

## **HARBERTON PARISH COUNCIL**

Minutes for the ordinary meeting of Harberton Parish Council at 7.30pm on Tuesday 12<sup>th</sup> March 2024 at Harberton Parish Hall

### **In Attendance**

#### **Harbertonford Councillors**

Cllr Beamish: Apologies  
Cllr Bowley: Present  
Cllr Davies: Present  
Cllr Palmer: Present  
Vacancy  
Vacancy

#### **Harberton Councillors**

Cllr Camp: Present (Late)  
Cllr Hambly: Present  
Cllr Paine: Apologies  
Cllr Morris: Present  
Cllr Williams: Present  
Vacancy

#### **Others**

D.Cllr McKay: Present  
C.Cllr Hodgson: Present  
Clerk Ms Radford: Present  
Members of the Public: 5

### **Public Session**

i) A member of the public (MoP) addressed the meeting to inform Parish Councillors (cllrs) that he had rodded the drain on Screw Lane that afternoon, rodding it from the southern bank to break through to the north east side into the sump hole, going along the straight pipe under the road. The Council was informed that the MoP will write up some recommendations to reduce the propensity for re-occurrence to forward to the Clerk.

ii) Four MoPs attending the meeting concerning item 11: Totnes Rural Area Youth Engagement Project (TRAYE) were introduced to cllrs. Attendees included the Lead Youth Worker for the regular club at Harbertonford, the assisting Youth Worker, a young person that regularly attends the club along with their parent. The parent commented that he thinks that youth club is great, his child enjoys sessions which have been a good way for his child to meet friends being new into the area. The young person commented when asked that he most enjoys the games and agreed that he enjoys the food/cooking. The Lead Youth Worker commented that there are 38 individual young people on the Harbertonford club circulation list, and between 15-25 young people attend each session, more in the summer when activities take place on the field. It was commented that many of the young people attending go to school together, but the club provides an opportunity for them to meet and socialise outside of school. It was commented that the young people that attend have a lot of energy and several have neurodiverse diagnoses, such as ASD and ADHD. Some have Special Educational Needs. Sessions comprise a variety of games and fun activities as well as activities with a focus on supporting good mental health. Due to increases in the cost-of-living, youth workers are aware of the importance of providing food for young people and the benefits of learning how to cook and sharing food together socially. It was commented that sessions adapt to the needs of young people. There is a positive activity programme that includes trips and activities throughout the year and in the school holidays, where young people attending TRAYE in different locations come together. These sessions come at additional cost, but support is available to families in need. It was noted that one to one support is available for young people who are struggling or have challenges. The second youth worker commented on his own pathway into youth work from being a regular TRAYE attendee at the club in Staverton, volunteering as part of his Duke of Edinburgh award when aged 16 and is now a trained Youth Worker. All TRAYE staff receive necessary training in safeguarding and in drug and alcohol awareness. The Lead Youth Worker read a letter from a single parent in Harbertonford, commenting on the value the club has had for him and his child and what it means to them. Other parents had made similar endorsements via the club's WhatsApp group. The Lead Youth Worker reiterated that the cost of running the club twice a week through the year and during the summer is £7000 and that the Parish Council is being asked for half this amount, £3500, to ensure the activity continues. It was commented that the costs have increased over the years due to safeguarding recommendations on staff to young person ratios. For children between the age 8-10 the ratio is 1:8, and a ratio of 1:10 for those over 10 years old. As it was expected that MoPs would leave the meeting prior to the matter being discussed at item 11, cllrs asked questions of the MoPs present, and of the C.Cllr who is also the Chair of TRAYE Trustees. Noting that activities take place in Harbertonford, the Lead Youth Worker was asked if it was known how many young people attend from the village of Harberton, or indeed outside the Parish. This information was unavailable without reviewing the contact list, but could be provided. It was commented that the club had not been promoted via the Harberton Village E-Circular and this could be a useful approach in engaging more young people in the Parish. Noting that TRAYE does not currently have a trustee representing Harberton Parish, it was asked if any of the parents in support of the club had been asked or would be willing to become a TRAYE trustee. The parent in attendance agreed that he would be willing to consider this. Cllrs raised the matter of proportionate costs for the Parish, noting that smaller councils with smaller budgets pay the same cost but a much larger percentage of their budget to TRAYE. It was responded that Parish Councils are asked for the same contribution as the costs are the same. Discussion during the public session was closed, to continue when the matter was considered under item 11.

