

## MINUTES OF HOLBETON PARISH COUNCIL MEETING HELD REMOTELY ON ZOOM ON TUESDAY 10 NOVEMBER 2020 AT 7.30 PM

**Present:** Cllrs John Sherrell, Andrew Hollett, Mike Reece, Carol Ackroyd,  
Harry Baumer, Trudie Timlin Brown and Chris Flower

County Councillor Richard Hosking (from 8.42 pm until 9.00pm)  
District Councillor Keith Baldry (from 7.30 pm until 8.30 pm)  
Teresa Drew - Parish Clerk

**Visitor(s)/Parishioner(s) present:** 1 parishioner

### 092/20 APOLOGIES FOR ABSENCE

Apologies received from District Councillor Dan Thomas and Cllrs James Pengelly and Julie Fuller.

### 093/20 DECLARATION OF INTERESTS

Members were 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.

None declared.

### 094/20 REPORTS

(a) County Councillor and District Councillor's Reports

County Councillor Richard Hosking emailed the following report:

1. There have been 731 cases of Coronavirus confirmed in Devon in the last week to 8th November. This brings the total confirmed cases in the County to 6,014.
2. Sad to report 4 more Coronavirus deaths in Devon in the week to 30<sup>th</sup> October 2020.
3. We are now in lockdown until 2<sup>nd</sup> December 2020 and whilst there has been good news on the development of a vaccine the Prime Minister has emphasised that we must continue to observe lockdown rules to prevent the NHS being overwhelmed by cases.
4. So a reminder that "hands, face, space" is still the order of the day when you make those essential trips.
5. The Government has now made funding available for a hardship fund to help families over the Christmas break. This will be co-ordinated by [Neil.Hawke@southwestdevon.gov.uk](mailto:Neil.Hawke@southwestdevon.gov.uk) An online application form can be found on the South Hams Website <https://southhams.gov.uk/help> and the helpline telephone number is (01803) 861297.
6. This additional funding has freed up the money Devon County Council had allocated for this purpose, and we are now able to offer grants of £300 to £700 for Parish Councils and voluntary bodies to help those obliged to self-isolate or quarantine and guidance including how to apply is provided on the Devon County website at <https://www.devon.gov.uk/coronavirus-advice-in-devon/document/covid-19-fund/>
7. The Chancellor announced further measures to protect jobs and help the self-employed to supplement the recently announced Winter Economy Plan. This includes extension of the Furlough scheme, potentially until March 2021, and other grants and reliefs.
8. Guidance on how to obtain help is available for Parishioners through;
  - a) the Citizens Advice Bureau 0344 411 1444 and soft touch signposting for businesses through;
  - b) the Heart of the Southwest Local Enterprise Partnership 03456 047 047
9. Pleased to report that John Sherrell passed on a report that one of the sunken manhole chambers on the A379 to Modbury reported last month had deteriorated and was in danger of collapse. The Highways Authority had previously inspected on my first report, inspected for a second time and coned off the manhole in question by late afternoon that day.

County Councillor Richard Hosking emailed the following report: (continued)

10. We have received correspondence from Nirosha Gunatillake concerning speed limits at Battisborough Cross and on the road to Mothecombe. The default speed limit where street lights are installed is 30 mph, however Nirosha will be pleased to hear that the existence of a 30 mph speed limit does not imply that a road needs to be street lit. I have previously received a request that the speed limit is extended to the last house on the south side of Battisborough Cross. The road from Battisborough Cross to Mothecombe is unlikely to meet the current regulations for a speed limit to be introduced, however our Neighbourhood Highways Officer will investigate accident data and consider this possibility.

District Councillor Keith Baldry:

The revised Waste Collection Changes are now in place. There have been a few issues as the review has meant that 31,000 households have had their collection day or week changed. To report a missed bin, you can use the 'report it' function on the website as this will ensure it is logged with both South Hams and FCC immediately. If a bin has already been reported as missed, but has still not been collected within 3 working days, then please contact - Waste@swdevon.gov.uk

(b) Questions from the public and Councillors

Cllr Hollett - during latest lock down, the government has reintroduced the grant scheme for businesses. Based on rateable value of £15,000, a business should be able to receive a grant of £900. Cllr Baldry suggested contacting Neil Hawke at SHDC for more details.

