

Holbeton Parish Council

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

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 11 January 2022 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.

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: 6 January 2022

A G E N D A

1. Apologies for absence
2. Parish Council Vacancy
3. SHDC's Broadband Champion scheme for rural connectivity - report from Mr John Mildmay White
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:

138/21 Holbeton Reading Rooms walls need waterproofing and repainting. A quote received from Mike Rawling, but RESOLVED to obtain professional damp surveys, prior to work being carried out. ACTION: Cllr Reece

138/21 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

142/21 Cllr Sherrell to speak to the owners of the property at Battisborough Cross, to ascertain if the replacement notice board can be mounted on the end wall of their property. ACTION: Cllr Sherrell

153/21 Play Park Report from Allianz - Allianz Engineering Inspection took place at Holbeton Play Park on 19 October 2021. The wooden slat bridge end platform support has partially detached and the bridge has dropped on one side as a result. To be rectified within one month. RESOLVED Cllr Sherrell to obtain quotes for the necessary repairs. ACTION: Cllr Sherrell

154/21 Flooding at Bull and Bear - Cllr Sherrell will speak to the landowner and Nick Colton. ACTION: Cllr Sherrell
7. Resolve to approve the Parish Council Meeting Minutes of 9 November 2021 (as previously circulated)
8. Extension to the 30mph speed limit Battisborough Cross - Cllr Gunatillake
 - assess the list of speed limits in the parish previously circulated by Cllr Hollett

9. Discuss the need for Holbeton Parish Council to have a Planning Policy

10. 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: 3989/21/LBC Proposal: Listed building consent for side and rear extension
Site Address: 75 Ramsland Cottage, Moorshead Cross To Vicarage Hill, Ford, Holbeton, PL8 1LJ

Reference: 3988/21/HHO Proposal: Householder application for side and rear extension
Site Address: 75 Ramsland Cottage, Moorshead Cross To Vicarage Hill, Ford, Holbeton, PL8 1LJ

Reference: 4492/21/FUL
Proposal: Conversion and extension of redundant agricultural barn to new dwelling house
Site Address: Lusson House, Lusson, Yealmpton, PL8 2JD

Planning Decisions

APPLICATION NUMBER : 3036/21/CLE Holbeton DECISION: Cert of Lawfulness (Existing) Certified
APPLICATION NUMBER : 3678/21/LBC Holbeton DECISION: Conditional Approval

11. Purchase of noticeboard for Battisborough Cross - Cllr Ackroyd

12. Youth Club - Cllr Gunatillake/Baumer

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

14. Finance

(i) Bank balances - to note the bank balances of: - Business Account as at 9 December 2021 = £5,000.00
Treasurers Account as at 15 December 2021 = £30,891.63

(ii) Banked receipts - to note receipts for December 2021: Bank Interest (09.12.2021) = £0.04

(iii) Grant Request - Project to tidy up / paint inside the phone box at Battisborough Cross

(iv) To resolve to make the following payments: -

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - November 2021 Salary	£441.56	-	-
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HMRC	Clerk - November 2021	£13.20	-	-
HMRC	Clerk - December 2021	£13.20	-	-
Mrs M Venton	Cleaning of Holbeton Public Toilets - November 2021	£67.50	-	-
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Reimbursement to Clerk	SLCC Membership - half the cost with Ermington Parish Council	£85.50	-	-
Holbeton Village Hall	Hire of hall for meetings	£156.00	-	-
Source for Business (South West Water)	Service at The Allotment, Holbeton, 20 August to 18 November 2021	£220.41	-	-
Cllr Andrew Hollett	Reimbursement for items to clean Holbeton public toilets	£146.97	-	-
Mr M Rawlings	Lengthsman Duties	£130.00	-	-
SCE Electrical Services Ltd	Material and labour for the replacement of LED lights in the parish church 2 November - 1 December 2021 - Reading Rooms	£453.60	-	-
EDF	Recharge of water for Holbeton Public Toilets February 2020 - August	£63.85	£4.15	£59.70
SHDC	2021	£1,020.41	-	-

14. Finance (continued)

(v) Approve Financial Statement

Financial Statement				
Lloyds Bank Business Account bank statement as at 9 December 2021 :	£5,000.00			
Lloyds bank Treasurers Account bank statement as at 15 December 2021:	£30,891.63			
	Total =	£35,891.63		
Less: any un-presented cheques	001550	-£10.82		
	001551	-£220.41		
	001552	-£67.50		
	001553	-£146.97		
	001554	-£130.00		
	001555	-£13.20		
	001556	-£156.00		
	001535	-£60.00		
Plus: any un-banked cash/cheques		£0.00		
	Total Funds =	£35,086.73		
PRECEPT 2021/2022 = £14,375				
An increase of 14.2% or £5.82 on the 2020/21 Band D figure.				
	Total uncommitted funds =	£35,086.73	Minus earmarked reserve	£34,400 = £686.73

(vi) To agree the Precept and Budget for 2022/2023

(vii) Update on points raised at Alison Marshall internal audit 2020/2021: Parish Clerk Contract of Employment **ACTION: Cllrs Sherrell and Fuller**

(viii) Review of Clerk's salary

15. Holbeton Public Toilets:

- Transfer of building to the Parish Council
- Agree employment of Marion Venton to clean and look after Holbeton Public Toilets
- Agree Contract of Employment/Job Description/Job Risk Assessment and Parish Council point of Contact for The Pensions Regulator

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

17. Parish Lengthsman

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

19. Grants from Yealm Community Energy - Cllr Hollett

20. The Queen's Platinum Jubilee 2022 - 4 June 2022

Email from Parishioner (29/12/2021) informing the parish council that some parishioners in the village are starting a group to plan a series of events for the Queen's jubilee in June 2022. They will need some help at some level from the Parish Council and are wondering what would be the best way to approach this.

21. Review Annual Wildflower Area Agreement Licence with All Saints Parochial Church Council - dated 1 January 2021

22. Battisborough Cross Grass Cutting 2022 by Mr W Scarlett

1. Eighteen cuts per year
2. £30.00 per cut
3. Invoice HPC after every four cuts
4. Right to review price in 2. above should the price of petrol rise above £1.50/litre for at least a month.

23. Review Protocol on the filming and recording of Parish Council Meetings

24. Reports from Parish Councillors

25. Correspondence to note

- SHDC - FOR COMMENT - Draft proposed SHDC Grounds Maintenance layer (to enhance biodiversity on Council green spaces)

26. To confirm date and venue for **February 2022** 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.