### **Agenda**

1. **Apologies** were received as above **it was RESOLVED** to sanction reasons given.
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. Declaration of interests The following interests were declared on items on the agenda:  
Item 7.1.2 Cllr Hambly is the applicant. The Vice Chair would chair this item on the agenda. Cllr Hambly would leave the room whilst the matter is considered.

3. **Reports** for information from:
  - 3.1. County Councillor (C.Cllr) A written report has been emailed to all cllrs. The following matters were noted:
    - 3.1.1. 20mph Speed Limit The C.Cllr is working hard for a change in DCC policy to make 20mph limits the default speed to replace 30mph speed limits, comparing this one-off cost to the cost of current process with assessment, scoring, selection of applications and subsequent implementation of between 4-6 new 20mph speed limit roads each year.
    - 3.1.2. Devolution Deal for Devon It was commented that despite presentations from officers about the benefits of the Devolution Deal, there is concern about the value of the Deal and the costs of implementation. The C.Cllr's report includes links information and presentations and encourages responses to the consultation.
    - 3.1.3. Funding available for libraries The C.Cllr encouraged applications to a small grants fund to support local book sharing schemes following the loss of the mobile library service. The Community Shop was mentioned.
    - 3.1.4. Family Hubs The C.Cllr encouraged responses from families to the consultation on Family Hubs.
    - 3.1.5. Road works The C.Cllr's report included updates on scheduled road works in the ward. Cllrs queried the condition of the road between Bennetts Cross and the A381. A response had been received from Highways agreeing that the area has deteriorated but on inspection there are no specific potholes that meet DCC's criteria. A scheme is planned for the entire length of the road but is not in next year's programme.
    - 3.1.6. Report for mandatory disabled bay The C.Cllrs report included proposals for the conversion of an advisory disabled parking bay to a mandatory disabled bay outside River Cottage, Bow Road, and a conversion of a double mandatory disabled bay to a triple on Bow Road opposite 11 Marl Park. No objections were raised.
  - 3.2. District Councillor
    - 3.2.1. Delivery Plan approved The D.Cllr commented that affordable housing is a 'red light' issue across the district, and that South Hams District Council's (SHDC) Delivery Plan is seeking to address this important issue. The new Housing Offer is being taken up by a lot of people. The D.Cllr commented that he has been invited to speak to the Zoological Society how the Council is delivering affordable housing and environmental benefit.
    - 3.2.2. 'Keep it Local' food scheme The scheme is now gathering momentum. In his role on the Council's Executive Committee the D.Cllr has had interesting conversations with Dartington Hall Trust and the Apricot Centre, a unique local organisation (recently featured on radio because of their work with refugees).
    - 3.2.3. Hydrographic surveys of waterways The D.Cllr commented on an initiative to use hydrographic instruments to monitor and survey local watercourses.
    - 3.2.4. Street Cleaning Schedules It was reported that the Team at SHDC is working on developing a street cleaning schedule to share with local communities, in part in response to high number of queries and to better enable works to commence, for example in timely movement of parked cars ahead of street cleaning.
    - 3.2.5. Road works in Harbertonford The D.Cllr had spoken with the lead engineer working with DCC on current road works at Harbertonford, in relation to observations on the effect that the road's camber has on larger vehicles on the roadway, and the impact for on pedestrian use of narrow pavements in the village. In response to comments that the 'camber goes the wrong way' the roads have now been scoured further to reduce problems observed. The D.Cllr comments that following works, the pavement is now approx..1.2m wide, (a bit bigger in some places, bit less than others). Whilst the argument for the Zebra Crossing to be moved to the other side of the bridge was lost, where it is now is much better than it was.
    - 3.2.6. Flooding The D.Cllr has read the reports and will be chasing actions for the District Council
    - 3.2.7. Pub decking The C.Cllr will chase removal with be chasing this with South Hams enforcement. After some discussion it was agreed that **ACTION: the Clerk** to ask Devon County Council to go ahead and issue a notice under the Highway Act.
4. **Minutes** It was **RESOLVED** approval of the minutes of the Ordinary Meeting of the Parish Council 13<sup>th</sup> February 2024, with small amendments.
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
  - 5.2. Snow Warden registration and training (Clerk) Ongoing
  - 5.3. Parish Lengthsman (Clerk) It was reported that the Clerk has reviewed the map of buddle holes created as part of the 2019 Survey conducted by cllrs transferring data to *Parish Online*. The results have Highways with a request for up-to-date data on the cleaning cycle and information on codes used for buddle holes so that the Parish Council's database can be updated in order to improve communication between the Parish Council and Highways. An expression of interest has been made, and the brief shared. It was agreed that **ACTION: The Clerk** contact the Lengthsman who attended the ordinary meeting in 2022 when the brief was last circulated, to ask if they would undertake a survey to produce an updated condition report for a fee.
  - 5.4. Emergency Directory (Cllr Paine/Clerk) Ongoing
  - 5.5. Parking in Harbertonford's south bound Bus Stop (Cllrs Bowley and Beamish) It was commented parking has been challenging in recent weeks due to road works on the A381. It was commented that it doesn't appear to be one particular person using the bus stop to park, but various vehicles at different times. It was hoped that once the new road surface has been painted residents will be discouraged to park in the bus stop.
6. **Co-option of Parish Councillors** No interest had been received to enable co-option of Parish Councillors.

