

MINUTES OF HOLBETON PARISH COUNCIL MEETING HELD ON TUESDAY 13 JULY 2021 AT 7.30 PM IN HOLBETON VILLAGE HALL

Present: Cllrs John Sherrell (Chairman), Mike Reece, Chris Flower, Harry Baumer, Nirosha Gunatillake, Andrew Hollett, Trudie Timlin Brown and James Pengelly

District Councillor Keith Baldry - (from 7.30 pm until 8.00 pm)
Teresa Drew - Parish Clerk

Visitor(s)/Parishioner(s) present: None

041/21 APOLOGIES FOR ABSENCE

Apologies received from County Councillor Daniel Thomas, Parish Councillors Julie Fuller and Carol Ackroyd.

042/21 REPORTS

(a) County Councillor Daniel Thomas - No report received.

(b) District Councillor Keith Baldry

SHDC waste collection service is improving, there are fewer complaints from residents. Meetings are regularly taking place with FCC, the refuse contractor.

(c) Questions from the public and Councillors

Cllr Flower reported the dog bin container at Coast Guards beach Mothecombe has been removed. SHDC to be informed.

ACTION: Clerk

Cllr Sherrell asked if Parish Roads could be placed on August 2021 agenda. Councillors to forward ideas to the Clerk for roads to be considered for being included in a traffic order (see item 024/21 Battisborough Cross) to be collated. **ACTION: Clerk**

043/21 DECLARATION OF INTERESTS

Cllrs Reece and Pengelly DPI agenda item 14 (054/21).

044/21 PAST SUBJECT MATTERS FOR THE PURPOSE OF REPORT ONLY

024/21 Battisborough Cross 30 mph speed limit extension - DCC Highways have no budget at the moment, but if the parish council pay £4,500 the speed limit extension can be actioned, or the work could be funded after April 2022. It was RESOLVED to wait until April 2022.

024/21 Village Play Park Safety Concerns - to install the standard height of the cladding on slide. Two posts to be replaced under guarantee by Earth Wrights - to be actioned by the end of July 2021

024/21 Hedge slip near Gibb - DCC Solicitor has confirmed it is the responsibility of Flete Estate. Cllr Sherrell will discuss the situation with Flete Estate. Action: Cllr Sherrell

The following items will be assessed by Cllrs Thomas and Sherrell within the next 10 days:

024/21 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.

024/21 Parking on the corner of Garden Close and Fore Street

024/21 White lines urgently required at junction by Holbeton post office and Battisborough Cross at junction to Mothecombe

024/21 Drains to be addressed opposite Church top gate, Vicarage Hill, outside the Dartmoor Union and Gibb

024/21 A379 to Bull and Bear, near area where the engineering work has recently been completed. Road surface is deteriorating. On the crest of the hill vehicles are encroaching into the bank, bollards required

045/21 APPROVAL OF THE PARISH COUNCIL MEETING MINUTES

It was RESOLVED to approve and sign the Parish Council Meeting minutes of 8 June 2021 (as previously circulated). The minutes were duly signed by the Chairman.

046/21 GENERAL REFUSE COLLECTION ISSUES AND REFUSE COLLECTION FROM UN-ADOPTED AREAS

ClIr Hollett reported the bottle bank in Holbeton is full. ClIr Baldry - there is a shortage of staff which is currently being addressed and the bottle bank will be emptied as soon as possible.

ClIr Baldry asked that bins which are not emptied, to be reported on SHDC website -

<https://southhams.fccenvironment.co.uk/missedcollection>

ClIr Pengelly reported, two properties in the village are still waiting for the new recycling bins and information on the new system.

ClIr Baumer confirmed, Holbeton Parish Council supports the new SHDC Waste and Recycling Service in line with its environmental policy objective to "encourage... recycling of resources within the parish".

047/21 PLANNING

Planning Application recommendations:

Reference: 3200/20/HH

Proposal: Householder application for proposed external store and wetsuit drying/shower room additions, replacement garage door and new first- floor window and balustrade guarding

Site Address: Woods Cottage, Battisborough Cross, Holbeton, PL8 1JQ

Recommendation: Object - No insulation mentioned and concerns about parking - ensure it remains off the road.

