

## **HARBERTON PARISH COUNCIL**

Minutes of the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 27<sup>th</sup> September 2022 at Harbertonford Village Hall.

### **In attendance**

#### **Harbertonford Councillors**

Cllr Beamish: Present  
Cllr Bowley: Present  
Cllr Hambly: Present  
Cllr Palmer: Absent  
Cllr Simon: Present  
Cllr Waite: Apologies

#### **Harberton Councillors**

Cllr Davies: Present  
Cllr Camp: Apologies  
Cllr J Hockings: Apologies  
Cllr Paine: Present  
Cllr Morris: Apologies  
Cllr Williams: Present

#### **Others**

D.Cllr McKay: Present  
C.Cllr Hodgson: Present  
Clerk Ms Radford: Present  
Members of the Public: 3 (4 including D.Cllr as a resident)

### **Public Session**

- i) Two members of the public were in attendance to introduce themselves to the Parish Council. They are temporary residents of a cabin in Harbertonford for which the owners are in the process of submitting a retrospective planning application. They commented on running into the challenging parking situation on the Morleigh Road and were now in the possession of a permit to enable them to park at Harbertonford Football Club to alleviate congestion.
- ii) A third member of the public was present to nominate themselves for cooption to the Parish Council. It was agreed to discuss this at item 4.

### **Agenda**

1. **Apologies** were received and sanctioned, see above.

#### **2. Declaration of Interests**

- 2.1. Register of Interests: Cllrs are reminded of the need to update their register of interests. It was noted that minutes would now refer to Cllr Thomas by her married name, Palmer. Cllr Paine updated her register of interests.
- 2.2. To declare any interests (nature and scope) on items on the agenda No interests were declared on items on the agenda.

#### **3. Reports for information from:**

##### **3.1. County Councillor (Item taken after 3.2)**

- 3.1.1. Criteria for 20mph Speed Limits The C.Cllr had challenged the criteria used by Devon County Highways (Highways) in order to select the 20mph zones to come into effect in the county. The C.Cllr expressed frustration of Highways tendency to say no to most proposals.
- 3.1.2. Waiting restrictions The C.Cllr invited the Parish Council to make any further suggestions to waiting restrictions in the Parish. The D.Cllr voiced concern on the expected waiting restrictions to be installed opposite the shop in Harbertonford, commenting that the draft order appeared to detail a much longer stretch of yellow lines that was initially expected. It was commented that the Parish Council had been shown drawings via the C.Cllr and was of the opinion that the parking restriction was just in place to prevent cars parking on the junction, not directly opposite the shop.
- 3.1.3. Stage Coach services The C.Cllr informed cllrs Stagecoach Devon has been called by the Traffic Commissioner to a Public Inquiry on 27<sup>th</sup> October 2022 and that in response to Devon County Council (DCC) receiving a directive to provide evidence to the Traffic Commissioner, there is an invitation for cllrs to submit information regarding to service reliability and failures.
- 3.1.4. KEVICC Fields The C.Cllr has been writing to all four of the recent MP's in post as Secretary of State for Education with regard to issues and concerns surrounding the sale of the land. The Totnes Town Council does not yet know if their offer on the land has been accepted.
- 3.1.5. A385 Air Quality The C.Cllr has been pursuing issues of monitoring air quality and risk to health of people living in the vicinity.
- 3.1.6. Freeport The C.Cllr expressed concerns around proposals on compulsory purchase of green fields for storage of shipping containers. The C.Cllr has voted against this.
- 3.1.7. Locality Budget The C.Cllr commented that the Locality Budget has been opened up. This was of interest to the Community Land Trust and others within the meeting. The C.Cllr invited those individuals to make requests for funding.