## 7. Planning

### 7.1. Consideration of planning applications

- 7.1.1. 0458/24/LBC Listed Building Consent for addition of 6 flow sensors & mounting plate under Harbertonford bridge on downstream side, on north bank & associated cable running along downstream face of bridge back to existing cabinet at Bridge, Main Road, Harbertonford. **It was RESOLVED** to SUPPORT the application
  - 7.1.2. 0463/24/CLE Certificate of lawfulness for existing change of use of barn to residential dwelling at land at SX 761 583 Harberton. Having declared an interest, Cllr Hambly left the meeting. Cllr Morris took the chair. It was recorded that one of the Parish Councillors present confirmed that they had personal knowledge that the applicant has been living on the site for more than four years, and that this knowledge would support the claim. No Parish Councillors present had any personal knowledge or factual information that would refute the claim. Consideration of the matter being complete, Cllr Hambly returned to the meeting and retook the chair.
  - 7.1.3. 0107/24/LBC & 0108/24/HHO Listed Building Consent and Householder Application for timber Conservatory to replace the existing at Dundridge House, Harberton **It was RESOLVED** to SUPPORT the application
- 7.2. Receive a report on planning or appeal decisions Cllrs were informed of the following decisions of the Planning Authority:
- 7.2.1. 4132/23/ARC Application for approval of details reserved by condition 4 (Roofing Specification) of planning consent 3147/23/LBC at Dundridge House, Harberton DISCHARGED OF CONDITIONS APPROVED
  - 7.2.2. 3687/23/HHO Householder Application and 3688/23/LBC Listed Building Consent application for alterations to fenestration & internal layout (retrospective), new front porch, roof mounted solar panels on car port & linyah at Woodcourt Farm, Harbertonford CONDITIONAL APPROVAL
  - 7.2.3. 4018/23/PIP Permission In Principle READVERTISEMENT (Site Location Plan) Application for permission in principle for nine new houses & associated infrastructure at Land at SX 780 585, Meadow Close, Harberton APPLICATION WITHDRAWN
- 7.3. Receive a report on enforcement cases (for information only) A hard copy of the enforcement caseload was circulated for cllrs information. It was noted that a step by step flow chart of the enforcement process has been included, and that all cases now include a reference code, denoting the current status of each case.

