

MINUTES OF HOLBETON PARISH COUNCIL MEETING HELD ON 8 AUGUST 2023 AT 7.30 PM IN HOLBETON VILLAGE HALL

Present: Cllrs John Sherrell (Chair), Mike Reece, Harry Baumer, Nirosha Gunatillake
Tony Callcut, Stephen Brown, Carol Ackroyd

Teresa Drew - Clerk

Visitors: 3

Councillors were asked to co-opt parishioner Carol Ackroyd. Resolved that Carol Ackroyd to be Co-opted on to Holbeton Parish Council and signed the Declaration of Acceptance of Office.

058/23 APOLOGIES FOR ABSENCE

Apologies accepted from County and District Councillor Dan Thomas and District Councillor Tom Edie.

059/23 DECLARATION OF INTERESTS

Cllr Reece - personal interest as council representative on Holbeton Village Hall management committee.

060/23 THREE PARISH COUNCILLOR VACANCIES

One parishioner present at the meeting, is considering being a parish councillor.

061/23 REPORTS

(a) County / District Councillor Daniel Thomas & District Councillor Tom Edie

No reports.

(b) Questions from the public and Councillors

Parishioners raised concern over the speed of traffic through the village and vandalism of the village public toilets. In addition, they have received verbal abuse when they approached the individuals to raise concern over their unsafe behaviour. RESOLVED Cllr Ackroyd to write an article for the parish council FaceBook page to raise awareness of concerns and safety issues. **ACTION: Cllr Ackroyd**

Cllr Baumer reminded those present, that there had been a meeting with parents in the parish last year, to discuss what facilities could be provided in the village for children which is still being pursued. Perhaps "Slow, Children Playing" signs could be erected. The parish council supports the "20's Plenty" national campaign. ACTION: Cllr Sherrell to write to DCC informing them of our support and of the unsafe situation in the village.

Cllr Callcut - there are two issues, the behaviour of children and the speed of those driving through the village. The waste bin by the public toilet has been removed and non-climb paint to be applied to the roof of the public toilets.

062/23 ESTABLISHING A DEVON AIR AMBULANCE COMMUNITY LANDING SITE AT BATTISBOROUGH CROSS - Mr Toby Russell, DAA Project Manager

Devon Air Ambulance will rearrange their attendance at a Holbeton Parish Council meeting, to discuss the possibility of a landing site at Battisborough Cross. RESOLVED to remove the agenda item until DAA send a date when they are available. **ACTION: Clerk**

063/23 HIRE OF BATTISBOROUGH CROSS PLAYING FIELD BY OCEAN CITY FC (PLYMPTON BASED DJM FOOTBALL CLUB)

Parishioner needs to liaise with the football club to discuss the use by the croquet club on the playing field and the length of a contract. Once this has taken place, the football club will be permitted to use the field.

064/23 PAST SUBJECT MATTERS FOR THE PURPOSE OF REPORT ONLY

Youth Club - Cllr Gunatillake reported that there had been a virtual meeting recently with Totnes Rural Area Youth Engagement. It is hoped to start a youth club in September or October 2023. A fortnightly session will be held in Holbeton alternating with fortnightly sessions in Yealmpton. The club will be aimed at those who are aged between 8 - 16 years old. A meeting to be held in the next couple of weeks to discuss the logistics. RESOLVED the parish council will pay for the Holbeton venue.

30mph speed limit signs at Battisborough Cross - "Slow" signs have been erected.

065/23 APPROVAL OF PARISH COUNCIL MEETING MINUTES

RESOLVED to approve and sign the Parish Council Meeting minutes of 11 July 2023 (as previously circulated). The minutes were duly signed by the Chair.

066/23 PLANNING

Standing orders were stood down at 2004 hours

The applicant discussed the reasons for their planning application to make the cottage into their forever home. The building will be clad in natural wood and it will be a low impact home. They plan is to use local builders and suppliers.

