

HARBERTON PARISH COUNCIL

DRAFT Minutes of the ordinary meeting of Harberton Parish Council at 7.45pm on Tuesday 10th May 2022 at Harbertonford Village Hall. *Having been advertised to commence at 7:30pm the meeting was late to begin due to the Annual Meeting of the Parish Council overrunning by 15 minutes.*

In attendance

Harbertonford Councillors

Cllr Beamish: Present
Cllr Bowley: Present
Cllr Hambly: Present
Cllr Thomas: Late
Cllr Simon: Present
Cllr Waite: Present

Harberton Councillors

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

Others

D.Cllr McKay: Present
C.Cllr Hodgson: Present
Clerk Ms Radford: Present
Members of the Public: 1

Public Session

- i) A member of the public (MoP) spoke to the Parish Council about work to bring the shop in Harbertonford into community ownership. A business plan and share offer has been approved by Power to Change as conforming to national standards. It was commented that this is an important step so that investors can have confidence in the business plan. It is planned that the share offer begins on 10th June and will run for 6 weeks, with posters and banners in place shortly to raise local awareness. Cllrs were informed that the current owner has been fully briefed on all developments. An application is being made for £25,000 of grant funding to support the project.
- ii) Speaking as an MoP a Cllr informed that Parish Council that a the Secretary of State has ruled in favour of the appeal made by the developer of the Mill in Harbertonford and asked if there were any recourse. It was suggested that the MoP write to the Ward member as an affected resident.

Agenda

1. **Apologies** were received as above. **It was RESOLVED** to sanction apologies.

2. Declaration of Interests

- 2.1. Register of Interests. Cllrs were reminded of the need to update the register if their circumstances changed.
2.2. To declare any interests (nature and scope) on items on the agenda. No interests were declared.

3. Reports for information from:

- 3.1. County Councillor (C.Cllr) The C.Cllrs report was circulated by email that morning.
- 3.1.1. Speed Limits It is expected that feedback in response to applications made to Highways for new 20mph speed limits will be made in June or July.
- 3.1.2. COVID anxiety It was reported that following the reduction in COVID-19 restrictions there had been reports of some mental health challenges in schools in response to lack of certainty about returning to school.
- 3.1.3. Bus Services It was reported that services have continued to be cut – new timetables have been included in the C.Cllr report. Funding was secured to support the services but not as much was expected and will disappear very quickly.
- 3.1.4. Ukraine Devon County Council (DCC) still doing a lot to lobby for improvements to process of settling families in the UK, providing information to Government so that the issues and errors can be recognised.
- 3.1.5. Potholes The C.Cllr has received a lot of pothole complaints. People are using the 'report it' system and this helps speed up the repair process. It was noted that all the potholes have now been marked up, however it was commented that often the marking have worn away by the time they are attended to.
- 3.1.6. Slow Hedgehog stickers Livewest have produced 'Slow Hedgehogs please drive carefully' signs to stick on bins. Details were shared with Sustainable Harbourne Valley to get in touch. The D.Cllr said that toad crossing signs have been stolen in Ashprington, including those protected with with bolts.
- 3.1.7. KEVICC fields The C.Cllr commented that Totnes Town Council is seeking to purchase the fields and buildings to preserve as a community asset rather than developed as housing. The secretary of state will have final decision on previously public land being sold for development. The Parish Council was interested in writing a letter of support to the proposal to the school. **ACTION: Cllr Bowley** to draft a letter of support and forward to the Clerk.
- 3.1.8. Parking restriction In response to a query on when double yellow lines at Packs Close will be put in place the C.Cllr reported that an objection has been made from a member of the public. The Parish Council expressed continued support for the proposal.
- 3.2. District Councillor
- 3.2.1. Enforcement In an attempt to clear the case load backlog the D.Cllr has been through the caseload with the Enforcement Officer, highlighting cases for priority.
- 3.2.2. Waste It was reported that all Members now receive an email with information on which rounds have not been completed within the week, which makes for depressing reading. 100% of the brown bin collections were 'stood down' in the current week. Members have been told that the situation is coming to a head and something will happen soon.
- 3.2.3. Ukraine The Council has written a letter to the local MP deploring how the matter is being handled. A motion has been put forward with regard to the appalling policy in Rwanda and has been turned down by the monitoring officer.