Cllr Ackroyd - on the A379 to Bull and Bear, near the area where the engineering work has recently been completed, the road surface is deteriorating and recently there was a very serious accident. Cllr Hosking will speak to Nick Colton DCC Highways and report back next month. **ACTION: Cllr Hosking**

Cllr Ackroyd notified Cllr Baldry, that the Parish Council had still not received the COVID grant from SHDC. Cllr Baldry agreed to facilitate a payment of £150 for the purposes applied for. **ACTION: Cllr Baldry**

#### **095/20 PAST SUBJECT MATTERS FOR THE PURPOSE OF REPORT ONLY**

074/20 At the junction by Holbeton post office, white lines are required urgently. **ACTION: Cllrs Hosking/DCC Highways**

074/20 Pot holes on Brent Hill, Eastern Town and Holbeton Point need repairing. Verges need repairing in Ford area near Backlane footpath and at the turning into Fursdon Farm. **ACTION: Cllr Hosking**

074/20 Drains have been cleared at Gibb. Drains still need to be addressed opposite Church top gate, Vicarage Hill and outside the Dartmoor Union. **ACTION: Cllr Hosking**

074/20 On the crest of the hill past the newly-repaired road near the Bull and Bear, vehicles are encroaching into the bank, bollards required. **ACTION: Cllr Hosking**

074/20 Parking on the corner of Garden Close and Fore Street - Cllr Hosking will visit the area to understand the issues being raised. **ACTION: Cllr Hosking**

#### **096/20 APPROVAL OF THE PARISH COUNCIL MEETING MINUTES**

The minutes of Holbeton Parish Council meeting held on 13 October 2020 (previously circulated), were approved by the Chairman and will be signed.

**097/20 PLANNING** - Parish Councillors viewed planning applications on SHDC website prior to the meeting.

*To comply with consultation time limits, planning applications received after agenda publication may be considered at the meeting and any recommendations ratified at the subsequent meeting.*

Reference: 3335/20/HHO

Proposal: Householder application for external remodelling of existing dwelling with extension and pergola

Site Address: Skylarks, Battisborough Cross, Holbeton, PL8 1JU

Recommendation: Support

Planning Application Ref: 3435/20/FUL

Description: Application for 70m driveway around northern perimeter of sports club (Resubmission of 0851/20/FUL)

Address: Battisborough Cross Recreation Field Battisborough Cross Holbeton PL8 1JT

Recommendation: Support - supporting information to be double checked by SHDC to ensure drainage is sufficient.

## 097/20 PLANNING (continued)

### PLANNING DECISION(S):

APPLICATION NUMBER: 1442/20/FUL Holbeton

LOCATION: Keaton Farm Holbeton PL8 1HL

PROPOSAL: Erection of timber clad, steel portal framed agricultural building and associated gravel access track

DECISION: Refusal

APPLICATION NUMBER: 2250/20/FUL Holbeton

LOCATION: Keaton Farm Holbeton PL8 1HL

PROPOSAL: Demolition of existing timber framed stable and store building and construction of purpose built timber framed stable and garage building

DECISION: Conditional Approval

### PLANNING WITHDRAWN:

APPLICATION NUMBER: 2324/20/FUL 202324 Newton & Yealmpton LOCATION: Scobbiscombe Farm Yealmpton PL8 2EW

PROPOSAL: Conversion of agricultural barns to ancillary accommodation directly associated with former farmhouse and holiday letting accommodation. Extension of former farmhouse utilising redundant agricultural barn

## 098/20 FINANCIAL MATTERS

It was resolved to approve the following payments and receipts:

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - October 2020 Salary and back pay	£616.96	-	-
Mrs M Venton	Cleaning of Holbeton Public Toilets - October 2020	£67.50	-	-
HMRC	PAYE	£58.80	-	-
J C Garden Services	Strimming bike track	£80.00	-	-
Battisborough Croquet Club	Battisborough Cross Recreation ground - access and parking drainage design assessment	£340.00	-	-
EDF Energy	Electricity bill for Reading Rooms	£11.08	£0.55	£10.53
Mr M Rawlings - Lengthsman	Lengthsman work at £10/hr	£135.00	-	-
CLlr Trudie Timlin Brown	Reimbursement of £50 for Wembury Cars (taxi service) to take a parishioner to Derriford, waiting time and return with a family member. (COVID-19 fund)	£50.00	-	-

**RECEIPT(S):** Bank Interest (09.10.2020) - £0.04  
Devon County Council P3 - £750.00  
South Hams District Council Precept - £6,211.00

**GRANT REQUEST(S):** None

- The draft budget for 2021/2022 circulated to Councillors prior to the meeting (see attached), was approved.
- It was resolved the precept for 2021/2022 is increased by 15% to £14,375.

