

## **HARBERTON PARISH COUNCIL**

Minutes for the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 14<sup>th</sup> February 2023 at Harbertonford Village Hall.

### **Public Session**

i) 2 members of the public were in attendance to learn, observe and witness what happens at Parish Council meetings.

### **In attendance**

#### **Harbertonford Councillors**

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

#### **Harberton Councillors**

Cllr Camp: Late (arrived item 7)  
Cllr Davies: Present  
Cllr J Hockings: Apologies  
Cllr Paine: Apologies  
Cllr Morris: Present  
Cllr Williams: Present

#### **Others**

D.Cllr McKay: Present  
C.Cllr Hodgson: Present  
Clerk Ms Radford: Present  
Members of the Public: 2

### **Agenda**

1. **Apologies** As apologies had been received from the Chair, the Parish Council's Vice Chair, Cllr Hambly, chaired the meeting. **It was RESOLVED** that apologies given were sanctioned.
2. **Declaration of Interests**
  - 2.1. Register of Interests: Cllrs were reminded of the need to update their register of interests if any had changed.
  - 2.2. To declare any interests (nature and scope) on items on the agenda.
    - 2.2.1. Item 9. Cllr Nick Williams is the affected resident. Cllr Williams left the meeting during consideration of this item.
    - 2.2.2. Item 13.2.1 Cllr Peter Beamish is the grant recipient. After answering questions, Cllr Beamish left the meeting whilst cllrs considered awarding the grant.
3. **Reports** for information from:
  - 3.1. County Councillor (C.Cllr) The C.Cllr had circulated a monthly report to all cllrs in advance of the meeting. The following matters were highlighted:
    - 3.1.1. Funding Gap The C.Cllr commented on one of the problems facing the Devon County Council (DCC) in setting its budget was the late notification of the level of core funding to be expected from central Government. It was also commented that Adult Social Care has been in crisis, the standard of Children's Social Care has been poor and much of this is down to reductions in funding, in losing staff and not being able attract new applicants. Despite these challenges a budget has been put together for the coming year
    - 3.1.2. IT improvements DCC's IT system has been the same for 14 years and will be renewed. The new system should be more user friendly and make information much more accessible.
    - 3.1.3. Locality Budget It was reported that the budget has been reduced to £5000 which is disappointing.
    - 3.1.4. Coronation Street Parties It was reported that DCC is providing free road closures to better enable street parties celebrating the coronation. In response to a question from a cllr, the C.Cllr commented that many other parishes are planning celebration events.
    - 3.1.5. Highways works Cllrs were informed that installation of double yellow lines at Packs Close have been delayed until April. Cllrs commented that both yellow and white lines have been refreshed in Harberton and Harbertonford, in some cases contractors are painting lines over leaves or mud in the road.
  - 3.2. District Councillor (D.Cllr)
    - 3.2.1. Sustainable South Hams The D.Cllr commented on writing a letter in support of Sustainable South Hams application for funds from South Hams District Council (SHDC) encouraging the Parish Council to also submit a letter of support. The Clerk asked the D.Cllr to forward any information as none has otherwise been received.
    - 3.2.2. UK shared prosperity fund SHDC has had approximately £1m in funding from central Government as part of the levelling up agenda. This is revenue based funding but does pave the way for some capital funding in the future.
    - 3.2.3. Budget A meeting will be held in the coming week to approve the draft budget. It was commented that the District Council had at first expected that there would be a funding gap of approximately £300,000 but the funding guarantee from central government was greater than expected. The Council is therefore in a good financial position.
    - 3.2.4. Voter ID It was commented that all electors looking to vote in May's local elections will need photo ID to vote. Those electors who do not have a passport, driving licence or bus pass have until 25<sup>th</sup> April to apply for a free voter ID document. The Parish Council urged to propagate this message as much as possible to ensure that people are able to vote. The D.Cllr was asked if the District Council will be recording the number of people who will be turned away on polling day due to the lack of photo ID. The D.Cllr agreed to bring this up as a question. It was noted that a postal vote can be made without requiring photo ID.

