

HARBERTON PARISH COUNCIL

DRAFT Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 12th October 2021 at Harbertonford Village Hall.

In Attendance

Harbertonford Councillors

Cllr Beamish: Present
Cllr Bowley: Present
Cllr Hambly: Present
Cllr Janes: RESIGNED
Cllr Waite: Present
VACANCY

Harberton Councillors

Cllr Camp: Present
Cllr Croft: Present
Cllr J Hockings: Apologies
Cllr S Hockings: Apologies
Cllr Phillips: RESIGNED
Cllr Williams: Present

Others

D.Cllr McKay: Present
C.Cllr Hodgson: Present
Clerk Ms Radford: Present
Members of the Public: 3

Public Session

i) Two members of the Harberton Parish Neighbourhood Plan (HNP) Steering Group attended the meeting to ask the Parish Council's view on continuation of the plan. Work on the plan has been in abeyance during the pandemic and both Cllrs who sat on the committee have resigned from the Parish Council. It was commented that the plan is close to completion of the narrative text, but had stalled in part due to the pandemic and in part due to concern to the extent that proposed planning reforms outlined in the Government White Paper 'Planning for the Future' could impact the value of the current Neighbourhood Plan. The Cllrs would discuss this matter again at item 6. Both members of the public left the meeting.

Agenda

1. **Apologies** were received as above. Cllrs were informed that Cllr Martin Phillips had stepped down from the Parish Council as had Cllr Gwen Janes, who had decided to step down due to her current inability to attend meetings. It was commented that both councillors would be missed, noting that Cllr Janes has served the Parish Council for many years.

The Clerk will post notices of casual vacancy. Should no election be requested from residents, the Parish Council will fill the vacancies by co-option as soon as practicable.

2. **Declaration of Interests**

- 2.1 Register of Interests: Cllrs were reminded of the need to update their register of interests.
2.2 No interests were declared on items on the agenda.

3. **Reports for information from:**

- 3.1 County Councillor (C.Cllr) The C.Cllr had circulated a written report ahead of the meeting. The following items were raised:

- 3.1.1 A381 The C.Cllr has been trying to get a meeting with the director of services to discuss the situation in Harbertonford. Despite a motion put to Full Council to allow 20mph pilot schemes implemented in parallel with the Newton Abbott trial, the motion as worded was not supported. Instead, elected members are invited to make representations for communities that they would wish to see considered for 20 mph speed limits pending any change in County Policy.
- 3.1.2 Responsible Investment The C.Cllr had tabled a motion seeking further action on divestment of the Devon Pension Board Funds to make them more carbon neutral.
- 3.1.3 COPnes To coincide with the UN Conference on Climate Change in Glasgow (COP26), a series of events are shaping up in Totnes including a series of talks and overnight vigils. A website has been launched to publicise these events and those in the surrounding areas. Totnes Cinema is hosting a daily briefing from those attending COP26 in Glasgow
- 3.1.4 Grant for Hedgehog signs Sustainable Harbourne Valley (SHV) has been awarded a grant to erect hedgehog signs in Harbertonford.
- 3.2 District Councillor (D.Cllr)
- 3.2.1 Waste The matter of waste services contract is going to the overview and scrutiny committee to discuss a way forward.
- 3.2.2 A381 It was reported that the Police put a radar in the village during the last week in September to collect speed data. The raw data has been provided. There is some confusion as to arrangements for installing Vehicle Activated Signs (VAS) and the D.Cllr is undertaking further research. The C.Cllr will receive a report shortly from WPS services on proposals for the road. WPS is very supportive of the challenges faced.
- 3.2.3 Climate Change and Biodiversity The D.Cllr commented that he is seeking to encourage the Local Authority to be more outward looking and take on a leadership role on climate change and biodiversity.
- 3.2.4 Planning It was commented that the D.Cllr is aware of the problems with planning where plans are not moving forward and applicants are struggling to communicate with the understaffed planning department.
- 3.2.5 ATMOS Briefing The D.Cllr attended a briefing on the status of the ATMOS project; a community-led project to develop the old Dairy Crest site next to Totnes Station, commenting that he supports the

project. When asked what derailed the project it was answered that the site was sold under the feet of the project at the point of signing contracts and despite a community right to buy.