Reference:1756/21/LBC

Proposal: Listed Building Consent for removal of internal wall

Site Address: Erme Cottage, Fore Street, Holbeton, PL8 1NE

Recommendation: Support

The application below has been submitted to SHDC for determination. Evidence is required to either support or refute the claim that the above building works commenced in accordance with the Planning approval:

Reference: 2393/21/CLE

Site Address: The Smithy, Battisborough Cross

Proposal: Lawful development certificate for existing material commencement of building operations in accordance with condition 1 of planning consent 2850/17/FUL (Conversion of redundant barn to dwelling and construction of garage)

RESOLVED to make no comment.

PLANNING DECISIONS:

APPLICATION NUMBER: 1926/21/NMM Holbeton

LOCATION: Skylarks Battisborough Cross Holbeton PL8 1JU

PROPOSAL: Non-material minor amendment to approval 3335/20/HHO for reduction of glazing, removal of chimney, and addition of porch.

DECISION: Conditional Approval

APPLICATION NUMBER: 1164/21/LBC Holbeton

LOCATION: 48 The Square Holbeton PL8 1LR

PROPOSAL: Listed Building consent for replacement of casements within original frame of front bedroom window

DECISION: Conditional Approval

048/21 HOLBETON SEWAGE WORKS

It was RESOLVED that Parish Councillors will sign the letter prepared by Cllr Baumer, which will be sent to the local MP, Sir Gary Streeter. The letter is also available in the Holbeton Post Office, for parishioners to sign.

It was RESOLVED Cllr Baumer will draft a letter and send it to Cllr Sherrell. The letter will be sent to parishes adjacent to the River Erme, suggesting they join forces with Holbeton Parish Council. **ACTION: Cllr Baumer, Cllr Sherrell**

It was RESOLVED to ask South West Water for a map of Holbeton sewage system. **ACTION: Clerk**

049/21 UPDATE ON HOLBETON PARISH COUNCIL LOGO

No update.

050/21 UPDATE ON HOLBETON JOG TRACK - SCHOOL PLAYING FIELD

Cllr Flower is waiting for a start date from a local contractor.

051/21 FINANCE

(i) Bank balance - The bank balances of Business Account as at 9 June 2021 was noted as being £5,000. The Treasurers Account was noted as being £32,562.65 as at 15 June 2021.

(ii) Banked receipts for June noted as - Bank Interest (09.06.2021) = £0.04
Donation from The Holbeton Harriers for jogging track = £500.00
Legacy from C B Bray and G F H Pearce = £673.00
Holbeton School Association re. Holbeton jogging track = £2,185.00

(iii) Grant Request: None

(iv) RESOLVED to make the following payments: -

| Payee | Description | Gross | VAT | Nett |
|--------------------------------------|--|---------|-------|-------|
| Mrs T Drew | Clerk - June 2021 Salary and working at home allowance | £441.56 | - | - |
| HMRC | Parish Clerk | £13.40 | - | - |
| Mrs M Venton | Cleaning of Holbeton Public Toilets - June 2021 | £67.50 | - | - |
| Holbeton Village Hall | Hire of main hall for Holbeton Parish Council Climate Change Sub-Committee Meeting and Parish Council Meeting - 8 June 2021. | £42.00 | - | - |
| Reimbursement to Clerk | Purchase of 12 x 1 st and 12 x 2 nd Class stamps | £18.12 | - | - |
| Reimbursement to Cllr Andrew Hollett | Purchase of sundries for Holbeton Parish Public Toilets | £49.86 | - | - |
| EDF | Electricity - Reading Rooms = 26 May 2021 - 24 June 2021 | £8.23 | £0.39 | £7.84 |
| Mr W Scarlett | Grass cutting at the Battisborough Cross playing fields on the following days: - 27 May, 3 June, 15 June and 23 June 2021 | £100.00 | - | - |
| Colourbridge | See minutes 033/21 - a double sided folded A4 sheet leaflet | £69.00 | - | - |

(v) The points raised at Alison Marshall internal audit were discussed and action plan agreed as follows:

