

MINUTES OF HOLBETON PARISH COUNCIL MEETING HELD ON 17 OCTOBER 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, Shirley Timothy and Martyn West

County and District Councillor Dan Thomas
Teresa Drew - Clerk

Visitor(s)/Parishioner(s): 2 Police Officers

098/23 APOLOGIES FOR ABSENCE

Apologies from District Councillor Tom Edie and Cllr Andrea Larmour.

099/23 DECLARATION OF INTERESTS

Cllr Reece - personal interest as council representative on Holbeton Village Hall management committee.
Cllr Baumer - personal interest as a resident of Luson - agenda item 22.

100/23 REPORTS

Police logs for Holbeton Parish going back 60 days. (from 17/10/23):

21/08/23 HOLBETON concern for occupants of a vehicle.
06/09/23 A379 near HOLBETON male blocking road refusing to move. (sound like male was only blocking access to a property and then moved after police called his mobile.)
11/09/23 BATTISBOROUGH public safety concern.
17/09/23 Motorist reporting breakdown. (Advice re ambulance passed and then advised to await her recovery)
20/09/23 Vehicle has rolled on a private road.
27/09/23 Dangerous driver YELAM BRIDGE TO WONNEL.
08/10/23 Two vehicle RTC near BATTISBOROUGH.

Occurrences - 26/08/23 Dog out of control dealt with by means of WOA, and the fence has been repaired.

(a) County & District Councillor Daniel Thomas

Devon County Council mobile libraries has gone back to cabinet from DCC scrutiny panel.
Devon County Council are looking at their overspend of £130 million, by selling property.

Talking to Our Communities

Members, SLT and officers have been in Ivybridge and Totnes this week speaking to communities about our aims and ambitions for South Hams.

We will also be in Kingsbridge Market on Thursday 12 October, 9:30 a.m. to 4:30 a.m. for our final consultation event on our draft Corporate Strategy.

Please do encourage your communities to come along and talk to us about what they want and need in South Hams.

In order to give residents and partners the maximum opportunity to engage with the consultation, we'll be extending it until 30 November. We'll confirm this extension to Town and Parish Councils and update the online system.

Do encourage your residents to share their views online via the SHDC website - you can't miss the link, which is at the top of the homepage.

Please help spread the word, we want to make sure residents join the conversation and have their say.

(a) County & District Councillor Daniel Thomas (continued)

Waste Container Rollout

In just nine days, we have managed to complete the waste container rollout and deliver new recycling and waste containers to 8,000 homes in the South Hams.

We originally allowed five weeks for the deliveries to take place, so it has been a massive success. We'd like to pay tribute to the entire team for their hard work on the rollout. Their preparation, enthusiasm and efforts have clearly paid off.

We will continue to keep you updated on all progress with the waste and recycling service.

(b) Questions from the public and Parish Councillors

None.

101/23 APPROVAL OF PARISH COUNCIL MEETING MINUTES

RESOLVED to approve the Parish Council Meeting minutes of 19 September 2023 (as previously circulated). The minutes were duly signed by the Chair.

102/23 PAST SUBJECT MATTER(S) FOR THE PURPOSE OF REPORT ONLY:

Update on Holbeton Youth Club - Cllr Gunatillake - two sessions have been held in Holbeton village hall; 28 youngsters attended. A volunteering network has been set up by a parishioner to help with running the club.

103/23 PLANNING

Reference: 2996/23/LBC

Proposal: Listed building consent for internal alterations

Site Address: Flete House, Road From Sequers Bridge Lodge To Flete Mill Cottage Flete, Devon, PL21 9NZ

Recommendation: Support with following comment: Would be a good opportunity to improve insulation and therefore reduce heating costs.

