

## MINUTES OF HOLBETON PARISH COUNCIL MEETING HELD ON 8 MARCH 2022 AT 7.30 PM IN HOLBETON VILLAGE HALL

**Present:** Cllrs John Sherrell (Chairman), Mike Reece, Trudie Timlin Brown, Nirosha Gunatillake, Julie Fuller, Harry Baumer, Jim Melhuish and Carol Ackroyd

County and District Councillor Daniel Thomas (8.45 pm - 9.10 pm)  
District Councillor Keith Baldry (7.30 pm - 8.15 pm)  
Teresa Drew - Clerk

**Visitor(s)/Parishioner(s) present:** 1

### 207/21 APOLOGIES FOR ABSENCE

Apologies received from Cllr Chris Flower.

### 208/21 REPORTS

#### (a) Question(s) from members of the public and Councillors

Cllr Ackroyd reported that parishioners had pointed out during heavy rainfall the roundabout at Hollowcombe floods. Cllr Thomas pointed out that work has recently been carried out which will resolve this issue.

Cllr Baumer asked if individual street lights outside 3 or 4 houses in Vicarage Hill and Ford could be screened outside their property. Cllr Thomas asked if the householders could report their issue on the Devon County Council website. A reference number will be given which he could then follow up, if the issue has not been resolved.

Cllr Timlin Brown - the potholes at Mothecombe have been patched, but not satisfactory. Cllr Thomas asked for information to be sent to him.

#### (b) Report from County and District Councillor Dan Thomas:

##### Budget

Council tax increase of 2.99%, meaning a rise of £45.18 for a Band D - the total for Band D now being £1556.46 for the year.

Extra £29.6 million on adult care and health (up 10.5%).

Extra £17.1 million in Children's Services (up 10.8%).

Highways - no change in real terms which is going to cause us a significant headache with local requests going forward, I'm sorry to say, as I had hoped for an increase here.

Much of this extra money is going to have to be found out of Council reserves.

The other piece of very bad news is that the locality budget given to each County Councillor to support your local schemes has been reduced from £10,000 to £8,000. This reduction, representing saving of £120,000 - or 0.0024% of the Council's total spending power (some £600 million) seems difficult to justify, in financial terms, in meeting our requirement to help communities stay strong, connected and resilient, but most of all in supporting local projects that do not attract other funding streams.

## **(b) Report from County and District Councillor Dan Thomas: (continued)**

### **Kitterford Cross**

The main contract is shortly to be awarded. The project has been held up in part by the conveyance of one of the fields but also by SWW's timescale regarding the lowering of a water main.

An early entry clause to remove the hedges is the reason you have seen work already carried out.

The road closures have been advertised (see separate attachment for ease) and it is anticipated that when work starts, the project will take 8 - 12 weeks to complete. The most significant challenges will be the temporary closure of the Avonwick Road, on which the new roundabout will sit, and the Ladywell Farm road (at its western end), as it is simply too narrow to allow cars to try and use it as a diversion.

The intention is that the field on the right (driving from Ugborough) will have site offices and associated works but will ultimately be planted out as wet woodland.

It is anticipated that works will commence imminently (within weeks).

### **Report from District Councillor Keith Baldry:**

Fortnightly garden waste service returns on 28 March.

SHDC will replace the dog waste bin at Mothecombe.

Community composting scheme is designed to support up to six new community composting sites each year, and will continue to support existing groups, to compost their waste locally. A range of practical help and information would support the local groups over a two-year period, along with funding for set up costs to the value of £7,500 on a match-funded basis.

Set up Grant Scheme is being set up, to enable people in social housing property to obtain a grant of £5,000 to enable them to have a deposit for a shared ownership property. The scheme would help more people step on the housing ladder and free up more homes to rent. The Step On scheme will launch on 1 April. No repayment is required.

## **209/21 DECLARATIONS OF MEMBERS' INTERESTS RELATING TO MATTERS ON THIS AGENDA**

Cllr Baumer declared a personal interest in minute reference 214/21, planning application 4527/21/HHO.