## 8. Monthly reports

- 8.1. Finance Committee update There was no update as no meeting had been held.
- 8.2. Community Land Trust update It was reported that discussions with a housing association is still ongoing. A meeting will be held in April, to include the group of prospective tenants.
- 8.3. Sustainable Harbourne Valley update The tree give-away in both villages went well. The AGM is coming up in April, along with talk and film about bees.
- 8.4. Neighbourhood Plan update It was reported that a Renewable Energy workshop had taken place in Harbertonford on 24<sup>th</sup> February which was well attended. The outcomes of the session will be shared with members of the Neighbourhood Plan Committee at the upcoming meeting.
- 8.5. Harberton Playing Field Association (HPFA) No update.
- 8.6. Harbertonford Play Park Improvements Committee No update.
- 8.7. Clerk's update It was reported that:
  - 8.7.1. The person who arranged the purchase and erection of the village Christmas tree in Harbertonford has informed the Clerk that he doesn't wish to continue and has asked the Clerk for a message to be circulated via 'Village Life' to find a replacement. Following comments made on the costs exceeding donations made, the Clerk has written to the recipient of the Community Benefit Fund grant for an update on how funds were spent.
  - 8.7.2. The end of year audit has been booked for 16<sup>th</sup> April, which should enable the Parish Council to complete the Annual Governance and Accountability Return in May.
  - 8.7.3. The volunteer in Harberton who undertakes monthly checks of the defibrillator has had to move out of the village following recent floods and is finding it difficult to return to do the necessary checks. Cllr Morris and a MoP agreed to be put in touch with her to undertake the checks until she can return to the village.
  - 8.7.4. The Clerk has shared two reports with councillors following flooding in Harberton (see Item 13.2 and 13.6). Both reports have been shared on the Parish Council website on the flooding notice board pages.
  - 8.7.5. The Clerk had received comment from a member of the public on the condition of the seating on Harbertonford Green. As the Clerk had understood that the design of these structures form part of Harbertonford's flood defences, the Clerk has contacted the Environment Agency. It has been confirmed that it is unlikely that the Environment Agency would cover costs of repair to the seating element of the structure, and that if the Parish Council or another body were to arrange this, then there would likely be specifications on how repairs could be made. The Clerk is waiting for confirmation from the Environment Agency before taking any further steps. A cllr disagreed that the structures form part of the flood defences, the Clerk will follow up.

9. **Emergency Resilience Grant Fund** *Consideration of application to the fund, deadline end March 2024* Cllr Bowley has measured up the space for a Harbertonford Share Shed and will continue to research build costs. It was reported that the Clerk had met with a representative of Devon Communities Together and Harbertonford Village Hall to discuss making two applications, one for Harberton and one for Harbertonford. It was reported that having met and discussed this, Harbertonford Village Hall committee was pleased to give its' support to the project, agreeing that an application for Harbertonford can be made in the name of Harbertonford Village Hall and that monies can be received into the Village Hall bank account before passing funds to the Parish Council. The committee came up with this list of items for which the grant could be used: a bespoke-sized shed; aqua-packs; (snow) shovels; large yard brooms; foil blankets; 1st Aid kit; torches; traffic

cones. The secretary of the committee intends to speak to those living in the "sunken" Harbourne Terrace and at the bottom of Moreleigh Road to see whether any other items are suggested. **ACTION: The Clerk** will draft applications with information on costings supplied by **Cllr Bowley**.

