

Holbeton Parish Council

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

Councillors are summoned to attend the **Annual Meeting of Holbeton Parish Council**, to be held in **Holbeton Village Hall** on **Wednesday 4 May 2022 at 8.00 pm** (following the Annual Parish Meeting).

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: 27 April 2022

A G E N D A

1. Apologies for absence - Cllr Keith Baldry
2. Election of Chairman
3. 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.
4. Reports:
 - (a) County and District Councilors' Report(s)
 - (b) Question(s) from members of the public - opportunity to ask questions of the County, District and Parish Councilors, or to comment on any matter.
5.
 - (a) Election of Vice-Chairman
 - (b) Election of Committees: - Planning (all Councillors), Parish Rooms maintenance (all Councillors), Finance (3 Councillors & R.F.O. current signatories for cheques are Cllrs Sherrell, Ackroyd, Fuller)
 - (c) Parish Tree Warden
 - (d) Footpaths
 - (e) Parish Council Web Site
 - (f) Snow Warden
 - (g) Review of hire cost for the Parish Rooms
 - (h) Defibrillators - Battisborough Cross & Holbeton
 - (i) Dementia Friendly Parishes Around the Yealm and Four Rivers Dementia Alliance Parish Representative
6. Past subject matter(s) for the purpose of report only:

210/21 Holbeton Reading Rooms walls need waterproofing and repointing - to be repaired. ACTION: Cllr Reece

210/21 A379 to Bull and Bear, the road surface is deteriorating. On the crest of the hill vehicles are encroaching into the bank, bollards required. Cllr Thomas has confirmed that DCC Highways will find it difficult to carry out any work in this financial year.

210/21 Play Park Repairs -an action list to be prepared for the Lengthsman. ACTION: Cllr Ackroyd

210/21 Youth Club - replacement goal posts for School Field - purchase of the goal posts. ACTION: Cllr Sherrell

213/21 Extension to the 30mph speed limit at Battisborough Cross - Cllr Thomas will ask Nick Colton DCC Highways what the current costs will be for the speed limit extension. ACTION: Cllr Thomas

216/21 Purchase of noticeboard for 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. ACTION: Cllr Ackroyd

7. Resolve to approve the Parish Council Meeting minutes of 12 April 2022 (as previously circulated).

8. 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.

Planning Decisions:

APPLICATION NUMBER: 0910/22/AGR Holbeton

DECISION: Prior Approval Required and Refused

APPLICATION NUMBER: 0974/22/AGR Holbeton

DECISION: Prior Approval Not required

9. Finance -

(i) Bank balances - to note the bank balances of: - Business Account as at 11 April 2022 = £5,000.00
Treasurers Account as at 14 April 2022 = £34,086.84

(ii) Banked receipts - to note receipts for April 2022: Bank Interest (11.04.2022) = £0.05
Allotment Rent = £7.33

(iii) Grant Requests: Battisborough Playing Field - purchase of a gate and post

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

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - April 2022 Salary	£465.09	-	-
HMRC	HMRC	£19.00	-	-
HMRC	HMRC	£5.80	-	-
Mrs M Venton	Cleaning of Holbeton Public Toilets - April 2022	£t.b.c.	-	-
Holbeton Village Hall	Hire of Holbeton Village Hall for PC meetings	£48.00	-	-
eDF	Electricity Reading Rooms from 2 March - 1 April 2022	£41.37	£1.97	£39.40

(v) Approve Financial Statement

Financial Statement					
Lloyds Bank Business Account bank statement as at 11 April 2022 :		£5,000.00			
Lloyds bank Treasurers Account bank statement as at 14 April 2022:		£34,086.84			
		Total =	£39,086.84		
Less: any un-presented cheques	001580		-£19.00		
	001581		-£60.00		
	001582		-£48.00		
	001584		-£100.00		
	001586		-£120.00		
	001587		-£137.89		
	001590		-£74.73		
	001591		-£28.00		
	001592		-£500.00		
	001593		-£5.80		
Plus: any un-banked cash/cheques	None		£0.00		
		Total Funds =	£37,993.42		
		PRECEPT 2022/2023 =	£15,381		
Total uncommitted funds =	£37,993.42	Minus earmarked reserve	£34,400	=	£3,593.42

(vi) Review Holbeton Parish Council expenditure/income to date

(vii) To approve End of Year Accounts 2021/2022

10. BHIB Insurance (3 year contract w.e.f. 2021)
11. To approve Section 1 of the Annual Governance Statement 2021-2022
12. To approve Section 2 Accounting Statements 2021-2022
13. To agree the dates for the period for the exercise of public rights - 13 June - 22 July 2022
(The inspection period must be 30 working days inclusive and must include the first 10 working days of July.)
14. Holbeton Public Toilets:
 - Transfer of building to the Parish Council
 - Agree contract of Employment/Job Description/Job Risk Assessment and Parish Council point of Contact for The Pensions Regulator of Marion Venton to clean and look after Holbeton Public Toilets. ACTION: Cllr Flower
15. Approve Website Accessibility Policy
16. Allotment Plot 7 - refund
17. Feedback from weekly bike track and parish defibrillators inspections - Cllrs Reece/Sherrell
18. Parish Lengthsman
19. Review Asset Register
20. Approve Asset Register Policy
21. Review Planning Policy
22. Reports from Parish Councillors
23. Correspondence to note =
 - Email from Parishioner - re. planning applications at South Battisborough
 - Email from Parishioner - re. clarification on swimming pool planning application Lawn Field
 - Email from Parishioner - agreement between Parish Council and Swift Football
24. To confirm Parish Council Meeting date and venue for **June 2022**

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.