

HARBERTON PARISH COUNCIL

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Wednesday 21st April 2021. 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: Apologies
Cllr McDonnell: Present by phone
Cllr Waite: Not present (technical issues)

Harberton Councillors

Cllr Camp: Present by video link
Cllr Croft: Apologies
Cllr J Hockings: Present by phone
Cllr Steve Hockings co-opted at item 3: Present by Video link
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: 1

Public Session

- i) One member of the public (MOP) attended the meeting to put himself forward for the vacancy on the parish council. The MOP confirmed eligibility for nomination and gave some information about himself and his interest in becoming a councillor. Councillors asked questions which were answered. This was discussed further at item 3.

Agenda

1. **Apologies** were received and sanctioned, as above.
2. **Declaration of Interests**
 - 2.1 Register of Interests: Cllrs were reminded of the need to update their register of interests.
 - 2.2 The following interests were declared on items on the agenda:
 - 2.2.1 Cllr Hambly, Item 3. The cllr rents land from the candidate being considered for co-option. The Parish Council did not consider this an interest that would exclude the cllr from discussion or vote on the matter.
 - 2.2.2 Cllr J.Hockings, Item 3. The cllr is related to the candidate being considered for co-option. Cllr J.Hockings left the meeting whilst this item was discussed.
 - 2.2.3 Cllr Beamish Items 7.1.1; 7.1.4; 7.1.5. The Cllr rents field from one of the applicants. Cllr Beamish did not participate in the discussion or vote on these planning applications.
3. **Co-option of Parish Councillor to the Harberton Ward** The member of the public putting himself forward to fill the vacancy left the meeting and joined the waiting room whilst the item was discussed. After discussion Cllr McDonnell proposed, Cllr Phillips seconded and following a show of hands **it was RESOLVED** that Steve Hockings be co-opted as parish councillor to the Harberton Ward. Cllr S Hockings provided the signed declaration of acceptance of office and submitted his Register of Interest's paperwork.
4. **Reports for information from:**
 - 4.1 County Councillor (C.Cllr) A written report was circulated that afternoon. These issues were highlighted:
 - 4.1.1 Gerston Cross A site meeting had been arranged with Highways on 30th April to discuss drainage challenges and the condition of the road surface. **Action: Cllr Camp** agreed to attend.
 - 4.1.2 Request for footpath on the A381 The C.Cllr commented that it is unlikely that plans will be progressed due to lack of funds. It was commented that smaller local authorities are being encouraged to put forward proposals for active travel routes. The C.Cllr advised to keep pressing to initiate projects.
 - 4.1.3 Road Closure on Plymouth Road As a diversion will be in place from early May to late July the C.Cllr is challenging the diversion route via Loddiswell. Cllrs commented on the impact to businesses that serve the community, such as the Fish and Chip van. There was a discussion about different routes through Totnes.
 - 4.1.4 Buddle Hole and Easement Maps It was noted that the County Council's map of buddle holes and easements may be out of date with lengthsman activity at a local level. The County is inviting comment back from Parish Lengthsmen. It was noted that Cllr Waite had compiled a report on the condition of buddle holes in late 2019, however the Parish Council had not progressed this project throughout the pandemic.
 - 4.2 District Councillor The D.Cllr had emailed a written report. The following was highlighted:
 - 4.2.1 Englebourne Woods Planning Application The application has been called in to Development Management Committee. The Parish Council was reminded that a cllr could put forward the Parish Council view. There were no cllrs in attendance who could attend during the working day.
 - 4.2.2 Speed Watch The D.Cllr noted that Community Speed Watch groups can restart following restrictions during the pandemic. As six volunteers have signed up to the Harbertonford group this should trigger the PCSO to offer training.
5. **Minutes**
 - 5.1 **It was RESOLVED** to approve the minutes of the Ordinary Meeting of Harberton Parish Council 9th March 2021 as an accurate record.