4. Minutes

- 4.1. **It was RESOLVED** to approve the minutes of the Annual Parish Meeting 12th April 2022.
- 4.2. **It was RESOLVED** to approve the minutes of the Ordinary Meeting of the Parish Council 12th April 2022.

5. Report Matters Arising from the Minutes for information only

- 5.1. Harberton Devon Air Ambulance clearance area sign (Clerk) Ongoing
- 5.2. Maintenance and Lengthsman Services This would be discussed under agenda item 11.
- 5.3. Harberton Parish Emergency Plan Ongoing. No meeting has yet been arranged due to the Clerk's workload.
- 5.4. Trees in Harberton and Harbertonford Parks It was reported that the Clerk has booked the annual tree survey with Dart Forest Tree Works on 27th June 2022. The arborculturalist will make an annual review of the trees growing on Parish Council owned or leased land at Harberton Playing Field and Harbertonford Park. Work will be undertaken at the same cost as the 2021 survey at £495 plus VAT.
- 5.5. Harbertonford Vehicle Activated Signs It was reported that:
 - 5.5.1. The Clerk has spoken to the Academy Head about the location for the sign at the Primary School who has given consent for installation. The Clerk will also seek written consent from the Academy Trust. There is no update from volunteers on progress on purchase or installation at agreed locations on the A381.
 - 5.5.2. the Parish Council had been advised by DALC that if the Parish Council receives an asset as a gift at zero cost (such as by community asset transfer) then this can be included on the asset register with a nominal £1 value as a proxy for the zero cost. This would apply if the Parish Council were to become the owners of the Vehicle Activated Signs. An approximate cost should be provided to the Parish Council's insurers.

6. Planning

- 6.1. Consideration of planning applications
 - 6.1.1. 1034/22/HHO (html) and 1035/22/LBC (html) Householder application and listed building consent for proposed reinstating of side entrance and new canopy at 2 Steps Cottage, Old Road, Harbertonford **It was RESOLVED** to SUPPORT the application.
 - 6.1.2. 1238/22/CLE (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 No members of the Parish Council had any factual evidence from personal knowledge of the site, which might support or refute the claim.
- 6.2. Receive a report on planning or appeal decisions Cllrs were informed of the following decisions of the planning authority:
 - 6.2.1. 0618/22/COL Circular 14/90 application to replace the tall metal tower line with a less intrusive shorter pole line along the same route at Lower Torr (34ZTA105 tower) to Luscombe Cross (34ZTA46) No objection Recommend Approval
 - 6.2.2. 4728/21/ARC Approval of Details Reserved by Conditions (discharge) reserved by condition 4 of planning consent 0656/21/LBC at Woodcourt Farm, Woodcourt Road, Harbertonford, TQ9 7TY (Repairs to existing structural timber lintols and details of all installation of new lintols) Details of the extent and methodology for stonework repair and re-pointing. The condition was imposed in order to ensure that the works preserve the character of the listed building. The details have been reviewed by the District Council's heritage specialist and are not considered to be acceptable due to insufficient information.
 - 6.2.3. Receive a report on enforcement cases (for information only). A hard copy of the current enforcement case load was circulated between cllrs for information. There was discussion in relation to the location of verge encampments and whether all are included within the enforcement caseload, either listed under Harbertonford Parish or adjacent parishes. There was a discussion in which it was commented that there are some encampments that people feel unsafe passing on foot due to the aggressive behaviour of some occupiers. The C.Cllr commented that South Hams District Council (SHDC) has a Navigation Officer who can speak with encampment residents or escalate issues. of a navigation officer who can speak with caravan residents or escalate issues.