RESOLVED Cllr Ackroyd will write an article for the parish newsletter for the planning application below. **ACTION: Cllr Ackroyd**

Cllr Sherrell will arrange a meeting with Verto prior to the date for recommendation(s), for the planning application below: **ACTION: Cllr Sherrell**

Reference: 3308/23/ARC

Description: Application for approval of details reserved by conditions 4, 14, 25 and 26 of planning consent 25/1720/15/O and conditions 2, 5, 6, 14 and 17 of planning consent 0868/20/ARM

Development Site at SX 612 502 North of Church Hill Holbeton

Planning Decision

APPLICATION NUMBER : 2139/23/FUL Holbeton

DECISION: Conditional Approval

APPLICATION NUMBER : 2856/23/ARC Holbeton

DECISION: Discharge of condition Approved

APPLICATION NUMBER : 2860/23/ARC Holbeton

DECISION: Discharge of condition Approved

104/23 FINANCE

(i) Bank balances - to note the bank balances of: - Business Account as at 11 September 2023 = £5,000.00
Treasurers Account as at 12 September 2023 = £31,784.60

(ii) Banked receipts - to note receipts: - Bank Interest (11.09.2023) = £4.67
Hire of Holbeton Reading Rooms for coffee mornings = £120.00

(iii) RESOLVED to make the following payments: -

Payee	Description	Gross	VAT	Net
Mrs T Drew	Clerk - September 2023 pay	£474.20	-	-
HMRC	HMRC - September 2023	£118.60	-	-
HMRC	HMRC - additional payment due by 22/10/2023	£9.00	-	-
Amanda Coe	Cleaning of Holbeton Public Toilets - September 2023	£75.00	-	-
DB Computer Repairs	Monthly maintenance of Parish website - September 2023	£45.00	-	-
Holbeton Village	Hire of main hall for an evening for the Youth Club - September 2023	£20.00	-	-
Holbeton Village Hall	Hire of function rooms - 2, 16 and 30 October Youth Club & 2 October Environment subcommittee & Parish Council meeting 17 October	£203.00	-	-
Mrs T Drew	Reimbursement for second class stamps	£15.00	-	-
Mrs T Drew	Reimbursement for parish council poppy wreath	£20.00	-	-
DALC	DALC AGM - Clerk's attendance fee	£54.00	£9.00	£45.00

(iv) RESOLVED to approve Financial Statement

Financial Statement		
Lloyds Bank Business Account bank statement as at 11 September 2023 :	£5,000.00	
Lloyds bank Treasurers Account bank statement as at 12 September 2023:	£31,784.60	
	Total =	£36,784.60
Less: any unrepresented cheques	001756	-£164.00
	001782	-£26.00
	001783	-£474.20
	001784	-£118.60
	001785	-£60.00
	001786	-£45.00
	001787	-£77.50
	001788	-£15.00
	001789	-£68.78
	001790	-£155.00
	001791	-£264.60
	001792	-£160.00
	001793	-£500.00
	Total Funds =	£34,655.92

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

(vi) Parish Councillors reviewed spending against budget 2023/2024

(vii) Grant Request - Ivybridge and District Ring and Ride : Request for Financial Support from Holbeton Parish Council - RESOLVED to grant £25.00. **ACTION: Clerk**

(viii) Internal Auditor for 2023/2024 - RESOLVED to ask P Clapham. **ACTION: Clerk**

105/23 FINANCIAL REGULATIONS REQUIREMENT

Cllr Timothy verified the two Lloyds bank reconciliations for Holbeton Parish Council.

106/23 DRAFT BUDGET FOR 2024 - 2025

RESOLVED Cllr Ackroyd, Baumer, Callcut and Sherrell will draft a budget for 2024 - 2025 for approval at the parish council November 2023 meeting. **ACTION: Cllr Ackroyd, Baumer, Callcut, Sherrell and Clerk**

107/23 PARISH LENGTHSMAN

Cllr Ackroyd has spoken to a parishioner who has agreed to be the Parish Lengthsman. **RESOLVED** to arrange a training course and pay an hourly rate of £22.00 an hour which will cover mileage and fuel for equipment and they will provide his own equipment. Some funding may be available. The Parish Lengthsman will report to Cllr Sherrell. The parishioner has agreed to be a self-employed contractor and work one day a week until the end of March 2024. **ACTION: Cllr Ackroyd**

108/23 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE - Cllr Baumer

The Holbeton Parish Council Climate Change subcommittee meeting took place on Tuesday the 3rd October. The main topics under consideration are:

- **Follow up from the River Erme sewage public meeting Friday 18th November 2022**

- 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.*

A response is still awaited from the SWW representatives on the status of the Pell Frischmann report into the current state of Holbeton Village's surface water arrangements.