5.2 The Council noted the minutes the Finance Committee of Harberton Parish Council 6th April 2021. Members of the Finance Committee had no comments to make on accuracy. Minutes will be presented for signature at the next meeting of the Finance Committee.

6. Report Matters Arising from the Minutes for information only

6.1 Harberton Devon Air Ambulance clearance area sign Ongoing

6.2 Highways Issues Devon County Council (DCC) Highways response to queries had been circulated. In summary:

- 6.2.1 Screw Lane drainage Highways has sent a letter to the downstream landowner requesting the drainage below Screw Lane is addressed so the water is released from the carriageway more quickly. Should this not prompt action, the Parish Council is advised to contact the county Flood Risk Team who have the skillset and knowledge to advise the relevant owners.
- 6.2.2 Flooding and road surface at Gerston Cross Highways has investigated the issue before and reports that the only two options, to raise the profile of the green lane or undertake a major drainage scheme to take the surface water surface water down the A381 towards Totnes are costly and difficult, at this time they are not likely to be progressed given other priorities. The ponding that occurs is only on Green Lane which is a cat 9 road. A site meeting has been arranged, see item 4.1.1.
- 6.2.3 Debris Blocking passing place between Rolster Bridge Cross and Monkey Oak Barn The Neighbourhood Highways Officer was recently notified of this issue and has been in contact with the farmer, he seemed to believe that the verge was his. Highways records show that it is adopted highway. It is hoped the farmer will remove the obstructions ASAP.
- 6.3 Marquee in Harberton Square Cllr Camp has not yet managed to speak to the publican. It was noted that South Hams District Council (SHDC) is encouraging local businesses to apply for licenses to use adopted highway for outdoor seating whilst COVID restrictions are in place.
- 6.4 Totnes and parishes boundary trees Cllr Camp commented that should the C.Cllr wish to find further sites for planting of oak trees to get in touch, suggesting that trees should now be potted up and plant next winter. The C.Cllr commented that six trees will be planted on the Parish boundary at Follaton Oak on Rogation Day, Sunday 25th April 2021.
- 6.5 Harberton Stream at Ford Farm area It was reiterated that there is a willing volunteer ready to clear the stream, however the water level is currently too high to clear without risking sand and silt clogging the pipe. The volunteer will keep an eye on levels and make a judgement on when the work can be done.

7. Planning

7.1 Consideration of planning applications

- 7.1.1 0621/21/LBC Listed building consent for demolition of rear lean-to roof structure to create cat slide roof to extend walls to accommodate new bath and shower room, internal alterations, replacement of windows and other associated work at Woodcourt House, Woodcourt Road **It was RESOLVED** to SUPPORT the application.
- 7.1.2 0542/21/FUL Workshop to be converted into small scale joinery workshop for handcrafted timber products with extension over to accommodate home office at Laurel Bank, Old Road, Harbertonford **It was RESOLVED** to OBJECT to the application as it stands. The Parish Council is concerned about the loss of amenity to residents of the local area, through noise and air pollution and blocking of the Highway because of deliveries. The Parish Council is also concerned about loss of privacy to the neighbour due to the placement of the staircases. The Parish Council comments that the location does not lend itself to a commercial workshop. If the planning authority is minded to approve the application, the development should be kept in association with the main dwelling and wholly for the use of the householder. Any additional parking requirements should be identified and taken into consideration before approval.
- 7.1.3 0703/21/FUL Construction of agricultural barn at Higher Dorsley Barton, Harberton **It was RESOLVED** to OBJECT to the application without an agricultural appraisal. The Parish Council has concerns about the impact on the footpath.
- 7.1.4 0655/21/FUL & 0656/21/LBC Full application and Listed Building Consent for conversion of existing agricultural barn into 4 bedroom residential dwelling with proposed garden room extension at Woodcourt Farm, Woodcourt Road **It was RESOLVED** to SUPPORT the application but with the proviso that there should be a planning condition requiring compliance with all the ecology survey recommendations. Full mitigation should be consistent in accordance with the recommendations of the ecology report.
- 7.1.5 0791/21/FUL & 0792/21/LBC Full application and Listed Building consent for Proposed single storey extension including demolition and replacement of existing roof structure, demolition of existing utility, storage and outbuildings. Replacement with single storey structure, extension to south end of replaced outbuildings to form new utility and garage spaces, new access to existing track and other associated landscaping works at Woodcourt Farm, Woodcourt Road, Harbertonford **It was RESOLVED** to SUPPORT the application but with the proviso that there should be a planning condition requiring compliance with all the ecology survey recommendations. Full mitigation should be consistent in accordance with the recommendations of the ecology report.
- 7.1.6 0758/21/FUL Proposed agricultural building (application 1 of 2) Hatchlands Farm, Blue Post **It was RESOLVED** to SUPPORT the application

