

# Holbeton Parish Council

Clerk: Mrs Teresa Drew  
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Chairman: Mr John Sherrell  
Tel. 01752 872815

Councillors are summoned to attend a meeting of **Holbeton Parish Council**, to be held in **Holbeton Village Hall** on **Tuesday 9 November 2021** at **7.30 pm**.

If members of the public do not feel comfortable attending a face-to-face meeting, they may submit any questions or comments in advance by 12.00 noon on the day of the meeting to - [holbetonparishclerk@gmail.com](mailto:holbetonparishclerk@gmail.com).

Under the Openness of Local Government Bodies Regulations 2014 people may film, record, tweet, or blog from parish council meetings. The use of any images or sound recordings is not under the Parish Council's control. The Parish Council kindly ask that anybody intending to record the meeting, inform the Chairman prior to the meeting. The Parish Council meetings may be recorded by the Clerk.

*Teresa Drew*

Clerk to Parish Council

Date: 4 November 2021

## A G E N D A

1. Apologies for absence
  2. Parish Council Vacancy - applicant(s) to email or post their details to the Parish Clerk on or before 5.00 pm on 4 December 2021
  3. To consider formal assessment into allegations that Cllr Flower breached the Code of Conduct
  4. Reports:
    - (a) Question(s) from members of the public - opportunity to ask questions of the County, District and Parish Councillors, or to comment on any matter
    - (b) To receive County and District Councillors' Report(s)
  5. Declarations of members' interests relating to matters on this agenda. 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
  6. Past subject matter(s) for the purpose of report only:

*087/21 Holbeton Reading Rooms walls need waterproofing and repointing. Review quotes, following a damp survey. ACTION: Cllr Reece.*

*087/21 A379 to Bull and Bear, near the 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. Cllr Thomas will liaise with DCC Highways. ACTION: Cllr Thomas*
  7. Resolve to approve the Parish Council Meeting Minutes of 12 October 2021 (as previously circulated)
  8. Extension to the 30mph speed limit Battisborough Cross - Cllr Gunatillake
  9. Planning - Parish Councillors to view planning applications on SHDC website. *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: 3678/21/LBC  
Proposal: Listed Building Consent for the replacement of front and rear roof and two porch roofs  
Site Address: West St Marys Cottage, Erme Cottage and East St Marys Cottage, Fore Street, Holbeton, PL8 1NE
10. Purchase of noticeboard for Battisborough Cross - Cllr Ackroyd
  11. Holbeton Street Lighting - Cllr Hollett
  12. Dog Fouling & Dogs Running Loose - Cllr Hollett
  13. Youth Club - Cllr Gunatillake/Baumer

14. Holbeton Parish Council Climate Change Sub-Committee Update - Cllr Baumer

15. Finance

- (i) Bank balances - to note the bank balances of: - Business Account as at 11 October - £5,000.00  
Treasurers Account as at 14 October - £32,409.79
- (ii) Banked receipts - to note receipts for October: Bank Interest (11.10.2021) = £0.04
- (iii) Grant Request(s) - Project to tidy up / paint inside the phone box at Battisborough Cross  
Purchase of Christmas Tree for the parish, to be placed near The Mildmay Colours pub  
Citizens Advice South Hams
- (iv) To resolve to make the following payments: -

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - October 2021 Salary and working at home allowance	£441.76	-	-
HMRC	Parish Clerk	£13.00	-	-
Mrs M Venton	Cleaning of Holbeton Public Toilets - October 2021	£67.50	-	-
Reimbursement to Cllr Andrew Hollett	2 x waste bins and 4 bottles of soap for Holbeton public toilets	£86.93	-	-
EDF	Reading Rooms - electricity 02/09/2021 - 21/10/2021	£6.67	-	-

(v) Approve Financial Statement

(vi) Financial Regulations requirement: Cllr Reece verified bank reconciliations; no issues raised

(vii) Review spends against budget

(viii) Discuss Precept and Budget for 2022/2023

(vii) Update on points raised at Alison Marshall internal audit 2020/2021:

Parish Clerk Contract of Employment to be confirmed **ACTION: Cllrs Sherrell and Fuller**  
To assess Lloyds Bank online banking **ACTION: Councillors**

(viii) Review of the hourly rate for cleaning Holbeton Public Toilets from £10.00 to £12.00

16. Holbeton Public Toilets - transfer of building to the Parish Council

17. Feedback from weekly bike track and parish defibrillators inspections - Cllr Reece

18. Parish Lengthsman role

19. Review of Holbeton Parish Council Website and Accessibility Requirements for Public Sector Bodies - Cllr Hollett

20. The Queen's Platinum Jubilee 2022

21. Play Park Report from Allianz

22. Reports from Parish Councillors

23. Correspondence to note

24. To confirm date and venue for **December 2021** Parish Council meeting

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

Parish Council meetings may be recorded. We kindly ask that anybody intending to record the meeting, inform the Chairman prior to the meeting.

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 the 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.