7. Monthly reports

- 7.1. Finance Committee update No update
- 7.2. Community Land Trust update No update in Cllr Williams' absence.
- 7.3. Sustainable Harbourne Valley (SHV) update Cllrs were informed that the charity had held its AGM at which Cllr Croft had stepped down as a trustee and new trustees had been appointed. The board of 8 trustees will now discuss their roles going forward. It was noted that Cllr Croft would no longer be in a role suitable for liaison between SHV and the Parish Council and that she would raise this matter with the charity's trustees. Cllrs were asked for their views on SHV's consideration of locations that would be suitable to site 'pay per hour' electric bikes in Harbertonford. Cllrs proposed the space outside the Harbertonford shop as it would have access to power, Harbertonford Village Hall and near the bus stop as suitable docking locations. The latter was considered appropriate as a bus could be taken to this location from the surrounding areas before hiring an electric bike to explore the area.
- 7.4. Neighbourhood Plan update Cllrs were informed that the next meeting would be taking place on Monday 16th May and that work was continuing to finalise a new Housing Needs Assessment and a new call for sites.
- 7.5. Harberton Playing Field Association (HPFA) update Cllrs were informed that the Annual Inspection has been undertaken by Allianz and the report submitted to the Parish Council. The report includes one category A

issue (something that needs immediate attention) which hasn't been picked up by South Hams regular reporting. The issue relates to the 'open' (i.e. larger) swing set: *"All removable links to eyebolts are excessively worn and should be renewed within one month. this is especially evident on the third swing from the village hall."* The Clerk forwarded the full report to the Chair of the HPFA as soon as it was received and had been informed that the main swings will be brought up to standard as soon as possible or removed temporarily if parts cannot be sourced within the month stated. It was commented that the other major job indicated in the report is for the HPFA to consider if the rocking horses are beyond realistic repair, and the faults with the roundabout. It was reported that at the last meeting of the HPFA members expressed a desire to give the play surfaces priority, given that this has been an issue for years now and was never sorted properly. It is expected that an application to the Community Benefit Fund will be made to support costs. It was also reported that the HPFA has decided not to be part of any potential jubilee celebrations in league with the Parish Hall due to lack of availability of the majority of the committee.

7.6. Clerk's update

- 7.6.1. It was reported that as the Parish Council had a lot to discuss this evening, the Clerk had carried the non-urgent discussion of parking in Harbertonford to the next meeting agenda.
- 7.6.2. It was reported that the Speed Detection Officer has found a suitable site from which to operate a Community Speed Watch, monitoring traffic from Halwell toward Totnes only. Now this site has been authorised a group of volunteers is required to undertake training for monitoring speeds. It is hoped the same volunteers will manage installation, siting and maintenance of the Vehicle Activated Signs. A short advertisement will go in Village Life.

8. Harbertonford Playpark

- 8.1. Consideration of inspection report It was noted that the holes in the safety surface are not yet filled. Cllr Beamish agreed to look at this as a priority. Wicksteed has been asked to provide information on how to make adjustments to the gate closure mechanism.
- 8.2. Consideration of valuation of remaining park assets As discussed at the Annual Meeting of the Parish Council it was noted that as the Parish Council had not purchased the play equipment in Harbertonford, that it should not be valued within the Parish Council's Asset register at its purchase value. The Parish Council had resolved at the Annual Meeting of the Parish Council on 10th May 2022 to amend the value of the adopted play equipment as transferred to the Parish Council with a nominal value of £1 as a proxy for the zero cost. It is therefore unnecessary to seek to revalue the remaining play equipment following partial removal of the Earthwrights wooden structure.