- 3.2.6 Harbertonford Play Park It was reported that Sustainable Harbourne Valley members are working on plans to plant fruit trees along the bank of the play park. The D.Cllr is looking for funding to support this.
- 3.2.7 Cricket Club Funding An accredited coach interested in getting local children involved in the cricket club has been encouraged to apply to the Community Benefit Fund for his project. It was confirmed that the cricket club had received a grant for a similar initiative in the past.

4. Minutes

- 4.1 **It was RESOLVED** to approve the Ordinary Meeting of Harberton Parish Council 14th Sept 2021 as an accurate record.
- 4.2 The Finance Committee was given opportunity to review accuracy of the draft minutes of the meeting of the Finance Committee of Harberton Parish Council 5th Oct 2021 and requested no amendments.

5. Report Matters Arising from the Minutes for information only

- 5.1 Harberton Devon Air Ambulance clearance area sign (Clerk) Ongoing.
- 5.2 A381 Vehicle Activated Signs (VAS) Following several emails back and forth between Highways, the C.Cllr and D.Cllr some clarity required on the process to request and install VAS.
- 5.3 Parking restrictions at packs close It was reported that Cllr Bowley had sent an updated drawing showing proposed position of double yellow lines at Packs Close. The Clerk has forwarded to Highways. Cllr Bowley volunteered to obtain a written statement from bin lorries on access issues.
- 5.4 Harberton bus shelter repair Ongoing.

6. **Neighbourhood Plan Development** Following the questions asked and answered in the Public Session it was agreed that the Parish Council is keen to see the Neighbourhood Plan progressed and finished as soon as possible. Cllrs Hambly and Bowley agreed to join the remaining members of the committee to support the process to completion. The Clerk had been in touch with South Hams District Council (SHDC)'s Neighbourhood Planning Officer and it was proposed to hold a meeting for the Officer to give advice on the current status of the plan and what needs to happen next. It was agreed that the Neighbourhood Plan Committee should be at a stage to identify costs associated with the next round of consultation or support required by 31st December, before the 2022-23 budget is set on 4th January. The C.Cllr commented that there is Locality Funding available to support Neighbourhood Plan development which the committee could look to with Parish Council support. **ACTION:** The clerk agreed to communicate this to the members of the committee and to Cllrs Hambly and Bowley to prompt a meeting.

7. Planning

7.1 Consideration of planning applications

- 7.1.1 3312/21/FUL New garage block for barn conversion at Pitt Farm, Harbertonford **It was RESOLVED** to SUPPORT the planning application with the following comments: The Parish Council strongly encourages the use of a green roof on this type of development. The Parish Council asks that the recommendations of the Ecology report are conditioned. The potential asbestos cement board is dealt with by a licensed asbestos contractor.
- 7.1.2 2802/21/LBC Listed Building consent for installation of mezzanine floor, roof windows, solar PV panels on roof and upstairs wc. Relocation of chimney flue and internal staircase. Replacement of faulty roof slates plus insulation, rotten windows and doors, outdoor railings, upper floor covering. Adapt downstairs windows to doors and refit kitchen and bathrooms at Stone Lodge, East Leigh, Harberton **It was RESOLVED** to SUPPORT the application.
- 7.1.3 3377/21/OPA Outline application with some matters reserved for new dwelling in garden of existing dwelling (resubmission of 2133/20/OPA) at Dorsley Cottages, Harberton **It was RESOLVED** OBJECT TO the planning application on the basis of the Highways report.
- 7.1.4 2679/21/FUL READVERTISEMENT (Revised description) Planning Consent for new dwelling following Permission in Principle application 0573/19/PIP at Wilma, Woodcourt Road, Harbertonford The Parish Council would make no further comment.
- 7.1.5 3560/21/VAR Application for removal of condition 4 (occupancy restriction) of planning consent 23/0957/02/F to allow barn to be occupied as unrestricted residential dwelling **It was RESOLVED** to SUPPORT the application.
- 7.2 Receive a report on planning or appeal decisions Cllrs received the following report on decisions on the planning authority:
- 7.2.1 3284/21/ARC Application for approval of details reserved by conditions 6 and 7 of Planning Permission 0280/20/HHO Sampsons Barn Main Road Harbertonford **Discharge of condition Approved**
- 7.2.2 2647/21/ARC Application for approval of details reserved by conditions 6 and 9 of planning consent 7.2.3 0655/21/FUL at Woodcourt Farm Barn Woodcourt Road Harbertonford **Discharge of condition Approved**