3.2.5. Vehicle Activated Sign In his capacity as a member of the public the D.Cllr reported that the sign has been installed, commenting that putting it up was not easy due to its size and weight. Moving the sign around on a regular basis will not be practical and he will begin to start looking for funds to support purchase of a second sign. Cllrs were reminded that the sign will record the number of vehicles that go past the sign and the speeds travelled. Data is saved for up to 1 week and can be downloaded onto a laptop via an app. The Parish cllrs asked whether this information will be published as part of efforts to raise awareness. The D.Cllr commented that this data will be uploaded to The Harbertonford Community website.

#### 4. Minutes

4.1. **It was RESOLVED** to approve the minutes of the Ordinary Meeting of the Parish Council 10<sup>th</sup> January 2023 as an accurate record.

5. **Report Matters Arising from the Minutes** Not otherwise on the agenda and for information only

5.1. Harberton Devon Air Ambulance clearance area sign (Clerk) Ongoing. It had been noted that the air ambulance had used the landing site in early February and there had been no reports of an obstruction despite a small removable goal being spotted at times being on the field when not in use by a local resident. When informed of this, DAAT had asked for the community to be reminded of the need to keep the landing site clear. Cllr Williams agreed to raise the subject of procuring signage with the Parish Hall committee, to support this action being completed.

5.2. Screw Lane Drainage (Cllr Williams) Ongoing.

5.3. Parish Lengthsman (Clerk) It was reported that Totnes Town Council's Maintenance Officers does not currently have the capacity for any additional work to be taken on in other Parishes at this point. The Town Council suggested that the Parish Council make an enquiry with Idverde, as they have a depot in Staverton and may be willing to consider to quote for local work. This proposal was briefly discussed, in which it was agreed that the preference of the Parish Council is to readvertise the contract but to include provision of Chapter 8 training and for the Parish Council to seek to broker a relationship with another local lengthsman to support someone new coming into the industry. **ACTION: The Clerk** to redraft the invitation to tender and to make contact with others providing lengthsman services in neighbouring parishes.

5.4. Salt and grit in storage Ongoing. The C.Cllr reminded the Parish Council that if required, more salt and grit can be ordered using the Devon County Council (DCC) webpage.

#### 6. Planning

6.1. Consideration of planning applications

6.2. 4411/22/HHO Householder application for small front/porch extension, internal works, change of doors/windows to rear/side & demolition of small outbuilding at 7, Bow Road, Harbertonford **It was RESOLVED** to SUPPORT the application.

6.3. 3016/22/HHO Householder application for installation of new external oil fired boiler & bunded oil storage tank at Stone Lodge, Harberton **It was RESOLVED** SUPPORT the application.

6.4. Receive a report on planning or appeal decisions

6.4.1. 4383/22/ARC Application for approval of details reserved by condition 11 (Landscaping Scheme) of planning consent 0655/21/FUL at Woodcourt Farm Woodcourt Road Harbertonford TQ9 7TY Discharge of condition REFUSED Cllrs were informed that the SHDC/WDBC Senior Specialist for Natural Environment (Landscape) was unable to support the discharge of Condition 11 for the following reasons: Insufficient details of orchard planting proposals No details of how the grassland in the orchard will be reinstated appropriately The Heritage Specialist must approve the proposed use of limestone gravel and Yorkstone paving.

6.4.2. 4420/22/TCA T1: Common Ash - Fell because of extensive symptoms of Chalara Dieback of Ash within the whole aspect of the crown. Self-seeded heavy-leaning tree due to taller neighbouring plants and growing root plate on the top of the drywall, multiple tight forks noted throughout the stem at Riverside Barn Woodcourt Road Harbertonford Tree Works No Objection Raised

6.5. Receive a report on enforcement cases (for information only)

6.5.1. Cllrs were informed of the closure of an enforcement case to an alleged breach of planning. Cllrs were informed that one of the properties on the caseload had new owners taking appropriate steps to undertake necessary works. As the breach of planning control has ceased, the case can now be closed.