9. Document review required as part of annual audit

- 9.1. Statement of Internal Control was reviewed. **It was RESOLVED** to update the statement to reflect the change in internal auditor from South and West Internal Audit to IAC Audit and Consultancy.
- 9.2. Review of Parish Council Risk Assessment was reviewed. **It was RESOLVED** to make the following update under the 'Insurance' heading: An Asset Register is updated on an annual basis and ~~insurance is held at an appropriate level on all items.~~ loss or damage cover to be considered on an annual basis.
- 9.3. Grants and Proof of Need Summary 2021/22 was reviewed accepted and approved.
- 9.4. Confirmation of bank signatory arrangements Cllrs were reminded that the Clerk is a signatory on both the Lloyds Bank current account and Barclays community account (in which Community Benefit Funds are held) account for administrative purposes. 2 signatories are required to authorise payments. It is possible on the Lloyds account to arrange the settings so that the Clerk can only set up payments that are then authorised by two councillor signatories.
 - 9.4.1. Lloyds Account Current signatories on the current account include the Clerk, Peter Beamish, David Camp and Nick Williams with online access. Gwen Janes and John Hockings as paper signatories. **It was RESOLVED** to remove Gwen Janes and John Hockings as signatories. It was noted that the attempts that had been made to add Chris Bowley as a signatory had not been successful due to the complex process, but the Clerk would persevere. **It was RESOLVED** to add Hannah Thomas as a signatory.
 - 9.4.2. Barclays Account Current signatories on the Barclays Account include the Clerk, David Camp with online access and Steve Hockings. **It was RESOLVED** to remove Steve Hockings as a signatory and replace with Peter Beamish and Hannah Thomas. The Clerk is a signatory on the account for administrative purposes. Two signatories are required to make payments. Practice is that payments are only ever made to the Parish Council's Lloyds account.
- 9.5. Approval of Standing Orders and Direct Debits **It was RESOLVED** to continue to pay the Clerk's salary by Standing Order and to pay the annual fee to the Information Commissioner's Office by Direct Debit.
- 9.6. Protocol on recordings of meetings the protocol document was reviewed with no amendments made.
- 9.7. Treatment of anonymous letters the document was reviewed with no amendments made.

10. 2021/22 Annual Governance and Accountability Return (AGAR)

- 10.1. Receive Internal Auditor's report and note observations It was reported that the Internal Auditors Report was received with the following advisory points:
 - 10.1.1. Have Minutes been signed in accordance with the requirements of Schedule 12-paragraph 41 (2) the Local Government Act 1972 High Priority Observation: It was noted that a number of Minutes had not been signed in accordance with the requirements of the Local Government Act 1972. The 4th May 2021 Minutes has not been initialled on each pages and not signed not dated on the last page. Recommendation: The

Council to ensure that Minutes of meetings are signed in accordance with the legislative requirements. In particular Minutes of meetings should be initialled on each page and signed and dated on the final page
Parish Council Comment: Noted. The Parish Council will ensure this process is followed.

- 10.1.2. Is Clerk CiLCA qualified? Medium priority Observation: The Clerk is not CiLCA qualified.
Recommendation: The Council should consider whether the Clerk should be CiLCA qualified. Parish Council Comment: This can be reviewed at the Clerk's annual appraisal. Should the Clerk wish to receive the CiLCA qualification and have the time to commit to it she will let the Parish Council know then.
- 10.1.3. Are Powers under which grants are made clearly specified in Council Minutes? Medium Priority
Observation: The Council does not formally record the Powers under which grants are awarded in Minutes.
Recommendation: The Council to ensure that the appropriate Power under which grants are made is recorded in the Minutes of the meeting in which the grants are approved. Parish Council Comment: Noted. The Parish Council will adopt this practice from now on.
- 10.2. Review the one-page Addendum to the Annual Governance and Accountability Return There was no addendum to the 2021/22 Annual Governance and Accountability Return as there were no Coronavirus Emergency Regulation changes.
- 10.3. Annual Governance Statement
- 10.3.1. Consider the findings of the review by the members meeting as a whole Cllrs considered findings.
- 10.3.2. Approve Governance Statement **It was RESOLVED** to approve the Governance Statement ticking 'yes' for all questions 1-8 and NA for question 9. The return was signed by the Clerk and the Chair and dated.
- 10.4. Annual Accounting Statements
- 10.4.1. Consider the Accounts Statements by the members meeting as a whole Cllrs considered findings.
- 10.4.2. Approve the Accounting Statements by resolution **It was RESOLVED** to approve the Accounting Statement.
- 10.4.3. Ensure the accounting statements are signed and dated by the person presiding at the meeting. The return was signed by the Clerk and the Chair and dated.
- 10.5. Consider Notice of Date of Commencement of Period for the Exercise of Public Rights
It was RESOLVED that the period for the Exercise of Public Rights will commence on Monday 13 June – Friday 22 July 2022 as per the External Auditor's recommendation. The Clerk confirmed that notices would be posted at least one day in advance of the commencement date and be published together with sections 1 and 2 of the AGAR.