##### **3.2. District Councillor (Item taken before 3.1)**

- 3.2.1. Waste Cllrs were reminded that on 3<sup>rd</sup> October waste services will be taken back in house by the Local Authority, South Hams District Council (SHDC). The D.Cllr commented on having received a briefing from officers noting that problems now coming to the fore are considerable, but has confidence in the team who are leading the process. Cllrs were informed that SHDC has voted to charge for collection of green waste. The D.Cllr voted in support of this, commenting that he believed that it would have impacts elsewhere on actions around meeting climate challenges. It was also noted that the cost of bringing the service back into the Council are quite large. A Cllr asked a question to clarify that garden waste will cease at the end of

October. This was confirmed. The logic is that October is the end of the growing season. There will be no green waste collected during the winter, with a charged service resuming in April. There was a query asking if older or people with mobility issues will be supported in using the recycling centre in the interim. The D.Cllr agreed that questions will be asked. It was confirmed that the recycling centre in Totnes is under the management of the County Council.

- 3.2.2. Traveller site at Luscombe Cross The D.Cllr commented that there have been lots of complaints about this site, with encampment residents causing problems for local farmers. It was reported that SHDC is paying serious attention to this. It was noted that this was due to be discussed under item 10 in full.
  - 3.2.3. Speed signs In his capacity as a MoP supporting installation of vehicle activated signs (VAS), he has received additional funding from the County Councillor, has sourced a post on which to mount the signs and will arranged for the contractor to install them. The Clerk commented on the need to have risk assessments in place as an expectation of the insurance company.
  - 3.2.4. Speed watch scheme In his capacity as a MoP the D.Cllr commented that a number of people have signed up for the Community Speed Watch and undertaken the online training. The D.Cllr has registered for the hand held speed monitoring device and hopes that the necessary in person will take place soon.
  - 3.2.5. Yellow lines at Packs Close The D.Cllr queried whether these lines will be installed any time soon. The C.Cllr commented that the works will be undertaken during the winter.
  - 3.2.6. Cabin on Morleigh Road After receiving correspondence from planning enforcement, the owner had approached the District Councillor, who advised that a retrospective planning application should be submitted.
  - 3.2.7. Woodcourt Road Road Closure The D.Cllr expressed frustration in the lack of a satisfactory response from Highways to why the road is due to be closed for three weeks. The C.Cllr commented that there is often a longer window given for a road closure than is required for actual works to be undertaken. The D.Cllr commented that liaison with the Neighbourhood Highways Officer is very challenging. The Clerk has been in touch with the senior member of staff who commented that the road closure will be in place to facilitate works by the Environment Agency (EA). No further detail has been received from EA following the Clerk's approach for information.
  - 3.2.8. Playpark It was noted how much work had been done and Cllr Beamish was praised by the D.Cllr for his work.
4. **Harberton Ward Councillor Vacancies** One member of the public attended the meeting to nominate themselves for co-option to the Parish Council, having completed a nomination form, declaring eligibility to serve as a Parish Councillor. After hearing from the applicant, Cllrs asked questions in which the applicant commented that amongst an interest in volunteering to support the community, they had a particular interest in reducing speeds on the A381. **It was RESOLVED** that Cllr Jill Davies be co-opted as councillor to the Harberton Ward. Cllr Davies signed the declaration of acceptance of office before the Clerk and was provided with forms to submit the Register of Interests within 30 days. Having received the agenda and papers ahead of the meeting, Cllr Davies continued to participate in the meeting in full.
5. **Minutes** Consider approval of the minutes from the following meetings
    - 5.1. **It was RESOLVED** to sign the minutes of the Ordinary Meeting of the Parish Council 12<sup>th</sup> July 2022 as an accurate record.
    - 5.2. **It was RESOLVED** to sign the minutes of the Extraordinary General Meeting (Planning) 16<sup>th</sup> August 2022 as an accurate record.
6. **Report Matters Arising from the Minutes** for information only
    - 6.1. Harberton Devon Air Ambulance clearance area sign (Clerk) Ongoing.
    - 6.2. Harberton Parish Emergency Plan (Clerk) Ongoing.
    - 6.3. Harbertonford Vehicle Activated Signs (Clerk) Ongoing. It was noted by the Clerk that if the signs are to be insured by the Parish Council there must be a risk assessment in place for installation and making necessary checks – as a requirement of the Insurance Company.
    - 6.4. Monkey Oak Lane Maintenance (Clerk) Ongoing.
    - 6.5. Highways Matters Nothing to report. It was agreed the item be closed.
    - 6.6. Harbertonford Park Springer handles and gate adjustments It was reported that Cllrs Bowley and Beamish had removed the springer while options for replacing the handles were considered. Adjustments to the gate have not yet been made due to this being an awkward task. The Clerk offered support in undertaking this.
    - 6.7. 20's Plenty Campaign (Clerk) Ongoing
    - 6.8. Maltsters Arms use enquiries (Cllr Simon) Cllr Simon had been in touch with the owner in response to the notice in the window advertising the possibility of the space being used as creative workshops. Cllr Simon reported that the owner would like to divest and/or sell and divest if they can, but would be open to use of the space as workshops, should there be community interest in finding the necessary funding or financial investment required.
    - 6.9. Advertising for a lengthsman (Clerk) Ongoing
7. **Planning**
    - 7.1. Consideration of planning applications
      - 7.1.1. 2382/22/HHO Householder application for extension & alterations at Brockhills Farmhouse, Harbertonford. As there was an insufficient number of cllrs who had considered the detail of this application **it was**

