

HARBERTON PARISH COUNCIL

Minutes of the ordinary meeting of Harberton Parish Council held at 7.30pm on Tuesday 9th November 2021 at Harbertonford Village Hall.

In Attendance

Harbertonford Councillors

Cllr Beamish: Present
Cllr Bowley: Present
Cllr Hambly: Present
Cllr Thomas: Elected item 4
Cllr Simon: Elected item 4
Cllr Waite: Present

Harberton Councillors

Cllr Camp: Present
Cllr Croft: Present
Cllr J Hockings: Apologies
Cllr S Hockings: Apologies
Cllr Williams: Present
VACANCY

Others

D.Cllr McKay: Present
C.Cllr Hodgson: Present
Clerk Ms Radford: Present
Members of the Public: 7 (5 following item 4)

Public Session

- i) A member of Sustainable Harbourne Valley (SHV) was in attendance to introduce agenda item 13.2.2: proposals to plant a fruit corner in Harbertonford Park and to answer councillor questions. The proposal is to plant a small community orchard of plums, pears and apples on the steep slope and to use the chain link fence separating the play area from the school as a vertical growing space to train berries and flowering climbers to provide additional habitat for existing birds and wildlife and increase biodiversity. Fruit will be freely available for local people to harvest. SHV would also like to use the site to hold community events that are food related, apple pressing days, wild food cookery sessions and fruit pruning lessons. Funding for the project will be sought and managed by SHV with the primary school and local community invited to join with tree planting and establishing the fruit corner from the outset. The representative reported that sessions with children in years 3 and 4 have already taken place. Longer term maintenance would be undertaken by SHV volunteers, some who are experts in fruit tree growing and will train up more people to help with the maintenance as well. Parish Councillors raised concerns of the strength of the fence, commenting that it is more brittle than it first appears and this should be taken into account if planning to use as a climbing surface. Following comments, it was confirmed that thornless varieties would be sought. Comment was made on ensuring that planting would not enable the fence to be climbed from either side.
- ii) A number of members of the public (MoP) attended the meeting in their roles as trustees and members of SHV to ask for the Parish Council's support on proposals to declare a climate emergency. It was commented that SHV was established in response to the Parish Council's wish for a community group to be formed. Supporting proposals to declare a climate emergency would be a mark of acknowledgement that what SHV is trying to achieve is of value in the Parish.
- iii) Two MoP spoke to nominate themselves to be co-opted to the Parish Council. Both introduced themselves and the reasons why they would be interested to join the Parish Council. See item 4.
- iv) The owner of Daynes Farm addressed the Parish Council within the public session to comment that he has been overwhelmed by letters of support for the proposed farm shop and should the Parish Council attend the Development Management Committee meeting to give the Parish Council's view on application 3155/20/FUL this would be welcome.

Agenda

1. **Apologies** were read to the Council and sanctioned.
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: Item 9.4 Clerks' Update. The update would include the Parish Council's response to an invitation to attend the meeting of South Hams District Council's Development Management Committee meeting to give the Parish Council's view on application **3155/20/FUL**. As Cllr Camp is the applicant, he left the meeting whilst this was discussed.
3. **Reports for information from:**
 - 3.1 County Councillor (C.Cllr) The C.Cllr's report was circulated to cllrs ahead of the meeting. The following issues were highlighted:
 - 3.1.1 Adult Social Care The Portfolio Holder for Adult Social Care had provided a report which the C.Cllr had made available for cllrs to read. The C.Cllr commented on the 'Proud to Care' campaign to raise the profile of care work as a professional career with the object to increase recruitment.
 - 3.1.2 Meeting with the Chief Officer for Highways, Infrastructure Development and Waste It was reported that this was an exploratory meeting with the Chief officer, who has taken several actions away to report back on shortly. The C.Cllr reported that the officer who did the work on redesign of the A381 is off long-term sick, but the project is in hand.
 - 3.1.3 20mph zones The C.Cllr's report includes a link to a report on the public consultation on the 20mph trial in Newton Abbot, suggesting that cllr might take the opportunity to comment that the Parish is not like Newton Abbot so why do we have to wait for this trial before can consider 20mph zones in our local areas.