## **210/21 PAST SUBJECT MATTERS FOR THE PURPOSE OF REPORT ONLY**

*186/21 Holbeton Reading Rooms walls need waterproofing and repainting. Discussion ensued on the report from Heritage Preservation. The quote is £10,450.00 +VAT to carry out replastering/cavity drainage membrane to areas and heights. RESOLVED to apply for a locality grant. ACTION: Cllr Ackroyd RESOLVED to purchase an additional dehumidifier. ACTION: Cllr Reece*

*186/21 A379 to Bull and Bear, the road surface is deteriorating. Also, on the crest of the hill vehicles are encroaching into the bank, bollards required. Cllr Thomas confirmed that DCC Highways will find it difficult to carry out any work in this financial year.*

*186/21 Play Park Repairs - RESOLVED to arrange a site meeting and Cllr Sherrell to obtain quotes. ACTION: Cllr Sherrell*

*194/21 Youth Club - replacement goal posts for School Field - £170 has been raised by parishioners towards the purchase of replacement goal posts. Cllr Thomas will ascertain if he has funds available. ACTION: Cllr Thomas*

## **211/21 APPROVAL OF PARISH COUNCIL MEETING MINUTES**

RESOLVED to approve and sign the Parish Council Meeting minutes of 8 February 2022 (as previously circulated). The minutes were duly signed by the Chairman.

## 212/21 QUEEN'S PLATINUM JUBILEE - June 2022

A parishioner thanked the Parish Council for their £500 grant on behalf of the Committee which is organising events to celebrate the jubilee in the parish. The committee formed before Christmas. Cllr Fuller represents the Parish Council on the committee. Village clubs and societies have been approached to work with the committee. Fund raising has commenced. A copy of the draft budget and proposed plan was circulated.

## 213/21 EXTENSION TO THE 30MPH SPEED LIMIT AT BATTISBOROUGH CROSS - Cllr Gunatillake

Cllr Gunatillake asked about the extension to the 30mph speed limit at Battisborough Cross parish. Cllr Thomas stated that the Vicarage Hill development S106 money could be used when available or the Parish Council use their funds. Cllr Thomas will ask Nick Colton DCC Highways what the current costs will be for the speed limit extension. **ACTION: Cllr Thomas**

## 214/21 PLANNING

Reference: 4527/21/HHO

Proposal: Householder application for alteration and renovation works of existing barn; provision of new outdoor swimming pool, pergola, pool house and associated hard landscaping; demolition of modern agricultural building with associated landscaping.

Site Address: Luson House, Luson, Yealmpton, PL8 2JD

Recommendation: No comment

### Planning Decision(s)

APPLICATION NUMBER: 0349/22/ARC Holbeton

DECISION: Discharge of condition Approved

### Planning Application Withdrawn

APPLICATION NUMBER: 4671/21/HHO 214671 Newton and Yealmpton

DECISION: Withdrawn

## 215/21 HOLBETON PARISH COUNCIL PLANNING POLICY

Cllr Baumer was thanked for preparing the policy.

RESOLVED to adopt the policy - see attached.

## 216/21 PURCHASE OF NOTICEBOARD AT BATTISBOROUGH CROSS

Waiting for the wall of the property to be repointed where the noticeboard will be placed. Once this work has been completed a notice board will be purchased.

## 217/21 YOUTH CLUB - Cllr Gunatillake

Cllr Gunatillake is researching what is required to run a Youth Club in the village and will place an article in the Holbeton News.

## 218/21 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE FROM CLLR BAUMER

The Holbeton Parish Council Climate Change subcommittee held its most recent meeting on Tuesday the 1<sup>st</sup> March in Holbeton Village Hall. The minutes of the February meeting were approved.