**RESOLVED** to defer consideration of the application to the next meeting of the Parish Council on 11<sup>th</sup> October 2022.

- 7.2. Receive a report on planning or appeal decisions Cllrs were informed of the following decisions made by the planning authority:
- 7.2.1. 1456/22/LBC Listed building consent for temporary removal for repair & restoration of single flight staircase, landings of an historic cast & wrought iron metalwork & replacement of landing support structures at 1 The Mill, Woodland Road, Harbertonford **CONDITIONAL APPROVAL**
  - 7.2.2. 1643/22/LBC Listed Building consent for property flood resilience measures at 1 Harbourne Terrace, Main Road, Harbertonford **CONDITIONAL APPROVAL**
  - 7.2.3. 1482/22/FUL Application to replace a septic tank (Resubmission of 0450/22/FUL) at Mulberry and Woodspeen School Orchard Harberton **CONDITIONAL APPROVAL**
  - 7.2.4. 1892/22/HHO Householder application for replacement & repositioning of windows & insertion of new/repositioned opening on South Elevation at upper- ground floor level at Hillsgreen, Old Road, Harbertonford **CONDITIONAL APPROVAL**
  - 7.2.5. 1675/22/HHO Householder application to replace, remove & install dormers, install rooflights & roof deck, replace asbestos tiles, strengthening & refurbishment roof works & alteration work to ground floor window at The Old Parsonage, Harbertonford **CONDITIONAL APPROVAL**
  - 7.2.6. 1763/22/ARC Application for approval of details reserved by condition 4 (Stonework) of planning application 0656/21/LBC at Woodcourt Farm, Woodcourt Road, Harbertonford **APPROVED**
  - 7.2.7. 1766/22/ARC Application for approval of details reserved by conditions 5 (stonework) and 7 (windows and doors) of planning consent 0655/21/FUL at Woodcourt Farm, Woodcourt Road, Harbertonford **APPROVED**
  - 7.2.8. 2009/22/ARC Application for approval of details reserved by conditions 3 (Land Contamination Scheme), 4 (Construction Environmental Impact Management Scheme), 5 (Construction Traffic Management Plan), 6 (Surface Water Drainage Scheme), 7((Joinery), 8 (Materials), and 9 (Solar Panels and Rainwater Goods) of planning consent 2499/18/FUL (Appeal Ref: APP/K1128/W/20/3260787) at The Old Mill Woodland Road, Harbertonford **APPROVED**
  - 7.2.9. 2274/22/HHO Householder application for creation of ground floor store room, relocation of side access steps & extension of existing balcony over new store room below at North Ley, Old Road, Harbertonford **CONDITIONAL APPROVAL**
  - 7.2.10. 1960/22/CLE Certificate of lawfulness for existing use of extension as self contained Accommodation at Monks Oak Farmhouse, Harberton **REFUSED**
  - 7.2.11. 2028/22/ARC Application for approval of details reserved by condition 3 (Landscape) and 4 (LEMP) of planning application 2424/21/FUL at Hallalen, Harberton **APPROVED**
- 7.3. Receive a report on enforcement cases (for information only). A hard copy of the caseload was circulated amongst cllrs for information.