- 3.1.4 Crossing on the Western Bypass at the Plymouth Road The C.Cllr commented on site meeting to discuss creation of a new crossing, commenting on initiatives to get people out of cars to reduce maintenance costs and improving air quality were required.
- 3.1.5 Bus Services Devon County Council (DCC) has bid for £34m to the Government for improvements to bus routes. It has been suggested that a direct reinstatement of direct hourly services from Totnes to Torbay Hospital would be beneficial. The C.Cllr has asked about rural routes in the morning and evening to enable people to use buses for commuting
- 3.1.6 COPnes The C.Cllr circulated fliers with the programme for to local response to COP26.
- 3.2 District Councillor (D.Cllr)
- 3.2.1 Waste The D.Cllr reported that he and other members of the District Council were invited to visit the material recycling facility to show the waste is being sorted. The D.Cllr commented that he went as a sceptic and was impressed at how effectively the waste was sorted on site, separating and converting 95% of the waste. Given all the problems of curb side recycling have serious questions how far the District Council should go to continue. It was reported that the contractors are expected to produce a recovery plan but this has still not been received. Cllrs asked if there was an absolute deadline on a way forward to resolving the recycling issues. The D.Cllr replied that a deadline of 31st December was given by the Local Authority, but there was no real deadline to resolution. It was commented that very few residents in Harberton have the new boxes and bags for collection.
- 3.2.2 Climate Change and Biodiversity Action Plan It was reported that six local organisations were invited to present to the new task and finish group to convince the members of the group how they could work with the council to achieve some real targets, how they are related to the Paris agreement and SHDC's role in achieving those targets, and how those actions will be measured over time. The community forum will be reformulated to enable the Council to work with partners. The D.Cllr commented that the Council needs to be more outward looking to tackling these problems.
4. **Co-option of Parish Councillors** Cllrs were reminded that three vacancies exist on the Parish Council, two in the Harbertonford Ward and one in the Harberton Ward. Harbertonford residents Prana Simon and Hannah Thomas were in attendance to nominate themselves for co-option, having completed and submitted a nomination form declaring their eligibility. Both were nominated, seconded and duly elected as councillors to the Harbertonford Ward. Both signed declarations of acceptance of office in front of the Clerk and were provided with Declaration of Interest forms to complete within 28 days of co-option. Both had received the agenda and papers for the meeting and continued participation in the meeting as Parish Councillors.
5. **Minutes** Following minor amendments **it was RESOLVED** to sign the minutes of the Ordinary Meeting of the Parish Council 12th October 2021 as an accurate record.
6. **Report Matters Arising from the Minutes** for information only
- 6.1 Harberton Devon Air Ambulance clearance area sign Ongoing
- 6.2 Harberton bus shelter repair Ongoing.
- 6.3 Neighbourhood Plan Development It was reported that three members of the Harberton Parish Neighbourhood Plan (HNP) Steering Group had now resigned. It had been proposed to hold a meeting with South Hams District Council (SHDC) Neighbourhood Planning Officer. A date was being sought that was convenient for all expected attendees.
- 6.4 Harbertonford bus shelter maintenance It was reported that Cllr Waite had inspected the outer fascia cross beam on the structure and concluded that no imminent danger of collapse exists. He will however sketch a re-design of the Portal support assembly. Painting works to the bus shelter are now finished with thanks to Graham and Jackie Clayton and a new internal notice board is being made up and fitted.
- 6.5 Maintenance and Lengthsman Services (Cllr Waite and the Clerk) Ongoing.
7. **Planning**
- 7.1 Consideration of planning applications
- 7.1.1 3844/21/LBC Listed Building Consent for the removal and replacement of existing damaged rooflight at Oaken 3 Hernafor Barns Harbertonford **It was RESOLVED** to SUPPORT the application.
- 7.1.2 3814/21/HHO Householder application for removal of outbuildings and replacement with dining room and home office/bedroom at 6 Riverdale, Harbertonford **It was RESOLVED** to SUPPORT the application with a comment to request that the recommendations of the ecology report are conditioned
- 7.2 Receive a report on planning or appeal decisions The following decisions of the planning authority were reported:
- 7.2.1 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 **REFUSAL**
- 7.2.2 2952/21/TCA Proposed works: T1: Copper Beech - Crown height reduction by up to 3m on over extended leading branches at top of canopy and crown height reduction by up to 2m on all sides due to excessive shading; T2: Pear - Reduction of 2 limbs at approx 3m from ground on South West side by up to 2m due to overextension at The Old Forge, Old Road, Harbertonford. **NO OBJECTIONS RAISED.**