- 7.1.7 0765/21/FUL Proposed agricultural building (application 2 of 2) Hatchlands Farm, Blue Post **It was RESOLVED** to SUPPORT the application.
- 7.2 Receive a report on planning or appeal decisions Cllrs were informed of the following planning authority decisions:
- 7.2.1 1172/20/ARC Application for approval of details reserved by conditions 3, 4, 6 & 8 of planning consent 0638/19/FUL (sewerage, drainage and landscaping) at Higher Dorsley Barton Green Lane To North Of Copperthorne Cross, Harberton. Discharge of condition APPROVED
- 7.2.2 0714/21/COM Notice of intention to install fixed line broadband electronic communications apparatus comprising 19 x 9m poles as per attached plan at O/S Watsons Belsford Harberton, PERMITTED DEVELOPMENT
- 7.3 Receive a report on enforcement cases Councillors were informed of action concerning two unauthorised residential vans/caravans within the Parish and were informed of the enforcement current caseload.

8. Monthly reports

- 8.1 Finance Committee update At a meeting on 6th April the committee reviewed the end of year bank reconciliations and budget report which were approved and signed off.
- 8.2 Neighbourhood Plan update No update.
- 8.3 Community Land Trust (CLT) update It was reported that the CLT is finalising the wording of the land sale.
- 8.4 Clerk's update No update

9. Community Benefit Fund Grants

- 9.1 Harbertonford playpark **It was RESOLVED** to award a grant of £1000 to meet the costs of repairs and renewal of equipment. Funds will be held within the Parish Council account as there is currently not a committee or bank account to hold the grant at present.
- 9.2 Totnes Rural Youth Area Engagement Project **It was RESOLVED** to award a grant of £500 to support the costs of the youth engagement sessions delivered in Harbertonford, such as funding staff wages, buying resources for the sessions, food and drink offered within sessions and costs of hall hire. It was noted that the grant would go towards project costs of £4800.