## 8. Monthly reports

- 8.1. Finance Committee update Cllrs were informed that the next meeting to review finances at the end of Quarter 2 and consider applications to the Community Benefit Fund will take place on 4<sup>th</sup> October 2022.
- 8.2. Community Land Trust (CLT) update It was reported that pre-commencement work is still ongoing. Sewerage plans have changed as sewerage can be taken off site and it will no longer be necessary to provide for onsite processing. Meetings have been held with the architects who have been project managing the CLT to date. Meetings have been held with Homes England to learn about funding. It was disappointing to learn that any money available would only come at the back end, so couldn't help with cash flow.
- 8.3. Sustainable Harbourne Valley update No update.
- 8.4. Neighbourhood Plan update It was reported that a meeting following the summer recess took place on Monday 26<sup>th</sup> September 2022. A call for sites for housing development has been circulating since the end of July, with the deadline for submissions due at the end of September. Cllrs were asked to encourage anyone they know with land in the parish to submit sites if they are open to development. There is interest from two new members of the public in supporting development of the Plan. The Plan Steering Group is submitting an application for technical support to put sites submitted through a site assessment process. Financial support through Locality is also still available to help support completion of the report and options for how to potentially spend that funding are being considered.
- 8.5. Harberton Playing Field Association (HPFA) update No formal update had been received from the chair, but it was noted by a cllr that there had been vandalism in the park and new wooden rocking horses has been commissioned to replace those damaged. It was noted that a rope swing has been re-installed in the large ash tree, despite the Parish Council having had this removed due to the particular tree having signs of ash dieback, and installing an alternative rope swing by a qualified person in a suitable oak tree. **ACTION: The Clerk** will raise this with the HPFA.
- 8.6. Clerk's update
  - 8.6.1. Concerns about works on the Morleigh Road The Clerk has been in touch with the Environment Agency to request more detail on the reasons behind a three-week road closure as residents have concerns for the duration of the works restricting access to their properties. No response has been received to date.
  - 8.6.2. Pension Re-declaration Following prompts received from The Pensions Regulator Automatic Enrolment service the Clerk has updated the re-declaration of compliance for the Parish Council with The Pensions Regulator under the Pensions Act 2008 (or, for employers in Northern Ireland, the Pensions Order 2008) on 22<sup>nd</sup> September.

9. **Harbertonford Playpark** Two inspection reports had been received since the last meeting. It was reported that the springer has been removed. The hole in the safety matting following removal of the slide have been patched and the Heras fencing has been removed – currently being stored at Daynes Farm. An inspection report notes the creation of access between an adjoining private garden to the park. It was commented that a resident that has supported community efforts to landscape the new fruit corner widened access from their garden to the park in order to transfer the digger. It was discussed to contact the diocese to seek advice on maintaining the legal boundary.

It was agreed to cut down the wooden play equipment which had been reported as being rotten.

10. **Luscombe Cross Encampment** consideration of action in response to public concern. Cllrs were informed that this item had been placed on the agenda in response to reports by members of the public of feeling intimidated and being on the receiving end of aggressive behaviour of encampment residents. The Clerk asked the C.Cllr and D.Cllr for contact details for the District Council's Navigator who acts as liaison with encampment residents. It was noted that the District Council is actively working on this case; the D.Cllr has spoken to the relevant members of staff at the Council and to the Chief Executive, raising this as a very problematic site that is a positive nuisance to the local farming community who are unable to move cattle past the site. It was commented that whilst it is recognised that there is concern about this encampment, there isn't anywhere for residents to move on to. In seeking actions that the Parish Council could undertake to support efforts of the District and County Council, **it was RESOLVED** that the Parish Council write a letter to the D.Cllr and C.Cllr commenting that the site is a social nuisance, that behaviour on site is causing a lot of aggression and could this be dealt with. It was suggested to include reference to the condition that people are living in commenting on this being an environmental hazard. There was also discussion that it is the actions and behaviour of those responsible for this particular encampment that is of concern, and should not be conflated with any opinion about encampments from genuine members of the Gypsy, Roma and Traveller Community.