11. **Maintenance and Lengthsman services** It was reported that Totnes Town Council had responded to the Parish Council's queries about contracting the Town Maintenance Officer on an hourly basis:

- It had been suggested that the Town Maintenance Officer may not be available for a full day due to other regular arrangements in place with another Parish Council, however this was now no longer the case and the Parish Council may contract services for a whole day. Travel time would be charged from Totnes to Harberton Parish.
- The Town Council cannot guarantee work can be completed within the Parish Council's estimate of 14 hours, particularly if there are complications. The Maintenance Officer is very efficient and used to problem solving but there might need to be a degree of flexibility built into any budget allocation to cover unforeseen issues. No guarantees can be made on the number of buddle holes that can be checked in the hours specified as it is unknown what this will entail. It would be possible for the Maintenance Officer to undertake a day's work and give an indication of time it takes to check each buddle hole.
- There is no formal reporting system in place between the Maintenance Officer and the Town Council as it is his responsibility to manage his own time and get things on his job list done. He is required to keep the job list updated with his progress, which Town Council staff check on occasion to make sure there is nothing outstanding for a long time without good reason. It was suggested that the Maintenance Officer would be happy to report back to the Parish Council at the end of the day's work on how much has been completed and explain any reasons why tasks have taken longer than others.
- The Maintenance Officer has now completed Signing, Lighting and Guarding training which was paid for by DCC to enable him to work in roads. It was commented that this has replaced Chapter 8 training.
- At time of discussion cost was £20 per hour. This has now increased to £25 plus VAT. The Town Council acknowledged that if too expensive the Parish Council may wish to go out to tender instead.

After discussion **it was RESOLVED** that the Parish Council go out to tender to seek a lengthsman. **ACTION:** The Clerk to draft a tender document to bring back to the Parish Council for consideration.

12. **Correspondence**

- 12.1. District Council Raising Awareness of Climate Change Cllrs were informed by press release of the actions that SHDC is taking to tackle its carbon footprint, including converting the vehicle fleet to electric and providing renewable energy for leisure centres in the district. As well as reducing carbon emissions, the Council has changed its ground maintenance procedures to increase biodiversity and wildlife in the South Hams. As part of efforts to achieve the climate change goals, the Council has also carried out Carbon Literacy Training, in collaboration with Torbay Council, from the Carbon Literacy Project.
- 12.2. Rewilding tours @ Lower Sharpham Farm Cllrs were informed that Lower Sharpham Farm are promoting rewilding tours for groups to learn more about what Lower Sharpham Farm are doing to increase biodiversity,

- improve health and wellbeing and supporting local economy, in response to the ecological crisis. Posters and a link to information about the tours is provided <https://www.ambios.net/rewilding-tours-at-sharpham/> (html).
- 12.3. Garden Waste, Where We Are – An Open Letter Cllrs were informed of the letter received from SHDC apologising for disruptions to waste collection due to sickness amongst the contracting team. SHDC is working closely the contractor to ensure that they try to get back to as many missed collections as possible. If a brown bin is not collected on the scheduled day, residents are asked to leave it out until 5 p.m. on the following day and if it still hasn't been collected, to bring it back in and put it back out on the next collection day. Missed collections can be reported via the district council's website: www.southhams.gov.uk/missedcollection (html)
- 12.4. 9,000 Households First to Receive Energy Rebate Cllrs were informed by press release that just over 9,000 households who live in Council Tax bands A to D and who paid by Direct Debit on 1 April have now been paid their £150 Council Tax Energy Rebate by SHDC.
- 12.5. District Council Respond to Recent Article Cllrs were informed by press release that garden waste collection in the South Hams is not being postponed as suggested in recent newspaper articles. The contractors, FCC Environment, is working to mobilise as many rounds as possible on a daily basis and to collect all waste collections as they can with the resources available. Where rounds aren't able to be sent out, priority will be given to household collections of refuse and recycling collections. SHDC officers continue to challenge FCC daily and the Leadership Team are meeting with FCC at their highest level to press on them the urgent improvements needed to deliver the quality waste service residents deserve.
- 12.6. The state of Parish roads The Parish Council has been approached by the Chair of Ashprington Parish Council regarding the condition of South Hams roads and in particular the growing problem of potholes. Ashprington Parish Council has raised the matter countless times with Devon County Highways commenting that things are getting worse not better. Ashprington Parish Council resolved to invite Highways to meet representatives of the three parishes, Ashprington, Dittisham and Harbertonford (sic) face to face in an effort to seek a remedy. Cllr Waite agreed to get in touch with the Chair of Ashprington Parish Council and join any meetings arranged.
- 12.7. St Peters Harbertonford Cllrs were informed of correspondence from the treasurer of St Peter's Church hoping that St Peter's will be looked on favourably again this year with regards to receiving a grant towards upkeep of the churchyard. Accounts had been forwarded, which were made available to cllrs to view. **It was RESOLVED** to make a grant for £450 under the power to contribute towards expenses of cemeteries Local Government Act 1972, s.214 (6).