The subcommittee reaffirmed the membership of Andrew Hollett, who wishes to continue on the committee. The subcommittee also wishes for two other parishioners, Chris & Gilly Bray, who are regular attenders and contribute in many ways, to become members of the committee. The subcommittee will then have 4 councillors and 8 parishioners. **RESOLVED to approve the proposals.**

- **The parish wide LED survey.** Andrew Hollett is planning to build a light box that includes different coloured LED bulbs as well as guidance on suitable brands to consider buying. He will look at how to make this accessible, principally but not only for those parishioners who responded that they would like his assistance.
- **EV Chargers for the village.** I have continued to look at the feasibility and desirability of installing one or two public EV charging points adjacent to the village hall. The pub car park would not attract grant funding as it is privately owned.

Following the last parish council meeting I have ascertained from the parish council insurers that there would be no increase in insurance costs to cover such a parish council owned facility. However, there would remain a significant ongoing annual cost in terms of hundreds of pounds in running and maintaining an EV charger.

I have also explored the option of using an organisation, Charge My Street, a community benefit society which installs and operates community EV chargepoints, raising money through community shares. They are based in Liverpool but will consider villages anywhere else. We meet most of their criteria, the one that would need some action is the lack of a good 4G mobile phone signal or internet access adjacent to the village hall.

Having achieved that criterion, they would visit and if satisfied consider the village. They then require evidence of interest within the community, and many villages fail this step.

The other consideration is that purchasing the electricity from a public charge point is increasingly expensive, around twice the amount paid for domestic electricity. Anyone considering leasing or purchasing an EV would be unlikely to wish to rely on a public charge point.

Having considered these points, the subcommittee considered that at present the effort and expenditure are not justified. It must be the case that within the next 8 to 10 years EV car ownership will rise and the possible benefit from a public EV charge point will increase. **RESOLVED to support this decision.**

- **The wildflower area next to the Reading Rooms.** Di Baumer has purchased a wildflower seed mix at a cost of £28 to re-sow the area later this month. The subcommittee supports the need for re-seeding in order to maintain a good mix of wild flowers this year. **RESOLVED to support the purchase out of the S106 environmental budget on receipt of the invoice.**
- **Devon County Council's pension fund portfolio.** Dartington Parish Council has passed a resolution asking the DCC to divest its pension fund of any fossil fuel investments. **RESOLVED to pass resolution:**

*"Holbeton Parish Council urges Devon County Council to ensure that its pension scheme divests itself of fossil fuel investments as a matter of urgency, with special emphasis on investing in truly carbon neutral and carbon positive investments. These must align with the County Council's declaration of a Climate and Ecological Emergency, its commitments to the Devon Carbon Plan and to being carbon neutral by 2030."*

- **Government consultation on the Glover Landscapes Review - an opportunity to stop 'off-roading' in the Areas of Outstanding Natural Beauty (AONBs).** This email was recently circulated having been received from the Green Lanes Environmental Action Movement (GLEAM). A copy of their briefing document is attached.

Holbeton has its own green lanes, and these are regularly visited by unsuitable 4 x 4 off road vehicles. These are largely either Byways Open to All Traffic or Unsealed Unclassified Roads, which carry no legal right to challenge the recreational use by off road vehicles. Highway Authorities are reluctant to act because of the costs involved in making Traffic Regulation Orders and the risk of legal challenge by the recreational motoring lobby.

The government's response to the Glover review and the online consultation on its response are at [Government response to the Landscapes Review - Defra - Citizen Space](#). The consultation ends on the 9<sup>th</sup> April, and covers other aspects of landscape management. The subcommittee supports Holbeton Parish Council responding to this consultation. **RESOLVED to support this proposal.**

The next meeting of the Holbeton Parish Council Climate Change subcommittee will be on Tuesday the 5<sup>th</sup> April 2022.

## 219/21 FINANCE

RESOLVED to approve the following:

(i) Bank balances - Business Account as at 9 February 2022 = £5,000.00  
Treasurers Account as at 15 February 2022 = £28,283.67

(ii) Banked receipt - Bank Interest (09.02.2022) = £0.04  
Hire of Reading Rooms = £13.00

(iii) Grant Requests -

- Project to tidy up / paint inside the phone box at Battisborough Cross - **ACTION: Cllr Sherrell**

- "Holbeton - new perspectives on a South Devon Village" - A book by Phil Ward to be launched in June 2022 - the cost will be between £4,000 - £5,500 to produce. The Clerk pointed out, there is no suitable power that would allow the council to contribute towards the publication costs of a self-published book, and s.137 couldn't be used as the publication won't bring benefit to the whole community. If the council would like to support the endeavour, perhaps it could consider purchasing some of the books once published and donating them to local tourism venues; the power to encourage tourism (Local Government Act 1972 s.144) could possibly be used for that if the content of the book was relevant.

