

## HARBERTON PARISH COUNCIL

Agenda for the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 10<sup>th</sup> May 2022 at Harbertonford Village Hall.

### Public Session

Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

### Agenda

<b>1. Apologies</b>
<b>2. Declaration of Interests</b> 2.1. <u>Register of Interests: Cllrs are reminded of the need to update their register of interests.</u> 2.2. <u>To declare any interests (nature and scope) on items on the agenda.</u>
<b>3. Reports</b> for information from: 3.1. <u>County Councillor</u> 3.2. <u>District Councillor</u>
<b>4. Minutes</b> 4.1. Consider approval of the minutes of the Annual Parish Meeting 12 <sup>th</sup> April 2022* 4.2. Consider approval of the minutes of the Ordinary Meeting of the Parish Council 12 <sup>th</sup> April 2022*
<b>5. Report Matters Arising from the Minutes</b> for information only 5.1. <u>Harberton Devon Air Ambulance clearance area sign</u> (Clerk) 5.2. <u>Maintenance and Lengthsman Services</u> (Clerk) 5.3. <u>Harberton Parish Emergency Plan</u> (Clerk/Cllr Paine/Cllr Simon) 5.4. <u>Trees in Harberton and Harbertonford Parks</u> (Clerk/Cllr Bowley) 5.5. <u>Harbertonford Vehicle Activated Signs</u> (Clerk)
<b>6. Planning</b> 6.1. <u>Consideration of planning applications</u> 6.1.1. <a href="#">1034/22/HHO</a> (html) and <a href="#">1035/22/LBC</a> (html) Householder application and listed building consent for proposed reinstating of side entrance and new canopy at 2 Steps Cottage, Old Road, Harbertonford 6.1.2. <a href="#">1238/22/CLE</a> (html) Lawful Development Certificate for commencement of development approved under 0626/18/FUL (Conversion of existing stone barns to two dwellinghouses with garages)(Resubmission of 4659/21/CLE) at Moore Farm, Harberton 6.2. <u>Receive a report on planning or appeal decisions</u> 6.3. <u>Receive a report on enforcement cases (for information only).</u>
<b>7. Monthly reports</b> 7.1. <u>Finance Committee update</u> 7.2. <u>Community Land Trust update</u> 7.3. <u>Sustainable Harbourne Valley update</u> 7.4. <u>Neighbourhood Plan update</u> 7.5. <u>Harberton Playing Field Association (HPFA) update</u> 7.6. <u>Clerk's update</u>
<b>8. Harbertonford Playpark</b> 8.1. Consideration of inspection report* 8.2. Consideration of valuation of remaining park assets
<b>9. Document review</b> required as part of annual audit 9.1. Statement of Internal Control* 9.2. Review of Parish Council Risk Assessment* 9.3. Grants and Proof of Need Summary 2021/22* 9.4. Confirmation of bank signatory arrangements 9.5. Approval of Standing Orders and Direct Debits 9.6. Protocol on recordings of meetings* 9.7. Treatment of anonymous letters*
<b>10. 2021/22 Annual Governance and Accountability Return (AGAR)</b> 10.1. <u>Receive Internal Auditor's report and note observations</u> 10.2. <u>Review the one-page Addendum to the Annual Governance and Accountability Return</u> 10.3. <u>Annual Governance Statement</u> 10.3.1. Consider the findings of the review by the members meeting as a whole 10.3.2. Approve Governance Statement 10.4. <u>Annual Accounting Statements</u> 10.4.1. Consider the Accounts Statements by the members meeting as a whole 10.4.2. Approve the Accounting Statements by resolution 10.4.3. Ensure the accounting statements are signed and dated by the person presiding at the meeting 10.5. <u>Consider Notice of Date of Commencement of Period for the Exercise of Public Rights</u>
<b>11. Maintenance and Lengthsman services</b> consider Totnes Town Council's response to proposals.

<p><b>12. Correspondence*</b></p> <p>12.1. <u>20220407 District Council Raising Awareness of Climate Change</u> <i>For information</i></p> <p>12.2. <u>20220408 Rewilding tours @ Lower Sharpham Farm</u> <i>For information</i></p> <p>12.3. <u>20220419 Garden Waste, Where We Are – An Open Letter</u> <i>For information</i></p> <p>12.4. <u>20220425 9,000 Households First to Receive Energy Rebate</u> <i>For information</i></p> <p>12.5. <u>20220426 District Council Respond to Recent Article</u> <i>For information</i></p> <p>12.6. <b>20220429 The state of Parish roads</b> <i>For consideration</i></p> <p>12.7. <b>20220505 St Peters Harbertonford</b> <i>For consideration</i></p>
<p><b>13. Finance</b></p> <p>13.1. <u>Notice of income and expenditure since last meeting.</u></p> <p>13.2. <u>To consider payments as per the May payment schedule*</u></p>
<p><b>14. E-Circulars for information</b>, including 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, Green Lanes Environmental Action Movement (GLEAM), Harberton Village Email, Healthwatch Devon, Information Commissioners Office, Rural Services Network, SLCC Membership, Torbay and South Devon NHS Foundation Trust.</p>
<p><b>15. Matters at the discretion of the Chairman:</b> Councillors' reports and items for future agendas Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.</p>
<p><b>16. Date of next ordinary meeting</b></p>

*\*indicates papers are provided.*