- 7.2.4 2648/21/HHO and 2649/21/LBC Householder application and listed building consent for demolition and reconstruction of North East facing boundary wall The Old School House Harbertonford **Conditional Approval**
- 7.2.5 2779/21/ARC Application for approval of details reserved by conditions 5 and 6 of planning permission 0656/21/LBC Woodcourt Farm Woodcourt Road **Discharge of condition Approved**
- 7.2.6 2787/21/ARC and 2870/21/ARC Application for approval of details reserved by condition 3, 5 and 6 of Planning Permission 0559/19/HHO and 0560/19/LBC at May Cottage Old Road Harbertonford **Discharge of condition Approved**
- 7.2.7 3038/21/PDM Application to determine if prior approval is required for proposed change of use of agricultural building to 1 no. dwellinghouse (Class C3) and for associated operational development (Class Q(a+b)) at **Prior Approval Required and Refused** Stanton Barn Foales Leigh Farm Harberton
- 7.3 Receive a report on enforcement cases No enforcement caseload had been received.
8. **Draft Memorandum of Understanding (MoU) regarding planning applications with South Hams District Council** *To consider the draft MoU and indicate whether the Parish Council would agree to enter into the MoU with the District Council.* It was **RESOLVED** to carry this item forward to the next meeting.
9. **Monthly reports**
- 9.1 Finance Committee update It was reported that a meeting of the Finance Committee was held on 5th October 2021. The bank reconciliation was signed showing a balance of £60,737.13 including reserves. No applications to the Community Benefit Fund had been received in the quarter.
- 9.2 Community Land Trust (CLT) update
- 9.2.1 Discussion of proposals for Micro-Grid Surplus It was reported that the CLT has received a grant from the Rural Community Energy Fund (RCEF) to provide a micro-grid to link to the solar panels on site and aggregate them together. It is estimated that this will yield a surplus of £750-800 per year. As part of the funding agreement the CLT must consult the community on how this surplus be managed. One of the proposals being put forward to the community is to put any surplus into the Community Benefit Fund as this benefits both villages in the Parish. It was **RESOLVED** that should the community consider this the preferred option, the Parish Council would be happy to administer the funds. Other proposals include using the surplus to subsidise the rental electric vehicle on site, making a contribution to Bob the Bus or supporting community use of the redundant workshop building once the build is complete.
- 9.3 Sustainable Harbourne Valley (SHV) update
- 9.3.1 Forest School Family Fun It was reported that forest school/nature craft event for families is being run in collaboration between SHV and Harberton Playing Field Association (HPFA).
- 9.3.2 Consideration of support to the yellow fish scheme Cllrs had received information in advance of the meeting on proposals to adopt the Yellow Fish Scheme in the Parish. The scheme aims to educate and remind members of the public and/or users of public roads that many roadside gullies discharge directly into the watercourses. It is commonly believed many gullies are served by local treatment works and roadside gullies are being misused to dispose of domestic decorating waste, car washings, herbicides used on roads and driveways, engine oils with detrimental impact on the health of the watercourse environment or public health. Using funding secured from the SHDC Biodiversity and Locality Fund it is proposed to install 'yellow fish' badges next to approximately 6 identified drains in Harberton, before considering sites in Harbertonford. SHV is seeking support of the Parish Council before proposing sites to Devon County Council (DCC). It was **RESOLVED** to support the project. It was suggested that SHV should approach the school to share information about the project with children and families there.
- 9.4 Clerk's update
- 9.4.1 Harberton Devon Air Ambulance Community Landing Site Cllrs were informed that the Harberton landing site will be taken offline on 22nd and 23rd October as the field is being used for parking for a wedding.
- 9.4.2 Community Meeting with Airband Following the appearance of a number of notices from Airband to local landowners, the Parish Clerk had made enquiries with Airband to request they hold an open meeting by Zoom to share information about their role in the Connecting Devon and Somerset scheme to improve broadband connectivity. The community liaison post at Airband is moving on from her post but will forward all emails to the incoming member of staff.
- 9.4.3 Climate and Ecological Emergency Bill The Clerk reported that the MP had responded to the email urging him to support the bill to comment that whether he support this Bill or not is irrelevant as it has no realistic path to becoming legislation. He then outlined the number of ways that the Government is addressing the climate emergency. The Clerk will forward full correspondence to all councillors.
- 9.4.4 Tree survey The Clerk reported having received the tree survey the same day as the meeting. The survey will be put on the agenda for the next meeting, however it is noted that no significant works are recommended at present.
10. **Harbertonford bus shelter maintenance** A member of public had been in touch to comment that one of the support struts has been removed. **ACTION: Cllr Waite** agreed to have a look and comment on whether the structure is sound. It was **AGREED** to welcome the offer of help from local residents to undertake some