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

The WATER group is well advanced in preparations for designated Bathing Beach status at Coastguards Cottages. They now have more than 1,000 responses to their public consultation, including Holbeton Parish Council, and letters of support from South Hams District council and the local MP Sir Gary Streeter.

The application is to be made before the end of October. DEFRA is not expected to publish a decision before April 2024.

The date for the next meeting of the River Erme Councils is Thursday the 2nd November.

- **DEFRA Dartmoor Review**

I have submitted a response on behalf of Holbeton Parish Council within the deadline for their return.

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

I have received a response to my email sent on behalf of the parish council to the parishioner who had kindly agreed to donate an EV charger:

"I'm happy to confirm 1 charger is reserved for the Church Hill development. I assume the Parish Council will take on the administration of the charger or find someone to take that role. I suggested using the CoCharger app as that seemed a practical and light touch solution but the offer of the charger comes without conditions or constraints. The Parish Council are free to follow that suggestion or not at their discretion.

Some other points for consideration if you haven't already thought them through:

- *how will the electricity for the charger will be supplied and paid for, will the PC contract with the energy provider directly?*
- *if the scheme is successful how easy will it be to expand the provision in future?*

Kind regards"

Holbeton Parish Council has agreed to clarify the planned arrangements for managing the public car park that will be part of the Church Hill development. We need to ensure that the public car park is set up so as to make it easy to expand the EV charging facilities in the future.

It will be important to ensure that the electricity is being sold at a price consistent with a domestic EV charger, and that the arrangements needed for managing an EV charger space will make it available for as many as possible local residents. **RESOLVED that a letter of thanks is sent to the parishioner offering the EV charger.**

- **Section 106 funding request for an infrared camera and training in assessing home insulation**

This device is attached to a smartphone to identify where heat is being lost from peoples' homes. The advantage of this combination is that a paper copy of the images can be created from the smartphone, making detail easier to see.

108/23 HOLBETON PARISH COUNCIL CLIMATE CHANGE SUB-COMMITTEE UPDATE - Cllr Baumer

A second parishioner has asked to assist with this project. Both will obtain training in the use of the camera, its interpretation and knowledge of where householders can obtain unbiased professional advice. The project will involve advertising and encouraging parishioners to have their property assessed. A copy of the application is attached.

This was considered by the climate change subcommittee and it is recommended that funding for this potentially important project is approved. **RESOLVED the parish council will fund an infrared camera and training in assessing home insulation at a maximum cost of £600. ACTION: Cllr West**

- **Continuation of the 4 page environmental section for Holbeton News**

This started in October 2022 and was agreed by the parish council for one year. This cost £240 for 12 months, and was paid for out of the section 106 funds from Creacombe solar farm. During that time, we have managed to provide 4 pages of news and information, including regular YCE updates and most months an environmental tip of the month.

At the climate change subcommittee 2 weeks ago, it was agreed that members of the committee would informally seek parishioners' views on the environmental section. **RESOLVED the parish council will renew the funding for a further 12 months.**

The next meeting of the Holbeton Parish Council Climate Change subcommittee will be on Tuesday the 7 November 2023.

109/23 HOLBETON PUBLIC TOILETS

Cllr Sherrell is waiting for SHDC to make the electrics safe and the water tap in the gents needs to be replaced.