Cllr Baumer - noted the lack of detail in the application on the degree of energy efficiency being proposed. Asked if the applicant had considered a heat recovery system, whether it was to be built to a Passivhaus standard and whether the number of solar panels been assessed to ensure there are sufficient for the property. The owner has spoken to a local specialist and they have assessed the number of solar panels that will be needed. The intention is to build to near Passivhaus standards.

The applicant welcomes any support or advice, but pointed out the architect being used is a specialist.

Cllr Baumer would like to see what the planned EPC rating will be.

Applicant pointed out that there will be a new roof, fully insulated walls and the land around the property will not be touched.

Cllr Baumer enquired what the sewerage treatment will be for the property as there needs to be a treatment plant for 8 people as per current regulations? The applicant will assess what the plan will be with their architect.

Standing orders were reinstated at 2010 hours

066/23 PLANNING (continued)

Reference: 0788/23/HHO

Proposal: Householder application for 1.5 storey side extension, single, storey rear extension, full house renovation including deep sustainable retrofit & solar panels to garage roof

Site Address: Coombe Cottage Battisborough Cross PL8 1JQ

Recommendation: Support with the following comments -

Inadequate detail of the proposed insulation and air tightness is given.

The applicant needs to establish whether an air source heat pump will be sufficient for the size of the property with the extra insulation and air tightness.

The parish council would encourage the applicant to retrofit the property sufficiently, to achieve an "A" EPC rating.

It is not clear whether the current sewerage system is a septic tank, or treatment plan. Although there is only to be one more WC, the number of bedrooms will increase from 3 to 4 so there needs to be a treatment plant for 8 people as per current regulations.

The following planning application was discussed but had not been placed on the Agenda. This meant that any decision could not be final. Deferral to the next meeting would mean that the decision would be outside the statutory time limit for response. The rules allowed the Clerk as the Proper Officer to respond under delegated authority in line with discussions at this meeting. The plans would be placed on 19 September 2023 Parish Council Meeting agenda for ratification.

Reference: 2139/23/FUL

Proposal: Provision of new pedestrian access route to Meadowsfoot Beach. Works to include Installation of new mass concrete steps & handrail at NorthEast end of existing concrete sea defence structure, raised concrete path & handrail between proposed new steps & existing slipway & widened concrete path & handrail at South West end of existing concrete sea defence structure

Site Address: Meadowsfoot Beach, Mothecombe

Recommendation: Support

Withdrawn Planning Applications

Reference: 1720/23/LBC

Proposal: Listed Building Consent for removal of defective cement render & replace with lime render & wash. Repointing of exposed brickwork

Site Address: 41 Briar Cottage, The Square, Holbeton, PL8 1LR

Planning Decision

APPLICATION NUMBER : 0968/23/ARC Holbeton

LOCATION : Battisborough Point Battisborough Cross PL8 1JX

DECISION: Discharge of Conditions - SPLIT DECISION

APPLICATION NUMBER : 2135/23/ARC Holbeton LOCATION : Luson House Luson Yealmpton PL8 2JD

PROPOSAL : Application for approval of details reserved by condition 10 (Bats Licence) of planning

DECISION: Discharge of condition Approved

067/23 FINANCE

(i) Bank balances - to note the bank balances of: - Business Account as at 10 July 2023 = £5,000.00
Treasurers Account as at 14 July 2023 = £25,842.13

(ii) Banked receipts - to note receipts: - Bank Interest (10.07.2023) = £3.40
VAT Refund = £2,463.89
Allotment Rents = £23.00

067/23 FINANCE (continued)

