments. The Clerk agreed to forward information about the fund manager to all councillors for interest.
8. **Kiln Lane Footpath** Cllrs had received a summary proposal for a new permissive path as compiled by the D.Cllr. Cllrs were asked to consider writing to the landowner on the creation of a proposed path. It was noted during discussion that the Parish Council had made enquiries to establish a path at this location in 2014 but had not get any satisfaction from the landowners. During discussion it was generally agreed that a footpath could be desirable, but more evidence of demand and local need is required before taking any further steps. A cllr commented that ownership of the land is complex and may require support from a number of individuals. The meeting was adjourned to allow the D.Cllr to respond. The D.Cllr appreciated the need for further evidence and commented that a number of people have approached the D.Cllr about this, particularly during the lockdown and reduced traffic more people were doing the circular walk. The D.Cllr thinks it would be a huge benefit to the village. The meeting was reconvened. It was agreed that the Parish Council would not send a letter at this time. Parish Cllrs would only wish to pursue the creation of a path if the landowner was amenable and would wish to approach the issue face to face in discussion with the landowners rather than making the proposal in writing. It was suggested that a site meeting could be held in the spring once further local support and evidence of need could be gathered. Cllrs also expressed concern that the proposed costs were not sufficient and queried responsibilities for ongoing maintenance. The Clerk suggested that Cllrs may be interested to read a 10-step guide to improving rights of way as published by DCC that has clear advice and guidance. Cllrs suggested that making improvements to pedestrian access to the southbound bus stop as part of A381 improvements as reported in item 5.6 should take priority to ensure safe access.
9. **Parish Paths Partnership (P3)** Following a member of public's request for the Parish Council to consider entering into a P3 partnership with the County Council, the Clerk had discussed with the P3 co-ordinator at the DCC to provide more information before considering entering into the partnership. It was reported that the Parish has 4 miles of footpaths, no bridleways, 0.5 miles of byways and 3.5 of Unclassified Roads for which a grant of approximately £250 could be spent in a calendar year. The P3 funding would enable the Parish to spend a grant according to its own priorities, yet expectations would need to be managed on what is possible to achieve with limited funds as improvements to unclassified roads can cost thousands of pounds. It had been confirmed that P3 funding is in addition to any DCC spending on Rights of Way and would not be diverted from any budget elsewhere. DCC retains a responsibility to meet specific maintenance standards across definitive rights of way. Funding is only transferred to the Parish Council on receipt of a written survey and completion of finance forms that show spending on P3 projects. It is not permitted to 'build up' funds within the account year on year without spending. If the Parish Council does not wish to take on the additional administrative burden, keen volunteers can walk the paths and report issues to the Public Rights of Way officer via <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>, however the Parish Council would not be eligible for the £250 P3 funding. After discussion **it was RESOLVED** that the Parish Council would not join the P3 partnership at this time as it is another administrative burden without a great deal of benefit. It was agreed that the Clerk write to the member of the public who raised the issue and suggest a more informal process in which issues of concern can be raised directly with DCC through the website.
10. **Harberton Parish Parks and Playing Fields**
- 10.1 Harberton Playing Field Association (HPFA)
- 10.1.1 Update from minutes No minutes had been supplied.
- 10.1.2 Response to inspection report As the gaps in the safety matting had been raised by the monthly inspection report, the Clerk had contacted the HPFA to ask if the solution adopted for the safety matting was working as expected. A response had been received to confirm that the gaps round the edges of the matting have yet to be filled but the timber for this has been procured. All the gaps between the safety matting tiles have

been sorted by members of the association, but lack of time between work and other commitments and now damp weather have delayed the final work on the surfaces but is expected to be remedied soon.

- 10.1.3 Park boundary consider maintenance of trees and bank above the road. After discussion **it was RESOLVED** that individual cllrs undertake a site visit to assess maintenance of trees and shrubs and stability of the bank before bringing a proposal back to the Parish Council for consideration. It was proposed that a working party of councillors, members of the Playing Field Association and Parish Hall Committee could be gathered to undertake clearing or pruning of shrubs and trees. There was discussion in which it was noted that Devon County Highways did not accept responsibility and that members of HPFA have maintained this area in the past as being part of the park.