- 7.3 Receive a report on enforcement cases A hard copy of the enforcement caseload had been received by the clerk and cllrs would be informed of any new cases.
8. **Draft Memorandum of Understanding (MoU) regarding planning applications with South Hams District Council** Cllrs discussed the draft MoU to consider whether it would agree to enter into the MoU with the District Council. **It was RESOLVED** that the Parish Council would note the MoU for reference as a useful document for councillors to refer to.
9. **Monthly reports**
- 9.1 Finance Committee update The next meeting of the Finance Committee will be in January to draft the 2022/23 budget. Councillors were reminded that the Ordinary Meeting of the Parish Council in December will include an opportunity for suggestions to be made on projects that would require an increase to the precept to action.
- 9.2 Community Land Trust update Cllr Williams commented on ongoing challenges with solicitors.
- 9.3 Sustainable Harbourne Valley (SHV) update Cllr Croft reported that the collaborative family fun day at Harberton Playing Field was really well attended and really successful.
- 9.3.1 Motion for Harberton Parish Council: Declaring a Climate and Biodiversity Emergency A paper had been circulated in advance of the meeting from the Trustees of Sustainable Harbourne Valley (SHV) asking the Parish Council to declare a climate and biodiversity emergency in line with other local councils. It was noted that SHV was formed following the Parish Council's call for establishment of a group to raise awareness amongst parish residents and to carry out actions in response to concerns around a global climate emergency that were meaningful and relevant to the Parish community. The paper commented that if the Parish Council were to declare a Climate and Biodiversity Emergency, then the diverse projects which SHV is busy developing within the parish community would be seen by all to be fully supported by the Parish Council and an integral part of collective responsibility for taking mitigating action within a democratic system. Following discussion **it was RESOLVED** to declare a climate and biodiversity emergency.
- 9.4 Clerk's update *Cllr Camp left the room whilst this item was discussed. Cllr Williams took the Chair.*
- 9.4.1 Bottle Bank It had been reported that the bottle bank had been removed to be emptied but not replaced. This has been followed up with the Localities Team who have advised that this could be due to there being a lack of serviceable bottlebanks being available at present, or potentially due to there being insufficient space or access to deliver a bottle bank while vehicles are parked in the space in its absence. There was discussion on how cllrs could support the creation of space to allow delivery, by putting notices on cars, or installing a trailer in the space that could be removed on arrival of a replacement bottle bank. **It was AGREED** that the clerk would request a date on which the bottle bank could be expected to be delivered to allow a space to be prepared.
- 9.4.2 Invitation to attend Development Management Committee 10th November Cllrs were reminded that an invitation to attend the meeting of the Development Management Committee to give the Parish Council's view on application 3155/20/FUL Erection of farm shop/butchery building and provision of associated infrastructure at Daynes Farm had been circulated. As no councillors appeared to be available to attend, the Case Officer had offered the option for a statement to be read out at the meeting instead. **Cllrs agreed** that they would like the opportunity for the original recommendation of support to the application to be read to the committee, and to take the opportunity to further comment that in light of the current supply chain crisis, the self sufficient, zero miles model for butchery on site proposed by Daynes Farm is even more important. **ACTION: The Clerk** would forward these comments to the Case Officer. *Cllr Camp re-joined the meeting, taking the Chair.*
10. **Double Yellow Lines**
- 10.1 Packs Close Following the last meeting cllrs provided an amended drawing showing location of proposed double yellow lines/'no waiting' restrictions on Woodland Road flanking both sides of the entrance to Packs Close. As Devon County Highways (Highways) had queried the Parish Council's recommendation the suggestion that double yellow lines are painted in front of the existing disabled bay on Woodland Road for the length of one car parking space were confirmed. The reason being that if a car parks in front of that disabled space, no large vehicles can get through.
- 10.2 Old Road – A381 Junction The Clerk had submitted a question to Highways asking if anything could be done to prevent vehicles parking overnight on the junction between Old Road and the A381, by the bridge and opposite the Post Office. Highways had responded that the only option to stop this happening permanently would be double yellow lines. As the deadline for submission for proposals to Highways and Traffic Orders Committee (HATOC) was imminent a plan was submitted showing a proposed restriction and has been provisionally added to the list for consideration. Highways commented that without applying the yellow line along the whole length of Old Road it may push the vehicle down into the narrower section to become obstructive. There was discussion on whether it was possible to install either a double, or single yellow line so close to the junction. **It was RESOLVED** to support proposals for a double yellow line as indicated by Highways and await the outcome of the committee's decision.

