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**HOLBETON PARISH COUNCIL**

**Clerk:** Mrs Teresa Drew  
Email: holbetonparishclerk@gmail.com  
Tel. 01752 893691

**Chairman:** Mr John Sherrell  
Great Prideaux Farm  
Newton Ferrers, PL8 1HP  
Tel. 01752 872815

Dear Councillors

You are summoned to attend the **Annual Meeting of Holbeton Parish Council** on **Wednesday 15 May 2019** at **7.30 pm** in the Reading Rooms, Holbeton. The business to be transacted at this meeting is set out below.

If you are unable to attend or will be late arriving, please contact the Chairman or myself.

Thank you.

**AGENDA**

1. Election of Chairperson
2. To receive apologies for absence
3. **Members' Code of Conduct - Declaration of Interests and Register of Interests** In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests including the nature and extent of such interests they may have in items to be considered at this meeting.

Members are also reminded that any change to their Declaration of Interests must be notified to the Parish Clerk within 28 days of the change.

4. **Reports:**
  - (a) Police Report
  - (b) County and District Councillors' Report(s)
  - (c) Question(s) from the Public - opportunity for members of the Public to ask question of the County, District and Parish Councillors and the Police, or to comment on any matter
5.
  - (a) Election of Vice-Chairman
  - (b) Election of Committees: - Planning (all Councillors), Parish Rooms maintenance (all Councillors), Finance (3 Councillors & R.F.O.)
  - (c) Parish Tree Warden
  - (d) Footpaths
  - (e) Web-master
  - (f) Snow Warden
  - (g) Review of hire cost for the Parish Rooms.
  - (h) Defibrillators - Battsborough Cross & Holbeton
  - (i) Dementia Friendly Parishes Around the Yealm and Four Rivers Dementia Alliance Parish Representative
6. Past subject matter(s) for the purpose of report only:

135/18 Manhole drain cover below Brownswell requires repairing. Cllr Pengelly met with a representative from South West Water, who informed him that it is not their drain. The representative will feed back to Clerk as they think it is an Environment Agency issue. **ACTION: SWW/Parish Clerk**

135/18 Bus stop sign repair - attempts are being made to chase this up. **ACTION: Cllr Hosking**

135/18 Smaller gully pot sucker lorry to access Vicarage Hill and Gibb, drains which are still blocked required. **ACTION: Cllr Hosking**

135/18 £1,500 Highway Grant - £500 has been assigned to the refurbishment of the village pump, £750 to be used for work on roads/lanes around the parish subject to flooding. Road sweeper required at Gibb, verge encroaching into road. **ACTION: Cllrs D Knight, J Pengelly and Sherrell**

138/18 Parish Clerk to contact Parish Council insurance company and enquire what the cost would if the Parish Council took on the insurance of the play park and bike track. **ACTION: Parish Clerk**

140/18 Planning notice for O127/19/ARM around the village were not visible. **ACTION: Cllr Baldry**

141/18 Pet Memorial dog bin be moved or emptied more frequently. **ACTION: Cllr Baldry**

141/18 Signage to be placed by the Bull and Bear stating no HGVs, as they are destroying hedges. **ACTION: Parish Clerk**

7. Confirm Minutes of the meeting held on Tuesday 9 April 2019 (as previously circulated), to be signed by the Chairman

8. Planning: To comply with consultation time limits, planning applications received after agenda has been published, may be considered at the meeting and any recommendations ratified at the subsequent meeting.

Reference: 1096/19/LBC

Proposal: Listed building consent to include minor external paving alterations; alterations to form a ground floor WC; repairs to internal wall plaster and internal pipework; alterations to create two bathrooms at first floor level from three existing bathrooms.

Site Address: Mothecombe House, The Flete Estate Offices, Mothecombe, PL8 1LA

Reference: O127/19/ARM

Proposal: Reserved matters application following outline approval 25/1720/15/O (Outline application with some matters reserved for erection of 14 no. dwellings, provision of community car park, allotment gardens, access and associated works)

Site Address: Development Site at SX 612 502, North Of Church Hill, Holbeton, Devon

9. Financial Matters - full list of payment(s)/receipt(s) will be confirmed at the meeting
- Grant request - Maintenance of All Saints churchyard
  - Purchase of St George's flag
  - End of Year Accounts 2018/19, Annual Internal Audit Report 2018/19, Section 1 - Annual Governance Statement 2018/19
10. Section 106
11. The Mildmay Colours - Asset of Community Value (ACV)
12. Blocked Passing Space - Luson
13. Parish Councillors' reports
14. Correspondence to note = Holbeton Primary School - consultation to change age range
15. Review of Clerk's salary
16. Date of next Parish Council Meeting - 11 June 2019

Teresa Drew

Clerk to the Parish Council

Date: 10 May 2019