110/23 HOLBETON PLAY PARK - Cllr Calcutt

Cllr Calcutt reported that a parishioner is keen to start a parent's group to look after the play park. The swing bridge needs to be assessed, filler required in the steps and the wooden sculpture. The entrance path requires cleaning and the weeds growing through the matting under the slide to be addressed.

Cllr Sherrell has met with Mr Mildmay-White of Flete Estate in connection with a small overgrown boundary area, which Flete would like cleared. Cllr Calcutt will liaise with the parent group. **ACTION: Cllr Calcutt**

111/23 HOLBETON COMMUNITY ORCHARD

There is an area by the BBQ area where Sumac is growing out of the hedge, and needs to be removed. The orchard is historically is registered organic which means Roundup can't be used as it will lose certification.

112/23 BATTISBOROUGH CROSS PLAYING FIELD - REQUEST FOR A GATE

RESOLVED the parish council will pay half of the cost towards the gate and posts to a maximum cost of £90.

113/23 READING ROOMS ELECTRICITY CONTRACT

RESOLVED to sign a contract for 24 months with Valda SmartChoice Day rate 28.07 (p/kWh) Standing Charge 55.00 (p/day). **ACTION: Cllr Brown**

114/23 REVIEW HOLBETON PARISH COUNCIL GDPR POLICIES:

RESOLVED not to make an amendments to the following policies:

Data Protection And Privacy Policy
General Privacy Notice
Privacy Notice For staff, Councillors and Role Holders

115/23 REVIEW OF HOLBETON PARISH COUNCIL'S PLANNING POLICY

RESOLVED to adopt the revised policy and place Planning Guidance re the Erme Estuary Water Quality on the website.

ACTION: Clerk

116/23 REVIEW THE DISTRICT COUNCIL AND TOWN/PARISH COUNCIL WHEN DEALING WITH PLANNING APPLICATIONS PRINCIPLES DOCUMENT

No comments.

117/23 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.

Bike track needs to be strimmed. RESOLVED that Cllr Sherrell will arrange for a local contractor to strim the area. **ACTION: Cllr Sherrell**

118/23 REPORTS FROM PARISH COUNCILLORS

Cllr Reece reported that there is still an issue with the drains at the Reading Rooms. RESOLVED that the PCC be approached to ask for a progress report, noting that the Reading Room cannot be used for most purposes at present. **ACTION: Cllr Baumer**

Cllr West reported fly tipping of building material in the woods above Ford. Also, a parishioner has asked when hedges will be cut around the village? Cllr Sherrell suggested the parishioner contacts Flete Estate.

Cllr Ackroyd - a parishioner has asked if weeds could be addressed on Vicarage Hill and bike track strimmed.

119/23 NON STATUTORY SPEED AWARENESS SIGNS IN HOLBETON, FORD AND LUSON

A document which had been circulated to Parish Councillors prior to the meeting by Cllr Baumer was discussed and it was RESOLVED, that the red triangle on the sign is changed to green and the same design used for all locations. Cllr Baumer will submit an article for the parish magazine, Holbeton Parish website and Facebook page, to ascertain parishioner's views. **ACTION: Cllr Baumer**

120/23 CORRESPONDENCE TO NOTE

Email from parishioner = Slow Down Signs - Luson

SHDC - Active travel update on the progress of our Local Cycling and Walking Infrastructure Plan (LCWIP) & Behaviour change study

Email - FREE local sessions to help people struggling with mental health - please feel free to share widely

Email SHDC - Dog Control Consultation - Have Your Say

Email SHDC - New recycling containers to be delivered to 8,000 South Hams homes

Email SHDC - Dog Control - Public Space Protection Orders consultation

120/23 TO CONFIRM PARISH COUNCIL MEETING DATE AND VENUE

The next Parish Council meeting will take place on **Tuesday 14 November 2023** in Holbeton Village Hall at **7.30 pm**.

The meeting closed at 9.50 pm.

John Sherrell

(Holbeton Parish Council Chair)

Date: 17 October 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.