11. **A381 – Speed Indicator Device proposal** A proposal drafted by the D.Cllr had been circulated in advance of the meeting for Parish Council consideration proposing that Harberton Parish Council installs 2 Speed Indicator Devices on the A381 through Harbertonford, one facing north for southbound traffic and one face south for northbound traffic with four proposed locations. The paper commented that it is courteous to ask the Neighbourhood Highways Officer for advice on where to locate them. Research on costs indicated that signs cost £3000 each. It was commented that an application could be submitted to the Community Benefit Fund to support some of the cost. It was reported that a local resident has offered a donation to meet costs. There was discussion on the pros and cons of installing battery operated versus solar powered signs and models available that enable retrofitting; discussion on rental for a trial period to see if installing the signs has any impact before committing to purchase; comment on permissions required to install on telegraph or lighting poles. **ACTION: It was agreed** the Clerk take the proposal to Highways to indicate that this is what the Parish Council wants to do, to reiterate the Parish Council's understanding of the process and ask if there are any objections to the proposed locations.
12. **Receive and Review Tree Condition Assessment** The report compiled by Dartforest Trees following an inspection of the trees in Harberton Playing Field and Harbertonford Play Park on 11th September had been circulated to all cllrs to review. It was noted that the only recommendation was to cut back and branches overhanging footpath from school to play park and to crown raise to give 2-3 metres clearance overhanging footpath. **ACTION: Cllr Bowley** volunteered to do this tree work.

It was reported that the Clerk had asked the arborculturalist to comment on any elm trees seen in Harberton, as none were listed in the tree survey, who commented that he did see some elms and some dying ash but they are all relatively low risk.

The arborculturalist would advise the next survey to be done mid-summer rather than later in October. **It was RESOLVED** that the clerk request a date be pencilled in for June 2021.

13. Harberton Parish Parks and Playing Fields

13.1 Harberton Playing Field

- 13.1.1 Harberton Playing Field Association (HPFA) update The HPFA had reported that the over 150 people came, taking part in singing, craft and sustainability activities, plus tea and cake. Pictures of the event were provided. The HPFA commented it was great to partner with Sustainable Harbourne Valley group. The Parish Council was thanked for the Community Benefit Fund grant.
- 13.1.2 Update on Elms under TPO Cllrs were informed that the new owner of land that borders the Harberton Playing Field exchanged correspondence with SHDC tree specialist requesting a visit to validate the status of TPO 102 with an amendment or cancellation as it does not represent current circumstances. There is little evidence of the 11 trees included the 1970s TPO, possibly due to Dutch Elm disease or the natural lifecycle of the elm. One elm and possibly the remains of a couple of others have been identified, inside the playing field boundary and not relevant to planned tree works by the new neighbouring land owner. The SHDC tree specialist has responded that whilst the Local planning Authority understands that TPOs may need updating from time to time SHDC are currently unable to do so due to resource issues. The Officer is pleased to understand from the correspondence that the Parish Council is acting diligently and have full knowledge of what is protected within this particular order.
- 13.1.3 Discussion on the boundary fence options Cllrs had not had a look to be able to comment on specific circumstances. It was commented that the Parish Council's obligation is to have the boundary marked. The physical bushes actually make the boundary with the proposal to plant more hedging. As Cllr S.Hockings was not in attendance it was agreed to note comments and carry forward.