6.5.2. Cllrs were informed that there were no other changes to the current enforcement caseload.

#### 7. Monthly reports

7.1. Finance Committee update There being no meeting in February there was no update.

7.2. Community Land Trust update It was reported on indication that a loan may be available to support costs the CLT had a positive meeting with SHDC, following which it learned that no funds would be forthcoming. The current situation is that the CLT is short of funds looking to other sources of funding to get the development out of the ground. The C.Cllr commented that the District Council's Affordable Housing Officer has put Dartington CLT in touch with a large national housing association, the Aster Group, to take on development, and this might be an appropriate route for the Harberton CLT.

- 7.3. Sustainable Harbourne Valley (SHV) update It was reported that SHV is putting together a programme of speakers. 'First Friday' meetings are being held alternately in both villages. River monitoring is taking place, and a meeting is being held at KEVICCS in March.
- 7.4. Neighbourhood Plan update It was reported that the 'Design Codes' technical package has been launched. The consultant working with AECOM to undertake the work wished to arrange a site visit in the Parish and meet a diverse collection of voices about development design. The consultant would like to visit relevant locations in the Parish that demonstrate good and bad examples of residential design. It was commented that 'design' does not only refer to what housing looks like, but also how it functions, for example in availability of parking, flood resilience and materials used. Cllr Davies and D.Cllr McKay requested to join the meeting along with members of the Neighbourhood Plan Steering Group. The C.Cllr commented that Dartington Parish Council is very pleased with the Design Code and Heritage Assessment that it commissioned, suggesting that both could be looked at as examples.
- 7.5. Harberton Playing Field Association (HPFA)
- 7.5.1. General update The HPFA chair had responded to the monthly inspection report commenting that works to the slide hasn't yet been done. The repair was attempted but needs doing properly. It was noted that reports show wear and tear in swing brackets. The HPFA chair will follow this up. It was noted from the village newsletter that a working party took place earlier in February and that residents were asked to stop allowing their dogs to use the playing field as a toileting area.
- 7.5.2. Tree planting proposal Cllrs were informed that the HPFA is looking at taking advantage of a free tree planting scheme being offered by Woodland Trust. The HPFA would seek to take a pack of up to 100 trees containing contains hawthorn, rowan, blackthorn, silver birch, hazel and sessile oak, planting some in the park and distributing some in the community. It was suggested that there is now room for new planting where the dogwood has been cut back, around the fire pit and fence line at the back of the park.

**It was RESOLVED** to agree in principle to the HPFA applying to the Woodland Trust plant up to 100 trees and, subject to receiving the planting and maintenance scheme, giving permission to break ground.