## 099/20 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE - Cllr Baumer

Cllr Baumer circulated the briefing below, prior to the meeting:

The Holbeton Parish Council sub-committee held its fourth meeting on Tuesday the 3rd November, a Zoom meeting.

- The sub-committee considered the principles on how the section 106 money from the Creacombe Solar Farm should be allocated. It was already agreed that the funds should be spent in support of the Holbeton Parish Council's Environmental Action Plan, and it was affirmed that this should be the sole use for the money.

It was agreed that the money should be either spent or allocated (i.e. accumulated for a specific purpose) within each year. It is emphasised that the role of the sub-committee was to advise and make recommendations on spending to the parish council.

It is unclear when the funding will become available. Several small projects have been identified as having the support of the sub-committee in principle to fund purchases of:

1. A small number of books on environmental and climate change for the reading rooms library. The titles to be chosen by members of the subcommittee and parish forum members.
2. Wild flower seeds and a small notice board for a small wildflower area next to the reading rooms\*.
3. LED lights for the reading rooms, in collaboration with the lead councillor responsible for its administration (Debbie Knight's successor).

Once these are costed, they will be put forward via the sub-committee for parish council approval.

4. Sponsorship of one edition of the Holbeton News in order to raise awareness of the environmental action plan (this had been discussed previously).
- \*It was suggested that the area adjacent to the reading rooms and below the gate to the church has no identified owner. However, further investigation shows that this land belongs to the church. The wild flower proposals will need to be approved by the Parochial Church Council.
  - Preparations for the proposed parish wide survey on LED lights will continue, with as yet no date for implementation. It was agreed that it should be expanded slightly to include questions on which electricity provider the household used, and whether there was a coin in the slot meter (which are very expensive). It should also be used to advertise the service available from South Dartmoor Community Energy, a local community benefit society helping local communities become more energy efficient and involved in renewable energy projects. It includes an energy advice team.
  - It was agreed that the sub-committee will organise an open session (probably via Zoom) in the coming months with invitations to all parishioners. The session will be to educate parishioners on the Yealm Community Energy. Cllr Chris Flower will be organising the presentations, which will include 2 parishioners closely involved with the organisation. It will be advertised in the Holbeton News in advance.
  - The monthly environmental briefing and environmental tip of the month for Holbeton News will continue.
  - The approved minutes of the 6th October subcommittee meeting are available for councillors.

The next meeting of the sub-committee will be on Tuesday 1st December. The Holbeton Players' Zoom account will be used as the meeting is on the same night as Ermington Parish Council's monthly meeting.

Resolved to sponsor one edition of the Holbeton News in order to raise awareness of the environmental action plan (this had been discussed previously). **ACTION: Cllr Baumer**

## 100/20 HOLBETON PUBLIC TOILETS - Cllr Hollett

Products for the toilets are being purchased in bulk to reduce costs and where possible the cleaning materials and toilet paper for the public toilets are environmentally friendly.

Cllr Hollett asked if there was an update on the conveyance of the public toilets. Cllr Baldry will liaise with Chris Brook at SHDC and feed back. **ACTION: Cllr Baldry**

### **101/20 HOLBETON READING ROOMS - CARETAKER**

Resolved: Cllr Reece will be a key holder and deal with the bookings of the rooms.

Resolved: Cllr Hollett will ask a parishioner if they would like to be the cleaner.

Resolved to increase the hire of the rooms to £12.00 for a 4-hour booking with immediate effect.

### **102/20 REPORTING OF PARISH HIGHWAY ISSUES**

Resolved: parish highway issues will be reported by Cllr Timlin Brown.

### **103/30 DOG WASTE BINS - CLLR FLOWER**

Cllr Flower is awaiting further information and will report back at next month's meeting.

### **104/20 SNOW WARDEN - SALT/GRIT - Cllr Reece**

The Parish Council salt bags which are currently in storage at a local farm have deteriorated and are unusable.

Cllr Reece has requested 40 sacks (which is the minimum quantity that can be ordered) to be delivered to his home and will distribute around the village.

