

**MINUTES OF THE MEETING OF HOLBETON PARISH COUNCIL  
HELD ON TUESDAY 10<sup>TH</sup> JANUARY 2017 AT 7.30 PM IN  
THE READING ROOMS, HOLBETON**

Members in Attendance

Cllr J Fuller (Vice-Chairman)  
Cllr H Baumer  
Cllr C Flower  
Cllr P Hearn  
Cllr C Ackroyd  
Cllr D Knight  
Cllr M Reece  
Cllr T Craig

Apologies

Cllr J Sherrell (Chairman)  
Cllr J Pengelly  
Cllr Blackler  
PCSO A Potter

Other Attendees

Clerk S Timothy  
C/Cllr R Hosking (from 9pm)  
D/Cllr K Baldry  
Mr Lance Howarth (item 4.1)

**1.0 POLICE MATTERS**

PCSO Potter sent his apologies and confirmed there were no crimes to report.

**2.0 REPORTS FROM COUNTY, DISTRICT AND OTHER REPRESENTATIVES**

D/Cllr Baldry gave an update advising that the Deputy Leader for South Hams DC, Lyndsey Ward, had recently resigned. He confirmed that the Flete Estate's planning proposal would not be considered at the January planning meeting, and a site meeting should take place on the Monday prior to the planning meeting date in February. Seeking advice for a Parishioner, Cllr Hearn asked D/Cllr Baldry's advice regarding outdoor security lights shining into neighbouring properties windows; he confirmed it would be a matter for Environmental Health.

C/Cllr Hosking addressed the meeting, asking that the minutes from the last meeting be amended to show that Scansca had the contract for the road network, trading as Devon Highway. He also advised that he quoted Locality Fund rather than Transparency Fund within his report in December. He went on to talk about funding available for the seven local schools in the area, which Holbeton would hopefully benefit from as more was becoming available for small schools and less for the larger schools. £180 funding was still available, ringfenced for Holbeton After School Club; Cllr Flower confirmed that the forms were being completed and would be submitted ASAP. C/Cllr Hosking reported that, with regards to the Devolution bid, the package would include a Mayor for the area – a meeting was forthcoming, and he would keep the PC informed of the outcome. The Broadband contract had been awarded to Giggaclear; phase 2 was now imminent, but there was no mention of when phase 3 would happen. Having looked at the plans, it was noted that phase 2 did not include Battisborough Cross although a Green Box would be installed there prior to any work being completed. C/Cllr Hosking would confirm when he knew when this might happen.

**3.0 MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on 13<sup>th</sup> December 2016 were approved, proposed by Cllr Reece and seconded by Cllr Pearn.

**4.0 MATTERS ARISING**

**4.1 Production of Parish website**

The Vice Chair welcomed Lance Howarth to the meeting to update Councillors on progress. Mr Howarth's written report was presented and is attached to the minutes. He confirmed he would be able to assist the Parish Council with the technical aspect of constructing their website, although would not be able to advise on the governance aspects. He listed the areas that needed to be considered, suggesting that the Council limit the diversity of the information on the website, to help with the management of it in the future. Areas for consideration were:

- Welcome statement, and individual statements from each Councillor/areas of interest
- The domain name (e.g. gov.uk)
- Hosting agent (e.g. GoDaddy)
- Setting up email addresses to help Councillors/Clerk access their emails easily
- Future management and maintenance of the site/who is responsible
  - Editor/s
  - Contributors – areas of responsibility (e.g. Roads, Planning, Finance)

During the discussions the following **RESOLUTIONS** were made:

- 4.1.1 Cllr Knight bring a camera to the next meeting to take photo's of each Councillor. Councillors were asked to bring along a written personal statement about themselves too
- 4.1.2 the gov.uk domain was preferred by Councillors
- 4.1.3 to follow Mr Howarth's recommendations for the domain's hosting agent and setting up email addresses, providing they stay within the proposals in the report he had presented
- 4.1.4 Mr Howarth to meet with Cllr Knight after February's meeting, once the personal statements and other required documents had been submitted, to ascertain what else was required
- 4.1.5 If possible, the Clerk to forward Mr Howarth the documents suggested on the list

These decisions were proposed by Cllr Flower and seconded by Cllr Ackroyd. Mr Howarth was thanked by the Parish Council for his efforts.

#### 4.2 State of Parish Roads

Cllr Knight confirmed there was nothing to report. Cllr Baumer highlighted that the back-road from Lusson towards the Bull & Bear was almost impassable, due to mud recently spread across the road as a result of Heavy Vehicles being directed down there via SATNAV. Cllr Knight confirmed she would inform Devon Highways.

#### 4.3 SHDC bin at Mothecombe Beach

The Clerk confirmed she had received an email from Neil Greenhalgh at SHDC with a revised reduced quote of £200 p.a. for emptying a new waste bin at Mothecombe. It was proposed by Cllr Ackroyd and seconded by Cllr Knight that this be approved.

#### 4.4 TAP funding

Cllr Ackroyd confirmed that a TAP grant application had been submitted for £1600. D/Cllr Baldry advised a decision would be made next week.

#### 4.5 DCC funding update (for Preschool)

Cllr Baumer confirmed that the Preschool had revised their list of items required, and their application for £615 had been approved by County Hall. Items were now being purchased. Cllr Ackroyd asked whether the request for a bin for the Playing Field had also been approved via the same application, and she confirmed she would check this via C/Cllr Hosking.