13. Finance

- 13.1. Notice of income and expenditure since last meeting.
- 13.1.1. 14/04/22 Income received from SHDC as the first of two precept instalments = £9465.00
- 13.1.2. 22/04/22 Income received as a result of 2021/22 VAT claim = £498.10
- 13.1.3. 06/05/22 Internal transfer of £4387 from Barclays Bank account to Lloyds Bank account to cover the cost of Community Benefit Grants to Harbertonford Football Club, Harberton Church Community Fund, Sustainable Harbourne Valley and the Harbertonford Speed Reduction Project.
- 13.1.4. It was reported that grant acceptance letters had been received from Harberton Church Community Fund and Sustainable Harbourne Valley and both grants had been paid.
- 13.2. To consider payments as per the May payment schedule
- 13.3. Harbertonford Speed Reduction Project Grant It was reported that a quotation had been received from Elancity for purchase of 1 x Evolis Radar Speed sign, solar version ready for installation with 80w Solar Panel and Mounting Kit with stainless steel installation kit and 1 x 12V 22Ah battery, mounting bar and pole fixings at £2862.34. The Clerk has yet to receive grant acceptance for the £1500 grant towards purchase costs although it has been agreed with the applicant that it would be preferable if the grant were transferred to the Community Benefit Society and not to a private individual. Purchase of the equipment is being arranged by the working group. It was agreed that this was adequate information to be able to make payment to the Community Benefit Society once grant acceptance with bank details has been received. See item 13.4.4.
- 13.4. **It was RESOLVED** to make the following payments:
- 13.4.1. Payment 2205_1 to Cat Radford, payslip dated 22nd May 2022 includes Clerk May salary £448.93 and Neighbourhood Plan May Salary at £51.80, overtime 2 of 3 at £278.43= £779.16 no VAT.
- 13.4.2. Payment 2205_2 to Cat Radford, Clerk expenses claim dated 5th May 2022 for mileage at £10.08 and broadband at £7:50 = £17.58 no VAT
- 13.4.3. Payment 2205_3 to St Peter's PCC Grant for graveyard maintenance = £450 no VAT This grant would be made under the power to contribute towards expenses of cemeteries Local Government Act 1972, s.214 (6)
- 13.4.4. Payment 2205_4 to the Harbertonford Community Benefit Company (on receipt of grant acceptance) to contribute to cost of allows a council to contribute towards the costs of installing Vehicle Activated Signs in Harbertonford = £1500 no VAT. This Community Benefit Fund grant would be made under the Government Act 1972 Section 137: Power of local authorities to incur expenditure for certain purposes not otherwise authorised, unless the highway authority formally delegate its function to a local authority under section 101 of the 1972 Act.
- 13.4.5. Payment 2205_5 to IAC Audit and Consultancy for provision of Internal Audit Services in respect of 2022 Annual Return at £150 plus £30 VAT = £180

14. E-Circulars received included 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.

15. Matters at the discretion of the Chairman: 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.

16. Date of next ordinary meeting 7:30pm 14th June 2022

16.1. Tree felling at the end of Woodcourt Road There was a query as to whether felling had been permitted. It was suggested that the Cllr raise this with the District Councillor.

16.2. Cllr Croft resignation Cllr Emma Croft informed the Parish Council of her immediate resignation as a Parish Councillor to the Harberton Ward. Cllr Croft commented that her 2 years on the Parish Council had been very educational and that it had been good to meet everyone. She wished everyone best of luck going forward. Cllr Croft was thanked for her service to the community.

Meeting closed at 9:30pm