(iii) RESOLVED to make the following payments: -

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - July 2023 Pay and working at home allowance	£547.00	-	-
HMRC	HMRC - July 2023	£ 136.60	-	-
HMRC	HMRC - additional payment 2023	£14.07	-	-
Amanda Coe	Cleaning of Holbeton Public Toilets - @ £13.00 per hour - July 2023	£60.00	-	-
DB Computer Repairs	Monthly maintenance of Parish website - July 2023	£45.00	-	-
Holbeton Village Hall	Hire of function rooms - July 2023	£42.00	-	-
SHDC	Annual Insurance and Inspection fee for Brent Hill play area	£264.60	£44.10	£220.50
Mr J Clarke - P3 expenditure	Reimbursement for Safety boots and maintenance spray	£73.59	-	-
eDF	Reading Rooms, Holbeton	£19.95	£0.95	£19.95
Kate Hopkins	Resources purchased for the 5 Parish Alliance stall at Yealmpton Show July 2023	£26.00	-	-
PKF Littlejohn	External audit 2022/23	£252.00	£42.00	£210.00

(iv) RESOLVED to approve Financial Statement

Lloyds Bank Business Account bank statement as at 10 July 2023 :	£5,000.00	
Lloyds bank Treasurers Account bank statement as at 14 July 2023:	£25,842.13	
	Total =	£30,842.13
Less: any unpresented cheques	001700	-£40.00
	001756	-£164.00
	001763	-£109.60
	001764	-£60.00
	001766	-£70.00
	001767	-£25.20
	001769	-£210.00
	001771	-£200.00
	001772	-£14.07
Deposit	500056	£11.50
	Total Funds =	£29,960.76

(v) Parish Councillors reviewed Holbeton Parish Council expenditure and income to date

(vi) Grant Request(s) - none

(vii) RESOLVED to purchase a poppy wreath for Remembrance Sunday 2023. **ACTION: Clerk**

068/23 eDF ENERGY CONTRACT

RESOLVED to renew onto 12-month Easy Fix Tarriff.

069/23 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE - Cllr Baumer

The Holbeton Parish Council Climate Change subcommittee meeting took place on Tuesday the 1st August.

The main topics under consideration were:

- **Follow up from the River Erme sewage public meeting Friday 18th November**

- i) *The meeting with representatives from South West Water on the 21st March 2023 to consider how to get the most from a proposed new surface water drain extending the existing from the school to part way up Vicarage Hill.*

On the 18th July I had a reply to my email asking for them to provide their report on the survey of existing drainage as agreed in March, and on their undertaking to facilitate a request for DCC to clean the gullies in Holbeton:

"Hi Harry,

I hope you are well. Thank you for your patience, and apologies for our delayed response. Please find attached the survey, as promised.

*I can confirm that I have spoken to Highways about the problem gulleys that we spoke of in our meeting. I spoke to Nick Colton (who mentioned that he was in contact with yourselves) and he is aware of the ongoing issues in the area. I have also reported the gulleys on Highways website. It is a very useful tool which shows when the gulleys were last inspected and how often they are due to be looked at. The link is here: [Report standing water, flooding or blocked drains - Roads and transport \(devon.gov.uk\)](https://www.devon.gov.uk/report-standing-water-flooding-or-blocked-drains) and the reference for my own report is **W231 647299***

As outlined on WatertFit Live we have an allocated amount of £1,200,000 investment up to March 2025 in the Mothecombe Beach area. We are yet to define how this money will be spent but we will be mindful of the opportunity presented by the new surface water drain, as is detailed on the website, link here: [WaterFit Live Mothecombe Beach \(southwestwater.co.uk\)](https://www.southwestwater.co.uk/WatertFitLiveMothecombeBeach)

I will be in touch with more information as soon as I have it.

Many thanks and kind regards,

Charlotte [Bacon, SWW]"

This had attached a survey report on the existing surface water drainage system by Pell Frischmann that was dated the 26th April 2023. A copy of this report is attached. It is of note that recommendations 2 and 3 require a significant input from South West Water.

More recently, on the 1st August I had another email with a response from Devon Highways:

"Devon Highways - Update - W231647299

Dear Sir/Madam,

W231647299

Flooding & Blocked Drains, Blocked Drains

Location: Vicarage Hill, Holbeton

Thank you for contacting us about this issue, which was originally reported on 18-July-2023. The record was completed on the 01-August-2023.