- 7.6. Clerk's update
- 7.6.1. 2023 Elections update It was reported that the Clerk has received a Parish Council election guide from South Hams elections team and went through the main details with councillors, should they wish to nominate themselves to stand. Copies an election timetable were distributed to councillors for their information. It was noted that:
- Parish Councils are required to post statutory notices at key points during the election process, including the Notice of Election on 23<sup>rd</sup> March, Statement of Persons Nominated on 5<sup>th</sup> April (or Notice of an Uncontested Election) the Notice of Poll on 25<sup>th</sup> April and the Declaration of Results on 5<sup>th</sup> May.
  - The Nomination period will commence on Thursday 23<sup>rd</sup> March until 4pm on Tuesday 4<sup>th</sup> April 2023.
  - There will be a cost to the towns/parishes for these elections. Due to the difficulty of predicting the costs, the District Council will provide details of actual costs in November, but invoices will not be sent until the next financial year. This is to allow Parish Councils to budget accordingly.
  - The Government has passed a new Elections Bill and parts of the Act will be introduced at the May elections. The main changes include the requirement of all electors to bring an accepted form of ID with them. Promotional literature will be sent to Parish Councils on this to help publicise this major change. More information can be found at <https://southhams.gov.uk/voter-ID>
  - Parish Councils will be advised of results of uncontested elections following the close of nominations on the 4<sup>th</sup> April. The results of all contested elections will be on our website as soon as possible following the counting of the votes on 4<sup>th</sup> May.
- 7.6.2. Banking update It was reported that Barclay's Bank has been in touch with all customers to confirm organisation and signatory details as part of their work to improve anti-money laundering systems. In the process of complying with the requests for information, the Clerk has requested the removal of Cllr S.Hockings as a signatory on the Barclays Account to be replaced by Peter Beamish and Hannah Thomas. The Clerk is also taking steps to remove Cllrs J.Hockings and Janes from the Lloyds bank account to be replaced by Hannah Thomas and Chris Bowley.
- 7.6.3. Emergency Plan update The Clerk reported having attended a meeting with Cllr Paine to discuss the direction of the 'Emergency Plan'. A local volunteer involved in the work had resigned due to concerns on personal liability for the contents of an emergency plan, and possible action should the steps outlined in the plan not be followed. Cllr Paine and the Clerk had discussed developing an 'Emergency Directory' document as an alternative to an Emergency Plan, that provided access to resources and contacts that can provide support to the community in cases of Emergency.
- 7.6.4. Changes to water pressure in Harberton The Clerk reported correspondence with a resident who has received negative feedback following communication with SWW on water pressure in the village. Some claim the resident unilaterally lowered the pressure for the whole village of Harberton. The resident wished for there to be a record that in previous meetings it had been reported that they had asked SWW that everyone first be informed of the high pressure, then those who wanted one should be provided with a pressure reducing valve. This would then give users the discretion to lower their pressure if required. SWW decided instead to lower the pressure for the whole village with no communication. Some cllrs were aware of low pressures causing issues in the village, notably some people in the Belsford area are having to carry water to livestock. **It was RESOLVED** that the **Clerk** write to South West Water to raise concerns of animal welfare.

7.6.5. Power Allotments deadline The concept of 'power allotments' had been raised at previous meetings of the Parish Council, through the C.Cllrs report and some items of correspondence. It had not been noted how short a timeframe the Power Allotments project was running. As the project is coming to an end in March 2023 there is a deadline of 15<sup>th</sup> February for communities to submit suggestions of sites of 5 acres or more for assessment of their viability for small-scale community renewable energy projects (solar). In making enquiries with Sustainable Harbourne Valley and the Harbertonford Transition Streets group, both were aware but neither had taken steps to put forward sites, with one commenting that that proposing any sites would take a co-ordinated approach with landowners and with the community, given how contentious ground-based solar can be. Whilst national research has shown a positive shift in the general population's view in support of renewable energy in recent years, local views since the 2015 Neighbourhood Plan survey are not known. It was commented that should the opportunity come round again, the parish might be in a better position to make something happen with a solid ground of support, for example through having completed and effective neighbourhood plan consultation process. It was further commented that one of the members of the Neighbourhood Planning Steering Group is attending training run by the Centre for Sustainable Energy on 'Future Energy Landscapes'; a bottom-up approach to community engagement that is effective in supporting local planning authorities to develop ambitious planning policies for renewable deployment in their areas, while maintaining community support.

7.6.6. Works to road layout on A381 at Harbertonford Cllrs were informed that Devon County Highways Our Asset Management Team remain hopeful that the resurfacing scheme in Harbertonford will progress in 2024/25. It is hoped that some engineers attend a meeting of the Parish Council to undertake some local consultation on relocation of the zebra crossing. The Clerk has provided meeting dates for March, April and May.

## 8. Harbertonford Playpark

8.1. General update No general update.

8.2. Monthly inspection report The latest inspection report was received on 16<sup>th</sup> January 2023. It was noted that altering closure of the entrance gate is ongoing. The picnic bench had been removed since the report was published. Another bench requires a minor repair which will be undertaken. The old play equipment left in the park is ready to be removed. Detritus on the safety surface will require a power wash, possibly as part of another workday. The report refers to open access into private gardens, see 'boundary issues' below.