### **105/20 COUNCILLOR ADVOCATE SCHEME**

Resolved: Clerk to ask Cllr Fuller to be the point of contact for the Councillor Advocate Scheme. Councillor Advocate Scheme to be included on December's agenda. **ACTION: Clerk**

### **106/20 SPEEDING AT BATTISBOROUGH CROSS**

A document from a parishioner was circulated prior to the meeting. The speed and volume of traffic through the village has increased. Households were recently consulted and supported the reduction to 30 mph, but opposed street lighting due to light pollution. It was confirmed that a 30 mph speed limit zone does not require street lighting.

Cllr Flower asked Cllr Hosking what the criteria was for a 20 mph speed limit.

Cllr Hosking thanked the parishioner for their correspondence and explained a pilot is proposed to take place in Newton Abbot, which is looking at the general principle of 20 mph zones in built up areas. We will wait for the feedback on this pilot to see how effective it is. In the meantime, Cllr Hosking will look at Battsborough accident history, which may result in limiting the speed. He will also liaise with Nick Colton DCC Highways to assess the budget and report back at the next meeting. **ACTION: Cllr Hosking**

### **107/20 REPORTS FROM PARISH COUNCILLORS**

- Holbeton Parish Council Logo - the Headmaster of Holbeton Primary School has circulated a letter to parents, asking if their child could design the logo. The staff at the school will decide on the best ten entrants, then pass them to the parish council who will decide upon the winner. The logo to have Holbeton Parish Council on it. Designs to be passed to class teacher by Friday 6<sup>th</sup> November 2020.
- Holbeton Parish Council Social Media - Holbeton Parish Council Facebook page is now operational.
- Holbeton Primary School - Cllr Sherrell has explained S106 money to the Headmaster.
- Weekly bike track inspections and monthly inspection of parish defibrillators. **ACTION: Cllr Reece** - no issues on the bike track. Debris removed from below the Battsborough Cross defib and the village hall defib has now been repaired.
- Cllr Pengelly emailed the following report - Drains at Gibb still blocked. White lines not done at the junction near the Holbeton post office. Two drains at the lay by below the Bull and Bear have been cleared. Brown bins have not been collected at 3 properties in Brent Hill above Eastern Town since 29 September 2020.

## 108/20 CORRESPONDENCE TO NOTE

Devon's Best Churchyard Competition 2020 - Holbeton's churchyard was awarded a Certificate of Merit by CPRE Devon at this year's competition.

Western Power Community Matters Festive Fund - Cllr Ackroyd on behalf of the HPC has applied for a grant.

Parishioner - Nethcombe Lane - discussion took place and due to cost the Parish Council were not able to provide funding. In the correspondence from the parishioner, it was noted an incident involved an ambulance. Clerk to contact SWAS to inform them to avoid the lane. **ACTION: Clerk**

Cllr Reece - Gibb Lane and allotment hedges require trimming. **ACTION: Cllr Sherrell**

Cllr Ackroyd agreed to apply for an additional COVID grant of £300.

P3 (Footpaths) report from Parish Representative - overseeing some work to gateways on the Efford path with permission from Mr John Mildmay-White. Quotes have been received from contractors and materials. The work will be funded by the £750 grant.

Holbeton Parish Council are advertising for a Councillor. The closing date is 4 December 2020. Information can be viewed on notice boards and the parish council website.

## 109/20 TO CONFIRM DATE OF NEXT PARISH COUNCIL MEETING

The next **Parish Council Meeting** to be held remotely on Zoom will take place on **Tuesday 8 December 2020 at 7.30 pm.**

## 110/20 CONFIDENTIAL MATTERS

The Parish Councillors received a confidential report on an issue in the parish; no decisions were made.

The meeting closed at 9.43 pm.

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(Holbeton Parish Council Chairman)

Date: 8 December 2020

Holbeton Parish Council website- <https://www.holbeton-pc.gov.uk>

### Dementia Friendly Parishes Around The Yealm



**Holbeton Parish Council website- <https://www.holbeton-pc.gov.uk>**

To report issues to the local Police. Members of the public who have a non-urgent matter to bring to the attention of their Local Policing Team, the easiest way of contacting them is:

<https://www.devon-cornwall.police.uk/your-area/teams/Ivybridge/Overview> or contact form:

<https://www.devon-cornwall.police.uk/your-area/teams/Ivybridge/Contact>

To report highway issues - <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

Devon County Council road works completed, current & future works - <https://apps1.wdm.co.uk/Live/Devon/PBLC/PIP/Map.aspx?cg=sws>

SHDC website: - <https://apps.southhams.gov.uk/webreportit> - click on what you would like to report, from the drop down menu.