RESOLVED Cllr Sherrell will explain the situation to Phil Ward. **ACTION: Cllr Sherrell.**

(iv) RESOLVED to make the following payments: -

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - February 2022 Salary	£465.09	-	-
HMRC		£19.00	-	-
Mrs M Venton	Cleaning of Holbeton Public Toilets - February 2022	£60.00	-	-
Holbeton Village Hall	Hire of Holbeton Village Hall for PC meetings	£48.00	-	-
eDF	Reading Rooms, Church Hill, Plymouth	£21.77	£1.09	£20.68
Mr M Rawlings	Lengthsman Duties	£115.00	-	-
Reimbursement to Clerk	Purchase of A4 paper and envelopes	£21.96	-	-

(v) RESOLVED to approve the Financial Statement and Earmarked Reserves.

(vi) Parish Councillors reviewed the expenditure/income to date - no comments were made.

## 220/21 VERIFICATION OF BANK STATEMENTS AND RECONCILIATIONS

*Financial Regulation 2.2: On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council.*

RESOLVED Cllr Timlin Brown will verify bank reconciliations. **ACTION: Cllr Timlin Brown**

## 221/21 HOLBETON PUBLIC TOILETS

- Transfer of building to the Parish Council - waiting for a response from SHDC re. Western Power and the responsibility for the electricity supply.

- Agree employment of Marion Venton to clean and look after Holbeton Public Toilets and agree Contract of Employment/Job Description/Job Risk Assessment and Parish Council point of Contact for The Pensions Regulator.  
**ACTION: Cllr Flower**

## **222/21 FEEDBACK FROM WEEKLY BIKE TRACK AND PARISH DEFIBRILLATORS INSPECTIONS - Cllrs Reece/Sherrell**

No issues raised.

## **223/21 PARISH LENGTHSMAN**

RESOLVED Cllr Sherrell will meet with Tony Henderson. **ACTION: Cllr Sherrell**

## **224/21 REVIEW OF HOLBETON PARISH COUNCIL WEBSITE AND ACCESSIBILITY REQUIREMENTS FOR PUBLIC SECTOR BODIES**

Cllr Baumer reported on the meetings with David from DB Computers to discuss the layout of the Parish Council website.

## **225/21 LIVE STREAMING PARISH COUNCIL MEETINGS**

Cllr Ackroyd has spoken to Leslie Crocker and Gemma Bristow at SHDC and attended the set-up of Newton and Noss Parish Council to see how they stream their meetings. Gemma put Cllr Ackroyd in touch with Bush Broadband who work with Connecting Devon and Somerset (other providers are available!)

### **Point 1.**

To stream meetings, we need reliable internet access. (Newton and Noss have it provided free as part of the fibre roll out).

Option 1. To use the phone line in the hall to provide broadband access via a router. This will incur a monthly fee. Costs are for a business, and we can claim back the VAT. This would be of benefit to the hall as it may attract more users. However, we would be paying a monthly fee for a 2-3 hour meeting.

Using U switch costs vary between £16-25 monthly for line rental with a free set up fee. We should get 20mbs.

Option 2. To access via a 4g router. From my research costs more than option 1 and we don't appear to have reliable 4g access at the hall. However, Bush Broadband say the following is an option.

Option 3. If any councillors can get 4g access inside the hall we could create a hotspot and stream meetings. John is going to check this out but from talking to Gemma and Bush we are unlikely to be able to do this. The advantage is it would be no cost provided the phone had unlimited data.