- 10.2 Harbertonford Play Park
- 10.2.1 Consider October 2020 inspection report The report was circulated in advance noting some small defects. **ACTION: Cllr Beamish** agreed to check reports of rubber on small swings perishing and rust building up underneath. It was noted the report references shrinkage and lifting to wetpour surface under swings but no comment on whether this is considered dangerous. The Parish Council agreed to keep this under review and request more information from SHDC on their view on urgency of repair.
- 10.2.2 Report from meeting and update on long terms plans for the park A meeting had not yet taken place to discuss potential removal of the small log frame that had been mentioned in a previous inspection report, or on maintenance of the grounds, particularly keeping back shrubs and managing nettles and weeds that grow through the fence without use of roundup. **ACTION: Cllr Croft** agreed to send out a call to Sustainable Harbourne Valley for volunteers to help maintain the grounds.
11. **Cherry Trees at Harberton Parish Hall** It was **RESOLVED** to go back to the Parish Hall Committee that at this point in time, unless there was evidence that the trees were diseased would not be in support of removing the trees.
12. **Community Benefit Fund** Cllrs considered Finance Committee recommendations on grants: Sustainable Harbourne Valley Project set-up for Sustainable Harbourne Valley The grant would support the establishment of a new website to share information with the community, create links with other similar regional groups, establish and email address, provide insurance for activities, along with purchase of wildflower seeds for distribution to encourage pollinators. Cost of project: £1,615.10. Amount requested: £999.52. **It was RESOLVED** to offer a grant of £1000, paid on receipt of written grant acceptance.
13. **Totnes Rural Area Youth Engagement** In response to the funding request received, **it was RESOLVED** to accept the Finance Committee's recommendation that spending be reviewed in January, when setting the budget for 2021/22. It was recommended to encourage TRAYE to apply to the Community Benefit Fund for a grant. There was an invitation from TRAYE to attend the next scheduled meeting.
14. **Nominations for Chair** As there were no volunteers the issue was carried forward to a future meeting.
15. **Correspondence**
- 15.1 DALC Newsletter #47 2020 Cllrs were informed that this issue includes links to a recording of a presentation given on the Local COVID-19 Outbreak Management Plan for Devon, and downloadable presentation slides and links to data on most recent cases in the county.
- 15.2 Larcombe Quarry Cllrs were informed of a letter received looking for the backing of Diptford and Harberton Parish Councils, the landowner and a community group to obtain funding and address the issue of pervasive rhododendron growth in this area. As it has been indicated that the land is in a Devon County Nature Reserve it was agreed to forward information to the C.Cllr for follow up. During discussion it was commented that as the land is privately owned it would be inappropriate to allocate any public funding to the project. It was agreed to raise awareness with the County Council and Sustainable Harbourne Valley group to encourage actions to support good environmental and sustainable practices.
- 15.3 Weeds and Debris at Morleigh Road Three letters have been received from a resident on Morleigh Road asking for Devon County Highways to deal with the build up of weeds along the edges of the highway. A second letter was received in October requesting the Parish Council write to the contractor with a strong request for the promise of a clean-up visit to be looked into by them, and guaranteed. The Clerk reported making an enquiry with SHDC on arrangements for road cleaning and weeding on the highway, receiving a response that DCC Highways is responsible for weeds and is no longer treating them unless they are causing a hazard or obstruction on the highway. It was reported that a member of the SHDC localities team will visit Harbertonford and check the zones included in the cleansing contract and raise any areas that need attention with the contractor. The Parish Council agreed not to contact the contractor directly.
- 15.4 DALC Newsletter #48 2020 Cllrs were informed of an interactive virtual seminar on how parish and town councils can most effectively engage with their local communities in a post-lockdown context.