#### 4.6 Hedgecutting at Gibb

Cllr Reece was concerned that the banks had not been cut on the roadside this year, making the top of the hedge too difficult to reach. D Frampton had cut the hedge from the inside. It was agreed that Cllr Reece speak to D Frampton to ascertain who was responsible for cutting the bank, in liaison with Cllr Sherrell, and feedback next month.

#### 4.7 Employment of new Parish Clerk

The original position (5 hrs pr wk @ £8.55) had been advertised in the Holbeton News although there had been no response. However, Teresa the Parish Clerk for Ermington, had voiced an interest in the position to run alongside her duties at Ermington PC. Teresa had discussed her specific contractual requests with the Chairman. It was agreed that the Clerk contact Teresa to arrange a meeting, and start the handover process as soon as possible. The current Clerk, Shirley Timothy, would be in post until 31 January 2017.

#### 4.8 Will Scarlett: Mole control at Battisborough Cross Field

An email had been received by the Parish Council, a copy of which would be attached to the minutes. It made proposals for the PC to make a financial contribution towards the cost of mole control. During the discussion it was **RESOLVED** that the PC would not support financially contributing to the proposal. This was proposed by Cllr Ackroyd and seconded by Cllr Knight. An email would be forwarded to Mr Scarlett by the Clerk.

### 5.0 **CORRESPONDENCE**

Correspondence had been circulated via email.

### 6.0 **PLANNING MATTERS**

There were no planning matters.

### 7.0 **FINANCIAL MATTERS**

7.1 British Gas – VAT No 684966762 = £88.57

7.2 Dementia Friendly Parishes = £100 (donation approved at last meeting)

7.3 Tony Henderson – Ref: Cleaning village toilets during winter 15/16 = £90

7.4 S Timothy, Clerks Salary – 1<sup>st</sup> October to 31<sup>st</sup> December 2016 = £520

7.5 HMRC – S Timothy, Clerks PAYE for period 1<sup>st</sup> October to 31<sup>st</sup> December 2016 = £130

7.6 S Timothy, Clerks Expenses – 1<sup>st</sup> October to 31<sup>st</sup> December 2016 = £63.18

7.7 M Rawlings, Lengthsman duties - £90 total

7.8 HMRC – Confirmation of VAT receipt £271.86 for year ended 31<sup>st</sup> March 2016

7.9 Balance of bank a/c on 2 December £13625.80 (Treasurers A/C) and £5000 (Business A/C)

All approved, proposer Cllr Ackroyd and seconded by Cllr Hearn.

### 8.0 **OPEN FORUM**

8.1 Cllr Reece raised the subject of Air Ambulance Night Flights, and a proposal for landing lights in the field at Battisborough Cross. He had received a quote via Mr Toby Russell of £5600-700 (half would be paid by the Air Ambulance). D/Cllr Baldry confirmed no funds currently available via South Hams. During the discussions it was suggested the provision may also be of use to the Newton/Noss Parish. It was agreed to invite Mr Russell to come along to the next meeting to present information to Councillors, and invite a representative from Newton & Noss PC for their consideration.

8.2 Dementia Friendly Parishes on the Yealm – Cllr Hearn was pleased to confirm this charity had been highlighted on Sunday's edition of "Countryfile" on BBC1. Holbeton was one of four Parishes recognising dementia providing a support network for sufferers and their families.

- 8.3 Cllr Reece wanted to clarify a point he made at the last meeting regarding CPR training, that it would be valuable to families including children to receive some training and awareness, to benefit them in the future.
- 8.4 Regarding recycling sacks, Cllr Craig would speak to J. Purkis in the Village Shop to see if it could be a collection point for new sacks.
- 8.5 Regarding a recent report received by the PC in relation to the maintenance of the Village Play Park, Cllr Craig highlighted the suggested need for improved safety signage, and also concerns relating to the condition/safety of the surface under the swings. It was suggested that this cost may need to be considered as part of the Precept.
- 8.6 Residents at the properties at the rear of the Dartmoor Union had received notice from South Sands Hotel that parking spaces would be chargeable in the future; £30 per month. Lockable bollards would be fixed shortly to control this. Cllr Baumer added that South Sands were keen to get the proposal for "change of use" approved, and would continue to appeal against any rejections they received.
- 8.7 Cllr Flower raised the subject of budgeting for the Precept 2017/18. He confirmed he would look at last year's figures, and using this year's accounts, a plan for next year's requirements could be formed.
- 8.8 The question of applying for funding for training received by Mike Rawlings was raised for work he was now completing as the Parish Lengthsman, on a ½ to 1 day basis weekly. Cllr Fuller confirmed she would look into this.
- 8.9 Cllr Knight confirmed that £100 funding had been received by SHDC on 4<sup>th</sup> November last, which was ring-fenced for the book club, towards their rental costs. The money covered 10 of their sessions.

**9.0 CONFIDENTIAL MATTERS**

**DATE OF NEXT MEETING – Tuesday 14<sup>th</sup> February 2017 at 7.30pm Holbeton Village Hall  
The meeting concluded at 9.25pm**

**SIGNED : ..... Councillor Julie Fuller (Vice-Chairman) DATE: .....**