## 10. Implementing the Harberton Parish Neighbourhood Plan: What role for the Parish Council?

10.1. Neighbourhood Plan Chapter 1 draft The draft chapter had been noted at the meeting in February.

10.2. The Parish Council's Role A member of the Neighbourhood Plan committee had laid out a number of options on the Parish Council's role in implementing the Neighbourhood Plan, which were reviewed. Following discussion, it was agreed that the Parish Council would agree to the following options, for inclusion in the Neighbourhood Plan:

- Option B: *"Keeping a prioritised list of potential community initiatives, published on the parish website, to help spot relevant funding opportunities and other sources of support for them, and to galvanise local people to take them forward"* It was commented that the list of community initiatives that become published in the Neighbourhood Plan could be reviewed at the Annual Meeting of the Parish Council (in May), or Ordinary Meeting in May, and publish the reviewed list on the Parish Council's website.
- Option C: *"Conducting an annual NP Implementation Assessment at a PC meeting, perhaps at the time of the Parish Meeting in April, on the basis of the planning implementation checklist and list of community initiatives. A simple summary to be published on the parish website."* Noting this option would be combined with the review of community initiatives as described above in Option B
- Option E: *"Organising a regular parish gathering to celebrate our parish, and consider the issues we face. This could be run along broadly similar lines to the NPC's Community Conversations event last year, which was well attended, attracted positive feedback and produced clear and useful evidence of local needs and aspirations. (This could be an example of "active facilitation" as mentioned above [Option D].) It could also incorporate public discussion of the year's NP Implementation Assessment above, and checking the prioritisation of the list of community initiatives."* It was agreed to support this option every two years.

11. **Totnes Rural Area Youth Engagement Project** To consider TRAYEs response to the Parish Council's resolutions on providing a grant to the organisation. It was noted that meeting papers had included correspondence with TRAYE following the resolutions made by the Parish Council at the last meeting. The Clerk had compiled information on grants made to TRAYE by other Town and Parish Councils and calculations showing the proportion of each Parish Council's budget paid to TRAYE, a summary of funds granted to TRAYE since 2017, extracts from minutes from 2017 from the present showing communications with the TRAYE project over time and the most recent advice received from DALC. The meeting had heard representations from staff, trustees a young person who attends and their parent in the public session.

TRAYEs response to the proposed grant of £1500 for the year (7% of the Parish Council's precept) to be made be made in the new financial year, after 1<sup>st</sup> April 2024, subject to TRAYE agreeing that they will continue running the youth club in Harberton Parish for the coming financial year was as follows:

1. *Traye will continue to supply the service for 5 months from April 1st for your payment of £1500.*
2. *Notwithstanding 1 we will need a decision from you by the end of May as to whether you wish to continue beyond August as we will need time to deal with the staff issues that result if the service stops.*
3. *If you can confirm that Traye will receive a Grant of £1000 - even though we cannot submit until September, then the above dates can be pushed back by three months.*
4. *To provide the service for the whole year the alternatives I can see are to increase the grant by another £1000 or alternatively, as other Councils have done, take that sum from Reserves.*

The following matters were raised during consideration:

- It was noted that whilst Devon County Council has the statutory duty to deliver youth services, how it delivers this statutory duty has been scaled back in response to funding cuts.
- There were concerns about the language used by TRAYE, commenting that the Parish Council has never agreed to pay for a service, but has agreed to provide a grant to an organisation that delivers youth activities in the area.
- It was noted that all Parish Councils, regardless of size, are being asked for the same financial contribution. For some larger councils the costs represent only 1% of a Parish/Town Council's budget, and for one the costs represent as much as 19%. It was noted that the sessions cost what they cost, regardless of where they are run, but this does not alter the funds that a Parish Council has available and the ability to pay. Parishes of different sizes may need different approaches.
- There was comment about information available from TRAYE in respect of their evaluation of activities. Is TRAYE providing the right activities for the children in Harberton Parish and how do they know? What does TRAYE view as success in the Parish, and how are they measuring success? It was queried whether the Parish Council is getting sufficient information in exchange for a significant proportion of the Parish Council's budget. The C.Cllr commented that this information could be made available as TRAYE regularly produces interim reports for other funders.
- DALC's advice that the Parish Council should consider a request for a grant from TRAYE in the same way as the Council would consider a grant request from any other club or society operating in the Parish was

noted, as was the advice that the Parish Council should make its own decision about funding, regardless of what other councils are contributing.