- 15.5 Data Protection fee - Reminder to renew Cllrs were informed that payment and registration as a data controller under the Regulations will expire on 25/10/2020 and a fee of £40 is payable before this date. **It was RESOLVED** to pay by Direct Debit to benefit in a £5 annual reduction in the fee. **ACTION: The Clerk** to complete the forms and forward to the **Vice Chair** for signing and postage.
- 15.6 DALC Newsletter #49 2020 Cllrs were informed that this issue gives a reminder of DALC's AGM.

- 15.7 Broadband updates for South Hams and West Devon Cllrs were informed of the briefing that included an overview of Connecting Devon and Somerset (CDS) and commercial coverage, the 'Fibre Extension Programme', availability of Rural Gigabit Vouchers, Mobile Boost scheme to help homes and businesses struggling with poor indoor mobile phone coverage and an update on the government's national fibre 'outside-in' programme. Cllrs were informed that the hamlet of Belsford has entered into a contract with OpenReach to bring fibre to the premises. This has been funded by all hamlet residents submitting Rural Gigabit voucher applications to DCMS, made more possible by Belsford Court long term lets increasing the number of households within the hamlet. It is expected that fibre broadband will be delivered within 12 months.
- 15.8 DALC Newsletter #51 2020 This issue included an update on council meetings and the 'rule of six'. The National Association of Local Councils (NALC) view is that although the Principal Regulations continue to permit local councils to hold meetings (now as an exemption to the new six-person gatherings limit) in COVID-19 secure premises, the NALC position remains that we recommend that councils continue to meet remotely. The Ministry of Housing, Communities and Local Government (MHCLG) reissued its guidance last week on groups using community facilities. MHCLG continues to recommend that where meetings can take place digitally without the need for face-to-face contact, they should continue to do so. Councils are reminded that meetings are public events and neither the press nor public can be excluded due to managing meeting numbers in public places. If capacity at your venue is an issue, councils will need to consider hybrid meeting options such as live streaming your meetings, which will enable the public and press to observe proceedings without being physically present.
- 15.9 EU Legislation: Neighbourhood Plans Cllrs were informed that the SHDC Neighbourhood Planning Officer had forwarded information to confirm that although the UK left the EU in January 2020 most EU legislation will continue to apply during the transition period. It is understood that the SEA and HRA regulations will continue to apply beyond the transition period unless new legislation is introduced to withdraw or amend them.
- 15.10 DALC Newsletter #52 2020 This issue invites participation in a free webinar on Data Protection responsibilities, to which the Clerk has signed up to join.
- 15.11 DALC Newsletter #53 2020 This issue advertises training in finance issues: Budgeting, Finances for Councillors and Introduction to VAT.
- 15.12 Public Urged to be Vigilant for Bogus Green Waste Collectors Cllrs were informed via press release of Environment Agency and Partners' concerns of increase in flytipping. People are being asked take three steps to check whether the collector has a waste carriers' license from the Environment Agency: ask where the rubbish will end up, don't pay cash and insist on a receipt, then record the details of the vehicle used to take the rubbish away.
- 15.13 Traffic through East Leigh hamlet The Parish Council has been asked by a resident if anything can be done to introduce a 20mph speed limit in the hamlet following observations that there has been an increase in traffic, likely due to vehicles being directed by Sat Nav to take the shortest route from the A38 to the A381. The resident commented that it appears some vans hit speeds of 50mph by the time they reach the sharp left bend by Foalesleigh Farm entrance. Residents are concerned about the dangers to horses and pedestrians on the single track lanes **ACTION:** It was agreed to forward correspondence to the **c.cllr** to follow up, and to request more information on current speed restrictions there are in place within the hamlet.
- 15.14 A rise in cases, new restrictions and a plea to 'Do it for Devon' Cllrs were informed that this update includes news that Devon's data shows a rise in COVID-19 cases, encouragement to download the new NHS COVID-19 app, new national restrictions as alert level rises to 4, a new package to support and enforce self-isolation and encouragement for residents to follow basic rules around social distancing to prevent spread of the virus.
- 15.15 All South Hams Leisure Centres will Open Cllrs were informed of a SHDC news release on the re-opening of leisure centres with a cash injection from SHDC reserves.
