

**MINUTES OF THE MEETING  
OF HOLBETON PARISH COUNCIL HELD ON  
TUESDAY 14<sup>th</sup> JUNE 2016 AT 7.30 PM IN  
THE READING ROOMS, HOLBETON**

Members in Attendance:  
Cllr J Sherrell (Chairman)  
Cllr J Fuller (Vice-Chairman)  
Cllr C Ackroyd  
Cllr D Knight  
Cllr J Pengelly  
Cllr M Reece  
Cllr H Baumer  
Cllr T Craig  
Cllr P Hearn

Apologies:  
Cllr C Flower  
C Cllr R Hosking  
D Cllr K Baldry  
D Cllr I Blackler  
PCSO A Potter

Other Attendees

John Herman Parish Clerk  
C Starkey  
S Starkey

**ITEM 1 – POLICE MATTERS**

41/16 In the absence of the Police Representative the Clerk read out his report. No crime reported in the Parish during May.

**ITEM 2 – REPORTS FROM COUNTY, DISTRICT AND OTHER REPRESENTATIVES**

42/16 In Cllr Hosking's absence the Clerk read out his report.

- A) Yealmpton has an allocation of £23885 from the Emergency pothole fund. Should anyone know of a piece of road in Holbeton Parish that may qualify for repair in this respect, please let Cllr Hosking know.
- B) Broadband. BT have provided details of their roll-out plan to 90% of the premises in Devon and Somerset. Confirmation that phase II complies with state aid rules have now been received. We should be on target to procure phase II by tender by the end of this year.

The Parish Council, whilst appreciating the extra parishes that the new County and District Councillors were responsible for were nonetheless disappointed at the sporadic attendance they had received during the last year.

Consideration would be given to establishing if another day of the week for the monthly Parish meetings would better suit and District Councillors.

**ITEM 3 - MINUTES OF PREVIOUS MEETING**

43/16 The minutes of the meeting held on 9<sup>th</sup> May 2016 were agreed. Proposed Cllr Ackroyd seconded Cllr Knight.

**ITEM 4 – MATTERS ARISING**

44/16 4.1 Standing Orders and Code of Conduct. Item carried forward

4.2 Invest in Devon and Locality Grants DCC. Application forms for the grants for projects within the Parish including the Pre-School (£615), After School club (£200), School Field (£350) and the Community Orchard (£255) had been or were in the process of being submitted.

4.3 Production of Parish Website and broadband at Reading Rooms. Cllr Fuller reported that she would consult with Lance Howarth to see if he would be willing to undertake the hosting and building of a new website.

4.4 New Defibrillator at Battisborough Cross – Electricity Supply. Cllr Reece reported that the defibrillator was now installed at Battisborough Cross. An electricity supply would need to be added before the winter to keep the machine at working temperature during colder months. Cllr Fuller was asked to share this in the Holbeton News. Cllr Craig raised the subject of additional training and the Clerk was instructed to contact South West Ambulance Trust on this subject with a view to organising a training day. Cllr Baumer suggested that any training should also include basic life support due to the remoteness of the Parish and response times for heart attack victims.

4.5 State of the Parish roads and Ford road signs. Cllr Knight reported that there were no new Ford/HGV signs as yet. The Chairman reported that he had chased Nick Colton and had highlighted the recent incident where large lorries had become stuck in Ford. Cllr Knight would inform Cllr Hosking of areas in the Parish that were in particular need of pothole repair and patching. This included the road above Brownswell Farm in the direction of Kittyball, the road to Holbeton point and also a bad pothole at the top of Fore Street. The blocked drain at Gibb would also be reported.

4.6 Flete Estate planning application. Item carried forward

4.7 Community assets. The Clerk reported that he had received copies of paperwork regarding the Dolphin Inn, Kingston application from a local resident. He had also received an email from Cllr Flower offering his services with this item. It was agreed that the Clerk should contact Cllr Flower regarding his offer.

4.8 Arch Cottage Planning application – It was reported that the advice of SHDC Planning Dept was that the owner should have applied for planning permission for the shed. The owner of Arch Cottage has confirmed that this will now be done retrospectively.