10. Harberton Parish Parks and Playing Fields

- 10.1 Harberton Playing Field Association (HPFA)
- 10.1.1 Update A meeting of supportive volunteers interested in taking roles on the HPFA committee following the resignation of the current committee took place on 23rd March 2021 by Zoom to make introductions. Another meeting will be held on the field on Thurs 22nd April to ascertain who will be Chair, Secretary and Treasurer and who will be bank signatories. Cllr S. Hockings commented that it's a group of enthusiastic people. It was confirmed that the existing committee will finish work on the safety matting and replacing the basketball post and hoop before hand over at the beginning of May. The outgoing treasurer will prepare a Statement of Funds at the time of handover. It was noted that a large bough of a tree along the woodland path came down in a gale. HPFA taped off the area and arranged for the timber to be removed from the path and to remove the other half of the tree as it appears rotten. The Parish Council agreed to thank the outgoing committee for all their hard work over the years.
- 10.1.2 Consideration of 3 quotes for tree works on playing field bank Councillors had received the anonymised quotes in advance. **It was RESOLVED** to accept the following quotation from Tree Fellas "Removing 15-20 small trees that are close and or growing through the phone wires. Waste removed or chipped and left on the bank. Area kept neat, tidy and safe during and after the work has been completed." £300 plus £60 VAT. Once a date is confirmed Cllr Williams will arrange space for the chipper in the layby.
- 10.2 Harbertonford Play Park
- 10.2.1 Consider March 2021 inspection report The inspection report had been circulated to all cllrs ahead of the meeting. Cllr Beamish agreed to remove the tree stump with a hand saw. One of the swings had been removed due to its condition. It was agreed that the second swing should stay in place for the meantime but both should be replaced soon.
- 10.2.2 Update on long terms plans for the park It was reported that with support from the D.Cllr £1500 funding has been awarded by LiveWest, combined with £500 from the D.Cllr's Locality Fund and £1000 from the Community Benefit Fund to begin works required to make improvements to the park. As there is not yet enough funding to do everything that needs to be done a second meeting of a park interest group made up of representatives from Sustainable Harbourne Valley, the Parish Council and school parents/PTFA was held to discuss prioritisation and next steps. The actions agreed at that meeting were to:
- Ask Earthwrights to undertake a site visit to review the quote prepared in July 2019 and give an assessment on the equipment and if any further pieces need removing.
 - Canvas park users on the view that cutting down the wooden structure and reclaiming the open space might be more appropriate than spending good money on making modifications to a rotting structure with a limited life span. There was conversation on how taking this step might be viewed by the community and to get some feedback before making a firm proposal to do this.
 - Seek costs to remove one fence panel and to modify/replace with a gate to allow access for a mower

- Seek quotes to replace the swings and seek names/costs for a local contractor to replace other equipment that has been removed.

A follow up meeting will be held on 11th May to report back. Once decisions on phase 1 have been made, phase 2 would engage park users in 'working days', planting projects, further fundraising and consultation on what to do next. It is hoped that this will encourage a new 'friends of Harbertonford park' to come forward to manage ongoing fundraising, maintenance and park development.

11. **Meeting arrangements after 7th May 2021** It was noted that a letter from the Ministry of Housing, Communities and Local Government has been sent to all council leaders confirming that as the government's legislative programme is already under severe pressure it was not possible to bring forward emergency legislation to extend provision for Parish Councils to continue to meet remotely beyond the 6th May. The government has issued a call for evidence on current arrangements to which the Clerk has responded.

It was reported that a one-day hearing took place earlier in the day (21st April) for the court to determine the Hertfordshire County Council, Lawyers in Local Government, and the Association of Democratic Services Officers application for a declaration in relation to councils already having powers needed to hold remote meetings. The outcome of this may enable Parish Councils to continue to meet remotely. However, the Clerk had circulated guidance from DALC on resumption of face to face meetings and had attended a briefing event to inform planning if this was not the case.

During discussion cllrs expressed personal views about returning to indoor face to face meetings, some remained concerned that it was too soon and others expressing that they would like to get 'back to normal' as soon as possible within guidance on social distancing. Whilst there was reticence to meet indoors on 8th June, there was sufficient support to meet outside for a meeting with a short agenda and to sign the Annual Governance and Accountability Return.

It was agreed that ahead of the meeting on 4th May 2021 the Clerk prepare a Schedule of Delegation to be used should meetings be cancelled or not quorate, and to prepare a risk assessment for meeting in person. The Parish Council would then make a final decision about the meeting for 8th June having considered these documents and once the outcome of the court hearing is known.

Following discussion **it was RESOLVED** that due to ongoing uncertainty on the safety of meeting face to face neither the Chair, nor other Parish Councillors would call an Annual Parish Meeting before the 1st June 2021. Rather, the Parish Council would invite those organisations and individuals who regularly work with the Parish Council, or who have benefited from a grant, to send a written report to the ordinary meeting of the Parish Council for the ordinary meeting in September 2021.

