

HARBERTON PARISH COUNCIL

Agenda for the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 12th December 2023 at Harbertonford Village Hall.

Public Session

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

Agenda

1. Apologies

2. Declaration of Interests

- 2.1. Register of Interests To remind cllrs of the need to update their register of interests if any had changed.
- 2.2. Declaration of interests For cllrs to declare any interests (nature and scope) on items on the agenda.

3. Reports for information from:

- 3.1. County Councillor
- 3.2. District Councillor

4. Minutes Consider approval of the following minutes: Ordinary Meeting of the Parish Council 14th November 2023*

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)
- 5.2. Bank signatory updates (Clerk)
- 5.3. Snow Warden registration and training (Clerk)
- 5.4. Annual Tree Survey (quotes for tree work) (Clerk)
- 5.5. Parish Lengthsman (Clerk)
- 5.6. Church House Inn platform (Clerk)

6. Co-option of Parish Councillors

7. Planning

- 7.1. Consideration of planning applications
 - 7.1.1. 3887/23/TCA Works to a tree in a conservation area: G1: Mixed species - crown lift to 6m from ground level, pollard to 6m from ground level at Land at SX 776 584, Harberton, Totnes, TQ9 7SW
- 7.2. Receive a report on planning or appeal decisions
- 7.3. Receive a report on enforcement cases (for information only)

8. Monthly reports

- 8.1. Finance Committee update
- 8.2. Community Land Trust update
- 8.3. Sustainable Harbourne Valley update
- 8.4. Neighbourhood Plan update
- 8.5. Harberton Playing Field Association (HPFA)
- 8.6. Harbertonford Play Park Improvements Committee
- 8.7. Clerk's update

9. Renewal of Harbertonford Play Park Lease

10. Emergency Planning

- 10.1. Update on progress of Emergency Directory
- 10.2. Harberton Flood Alert System
- 10.3. Flood and Snow Warden

11. Tristford Road/Vicarage Ball Junction (Cllr Williams) *Consideration of measures to slow traffic*

12. Annual Review of GDPR Policy Documents Part 2* *For annual review*

- 12.1. Document Retention and Disposal Policy
- 12.2. HPC Retention of Documents Appendix A
- 12.3. HPC General Privacy Notice
- 12.4. HPC Staff, Councillors and Role Holders Privacy Notice

13. Correspondence

- 13.1. 20231116 South Hams Community Action: Request for support *For consideration*
- 13.2. 20231116 Planning Training for Town & Parish Councils *For consideration*
- 13.3. 20231117 Devon County Council: Connect me news update *For information*
- 13.4. 20231117 #51 2023 DALC E-bulletin *For information*
- 13.5. 20231124 Renaming of AONBs to National Landscapes *For information*
- 13.6. 20231127 Council Helping Residents With Their Energy Costs *For information*
- 13.7. 20231128 Notification of Road Closure – Work Ref LM212MB10457630A on Bow Road, Harbertonford *For information*
- 13.8. 20231129 #53 2023 DALC E-bulletin *For information*
- 13.9. 20231129 Temporary Traffic Order - A381, Harberton (TTRO2454267) *For information*
- 13.10. 20231201 The Freeport is on Track Following Review *For information*
- 13.11. 20231205 Notice and invitation to TRAYE project Steering Group meeting Fri.15.12.23 @3pm *For consideration*

14. Finance

- 14.1. 2024/25 Budget
 - 14.1.1. Receipt of 2023/4 Quarter 3 Budget report
 - 14.1.2. Budget proposals Opportunity for Parish Councillors to propose projects that require precept funding in the 2023/24 budget.
- 14.2. Notice of income and expenditure since last meeting.
- 14.3. To consider payments as per the December payment schedule*

- 15. **E-Circulars for information** including Citizens Advice South Hams, Climate Change and Biodiversity Emergency, Devon Communities Together, Devon County Council Community News Round-up, Devon Home Choice, Emergency Planning newsletter, Green Lanes Environmental Action Movement (GLEAM), Harberton Village Email, Healthwatch Devon, Information Commissioners Office, One Devon NHS Integrated Care Board, Parish Online, Rural Services Network, SLCC Membership.

- 16. **Matters at the discretion of the Chairman:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

- 17. **Date and location of next ordinary meeting**

**indicates papers are provided.*