refurbishment of the structure and to cover up recent graffiti. **ACTION: Cllr Waite** will liaise with the volunteers in provision of materials and in the replacement of the pin board. **Cllr Croft** commented that some pin boards may be available through the County Council and will liaise with **Cllr Waite**.

11. **Maintenance and Lengthsman services** The Clerk reported that Totnes Town Council has a new employee undertaking general maintenance and who could be available to neighbouring parishes at a set hourly rate. He could be deployed to clear drains once relevant roadside work training had been obtained. Alternatively the Parish Council could make an approach to contractors who undertake lengthsman services in other Parishes such as Ashprington. **ACTION: Cllr Waite** to liaise with **the Clerk** on duties required in order to further discussions with Totnes Town Council or other contractors.

12. **Harberton Parish Parks and Playing Fields**

- 12.1 Play Area Agreements for 2021 **It was RESOLVED** to pay the 2021 play area agreement invoices.

- 12.2 Harberton Playing Field

- 12.2.1 Harberton Playing Field Association (HPFA) update No update.

- 12.2.2 Discussion on the condition of the boundary fence and consideration of funding replacement The Clerk reported having been copied into correspondence between the land owner and Cllr Hockings, as Chair of HPFA and Parish Councillor on the request for the Parish Council to replace a section of fencing on the boundary. There was a discussion in which councillors queried whether the fencing is unsafe or unsightly, or if there are greener or more cost-effective solutions than replacement. It was commented that the Parish Council has little leeway in the 2021/22 budget for replacement and HPFA relies on charitable giving. It was agreed to defer the item until councillors could have a look and offer suggestions.

- 12.3 Harbertonford Play Park:

- 12.3.1 Consider inspection reports No new items on the inspection reports. See items below.

- 12.3.2 Decommissioning of fenced off structure Cllrs were informed that preparations are underway to remove the rotten wooden structure on the weekend of 6-7th November. Cllrs were encouraged to join the working party. It was reported that both Earthwrights and other contractors have commented that apart from the steel slide & some ropes there's little else of the structure that can be utilised however some of the structure will be stored for potential reuse and other sections will be used to provide as retaining borders.

- 12.3.3 Approval of equipment purchases The Clerk has sourced a wet-pour fixing kits at 10% the cost of contracting a local company to under the patching work and has obtained some quotations for replacement swings. **It was AGREED** that these purchases could be made between meetings if possible.

13. **Updated Model Code of Conduct** Cllrs were advised that as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance the Local Government Association (LGA) has developed an updated Model Councillor Code of Conduct template, in association with key partners and after consultation with the sector. SHDC has adopted the updated code, suggesting that Town and Parish Councils in the Local Authority Area might consider following suit. **It was RESOLVED** to adopt the updated Code of Conduct as shared by the Local Authority.

14. **Correspondence**

- 14.1 Kingsbridge Area Foodbank Cllrs discussed an email in which the Parish Council was asked to request the District Councillor grant £1000 funding to the Kingsbridge Area Foodbank currently supporting two families in Harberton Parish. **It was RESOLVED** to forward the original email to the D.Cllr commenting that Cllrs are aware of the limited funds available in the ward, however the Parish Council urges the D.Cllr to support initiatives such as the food bank where ever he can. Cllrs referred to initiatives such as Healthy Start Vouchers, and 'Food in Community' to share with the foodbank representative on reply.

- 14.2 Data Protection fee - Reminder to renew Cllrs were informed that registration with the Information Commissioners Office will automatically renew by direct debit at a cost of £35.00 which will be taken on or around the 25th October 2021.