The following information is now available;

Thank you for reporting this issue and an inspection will be undertaken to establish what is required with regards to carrying out a one off additional cleaning of the gullies highlighted.

Please do not respond to this email as it is system generated. If you require further information please visit our [website](#)

Thank you.

Highway Neighbourhood Group, Devon Highways"

**069/23 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE - Cllr Baumer
(continued)**

At the time of writing the gullies up Vicarage Hill remain blocked. Those in Ford have been cleared within the last 2 months.

The two responses cover the undertakings from SWW at the March 2023 meeting.

RESOLVED: the parish council will support the proposal to respond asking SWW what is the status of the Pell Frischmann report's recommendations.

ii) *Support the development of a whole river group, the River Erme Parish and Town Councils Group.*

I attended a meeting held in Ermington Reading Rooms on the 27th July. There were 5 councillors present, representing 4 of the 6 councils. There was no representative from WATER. A copy of the notes from that meeting are attached.

The draft terms of reference were approved, with the addition of a list of member councils and a date for its review.

RESOLVED: the parish council approved the document.

A letter which was circulated to Councillors to be sent to the Environment Agency relating to problems with drainage in Modbury. In order that this communication has the authority of the River Erme Parish and Town Councils Group, Holbeton Parish Council is asked to support the proposed letter.

RESOLVED: to support the proposed letter.

The date for the next meeting is Thursday the 14th September.

• **An electric vehicle (EV) car charger for the village**

At last month's parish council meeting I reported that the parishioner donating EV chargers is donating 3 EV chargers to the 3 of the 5 parish council alliance members who were the first to come up with a realistic proposal for locating it within their village. The purpose of the charger remains to be to provide nearby reliable charging facilities for people wanting to buy or rent an electric car but without anywhere suitable to mount a car charger.

In Holbeton we have few options for siting a charger:

- a. It does not appear that the Holbeton Village hall site is currently viable.
- b. With the impending change of personnel at the Mildmay Colours that site is not currently viable.
- c. Following a conversation with the new owners of the Ivy Barns, they have just 6 car parking spaces and 6 bedrooms, so would not be able to share one of their spaces with a community EV charger. Businesses currently pay 52p per kWh for their electricity, which would be a prohibitive cost for any EV owner to use as their main source of energy.
- d. A space somewhere on the public road would require a traffic order.
- e. Any resident of the village with off road space and willing to use CoCharger to share the charger.
- f. There is no immediate prospect of any available spaces in the public car park that forms part of the Church Hill housing development.
- g. I have agreed with John Mildmay-White to look at a possible unused space within the village.

RESOLVED: that the parish council supports this approach.

• **A stand at this year's Yealmpton Show on the 26th July 2023**

Despite rain setting in from lunchtime the event was well attended and there was a steady number of visitors to the stand. A small children's table and 4 chairs with supervised activities helped to bring more people, the parents then being invited to visit the display. Many thanks to Cllr Mike Reece for standing in at lunchtime.

The posters for Holbeton's environmental activities consist of 4 A3 and 2 half A3 displays.

**069/23 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE - Cllr Baumer
(continued)**

A parishioner loaned a gazebo for the event. The £419 donated from District Cllr Chown's Locality Fund was spent as follows (where possible recoverable VAT is excluded):

- £154.40 cost of stand at Yealmpton Show
- £137 banner at Yealmpton Show
- £38.60 public liability insurance
- £28.99 photographic paper and nominal sum for photographic ink
- £17.41 Velcro fasteners
- £21 Colourbridge poster for Newton & Noss
- £21.60 children's activity materials

Two tables from the village hall were loaned for the event, and there will be a small charge, amount not known until their treasurer sends an invoice. **RESOLVED:** the parish council is asked to fund this from the s106 funds.

It is proposed next year to share a marquee with other local environmental initiatives including Yealm Estuary to Moor project and Yealm Community Energy. The latter launched their share offer last Monday the 31st July.