- Concerns were raised about side-stepping protocol as laid out in the Community Benefit Fund guidelines. It was commented that the Parish Council could make no guarantees on the outcome of a Community Benefit Fund grant until an application could be made in September.
- Cllrs expressed concern that the Parish Council could justify such a considerable grant without first consulting with the community on making increases to the precept to support youth activities, activities that it has no statutory power to fund. It was commented that other Parish Councils were able to justify the costs following consultation in which activities for young people had been a priority for the community. The C.Cllr commented that other councils have included consultation at the Annual Parish Meeting.

Following discussion, **it was RESOLVED** to make a grant of £1750 to TRAYE to operate youth activities in Harberton Parish once per month for the full financial year.

It was noted that the grant offer is increased to half the amount requested for half the number of sessions but over the full year. This is suggested as a means to enable continuation of the club whilst the Parish Council can consult with the community on their view on making increases to the precept to fund youth activities, and reappraise funding when the 2025/26 budget is considered in December 2024.

It was agreed that when responding to TRAYE with this grant offer, to request more information from TRAYE about 'what success looks like' for the organisation and how it measures success of the youth activities run in Harbertonford.

- 12. Devon & Torbay Devolution Deal\*** *Consideration of response to consultation on the Deal and establishment of the Devon and Torbay Combined County Authority (CCA).* It was noted that the Clerk had provided papers and links to information about the Deal to support consideration. Some cllrs made observations on the proposals before it was agreed that the Parish Council will not make a response and that cllrs will make their own responses should they feel compelled to do so.

### **13. Correspondence**

- 13.1. Temporary Traffic Order - OLD ROAD, Harberton (TTRO2454766) *For information* Cllrs were informed that a road closure will be in place on Old Road at the Maryland junction from 1<sup>st</sup> – 8<sup>th</sup> April in order to enable LV mains alteration.
- 13.2. Environment Agency Soil Assessment Report following Flood on 17th Sept 2023 *For information* Cllrs were informed that the Environment Agency's Project Manager of the DCIS Land Management Project took an action following the flood drop-in event to share the report, in response to there being a lot of resident interest. The report can be shared with any interested parties and has been posted [on the Parish Council's website](#).
- 13.3. DALC #08 2024 E-bulletin *For information* Cllrs were informed that the e-bulletin provides the opportunity to catch up with DALC's Connect Event – a Devolution Deal for Devon, where senior representatives from Devon County Council helped members better understand the devolution proposals through giving a presentation and being available to answer questions. [A recording of the session has been published on YouTube](#) (HTML).
- 13.4. Temporary Traffic Notice - OLD ROAD, Harberton (TTRO2455933) *For information* Cllrs were informed of a road closure in place between 28<sup>th</sup> – 31<sup>st</sup> May inclusive to enable "service alteration and policy renew 5m public 19m private" by Wales & West Utilities.
- 13.5. DALC #09 2024 E-bulletin - Consultation Response to CCA proposals *For information* Cllrs were informed that this bulletin focuses on the response that DALC has issued to the public consultation on the proposed Devon and Torbay Combined County Authority (CCA). [DALC's response addresses key themes such as governance and decision-making, resources, and engagement with Parish and Town Councils and communities and can be found here](#). (HTML).
- 13.6. Publication of 17th September 2023 Flood Event Section 19 Report. *For information* Cllrs were informed that the [Section 19 Flood Investigation Report for the 17th September 2023 Floods](#) (HTML) has now been published on [Devon County Council's website](#). The covering email notes that the purpose of this report is to document the flood event as it happened, in addition to setting out recommended actions. The report is to act as a tool for all the relevant Risk Management Authorities to understand and appreciate the extent of flooding in their area and to consider and prioritise those actions relevant to their authority. An email address has been supplied should anyone wish to discuss the report.
- 13.7. DALC #10 2024 E-bulletin *For consideration* Cllrs were informed that this issue includes information Annual Parish Meetings, noting that parish must have an annual parish meeting each year, between 1 March and 1 June (inclusive) and that it is NALC's view that the parish or town council has a duty to call this meeting to ensure it happens. Whilst there is little formal guidance about what must happen at a meeting, DALC has published [guidance on its website](#) (HTML) to help Parish Councils call the annual parish meeting, and to provide some inspiration for ideas on what could be done and how to increase attendance. Advice was noted.