## 11. Correspondence

- 11.1. Important Community Speed Watch Information Cllrs were informed of correspondence received from Devon and Cornwall Community Speedwatch that provides information on the enforcement of 20mph zones, what speed thresholds are enforceable and what thresholds are in place to trigger the issue of a Community Speed Watch warning letter from Devon & Cornwall Police.
- 11.2. Play Area Agreement letter 2022 Harbertonford and Harberton Cllrs were informed of the letter from South Hams District Council (SHDC) indicating that invoices for the 2022/23 subsidised Play Area Inspection Service commencing from 1<sup>st</sup> September will be circulated shortly. This is an automatic renewal as per the agreement as signed in 2020. Had the Parish Council wished to make its own independent arrangements, SHDC requested that they be informed by 22<sup>nd</sup> August 2022. The Clerk had written to SHDC to comment that the majority of Parish Councils take a break from meetings in August and so to meaningfully consider this, letters should be sent early enough for consideration at a council's July meeting.
- 11.3. Freight Strategy: addressing the challenges, opportunities and priorities for the South West to 2050 Cllrs were informed that Western Gateway and Peninsula Transport Sub-national Transport Bodies (STBs) have developed and published a joint freight strategy for the South West. A full report and executive summary are available on the Peninsular Transport website.
- 11.4. #33 2022 DALC E-bulletin Cllrs were informed that this bulletin includes advice that Parish Councils should be aware of the impact that inflation may have on the National Living Wage and therefore on the National Joint Council Salary Scale. Councils should be aware that increases are likely and to allow for higher-than-normal increases when budgeting for 2023/24. The newsletter also notes that a link to the new Devon Growing Communities Fund, offering grants up to £3000 for projects that support Devon's communities, is available on the DALC website.
- 11.5. 20MPH Expressions of Interest Cllrs were informed that Devon County Highways received 105 applications in response to the offer of new 20mph limits for communities. Harberton Parish made three applications. Applications were scored against criteria and at a meeting of Devon County Council Cabinet four schemes will go forward, two within selected areas in Tiverton and Winkleigh with the two other schemes including all the roads within the limits of Ashburton in Teignbridge and Atherington in North Devon.
- 11.6. Electric Vehicle Charging at Harbertonford FC Cllrs were informed that the funders that partner the firm with whom the football club has been exploring the idea of chargers in HFC car park have declined to proceed, saying that *"a stand-alone charger in a relatively remote area would not generate sufficient income."*
- 11.7. Request for Grant - St Andrew's Churchyard Cllrs were informed that a request has been made by St Andrew's PCC to draw down the annual grant offered by the Parish Council for towards the cost of maintaining the St Andrew's Churchyard. The PCC had commented that a further grant to repair a collapsed vault in the churchyard would be greatly appreciated. After discussion **it was RESOLVED** that the Parish Council could not increase the amount contributed to support costs of repairing the vault due to rules set out in legislation on what contributions the Parish Council can and cannot make.
- 11.8. DCC Connect Me Update Cllrs are informed that this update includes information on a new scheme which could give community energy groups the chance to 'rent' farm buildings and lowgrade farmland otherwise unsuitable for grazing and growing crops to help them expand Devon's renewable capacity.