- 14.3 Consultation on draft Gambling Statement of Principles Cllrs were informed that they have been invited to make comment on the principles which South Hams District Council will apply under the Gambling Act 2005 over the next three years. Once approved, the updated policy will be in effect from January 2022 to January 2025. Consultation is open until 24/10/21 <https://www.engagement.southhams.gov.uk/gambling-consultation>

- 14.4 On Road Parking Harbertonford A resident of Bow Road has written to the council to comment at the recent increase in the number of cars parked on the road and that this is causing some hostility for residents struggling to find a parking space. The Parish Council is not aware of any particular cause as to why it is an issue recently.

- 14.5 Garden waste suspension to continue in South Hams Cllrs were informed by press release of the District Council's reluctant decision to continue the suspension of collection of garden waste. The decision will be reviewed on 14th October. Residents are encouraged to compost garden waste or take it to the recycling centre, not to burn it.

- 14.6 The People's Plan To Shape Better Lives for All Cllrs were informed by press release that SHDC has adopted a new 20 year vision for the district called 'Better Lives for All' to make the area a better place to live and

work. Schemes within the six priority areas include projects to tackle climate change and improve local biodiversity; outdoor community projects such as skate parks and games areas; town centre improvement plans and cycle network. In addition to this, the document pledges ongoing lobbying of the Government to close a loophole which enables second home and holiday let owners to avoid paying council tax and business rates. It also supports a Freezone to encourage economic growth.

- 14.7 Council Declares a Housing Crisis Cllrs were informed by press release that SHDC has declared a housing crisis due to the lack of rented accommodation, the increase in house prices due to second home owners, the conversion of properties to Airbnb's and people moving into the District following COVID. The Leader of the council says that it is becoming evident that the housing policy promoted nationally is not working in areas like the South Hams. The announcement comes with a series of proposed actions to stimulate building, to build more affordable homes, encourage tenants of affordable homes to downsize to make more homes available to families in need, to regulate and put new conditions in place on holiday homes and holiday lets.
- 14.8 DALC #57 2021 Newsletter Autumn Events and Training Cllrs are informed that DALC is providing 'Responding to Planning Applications' training that may be of interest to councillors.
- 14.9 Temporary Traffic Notice Broadpark Style Cross to Bennetts Cross, Harberton Cllrs are informed of the road closure from 13th – 14th October 2021 for tree safety works.
- 14.10 Citizens Advice South Hams AGM Cllrs were informed of an invitation to attend the AGM on 1pm - 1.30pm Tuesday 26th Oct 2021, held on Zoom.
- 14.11 Overwhelming Public Support for Council's Rewilding Plans Cllrs are informed via press release that 97% of 1000 respondents replied positively to the council's proposals to improve biodiversity in the district. 90% were happy with proposals to relax grass-cutting regimes, leaving areas of long grass along the verges and edges of parks, as well as introducing planting of new areas of wildflowers. The full report can be found here: www.southhams.gov.uk/Executive

15. Finance

- 15.1 Notice of income and expenditure since last meeting. None reported.
- 15.2 To consider payments as per the October payment schedule **It was RESOLVED** to make the following payments:
 - 15.2.1 Payment 2110_1 to Cat Radford, payslip dated 22nd Oct 2021 includes Clerk Oct salary at £441.31 and Neighbourhood Plan Oct salary at £50.92 = £492.23 no VAT
 - 15.2.2 Payment 2110_2 to Cat Radford, Clerk expenses claim dated 7th Oct 2021 includes mileage at £10.89 and Broadband costs at £14.99 = £25.88 no VAT
 - 15.2.3 Payment 2110_3 to South Hams District Council for invoices 22146918 & 22147010 Annual insurance and inspection fee for Harberton and Harbertonford play areas 2021/22 @ £420 plus £84 VAT = £504
 - 15.2.4 Payment 2110_4 to Spencer Fields Larcombe for Invoice 483: Alterations made to steel railing panels = £375 no VAT
 - 15.2.5 Payment 2110_5 to Dart Forest Tree Works for invoice B938: Undertake a ground based visual tree assessment of the specific trees growing within the Harberton Playing Field and Harbertonford Park @ £495 plus £99 VAT = £594
16. **E-Circulars** Cllrs were informed of the the E-Circulars received. Parish Councillors can request any of the newsletters to be forwarded.
17. **Matters at the discretion of the Chairman: Councillors' reports and items for future agendas** No matters were raised.
18. **Date of next ordinary meeting** Tuesday 9th November 2021.