8.3. Boundary issues It was reported that Clerk has not yet received a response to the correspondence with the landowner requesting a copy of the property boundary plans with evidence of access in place or a copy of an easement agreement before it could confidently acknowledge the intention to reinstate the boundary with a gate and still comply with the terms of its lease with the Diocese.

8.4. Extension of lease to receive an update and consider any actions (if any). No further correspondence has been received from the Diocese.

9. **Harberton Playing Field Easement** Cllrs had received a draft Deed of Easement for consideration in advance of the meeting. Cllrs discussed queries from the solicitor in which **it was RESOLVED** that the easement require that the electrical cable should be installed below a specific depth 375mm minimum depth with mesh and warning tape. Work should be completed within a 12-month time limit and that no specifications are necessary for 'making good' after works are completed.

It was noted that the homeowner, Harberton Parish Hall Committee and Harberton Parish Council are all party to the easement. The Clerk queried whether the Harberton Playing Field Association should also be party to the agreement, as whilst there is no plan attached to the 1963 playing field agreement it would appear the electrical easement passes through both land included in the playing fields agreement and the Parish Hall lease. **ACTION: Cllr Morris** agreed to give his professional opinion before the Clerk make further enquiries with the solicitor.

**It was RESOLVED** that once amendments be made, the Chair and Clerk may sign the easement without the necessity of bringing it back to another meeting of the Parish Council.

10. **Snow Warden Scheme** It was reported that the Clerk has provided Devon County Highways with details for Cllrs Beamish, Bowley and the Clerk to be signed up to 'Snow Warden' training. Before this can be actioned the Parish Council is required to update the DCC Highways Snow Warden form so that records are up to date in line with the training provided. It was reported that Cllr Bowley had agreed to be the main snow warden contact for the Parish Council. **ACTION: The Clerk** will complete the Snow Warden form.

11. **Annual Review of GDPR Policy Documents** Part 1 and Part 2 For consideration\*

11.1. Information and Data Protection Policy was reviewed. It was agreed that **the Clerk** check the contact details for the ICO is the same, to reduce the size of the footer so that additions to dates of review did not force a change in page layout and to change reference from 'BTC' on Page 2 to 'HPC'.

11.2. Subject Access Request Form was reviewed with no amendments made.

11.3. Data Breach Reporting Form was reviewed. It was agreed **the Clerk** update formatting.

11.4. Document Retention and Disposal Policy was reviewed. It was noticed that numbering and formatting needed updating.

11.5. HPC Retention of Documents Appendix A was reviewed with no amendments made.

- 11.6. [HPC General Privacy Notice](#) was reviewed with no amendments made.
- 11.7. [HPC Staff, Councillors and Role Holders Privacy Notice](#) was reviewed with no amendments made.