- 11.9. Free Trees Information Cllrs are informed that the Town and Parish Council update from South Hams District Council includes information about free trees available from the Woodland Trust and Devon County Council's Free Tree Scheme.
- 11.10. Smaller Authorities Audit Appointments (SAAA) 2022 Opt-out Communication Cllrs were informed that under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million. The Parish Council has received a communication to advise that whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out within 8 weeks of this communication but no later than 28 October 2022; this decision must be communicated to SAAA via e mail. The Clerk notes that all authorities require an appointed external auditor, even those that qualify as exempt. Although the SAAA email will contain guidance on how to opt-out, NALC strongly recommends that councils opt-in (in which case, no action is necessary), and continue as part of the SAAA sector-led appointment regime. **It was RESOLVED** that the Parish Council opt in.
- 11.11. Defibrillator Cllrs were informed that the volunteer looking after the defibrillator in Harberton is moving out of the area, but has arranged for another Harberton resident to take over regular checks and communication with Community Heartbeat Trust. Contact details have been supplied to the Clerk.
- 11.12. Halwell - Tree Works - A381 Cllrs were informed of upcoming works to of upcoming works that will be taking place on the A381 at Halwell where 40 Ash trees have been identified as posing a risk to the highway, following a detailed inspection by our arboriculturist. Works will have taken place on 5<sup>th</sup> September, with further works due on 17<sup>th</sup> October.
- 11.13. DALC Annual General Meeting 5 October 2022 Exeter Racecourse Cllrs were informed of the invitation to attend Devon Association of Local Council's AGM on 5<sup>th</sup> October. DALC member councils may appoint one voting representative, and one non-voting representative to attend the AGM. Tickets to the conference and exhibition featuring key note speakers, workshops, exhibitors, Team Devon Zone, and council networking is available at a ticket price of £35 + VAT per person and available to all. More information about the conference and exhibition is available on the DALC website. **ACTION: Cllr Simon** had signed up to attend and offered to share transport with any other members who wished to attend.
- 11.14. Volunteer recruitment at Citizens Advice Cllrs were informed that Citizens Advice South Hams Citizens Advice South Hams urgently need people to help as either telephone assessors or client support volunteers. Full training is available to anyone interested.
- 11.15. Sustainable South Hams Assembly - Sat 8th Oct Cllrs were informed that Sustainable South Hams CIC is holding the first regional meeting on 8<sup>th</sup> October from 10am – 2pm. The organisation is particular keen to encourage interested Parish Councils to join in the event, and invite as many Parish Councillors as possible to attend at least the afternoon session (1.00 to 2.00 pm) for the new Special Interest Group for Parish Councillors. This will be Chaired by a Parish Councillor, Sune Nightingale and Adam Williams from SHDC is a Speaker. A bookings link and poster has been provided to the Clerk for interested parties.
- 11.16. #39 2022 DALC E-bulletin Cllrs were informed that this edition includes news that DALC is developing an Internal Audit service in recognition of the severe shortage of internal auditors in the Devon area. As the Parish Council's internal auditor has now ceased trading, the Clerk has completed a quick survey to indicate potential interest in the service.
- 11.17. Waste and Recycling Service - An Update Cllrs were advised, via a press release, of what residents can expect when the South Hams' waste and recycling service will be run by the Council again from 3 October. The press release comments that initially, the service will run as it is now, and the Council will inherit the same challenges that have faced the previous contractors, FCC Environment. In the short term, there will be no noticeable changes to the service, only that South Hams District Council will be operating the service. Many residents have already made reports when they have had missed collections and the District Council is asking them to continue doing so on this website. If the Parish Council is aware of specific waste and recycling collection problems in the area ahead of the service coming in-house, the District Council would appreciate it if the Parish Council would get in touch with those comments or observations. Cllr Williams
- 11.18. Council to consider ceasing free garden waste collections and charging for them from spring 2023 Cllrs were informed by press release that South Hams District Councillors consider whether the Council should cease its free garden waste collection service from 31 October and start charging £49 per year for an 11 month fortnightly garden waste collection service from spring 2023. A later press release was received in which it was confirmed that D.Cllrs had voted in favour of the charge.
- 11.19. Screw Lane wasted effort – again Cllrs were informed that the Parish Council has received a letter from a local resident commenting that some days after a Highways Crew had manually cleared buddleholes and cleared grips/easements of vegetation, a second crew came along with a machine and once again cleared out the two grips and the short parallel ditch. Photos of the works were attached to correspondence. The resident writing to the Parish Council comments that as has been explained on several occasions in the past, the 2 grips and the short parallel ditch serve no useful purpose whatsoever, and never have since they were created not that many years ago, so any time, resources and money spent on maintaining them is totally wasted. The Parish Council is being asked to ask Highways to remove these items from their 'To Do' list for Screw Lane to avoid this recurring wastage. The resident would be very happy to meet with someone from Highways (and the Parish Council) on site to discuss and to avoid any possible confusion. It was commented that the buddlehole entrances themselves of course still need to be maintained. After discussion **it was**