12. **2020/21 Annual Governance and Accountability Return (AGAR)**

- 12.1 Update on audit arrangements It was reported that the Clerk has submitted the information required by the internal audit to undertake their review of the Parish Council's procedures within the 2020/21 financial year. It is hoped to receive the internal auditor's report before the 4th May to enable the Parish Council to sign the AGAR on 4th May. See item 11 on arrangements should the report be received after this date.
- 12.2 Consideration of Certification of Exemption from External Audit. After discussion and review of the Parish Council's draft accounting statement with explanation of variances, and the end of year bank reconciliation, it was agreed that the Parish Council meets the qualifying criteria set out in the certification of exemption and as that higher of its annual gross income and gross expenditure was £25,000 or less. **It was RESOLVED** that the chair sign the completed the Certificate of Exemption and it be returned to the external auditor. The Clerk confirmed that the Parish Council must still complete, approve and publish the Annual Governance and Accountability Return (AGAR). It is only exempt from a review by the external auditor. The Parish Council must comply with the statutory "Transparency code for smaller authorities" and publish its AGAR on a freely accessible public website.

13. **Flooding in Harbertonford** It was reported that the Environment Agency (EA) has produced proposed improvement works at Yeolands Stream. It is proposed that walls around the stream are to be raised by 450mm and additional screen area added to give a little more resilience to debris in the stream. The CCTV and telemetry will be upgraded to provide a screen blocked alarm and show in near real time the situation at the screen. The EA acknowledges that the plans are only minor improvements, they do not fix the under capacity issue of the culverts, but in smaller events it is hoped this will give the community a little more warning and time. It was reported that Cllr Waite had offered to meet the D.Cllr to go through plans and make comment. **ACTION: Cllr Bowley** agreed to canvas opinion of the residents most affected by flooding and report back to the EA.

It was reported that Anthony Mangnall MP had invited Parish Councillors to attend a presentation and discussion on the issue of coastal and inland flooding as part of a series of events concerned with the impact of climate change. Cllrs Bowley, McDonnell and Waite have expressed interest to join. The Clerk will request joining instructions.