## 12. Correspondence

- 12.1. [DALC #03 2023 E-bulletin](#) Cllrs were informed that this issue asks Parish Councils to fill out a short survey to share plans on how Councils in Devon are choosing to celebrate the coronation of Charles III, even if Councils have decided not to mark the event. Responses are being published on the DALC website, as a means to share plans and ideas. The bulletin also refers to upcoming elections, suggesting that the Parish Council begins to encourage candidates to stand for election, and that the National Association of Local Council's 'Make a Change' campaign provides useful resources.
- 12.2. [DALC #04 2023 E-bulletin](#) Cllrs were informed that this e-bulletin provides resources to enable Town and Parish Councils to prepare for elections, giving tips on encouraging members of the community to stand. The bulletin also gives further information and encouragement to Town and Parish Councils in making plans for the coronation, sharing coronation guidance released by the Royal Family including information on [The Big Lunch](#) on Sunday 7 May, the Big Help Out on Monday 8 May, highlighting the positive impact of volunteering. The Clerk gave cllrs some examples of arrangements that other councils are making. There was no interest from Harberton Parish Councillors to make any arrangements to mark the coronation. Cllrs were informed of a NALC event being advertised in this bulletin looking at tackling the housing crisis the local way, with custom and self-build homes. The session will look at the benefits of self-builds including improved sustainability and reduced churn in communities along with the next steps for local councils.
- 12.3. [Council agrees how it will spend recent £1m funding to improve sustainability](#) Cllrs were informed by press release that The Council's Executive Committee met on 26 January 2023 and agreed how recent funding of over £1m would be used to support programmes committed to creating 'Better Lives for All' for residents, communities and businesses across the District. Funding will support four main projects: a Local Cycling and Walking Infrastructure Plan (LCWIP) to improve both walking and cycling routes across the District; work to support the decarbonisation of the local marine economy; a 'specialist advisor' programme to provide support to organisations and businesses to decarbonise, support to for construction businesses in preparing to meet future planning and building regulations and to support Community Energy Groups in their work to ensure energy efficiency. Partnerships will be developed across the local agriculture sector to support a culture of sustainable and regenerative farming, alongside a new distribution project to help increase opportunities for locally produced food and drink to reach local marketplaces, reducing the carbon footprint.
- 12.4. [Vision Zero South West Road Safety E-Briefing - Jan '23](#) The Clerk forwarded cllrs a briefing received from the Devon and Cornwall Police's Vision South West Safety Partnership, giving an update on their recent activities, including the latest statistics and figures, speed camera and community speed watch updates and information on 'Op Snap', a service put in place facilitate submissions of dashcam, helmet camera and mobile phone footage of driving incidents witnessed by members of the public.
- 12.5. [ORD2103785 HARBERTONFORD - Rescheduled March 2023](#) Cllrs were informed that works to replacement of drainage, haunching between A381 to junction with Moreleigh Road that were due to take place in January 2023 have been delayed and will now take place between 6th - 9th March 2023, weather dependent.
- 12.6. [You are invited to the South Devon and Dartmoor CSP Annual Forum](#) Cllrs were informed of an invitation from the South Devon and Dartmoor Community Safety Partnership to join their free annual forum taking place on Wednesday 22<sup>nd</sup> March 2023 between 09.15 and 13.00 on Teams. Speakers will address issues such as harmful sexual behaviour, domestic abuse, misogyny, anti-social behaviour and contextual safeguarding.
- 12.7. [Fantastic Response to Rural Cost of Living Survey - but we'd like more! For information](#) Cllrs are informed that the Rural Services Network and Citizens Advice is asking for Parish Councils to encourage people in the community to complete a [Rural Cost of Living Household Survey](#). The survey is open until the end of March 2023 and results will help those organisations running to survey to lobby Government Departments, MPs and other policy makers for a fairer deal for rural communities.
- 12.8. [The Joint Local Plan and the role of Neighbourhood Plans](#) Cllrs were informed of a letter received from the South Hams Society noting assurances from South Hams District Council that HDC that the 'My Place, My Views' consultation being undertaken by South Hams District Council and West Devon Borough Council, in partnership with Plymouth City Council would not override any local Neighbourhood Plans.

## 13. Finance

- 13.1. [Notice of income and expenditure since last meeting.](#)
- 13.1.1. Payment 2205\_4 to The Harbertonford Community Limited (THCL) for the Community Benefit Fund grant as agreed at the meeting of the Parish Council in May 2022 was paid on 2nd February 2023. Cllrs were reminded that it had been agreed that the grant would be paid to the person or organisation making the order by bank transfer at point of purchase. The Clerk confirmed having had sight of the confirmation of order details prior to arranging the transfer = £1500 It was noted for the minutes that the grant is made under section 137(4)(a) of the Local Government Act 1972 (the 1972 Act).
- 13.2. [February 2023 Payments](#)
- 13.2.1. [Consideration of Community Benefit Fund payment to Devon Dashing Dukes](#) Cllrs were reminded that Devon Dashing Dukes had been awarded a grant of £1000 in February 2022 to run after school ukulele lessons for children across the South Hams and was now making a request to draw down 50% of the grant. According to the terms of the grant the applicant had made attempts for additional but had been unsuccessful and had therefore focused all sessions in Harbertonford. After answering questions Cllrs

Beamish left the room. **It was RESOLVED** to pay Devon Dashing Dukes 100% of the grant that had been awarded in February 2022.