**RESOLVED** that the Clerk forward this correspondence to Highways and ask for their view on the matter since it was last raised in 2020/21. It was also noted that the new owner of the Orchard appears to be more amenable to undertaking works to improve drainage from the road. The Clerk would ask Highways for advice on managing that relationship with the landowner.

- 11.20. Waste and Recycling Service - We want to hear from you Cllrs were informed that ahead of the South Hams' waste and recycling service being taken over by the Council again from 3 October, Towns and Parishes have been invited to let the Council know to about problems that residents have experienced in the area. This will add to information submitted by residents on missed collections. The Parish Council is being asked whether it knows if there are particular streets, estates or areas that have had recurring problems with collections, if residents who have assisted collections and have had problems or if there are other issues affecting the service. In considering feedback, cllrs questioned whether the new system will be re-invigorated, as several people in Harberton village are still on the blue and clear bag system and with no provision for food waste. It was commented that some have issues with storage of different bags/boxes used with the new system. It was asked if there was a service in place for elderly or disabled residents who would struggle to put out recycling. A cllr commented that if there were wheely bins provided for recycling it would likely increase use, as when the blue and clear bags were used in Harbertonford most recycling ended up in the black bin. The new boxes and white bags have had the impact that more residents are more conscientious about recycling.
- 11.21. Devon Community Resilience Forum virtual event 14-16 November - Eventbrite link Cllrs were informed that a link to join the free, three day virtual forum has been published. The programme is aimed at Parish Councils and resilience/emergency planning groups around Devon and may be of interest to individual cllrs and groups associated to the Parish Council. The keynote is on the subject of Devon and the climate emergency and sessions around local food production, with further sessions on engaging local communities around flooding, retrofitting homes in the event of a flood, as well as sessions around wider emergency planning such as engaging local volunteers in resilience groups, engaging community assets. The full programme and booking information can be found on this link.
- 11.22. 20220922 Harberton water pressure reduction of 35% The Parish Council had received an update from the Harberton resident who has been liaising with South West Water (SWW) with regard to his concerns about high water pressures in Harberton. At previous meetings it was reported that following the approach made by the resident SWW will be reducing water pressure in Harberton. The latest correspondence confirms that the target pressure for the lowest point in the village is 6 bar, at Preston Barns, at 66m *Above Ordnance Datum* (AOD) the lowest point in Harberton village. This will be achieved in late October 2022. SWW policy is not to communicate in advance of a gradual reduction in operating pressure where customers are not expected to have any issues with their supplies but will respond to any such enquiries if they arise. Whilst the lowest property in Harberton village is still going to have relatively high pressure at 6 bar, reducing the pressure further will risk customer's having low pressure further along the water supply network, particularly those at higher locations. There are properties at Dundridge at 95m AOD supplied from a very long private service pipe, which is connected to the end of SWW's Harberton water supply network. Depending on the size and condition of this pipe, this may contribute to further pressure loss at these particular properties. SWW has a conservative pressure target, but may have to moderate this slightly in the unlikely event that customers experience supply issues.