Option 4. Gemma suggested the Connecting Devon and Somerset mobile booster voucher scheme. So I have to confess I got a bit confused at this point! I spoke to James at Bush community -see below-broadband and we would be eligible for all set up costs to be covered by the voucher. This would involve some kind of radio booster being fitted to the village hall to create 4g access. Broader community benefit?

We install a 4G broadband system for you at the village hall and you take out a contract direct with one of the main operators, which will be cheaper than a monthly contract with our company which is £40 + VAT (we could probably discount this, but still not as cheap as direct). O2 looks like the best network in the area and I am sure they have some good pricing. EE isn't bad but half the signal strength shown by O2. The equipment and installation would be completely covered by the CDS funds, so the only expense would be the monthly cost to the mobile operator.

## 225/21 LIVE STREAMING PARISH COUNCIL MEETINGS (continued)

### Point 2.

If we proceed, we also need to purchase the equipment to stream the meetings. Newton and Noss (N&N) have just started using Zoom and have 10 people observing. They expect this to increase as word spreads.

The public are advised they must raise any issues at the start of the meeting in the public section of the agenda and can address the meeting at that point only. A councillor needs to manage the access and the chair felt this distracted him from the meeting but they both felt this would lessen as they became more accustomed to the format. They described their set up as Heath Robinson but it works.

SHDC are going to use a professional company as they have had problems setting it up themselves. This is not an option for us and some of the equipment Leslie suggested is expensive - MEVO for example.

Using the same stuff as N&N.

Microsoft Camera <https://www.amazon.co.uk/Microsoft-LifeCam-Cinema-Webcam-Silver/dp/B009BT67A8?th=1>  
Microphone. <https://www.amazon.co.uk/Anker-Speakerphone-Microphones-Conference-Compatible-Black/dp/B07ZNT7PRL>

We would also need a camera stand and extension cords.

N&N use their PC laptop to stream the meetings. The Clerk uses ours to record minutes so we would need to buy a cheap tablet/laptop as well. We also would need a councillor willing to coordinate and be responsible for streaming.

The main problem (apart from cost) I think is for a councillor to commit to setting up the system at each meeting and supervising it whilst contributing to the meeting itself.

Initial costs could possibly be covered by applying for a locality grant.

RESOLVED to assess the need for live streaming meetings, if required in the future.

## 226/21 REPORTS FROM PARISH COUNCILLORS

Cllr Baumer reported that there is one parishioner currently using the Holbeton Food Fund and money is still available.

The Plymouth and Joint Plan which is being amended to incorporate climate change. There are several parishioners who would like double glazing or solar panels but live in listed buildings, and there is no consideration for this. RESOLVED to discuss this at Holbeton Parish Council Climate Change subcommittee. **ACTION: Cllr Baumer**

Cllr Ackroyd reported that in the playground there is a bay tree which has a broken branch. RESOLVED that Cllr Melhuish will assess. **ACTION: Cllr Melhuish**

Due to the increase of fuel costs, could car sharing be encouraged in the parish. RESOLVED Cllr Baumer will investigate. **ACTION: Cllr Baumer**

## 227/21 REVIEW HOLBETON PARISH COUNCIL RISK ASSESSMENT YEAR ENDING MARCH 2023

RESOLVED to adopt.

## 228/21 REVIEW STATEMENT OF INTERNAL CONTROL

RESOLVED to adopt.

## 229/21 CORRESPONDENCE TO NOTE

email from David Little ref Solar array proposal at South Battisborough Farm

## 230/21 CRISIS IN UKRAINE

A parishioner is holding a coffee morning on Saturday 19 March in the Reading Rooms to raise funds.

## 231/21 ANNUAL PARISH MEETING - FORMAT AND DATE

RESOLVED to place on April's agenda. **ACTION: Clerk**

## 232/21 TO CONFIRM DATES FOR THE PARISH COUNCIL MEETING

It was RESOLVED the next parish council meeting will take place on **Tuesday 12 April 2022** in Holbeton Village Hall at **7.30 pm**.

The meeting closed at 10.10 pm.

*John Sherrell*

-----  
(Holbeton Parish Council Chairman)

Date: 12 April 2022

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.