- **Proposed amendments to the standard contract with allotment holders.**

Amendments on a copy of the standard contract that tightens up the prohibition of herbicides and pesticides plus artificial fertilizers and peat are attached.

The next meeting of the Holbeton Parish Council Climate Change subcommittee will be on Tuesday the 5 September 2023.

070/23 HOLBETON PUBLIC TOILETS

Transfer of building to the Parish Council - no further update.

No electricity is available in the building and the tap in the men's toilet is leaking. **RESOLVED** Cllr Sherrell to action.
ACTION: Cllr Sherrell

RESOLVED to move the waste bin further up Church Hill. **ACTION: Cllr Sherrell**

071/23 FEEDBACK FROM WEEKLY BIKE TRACK AND PARISH DEFIBRILLATORS INSPECTIONS - Cllrs Reece/Sherrell

No issues raised from the weekly checks on the three parish defibrillators at Mothecombe, Battisborough Cross and Holbeton Village Hall.

The bike track will need to be strimmed within the next couple of weeks and a sign is required at the bike track re. dog waste.

072/23 REPORTS FROM PARISH COUNCILLORS

Cllr Callcut is continuing to attempt to contact Gary at SHDC, to discuss the repairs in the play park.

Cllr Sherrell reported the verge has been cut at Lusson Cross. **RESOLVED** Cllr Baumer will assess the situation.
ACTION: Cllr Sherrell

073/23 SHDC PLANNING MEETING HELD IN YEALMPTON

Four parish councillors attended the meeting which was extremely useful. The presentation slides to be circulated.

Cllr Baumer suggested the parish council policy appendix needs to be assessed. The parish council also needs to follow its policy and agree the wording for their recommendation(s) to a planning application at the parish council meeting, and not just responding by stating object or support etc.

074/23 REVIEW ALLOTMENT AGREEMENT

RESOLVED that the parish council approved the revised agreement for new allotment holders and to review the agreement every two years.

075/23 ANNUAL REVIEW OF HPC CO-OPTION POLICY

Include in the policy, the applicant can be voted by email unless more than one application received.

076/23 CORRESPONDENCE TO NOTE

Email from a Parishioner - Holbeton Public Toilets - people jumping off roof etc.

Update from the Devon Friendly Parish Around the Yealm, Parish Representative - I attended the International Dementia Conference held at Plymouth University on 23 June 23, representing both the above organisations. Presentations from researchers ranging from Canada, USA, WHO, and Ukraine over a period of 7hr! The good news is that a new drug combatting the early symptoms of Dementia has been cleared for use and should become available in the near future. I attended the Yealmpton Show on 26 July, manning a DFPAY stand for another 7hr, this time in the rain. We were approached by about 5 families from the local area that are living with dementia, and who, hopefully will join us. I have been a qualified Walking Group Leader for about 7 years, and a Reading Group Leader for 10 years, both groups meeting weekly.

DFPAY are at present advertising for a Community Dementia Lead, which will be a self-employed position working 22.5hr/week. Details are on the website, or call 07450 206312, closing date 13 Aug 23.

SHDC - correspondence re. Play Area Agreement, Holbeton monthly inspections - £220.50 plus VAT for 12 months from 1 September 2023. RESOLVED not to opt out of the SHDC service

077/23 PARISH COUNCILLORS EMAIL ADDRESS

The Clerk has received emails received from Cllrs Brown and Baumer, confirming they do not wish to use their email addresses stephen.brown@holbeton-pc.gov.uk and harry.baumer@holbeton-pc.gov.uk, requested by the internal auditor.

078/23 TO CONFIRM PARISH COUNCIL MEETING DATE AND VENUE

The next Parish Council meeting will take place on **Tuesday 19 September 2023** in Holbeton Village Hall at **7.30 pm**.

The meeting closed at 9.40 pm.

John Sherrell

(Holbeton Parish Council Chair)

Date: 19 September 2023

Holbeton Parish Council website- <https://www.holbeton-pc.gov.uk>

Dementia Friendly Parishes Around The Yealm



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.