### **14. Finance**

- 14.1. Opening new bank account It was reported that the Clerk has completed paperwork in order to open a new Instant Access savings account with Unity Bank to enable Community Benefit Funds to be transferred from the

Barclays Bank account and that account to be closed. Signatories on the new Unity account included the Clerk (Ms Radford) Cllrs Camp, Williams, Paine and Beamish. It was noted that being a savings account, there would be no monthly charge on the account. Whilst the paperwork indicates that the signing authority is for 'any two' signatories, this relates to details concerning the account. Payments will require authorisation from three signatories (one to set up and two to sign). **It was RESOLVED** to open the account. **ACTION: the Clerk, Cllrs Camp, Beamish, Paine and Beamish** to sign paperwork.

14.2. Notice of income and expenditure since last meeting. None

14.3. To consider payments as per the March payment schedule

- 14.3.1. Payment 2403\_1 to Cat Radford, payslip dated 22<sup>nd</sup> March 2024 includes Clerk Mar salary £518.27, Neighbourhood Plan Mar Salary at £59.80 and overtime payment 3 of 3 at 118.57 = £696.64 no VAT.
- 14.3.2. Payment 2403\_2 to Cat Radford, Clerk expenses claim dated 7<sup>th</sup> March 2024 for mileage at £10.08 and broadband at £7.50 = £17.58 no VAT.
- 14.3.3. Payment 2403\_3 to Harberton Parish Hall for hall hire for March meeting = £14.63 no VAT.
- 14.3.4. Payment 2403\_4 to South Hams District Council invoice 22286617 Tractor cut of field between April 2023 and March 2024 (Harberton) at £684 plus £136.80 VAT = £820.80
- 14.3.5. Payment 2403\_5 to Harbertonford Village Hall for cost of meeting room hire. The Clerk reported that the invoice was due but had not been received. **It was RESOLVED** that the Clerk make this payment when the invoice is received.

**It was RESOLVED** to transfer £7820.70 of Community Benefit Funds from the Parish Council's Barclays Bank account to the Parish Council's Lloyds Bank account before the end of the financial year.

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.

16.1. Parish Council's representative on Harberton Parish Hall Management Committee Cllr Williams informed the Parish Council that he has resigned from the Hall committee. A representative of the Hall Management Committee has written to the Clerk to comment that it looks forward to hearing who will be joining the committee, once a replacement has been nominated in due course.

16.2. Englebourne Woods replanting notice It was commented that the owners of Englebourne Woods have not been able to make contact with the Forestry Commission in order to confirm details of their licence to replant. The owners would like to understand if natural regeneration is sufficient. It was suggested that contact is made with the D.Cllr, as he had been in touch with the Forestry Commission when permission to fell was in question before.

16.3. Scrapings at Fork Cross Following a report at the last meeting that scrapings had been dumped on the junction at Fork Cross on a site where it is believed that orchids are protected, it was noted that a load of scrapings had been dumped a second time. It was reiterated that this would further damage the environment for orchids, and raise the banks of a site that already has poor visibility. The C.Cllr agreed to take photos to report back to Highways.

16.4. Brockhills Cross Footway It was noted that the verge at Brockhills Cross had been mown recently, making it easier for pedestrians crossing the A381. A cllr asked if it would be possible to create a footway on the verge here.

17. **Date and location of next ordinary meeting** Tuesday 9<sup>th</sup> April 2024, Harbertonford Village Hall.

Meeting closed at 21:28