13.2 Harbertonford Play Park

- 13.2.1 Update on park improvements It was reported that Cllrs Beamish, Bowley, Camp, Waite and the Clerk were joined by 3 volunteers to begin work on removal of the wooden play structure in the park. The tower and tangle were dismantled, and the slide removed for storage until its replacement elsewhere in the park can be arranged. In removing the equipment it was noted that the slide, a flexible climbing wall and footings of the tower are embedded within concrete underneath the wet pour, and removal will create large holes that need to be made safe before the area can be fully opened to the public. A decision needs to be made as to whether to temporarily repair what will become deep holes, or whether to use some of the funding allocated to remove the wet pour area in its entirety and return to grass whilst plans for redevelopment are considered. Whether this is something that can be undertaken by volunteers or whether a contractor is required to undertake the works is for consideration. Currently the remains of the structure are covering the hole left by the slide, and Heras fencing was replaced over this section. It was reported that voluntary labour had been offered should the Parish Council cover the costs of a digger. More research is required to assess options.
- 13.2.2 Consider 'Harbertonford Park Fruit Corner' proposal See introduction to proposal in public session at item i) for SHV to plant fruiting trees and berry bushes in the park. Cllrs reiterated concerns of the strength of the fence, which should be taken into account if planning to use as a climbing surface. Thornless varieties of

berry and climbing plants would be sought. Comment was made on ensuring that planting would not enable the fence to be climbed from either side. Taking those issues into account, **it was RESOLVED** to support the proposal for the Harbertonford Park Fruit Corner.