1. In addition to the parishioner who kindly maintains the Parish Council website, the Clerk also to have access **ACTION: Clerk**
2. Co-opting Policy to be prepared and circulated to Parish Councillors for approval **ACTION: Clerk**
4. To assess Lloyds Bank online banking **ACTION: Clerk**
5. Review Reserve List and agree **ACTION: Parish Councillors - DONE**
6. Parish Clerk Contract of Employment to be confirmed **ACTION: Cllrs Sherrell and Fuller**

051/21 FINANCE (continued)

(vi) It was RESOLVED to approve the Financial Statement and Earmarked Reserves.

| Financial Statement | | | |
|---|--|-------------------|----------------------------|
| Lloyds Bank Business Account bank statement as at 9 June 2021 : | £5,000.00 | | |
| Lloyds bank Treasurers Account bank statement as at 15 June 2021: | £32,562.65 | | |
| | Total = | £37,562.65 | |
| Less: any un-presented cheques | | | |
| | 001484 | -£333.34 | |
| | 001485 | -£333.34 | |
| | 001502 | -£333.34 | |
| | 001487 | -£67.50 | |
| | 001488 | -£100.00 | |
| | 001489 | -£84.47 | |
| | 001490 | -£5.88 | |
| | 001491 | -£150.00 | |
| | 001494 | -£100.00 | |
| | 001495 | -£34.00 | |
| | 001498 | -£230.00 | |
| | 001501 | -£13.20 | |
| | | -£1,785.07 | |
| Plus: any un-banked cash/cheques | £0.00 | | |
| | | £0.00 | |
| | Total Funds = | £35,777.58 | |
| PRECEPT 2021/2022 = £14,375 | | | |
| An increase of 14.2% or £5.82 on the 2020/21 Band D figure. | | | |
| | Total uncommitted funds = | £35,777.58 | Minus earmarked reserve |
| | | | £34,400 = £1,377.58 |
| Holbeton Parish Council | | | |
| Reserve List | Date: Agreed at July 2021 meeting | | |
| £25,000.00 | 1. The Play park - expenditure will be needed to replace ageing equipment and general maintenance. Cost of replacing the swing set (like for like) including matting, delivery and fitting would be £25,000 exc VAT. | | |
| £2,000.00 | 2. The public toilets - will become owned by the parish council and we have an aspiration to make them unisex, disabled access and baby changing facilities - £2,000 | | |
| £200.00 | 3. The allotments - water pipe leaks. | | |
| £5,000.00 | 4. The Reading Rooms - damp problems which may require major expenditure. | | |
| S106 money Church Hill, Holbeton Development | 5. Maintenance and upkeep of: The community orchard Bike track in the recreation field Playing field at Battisborough Cross. | | |
| £200.00 | 6. Holbeton Village hall - internet access for Parish Council meetings | | |
| £2,000.00 | 7. Unexpected external events such as fire, flood, famine or pandemic. Sewage discharge - legal advice may be re Apart from the last, these are relatively unlikely but could incur significant expenditure. | | |
| £34,400.00 | = Total | | |

052/21 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE

The Holbeton Parish Council Climate Change subcommittee held its most recent meeting on Tuesday the 6th July in Holbeton Village Hall.

There were 4 members of the subcommittee present, plus 2 further parishioners.

- **The River Erme sewage pollution.** The letter to Sir Gary Streeter has been signed by a number of parishioners and will be brought to the meeting to facilitate any councillors who wish to sign it to do so. The letter will then be delivered by hand.

052/21 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE (continued)

At the last parish council meeting it was agreed that an approach would be made to the River Yealm Water Quality Group (RYWQG), headed by Cllr Liz Hitchins, Chair of Brixton Parish Council. Her response has been circulated. Their preference is for a separate River Erme Water Quality Group to be formed involving the relevant councils. These include Ermington Parish Council, Ivybridge Town Council, and possibly Kingston Parish Council.

I attended the most recent zoom meeting of RYWQG on the 5th July. They had talks from Rob Price (Environment Agency) and Simon Browning (South West Rivers Trust). The focus was on increasing the amount of monitoring using volunteers. I will continue to attend these meetings as an observer.

Resolved the parish council will approach the other relevant councils with a view to the formation of a River Erme Water Quality Group.