14. Correspondence

- 14.1 DALC Newsletter #10 2021 Cllrs were informed that this newsletter focuses on preparations for signing the AGAR, advising that as this must be done at a full council meeting, to hold an online meeting before 7th May 2021 to do so.
- 14.2 In defence of town and parish clerks - preventing bullying and harassment FAO Mayor Chairman Cllrs were informed of correspondence received from the Head of Legal Services and Monitoring Officer for the District Council noting an increase in the cases of bullying and harassment of Town and Parish Clerks and urging the Chair of the parish council to nip bullying, harassment and a lack of respect at source by ensuring that the Parish Council has the following measures in place: a dignity at work policy or similar; a member-officer protocol setting out the relationship and what can or should be the legitimate expectations of members and officers; regular training; early warning and monitoring feedback; and induction arrangements that reinforce standards of behaviour.
- 14.3 Devon County Council (Traffic Regulation & On-Street Parking Places) Amendment Order Cllrs were informed that the County Council introduced the Care & Health Workers' Parking Exemption Scheme in January 2020. Following feedback from the current users it is proposed to simplify the scheme and allow up to 3 hours parking on the exempted restrictions (No Waiting, Limited Waiting, Pay & Display and Residents Parking) in Devon. The restrictions are proposed to preserve/improve the amenities of the area through which the roads run. Objections and other comments specifying the proposal and the grounds on which they are made must be in writing before 19th April 2021. <http://devon.cc/careworkerpermits>
- 14.4 Remote Meetings response 17.03.21 Cllrs were informed that following the Clerk's letter to the MP to request support in extending the legislation to enable remote meetings to continue, the MP had received a reply from the Ministry of Housing, Communities and Local Government commenting that any extension would require primary legislation. Having received representations from local authorities and sector representative organisations making the case for the continuation of remote meetings the ministry is carefully considering next steps.
- 14.5 Devon Climate Emergency Council Support Network - Survey Findings and 1st Meeting Cllrs were informed that 97 unique town and parish Councils responded to the survey about support available for action around the climate emergency and results have been provided. As there was strong support for the idea to develop support networks, a meeting was arranged on 7th April, to which Cllr Croft attended.
- 14.6 Temporary Traffic Notice - Woodland Road to Rolster Bridge, Harberton (TTRO2139534) Cllrs were informed of a road closure in place on 1st July 2021 in order to replace BT poles.
- 14.7 DALC Newsletter #14 2021 This newsletter focuses on training available, including: a new CiLCA support programme, training to develop a communications strategy and improve social media skills, finance training on end of year accounts and audit, internal controls, introduction to VAT and finance for councillors, 'Being and Good Councillor' continues to run. A free briefing on decision making after 7th May was also advertised.
- 14.8 20210318 Council to Invest £500,000 in Recovery and Tourism Cllrs were informed by press release of the investment made on supporting the tourist experience. Following the road map out of lockdown, extremely high visitor in numbers are expected to the District. South Hams District Council is proposing to use £500,000 of Government funding from the money earmarked for strategic economic recovery projects and business support, or some of its own reserves, to fund enhanced street cleaning and litter picking service, with additional officers to ensure that the streets and beaches remain safe for the public, extending the COVID compliance officers that have been supporting businesses to operate safely and a match funding scheme to support the towns with projects that will enhance their key areas and support businesses in the towns.
- 14.9 20210329 Totnes & South Devon Bus Strategy Survey Cllrs were informed of correspondence from the office of the local MP encouraging circulation and participation of a survey gauge local use and perception of the bus services in Totnes and South Devon. The results will be used support improvements to the local transport network following the announcement of the National Bus Strategy. <https://www.anthonymangnall.co.uk/news/totnes-south-devon-bus-strategy-survey> The clerk has forwarded the correspondence to Village Life and Harberton Village Circular.
- 14.10 DALC Membership renewal 2021. 22 **It was RESOLVED** to renew membership of the Devon Association of Local Councils at a cost of £299.27. Benefits include up-to-date advice and guidance with access to legal and financial advice from the National Association of Local Councils, regular updates and information on local government matters, events and training programme with networking opportunities.
- 14.11 Follaton House To Become New Vaccination Centre Cllrs were informed via a press release that South Dartmoor and Totnes and South Hams Primary Care Networks will use Follaton House as a COVID vaccination centre from Wednesday 7 April. Each day the new site is in operation double the vaccinations are expected to be carried out for local residents.
- 14.12 DALC Newsletter #17 2021 Cllrs were informed that this newsletter focus is on the annual audit and a links to the updated 'Practitioner's Guide' on best practice on governance and accountability of smaller authorities. The Clerk has downloaded the guide and is processing the information within.
- 14.13 Alder Trees by the River Harbourne Cllrs were informed that following reference to 'residents of the Mill' expressing concern about the stability of the alder trees that run along the football pitch by the river, and the possibility of damage, other residents of the Mill wished to record that they did not share that concern. These residents are of the opinion that the alder trees fulfil a vital function in supporting the river bank, they are an important part of the ecosystem and they do not consider these trees represent a threat to fences or to the

wall on the opposite side of the bank. The Clerk had filed this comment should the owner of the land submit an application for works to the trees in a conservation area.