13.2.3 Consider inspection reports (If received) No inspection report had been received to review.

14. Correspondence

- 14.1 Temporary Traffic Notice - MORELEIGH ROAD, Harberton (TTRO2242727) Notice of road closer from 10th - 12th Jan 2022 installation of 5 x new water service pipes in one trench from privately owned field, across road, to privately owned field.
- 14.2 Council Reluctantly Suspend Garden Waste Collection Until Spring Cllrs are informed by press release that the Executive Committee of South Hams District Council (SHDC) reluctantly agreed to continue the suspension of the garden waste collections until spring 2022 due to driver shortages and the impact that reinstating the service could have on the waste, recycling and clinical collections that the Council legally has to provide.
- 14.3 DALC Newsletter #61 2021 Cllrs were informed that the issue includes information on the new Chairman for DALC, a call for examples of climate-action by member councils that could act as examples to other councils, COVID and health news, including updates on the pressure of NHS services, Connecting Devon and Somerset's announcement of the expansion of the Mobile Boost Programme to upgrade indoor 4G coverage in "not-spot" areas and news that the National Employers have informed NALC that the trade unions have all rejected the final pay offer for Council staff (including increases to Clerk's salaries). It is likely that the final pay agreement will be delayed.
- 14.4 Totnes Neighbourhood Plan – Consultation on a New Policy: C12 – Former Dairy Crest Site **It was RESOLVED** that the Parish Council respond to the consultation on a proposed new policy within the Totnes Neighbourhood Plan about the former Dairy Crest site, offering full support to Totnes Town Council in the inclusion of the new policy. <https://www.totnestowncouncil.gov.uk/your-community/neighbourhood-plan/>
- 14.5 Temporary Traffic Notice - A381, Devon (TTRO2142817) Cllrs were informed of the closure of the A381 Totnes, Totnes to Churchstow between the hours of 19:00 – 7:00 8th – 12th November inclusive for road stud maintenance.
- 14.6 Devon Highways Cllrs were advised of two Devon Highways publications in circulation: the winter edition of 'Roadmap' (Highways e-circular) and a Snow Warden update. The Snow Warden update was circulated to all Snow Wardens who have provided an email address. Following Cllr Phillips resignation there is no Snow Warden in Harberton. Cllr Bowley commented that despite requests, training has not been forthcoming. Cllr Williams has informed the Chair and Clerk of his resignation from the role of Flood Warden to the Parish Council. **It was RESOLVED** to discuss filling both roles under an agenda item at the next meeting. The [online Snow Warden form](#) should be completed to update the register.
- 14.7 20211019 Devon Climate Assembly Report Cllrs are informed of the recent publication of the report covering the findings of the Devon Climate Assembly - a group of 70 individuals from across Devon who came together over the summer to vote on what they wanted to see included in a low-carbon future for Devon. The report can be read in full here: <https://www.devonclimateemergency.org.uk/citizens-assembly/>
- 14.8 Your SLCC Membership Renewal Notice **It was RESOLVED** to renew the Clerk's membership of that Society of Local Council Clerks is due at a cost of £112.00.
- 14.9 DALC Newsletter #62 2021 Cllrs were informed that this issue includes a link to research being undertaken by Devon County Council, the Woodland Trust, Saving Devon's Treescapes Project and DALC to support tree planting initiatives. **It was RESOLVED** that a questionnaire to establish the extent of past/current tree planting initiatives in Parishes and to gauge the level of interest in support be completed. **ACTION: The Clerk** would respond that the Parish Council would like to plant trees in the future, can allocate 'odd corners/patches of ground for a small number of individual trees' and would welcome advice from the Woodland Trust, Devon Wildlife Trust or Devon County Council to support planting ambitions. The newsletter also contains links to 'Right Place, Right Tree' guidance, aiming to help with tree planting schemes or woodland creation in Devon. The guidance was launched at DALC's conference on behalf of the Devon Local Nature Partnership. A download to guidance on complying with website accessibility guidelines as required of Parish Councils as smaller local authorities is also shared and has been downloaded by the Clerk to make the annual checks to the Parish Council's website and to update the Accessibility Statement.
- 14.10 New funding will help local businesses and communities to get together and grow stronger Cllrs were advised by press release of a scheme to which a business can bid for a grant to cover or part-cover the costs of setting up a new business initiative that will have a positive impact on others in the community or other local businesses. The scheme is open to applications between 1st – 30th November 2021.
- 14.11 Council News - Mobile Booster Scheme Available Cllrs were informed by news bulletin of the scheme which allows businesses and households to apply for an £800 voucher which can be used to buy a mobile signal booster from a registered scheme supplier. The booster will in turn help to improve indoor mobile coverage for the premises in question by improving 4G coverage.
- 14.12 Highways Parish & Town Council Conferences 2021 Cllrs were informed that the Devon Highways Annual Parish and Town Council conference will take place online on the mornings of 24th and 25th November 2021 to cover subjects such as Pothole management; Drainage and vegetation; Community Self Help; Parking and

enforcement concerns; Tree Management; Opportunity to meet the Highways team. As the conference will take place online, it was of less interest to cllrs who usually attend. It was agreed the Clerk request recordings if they are made available.