- 13.2.2. Consideration of 2022/23 contribution to TRAYE Cllrs were informed that within 2022/23 reserves £500 was earmarked 'Youth Services'. After discussion **it was RESOLVED** to make an additional contribution of £500 to TRAYE within the 2022/23 financial year and to close this earmarked reserve.
- 13.2.3. Consideration of February 2023 payments above discussion **it was RESOLVED** to make the following payments:
  - 13.2.3.1. Payment 2302\_1 to Cat Radford, payslip dated 22<sup>nd</sup> February 2023 includes Clerk February salary £483.60, Neighbourhood Plan February Salary at £55.80 and overtime payment 2 of 3 at £46.50 = £585.90 no VAT.
  - 13.2.3.2. Payment 2302\_2 to Cat Radford, Clerk expenses claim dated 9<sup>th</sup> February 2023 for mileage at £7.74 and broadband at £7.50 = £15.24 no VAT
  - 13.2.3.3. Payment 2302\_3 to Prana Simon expenses claim dated 9<sup>th</sup> February 2023 as reimbursement for purchase of title register and title plan reference: 1000001858467 = £6.00 no VAT
  - 13.2.3.4. Payment 2302\_4 to South Hams CVS, grant agreed at January meeting = £200 no VAT. It was noted for the minutes that the grant is made under section 137(4)(a) of the Local Government Act 1972 (the 1972 Act).
  - 13.2.3.5. Payment 2302\_5 to Peter Beamish as 100% of February 2022 Community Benefit Fund offer = £1000 no VAT. It was noted for the minutes that the grant is made under the Local Government Act 1972 Section 145: Provision of Entertainments 1(d): the development and improvement of the knowledge, understanding and practice of the arts and the crafts which serve the arts.
  - 13.2.3.6. Payment 2302\_6 to The Devon Association of Local Councils (DALC) for invoice 4221 attendance of Prana Simon at the 2022 AGM and conference at £35 plus £7 VAT and Richard Morris at the Being a Good Councillor 2 webinar on 19/10/22 at £15.00 plus £3 VAT = £60.00 It was noted that this invoice had been presented in October 2022 and had not been paid as the Parish Council had also been accidentally charged for additional AGM attendees, not from Harberton Parish Council. The invoice is now paid as credit note 4382 had been issued crediting the Parish Council £84 against incorrectly invoiced delegates.
  - 13.2.3.7. Payment 2302\_7 to TRAYE as a contribution to Youth Services in the Parish = £500. It was noted for the minutes that the grant is made under section 137(4)(a) of the Local Government Act 1972 (the 1972 Act).
14. **E-Circulars for information** Cllrs were informed that circulars regularly 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. Any of these can be forwarded to councillors should they wish to read them.
15. **Matters at the discretion of the Chairman**
  - 15.1. Community larder/fridge A cllr asked if it were possible that the community could initiate a 'help yourself' community larder/fridge as has been established in Dartmouth. It was commented that this is something under consideration by those working to establish the community shop in Harbertonford.
  - 15.2. Cycling pot hole injury Cllrs were encouraged to report all potholes to Highways as they pose a real danger to road users, particularly when full of water. It was commented that a cyclist had suffered a broken cheekbone coming off their bike at a submerged pothole on the highway near Daynes Farm. Cllrs expressed concern that potholes could lead to injury causing someone lasting damage.
16. **Date and location of next ordinary meeting** 7:30pm Tuesday 14<sup>th</sup> March 2023, Harbertonford Village Hall.

Meeting closed at 21:26