- 14.14 Respect, Protect and Shop Cllrs were informed of a press release from SHDC encouraging local residents to show RESPECT - give each other space to shop and relax, PROTECT - yourself and others by wearing a facemask and SHOP - your local town needs your help more than ever; treat yourself to a coffee or more and do your bit to help your local community.
- 14.15 Continental-style Al Fresco Culture Coming To Our Towns this Summer Cllrs were informed by news release that SHDC is inviting local hospitality businesses to apply for temporary outdoor seating licences on land that is considered the adopted highway and/or council owned land, to enable swift return to trading.
- 14.16 Bob the Bus returns to full service Cllrs were informed that Bob will be resuming its full Monday to Friday schedule from Monday 12th April 2021. Covid precaution measures and passenger number restrictions will remain in place.
- 14.17 Temporary Traffic Notice - Mill Cross to Tristford Farm, Harberton (TTRO2139775) Cllrs were informed of a road closure in place on 12th – 16th July 2021 in order to replace BT poles.
- 14.18 Recommencement of Community Speed Watch Activity Cllrs were informed that the scheme has recommenced, although with restrictions on numbers of volunteers to be at roadside, and requirements for social distancing, which may preclude some sites being used.
- 14.19 Amazon Drivers Cllrs were informed that a resident forwarded a national petition on the reduction in the number of parcels an Amazon driver is expected to deliver in a day, reducing tendency for drivers to speed between deliveries. The Clerk has responded to the petition citing public concern about speeding in the lanes.
- 14.20 Notification of Road Closure – Work Ref LM501NC8798820, East Leigh Cross to Monkey Oak, Harberton Cllrs were informed of the road closure in place between 12 – 16/7/21 to complete SWW utility works.
- 14.21 Community Risk Management Plan for Devon and Somerset Fire and Rescue Service Cllrs were informed that the fire service is gathering views via an online survey before developing the draft risk management plan. The Chief Fire Officer has for the information to be shared, as the higher number of contributions will give more insight to make the future plans of the service are aligned with communities it serves.
<https://wh.snapsurveys.com/s.asp?k=161702405731>

15. Finance

- 15.1 Notice of income and expenditure since last meeting.
 - 15.1.1 16/03/21 Deposit: £5656: Community Benefit Fund payment 2021/22 Financial Year from TGC Solar 83 Limited
 - 15.1.2 12/04/21 Deposit £9,465.00: Precept Payment 1 of 2 from South Hams District Council
- 15.2 April 2021 payments It was **RESOLVED** to make the following payments:
 - 15.2.1 Payment 2104_1 to Cat Radford, payslip dated 22nd April 2021 includes Clerk April salary at £441.31 and Neighbourhood Plan April salary at £50.92 = £492.23 no VAT
 - 15.2.2 Payment 2105_2 to Cat Radford, Clerk expenses claim dated 28th April 2021 includes mileage at £2.34, Zoom subscription reimbursement at £14.39, Mobile phone credit at £5.00, Broadband costs at £7.50, plus = £29.23 no VAT
 - 15.2.3 Payment 2104_3 to Devon Association of Local Councils invoice 2824 for renewal of membership = £265 plus £34.27 VAT totalling £299.27
 - 15.2.4 Payment 2104_4 to Celia Atherton on behalf of Harberton Helps Harberton Helps COVID grant funding for cost of credit on mobile phone 12 months at £5.00 per month = £60 no VAT

16. **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 Pot hole reporting service A cllr commented this is working well and works are being done fairly promptly
- 17.2 Dundridge potholes It was reported that holes on the road at Dundridge have been filled but not well
- 17.3 Harbertonford Bridge Damage It was reported that the parapet on the South East side of the bridge was in an unstable condition following a vehicular impact. Cllr Waite has made it safe and notified the County Bridge and Structures dept.
- 17.4 Parking at Packs Close A resident has asked if anything can be done about the parking contributing to loss of visibility on the corner. It was noted to pass this to PCSO Broadhurst.
- 17.5 Abandoned vehicle in ford area, Harberton It was confirmed the vehicle had been reported to SHDC
- 17.6 County Council Elections The c.cllr noted that this might be her last meeting if she is not relected on the 6th May. She commented that Harberton is a great Parish Council. She encouraged everyone to vote.

18. **Date of next ordinary meeting** 4th May 2021: 7pm Annual Meeting of the Parish Council; 7:30 Ordinary Meeting of the Parish Council.

Meeting closed at 10pm