#### **ITEM 5 – CORRESPONDENCE**

- 45/16 5.1 Resignation of the Parish Clerk as from 30.09.16. The Chairman read out the Clerk's letter and thanked him for his work over the last eight years. He said he would start the process of finding a replacement and would advertise locally. Applicants would be asked for a CV and covering letter and the Chairman would undertake to draw up an updated job description for the role. The deadline for the application to be in would be 10<sup>th</sup> July in the first instance.
- 5.2 Centenary Fields – Commemorating WW1. The Clerk read out the communication and was requested to find out more information.

#### **ITEM 6 – PLANNING MATTER**

- 46/16 6.1 Bay Tree Cottage, Church Hill, Holbeton PL8 1LN. Extension to existing dwelling. In this regard the Chairman absented himself from the discussion and subsequent vote. No comment.
- 6.2 Dartmoor Union, Fore St, Holbeton PL8 1NE. Conversion of existing public house into five flats and creation of two new residential units. Objection on the grounds of change of use and limited parking. The Clerk was asked to write to SHDC outlining the initial objections but also highlighting that we intend to hold a public meeting on 4<sup>th</sup> July and would like to make further and more detailed comments subsequent to that meeting. It was agreed to hold a meeting in the Village Hall on 4<sup>th</sup> July at 7.45pm on this subject as well as the issue of Community Assets.

#### **ITEM 7 - FINANCIAL MATTERS**

- 47/16 7.1 W Scarlett – 2 grass cuts at Battisborough Cross - £200
- 7.2 Statutory Annual Return
- 7.3 British Gas – Electricity for the Reading Rooms £17.97 + VAT £0.89 – total £18.86. VAT No. 683 9667 62
- 7.4 SWW – Water rates for the allotments - £16.37
- 7.5 Unpaid allotment rent and change of one tenant.
- 7.6 Aon renewal of insurance policy
- 7.7 Receipt of VAT claim - £2621.29
- 7.8 Receipt of SHDC 1<sup>st</sup> half Precept - £4357.00
- 7.9 Cllr Knight – cleaning supplies for the Reading Rooms - £14.65
- 7.10 Mike Rawlings – invoice for grass cutting at the Play Park - £75
- 7.11 Bank balance as at 20<sup>th</sup> May 2016 - £12416.08
- 7.12 SHDC Insurance for Play Area at Brent Hill - £120 + VAT - £20 – total £120. VAT No 142 2041 25
- 7.13 It was agreed that the Clerk was to chase unpaid allotment rents and to look at existing agreements with a view to imposing a limitation on the size of sheds. A copy of the rental agreement to be brought to next meeting for consideration.
- All items agreed. Proposed Cllr Ackroyd, seconded Cllr Knight.

#### **ITEM 8 – OPEN FORUM**

- 48/16 8.1 Cllr Ackroyd reported that she was receiving many complaints about dog poo in the Parish especially in the Churchyard and the Play Park. It was agreed that she should place another article in Holbeton News. The Clerk was requested to write to the residents of 19 Fore Street, whose son had been observed on many occasions walking the family dog but not collecting the dog waste.
- Cllr Ackroyd also raised the issue of listing a number of buildings in the Parish which had not already been listed. Suggestions included the War Memorial, Dartmoor Union, farmhouses and any other older buildings within the Parish.
- 8.2 Cllr Knight would prepare a notice regarding cleanliness of the Reading Rooms. It had recently been left in a completely unacceptable state, particularly with reference to a very unpleasant mess in the toilet. Those who hired the Reading Rooms would have to be reminded of their responsibility to leave the rooms as they found them.
- 8.3 The Chairman reported that Mike Vaughan had requested that the money available for the Churchyard via TAP (£600) be made available so that he could pay contractors when they had done the work. This was agreed.

#### **ITEM 9 – CONFIDENTIAL MATTERS**

**MEETING CLOSED 9.55 pm**

**DATE OF NEXT MEETING – Tuesday 12<sup>th</sup> July 2016 at 7.30 pm in the Parish Reading Rooms.**

Cllr J Sherrell, Chairman