- **The environmental tip of the month for August** will be advice on reducing the items flushed down our toilets in view of the sewage problem. This was originally written by Liz Hitchins for the Brixton local parish magazine and will be reproduced with her permission.
- **The parish wide LED survey**, planned for this autumn, will be recruiting volunteers. A more careful count of the number of households (including Flete estate holiday lets) has revealed that as well as the 200 leaflets already printed another 100 are needed.

It was RESOLVED, an additional expenditure of £34.50 from the s106 fund in addition to the £69 already approved for printing them by the parish council.

- **The Holbeton Parish Council Environmental Action Plan** has been reviewed 1 year on; it was **RESOLVED to approve a number of amendments**. The changes are shown highlighted below:

Action 2: "Providing leadership to the parish on climate change and environmental and biodiversity, and lobby on their behalf."

Action 17a. Monitor and promote the health of the Erme estuary.

Action 33. Encouraging biodiversity within the parish (B).

- **The allotment holders' contract** has been reviewed and several changes that aim to reduce the use of insecticides, herbicides, poisons and artificial fertilisers are proposed. This is a separate agenda item.
- **AONB proposed Life On The Edge project**. I have been approached by Dominic Acland for the AONB asking for our support for a huge project designed to improve the natural habitat for wildlife, especially invertebrates. This stretches from Berry Head near Brixham to Wembury. They plan to have Holbeton as one of what they call hot spots, i.e., give us more attention and resources. They have other organisations involved including Buglife, Plantlife, the National Trust and the Flete Estate.

Their main source of funding will come from the Heritage Lottery Fund (£1.8 million), and they will be applying in August. Even if successful at that stage, it will take until 2023 before final approval. The project will start in 2024 and continue for 5 years. There will be 3 full-time staff and 1 part-time during that time. The main call on the parish will be for volunteers.

The parish council RESOLVED to approve participation if and when funding is obtained.

The next meeting of the Holbeton Parish Council Climate Change subcommittee will be on Tuesday the 3rd August 2021.

053/21 HOLBETON PUBLIC TOILETS - TRANSFER OF BUILDING TO THE PARISH COUNCIL - update

SHDC have received confirmation from Western Power, that there is a separate electric cable from the substation to the building.

054/21 REVIEW OF CURRENT HOLBETON PARISH COUNCIL ALLOTMENT AGREEMENT

Cllrs Pengelly and Reece left the meeting at 8.44 pm.

It was RESOLVED to approve the reviewed allotment agreement circulated prior to the meeting. A review clause every five years to be included. The new agreement will be issued to new allotment tenants. **ACTION: Clerk**

Cllrs Pengelly and Reece returned to the meeting at 8.55 pm.

055/21 REVIEW

Parish Councillors reviewed the Standing Orders and Code of Conduct documents, no amendments made.

056/21 SHDC - LOCAL GOVERNMENT (LGA) MODEL CODE OF CONDUCT

The Clerk had circulated the Local Government (LGA) Model Code of Conduct, prior to the meeting. Parish Councillors RESOLVED not to adopt. The Clerk will inform SHDC. **ACTION: Clerk**

057/21 PLAY PARK WEEKLY CHECKS

It was RESOLVED not to carry out weekly checks. The parish council will rely on monthly checks carried out by SHDC to monitor the play park.

058/21 FEEDBACK FROM WEEKLY BIKE TRACK AND PARISH DEFIBRILLATORS INSPECTIONS - Cllr Reece

No issues raised from the weekly bike track and parish defibrillators inspections.

059/21 REPORTS FROM PARISH COUNCILLORS

Cllr Reece - suggested areas of the Reading Rooms walls need waterproofing and repointing. Cllr Sherrell will discuss with Flete Estate. **ACTION: Cllr Sherrell**

060/21 CORRESPONDENCE TO NOTE

SHDC - Planning to help planners plan!

SHDC - Local Government (LGA) Model Code of Conduct

Email from a Parishioner - Flooding at Alston - Cllr Sherrell will speak to Nick Colton at DCC. **ACTION: Cllr Sherrell**

061/21 TO CONFIRM DATES FOR THE PARISH COUNCIL MEETING

It was RESOLVED the next parish council meeting will take place on Tuesday 10 August 2021 in Holbeton Village Hall at 7.30 pm.

The meeting closed at 9.06 pm.

John Sherrell

(Holbeton Parish Council Chairman)

Date: 10/08/2021

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 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.