- 15.16 Totnes NP comments Cllrs were informed that the Totnes Neighbourhood Planning group had agreed with all three responses to the draft plan submitted by the Parish Council and will add reference regarding a green wedge between neighbouring parishes Harberton and Ashprington; revised policy C2 now includes a clause that new development should protect against unnecessary noise, light and other pollution, and narrative reworded in relevant sections that traffic congestion equally applies to the A381 as it does to the A385.
- 15.17 Live West Disposal 1 The Old Police House, Harbertonford The D.Cllr asked for the Parish Council's view on Live West's decision to sell this property and remove from use as social housing due to costs of necessary improvement. During discussion cllrs expressed strong views that as much social housing as possible should be retained within the village. During discussion reference was made to the Harberton Parish Neighbourhood Plan consultation in which social housing within the parish was a high priority for residents. It was commented that the main reason for the Winsland House site being in the Neighbourhood Plan is to support the development of social housing for the Parish. The loss of a large property that could be used for a large family was disappointing to some cllrs whilst proposals of using the land/current property to develop into smaller units and therefore serving more people was considered an option to others. Cllrs wished to know if the disposal of this property would mean that there would be investment in more social housing to benefit Harbertonford.
- 15.18 Totnes Green Hay is the Bees Knees! Cllrs were informed of a SHDC press release on using green hay from areas with wildflowers to restore wildflower-rich grass lands elsewhere. The information has been shared with Sustainable Harbourne Valley.
- 15.19 DALC Newsletter #59 2020 Cllrs were informed this issue gives a report on DALC's first AGM, introduces new members of the board and reports the 3% increase in DALC subscription fees.
- 15.20 Fallen apple tree at Marl Park Cllrs had been informed that a resident witnessed the tree falling down in the afternoon of 8<sup>th</sup> October.

**16. Finance**

- 16.1 Notice of income and expenditure since last meeting. It was reported that the second half of the precept £8141, was deposited into the Lloyds bank account on 17/09/20. £677 was transferred from the Barclays to the Lloyds account to make the Community Benefit Fund payment to Harberton Parish Hall.
- 16.2 October 2020 payments **It was RESOLVED** to make the following payments:
- 16.2.1 Payment 2010\_1 to Cat Radford, payslip 20201022 includes Clerk salary October at £441.31 and Neighbourhood Plan salary October at £50.92 = £492.23 no VAT
- 16.2.2 Payment 2010\_2 to Cat Radford, Clerk expenses claim 20200108 includes mileage at £4.68, Zoom subscription reimbursement at £14.39, Mobile phone sim and credit at £20.00 and Broadband costs at £7.50 = £46.57 no VAT
- 16.2.3 Payment 2010\_3 to Information Commissioners Office by direct debit for Data Protection Fee £35.00 no VAT
- 16.2.4 Payment 2010\_4 to South Hams District Council invoices 22094356 and 22097675 for annual insurance and inspection fee for Harberton and Harbertonford Play Areas at £420.00 plus £84.00 VAT = £504.00
- 16.2.5 Payment 2010\_5 to Sustainable Harbourne Valley Community Benefit Fund Grant, to be made on receipt of written grant acceptance £1000.
- 17. E-Circulars** Cllrs were informed that the following circulars are received regularly: 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.
- 18. Matters at the discretion of the Chairman: Councillors' reports and items for future agendas**
- 18.1 Trees for schools It was commented that trees are available if applications are made before 16<sup>th</sup> November. Information would be forwarded to Sustainable Harbourne Valley.
- 18.2 Ash Dieback It was commented that an email will sent out as part of a campaign to help people understand their responsibilities.
- 18.3 Langford planning application It was noted that a revised application for development at Langford is expected.
- 18.4 Being a Good Councillor training Cllr Croft commented that she and Cllr Hambly had started the first session of training this week. She commented it has been very useful and is grateful for the opportunity.
- 19. Date of next ordinary meeting** Tuesday 10<sup>th</sup> November 2020