<b>HOLBETON PARISH COUNCIL EXPENDITURE</b>		<b>Budget 2020/21</b>	<b>Spend Year to Date (including VAT)</b>	<b>Underspend /Overspend</b>	<b>Draft Budget 2021/22</b>
<b>Codes from Spreadsheet</b>	<b>1. Running Costs</b>				
RR1	Electricity - Holbeton Reading Rooms	250	238.16	11.84	250
RR2	Maintenance/Repairs/Sundries	50	60.00	-10.00	100
RR3	Insurance	400	392.25	7.75	450
RR4	Fire Inspection/Portable Appliance Testing - Holbeton Reading Rooms	0.00		0.00	0.00
	<b>Total</b>	<b>700</b>	<b>690.41</b>	<b>9.59</b>	<b>800</b>
	<b>2. Admin Running Costs</b>				
AD1	Clerk Salary	6000	2850.14	3149.86	6500
AD2	Payroll Services South Hams District Council	120	120.00	0.00	120
AD3	Subscriptions/Memberships	260	245.02	14.98	250
AD4	Training/Travel/Office Equipment Purchases & Repairs/Postage/Document Purchases	350	167.55	182.45	200
AD5	External Audits	130	150.00	-20.00	170
AD6	Website Grant	400	210.00	190.00	400
HMRC	HMRC - Clerk	50		50.00	100
PE	Parish Election	100	89.62	10.38	100
ICO	ICO - Date Protection Certificate	35	35.00	0.00	35
	<b>Total</b>	<b>7445</b>	<b>3867.33</b>	<b>3577.67</b>	<b>7875</b>
	<b>3. Land Running Costs</b>				
CM1	Maintenance of grounds e.g. grass cutting, strimming & lawn mower & servicing of equipment	3000	1462.00	1538.00	3000
CM2	Recreation purchases	200		200.00	500
CM3	Christmas tree for Parish	70		70.00	70
D6	Dog waste - waste bins	0		0.00	500
FLETE	Rent of land from Flete Estate	100	100.00	0.00	100
AA1	Allotments - water usage	300	142.66	157.34	200
	<b>Total</b>	<b>3670</b>	<b>1704.66</b>	<b>1965.34</b>	<b>4370</b>
	<b>4. Community Running Costs</b>				
CHRCHYD	Churchyard	500	500.00	0.00	500
P3	P3	200		200.00	200
DEFIB	Defibrillator running costs	100	132.00	-32.00	150
HVH	Hire of Holbeton Village Hall	100	34.20	65.80	200
DCC & SHDC GR	Spend against grants received from Devon County Council and South Hams District Council	200	2668.25	-2468.25	200
GRTS SPEND	Holbeton Parish Council - Grants / Donations	100	500.00	-400.00	100
TAP FUNDING	TAP Funding	0		0.00	0
NP - expenses	Neighbourhood Plan	0		0.00	0
PT	Public Toilets - cleaning/maintenance	500	727.11	-227.11	900
	<b>Total</b>	<b>1700</b>	<b>4561.56</b>	<b>-2861.56</b>	<b>2250</b>
	<b>5. S137 Grants/Donations</b>				
S137	S137 - power of the last resort that allows Councils to spend limited money on purposes for which they have no power	20	20.00	0.00	20
	<b>6. Climate, Environment and Biodiversity Emergency</b>				
Climate	Holbeton Parish Council - Climate, Environment and Biodiversity Emergency	1000		1000.00	0
	<b>Total</b>	<b>20</b>	<b>20.00</b>	<b>0.00</b>	<b>20</b>
	<b>Total Expenditure</b>	<b>13535</b>	<b>10843.96</b>	<b>2691.04</b>	<b>15315</b>
	<b>HOLBETON PARISH COUNCIL INCOME</b>				
			Precept = £12,422 + £78 grant = £12,500		Precept in 2020/2021 = £12,500
AA2	Allotments - rents and water	200	266.48	-66.48	300
P	Precept	12500	12500.00	0.00	14375
RR	Hire of Reading Rooms	600		600.00	200
P3	P3	0		0.00	0
BI	Bank Interest - Business Account	3	1.10	1.40	3
VAT Refund	VAT Refund	400	765.49	-365.49	150
NP	Neighbourhood Plan - income	0		0.00	0
GRTS	Grants Received	200	2995.00	-2795.00	200
TAP	TAP Fund	0		0.00	0
	<b>Total Income</b>	<b>13903</b>	<b>16528.07</b>	<b>-2625.57</b>	<b>15228</b>