- 14.13 Invitation for Devon's second Local Councillor Climate Emergency Support Network - 30th November 2021 Cllrs were informed of the invitation to the second networking meeting. The newsletter also gives notice of an online skillshare event at 10am on 13th November and reference to a briefing paper from Action for Communities in Rural England, looking at Carbon Net-Zero and Rural Communities. Cllr Croft agreed to have a look at the agenda and consider attending if relevant.
- 14.14 Temporary Traffic Notice - Moreleigh Road and Hernaford Road, Harberton (TTRO2142962) Cllrs were informed of the road closure between Moreleigh Road and Hernaford Road, Harbertonford on 25th and 26th November for drainage works.
- 14.15 DALC Newsletter #63 2021 Cllrs were informed that this edition includes the launch of a survey to look at the impact of returning to face to face meetings, to which the clerk has responded. NALC has published a new report on [what can local councils do on climate change](#) (HTML), which paints a picture of how climate change is being tackled by local councils and the challenges they are facing.
- 14.16 Advanced Notice of Roadworks Cllrs were advised of a road closure affecting Woodcourt Road from 22nd – 26th Nov to carry out repairs to the road surface. Access to properties will be maintained during the closure.
- 14.17 Road closure notice - Bow Road, Harbertonford, Harberton Cllrs were advised of a road closure on 24th November for road surface repair works.
- 14.18 Free trees for planting projects - Harberton Parish Council, Devon Cllrs were informed of an approach by eforests offering free trees to plant on publicly accessible land. The trees are funded by eforest clients, both individuals and companies, who want to have trees planted on their behalf and be able to visit them. Projects ideally should be for more than 150 trees (excluding any hedgerow). Trees don't need to be planted in one area, they can be dotted around several locations. Parish Councils that do not have space for 150 trees can team up with neighbouring parish councils to combine tree requests. During discussion cllrs queried whether there would be proper resources for management going forward. It was queried where trees are coming from, how they are funded – i.e. not to offset carbon emissions. **ACTION: Cllr Simon** agreed to look into the company and report back.
- 14.19 Citizens Advice South Hams Annual Report and funding request Following receipt of their annual report and request for funding, **it was RESOLVED** to make a donation of £200 to Citizens Advice South Hams.
- 14.20 Parish Council relevant The clerk circulated links to 'Stir to Action' webinar series on flatpack democracy, the Art of Invitation and Community Building in times of crisis as requested by now co-opted Cllr Simon: <https://www.stirtoaction.com/webinar/engagement-participation> (HTML).
- 14.21 COPnes 26 Cllrs were informed that Town and Parish Councils have been asked to circulate information about four Online Webinars bringing the issues of COP26 home to Totnes and the South Hams. As short notice was given the clerk was unable to circulate before the first event 'Levelling Up in the Climate Crisis' took place however all events will be recorded and will be published for view. Further events advertised include 'Democracy in a Climate Crisis: Who is really in control?' and 'The Environment Bill versus the CEE Bill: What it means for us'.

15. Finance

- 15.1 Notice of income and expenditure since last meeting The following was noted for the minutes:
24th September 2021 INCOME £9,465.00 from South Hams District Council. Second and final precept payment.
25th October 2021 Direct Debit £35.00 to the Information Commissioner's Office was paid as expected
- 15.2 To consider payments as per the November payment schedule*
- 15.2.1 Payment 2111_1 to Cat Radford, payslip dated 22nd November 2021 includes Clerk Nov salary at £441.31 and Neighbourhood Plan Nov salary at £50.92 = £492.23 no VAT
- 15.2.2 Payment 2111_2 to Cat Radford, Clerk expenses claim dated 4th Nov 2021 includes mileage at £10.89, reimbursement for purchase of wet pour kit at £116.20 and Broadband costs at £14.99 = £142.08 no VAT
- 15.2.3 Payment 2111_3 to Harbertonford Village Hall for room hire = £85 no VAT
- 15.2.4 Payment 2111_4 to Society of Local Council Clerks for annual membership renewal = £112.00
- 15.2.5 Payment 2111_5 to Citizens Advice South Hams £200

16. **E-Circulars** Cllrs were informed of 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

- 17.1 Thank you to Cllr Gwen Janes Following her resignation it was proposed and agreed that cllrs give a physical representation of appreciation to Cllr Janes for her long service to the Parish Council. The clerk will follow up Cllr's suggestions.

18. **Date of next ordinary meeting** Tuesday 14th December.
Meeting closed at 22:17