## 12. Finance

- 12.1. Acknowledgement of completion of 2021/22 audit Cllrs were informed that the External Auditor had reviewed sections 1 and 2 of the Parish Council's Annual Governance and Accountability Return (AGAR), providing the external auditor's report and certificate with no advisory comments. On completion the clerk prepared a "Notice of conclusion of audit" which details the rights of inspection. The notice was published along with the certified AGAR (Sections 1, 2 & 3) before the deadline of 30<sup>th</sup> September, which must include publication on the Parish Council's website. The Parish Council must keep copies of the AGAR available for purchase by any person on payment of a reasonable sum. Sections 1, 2 and 3 of the published AGAR must remain available for public access for a period of not less than 5 years from the date of publication.
- 12.2. Notification of withdrawal of audit services from 2022  
The Parish Council has been advised that its internal auditors, IAC Audit, will be unable to continue to provide Internal Audit Services. The Clerk will be seeking an alternative provider in coming weeks. In recognition of the shortage of Internal Auditors in Devon, DALC is considering offering this service for its members in response to that shortage. The clerk has responded to a short questionnaire expressing interest in the idea.
- 12.3. Notice of income and expenditure since last meeting.  
16/09/22 INCOME from South Hams District Council as the second precept payment = £9465  
02/19/22 EXPENDITURE 2208\_1 to Veaseys of Totnes for printing the Call for Sites fliers, posters and submission forms as ordered by Neighbourhood Planning Committee @ £54.50 plus £2.90 VAT = £57.40
- 12.4. September Payments **It was RESOLVED** to make the following payments:
- 12.4.1. Payment 2209\_1 to Cat Radford, payslip dated 22<sup>nd</sup> September 2022 includes Clerk Sept salary £448.93 and Neighbourhood Plan Sept Salary at £51.80, overtime 3 of 3 at £86.34= £587.07 no VAT.
- 12.4.2. Payment 2209\_2 to Cat Radford, Clerk expenses claim dated 8<sup>th</sup> September 2022 for mileage at £9 and broadband at £14.99 = £23.99 no VAT

- 12.4.3. Payment 2209\_3 to PKF LittleJohn invoice SB20220327 for professional service rendered in connection with: Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2022 at £200 plus £40 VAT = £240
- 12.4.4. Payment 2209\_4 to South Hams District Council for invoice 2206637 and 2206735 for annual insurance and inspection fee for Harberton and Harbertonford play areas 2022/23 at 2 x £210 plus £42.00 VAT = £504
- 12.4.5. Payment 2209\_5 EXPECTED INVOICE from South Hams Newspapers for Call for sites advert and copy in property section and online at £150 plus £30 VAT = £180

**13. E-Circulars for information** Cllrs were informed that circulars received include: Citizens Advice South Hams, Climate Change and Biodiversity Emergency, Devon Communities Together, Devon County Council Community News Round-up, Devon Home Choice, Emergency Planning newsletter, 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.

**14. Matters at the discretion of the Chairman**

- 14.1. Community Benefit Guidelines It had been noted that the guidelines suggest that current wording gives charities an exception to guidelines that applicants will not normally be able to apply to the fund more than once in any 12 month period. It was agreed that this would be discussed at the upcoming meeting of the Finance Committee with a proposal for change of wording to be made to the Parish Council at the next ordinary meeting.
- 14.2. Hedgerow between Harbertonford School and Maryland It had been reported that the hedgerow had not been cut, narrowing the road, causing visibility issues and increasing risk of accident. The Clerk agreed to raise this with Highways.
- 14.3. Vehicle on the road with no MOT It had been noted that a vehicle in use by a village resident was being driven without an MOT. It was suggested that information be passed to the local PCSO.
- 14.4. Rope swing on ash tree On making an inspection of the trees in Harberton playing field it was noted that a rope swing had been re positioned in the boughs of an ash tree that the Parish Council had removed. As the ash was showing signs of Ash Dieback disease it was considered too great a risk for a rope swing to be installed and the Parish Council had paid for it to be removed and for an alternative rope swing to be installed in a neighbouring oak tree by a qualified arboriculturalist. It was agreed that the Clerk would raise this matter with HPFA.
- 14.5. Honorary Freeman It was agreed to call a meeting at 7:15pm on Tuesday 11<sup>th</sup> October 2022 on which to consider conferring the title of honorary freeman or honorary freewoman of the Parish of Harberton.

**15. Date and location of next ordinary meeting** Tuesday 11<sup>th</sup> October 2022.