

**MINUTES OF THE ORDINARY MEETING OF HALBERTON PARISH COUNCIL  
HELD ON TUESDAY, 8<sup>TH</sup> NOVEMBER 2011 AT 7.45PM AT HALBERTON  
VILLAGE HALL**

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**141. Present**

Mesdames Anderson, Graham, Jepps and Johnstone , Cllrs Britton (Vice-Chairman) , Browse (Chairman), Corden, Hand, Saunders and Walters, DCC Cllr Des Hannon, MDDC Cllr Ray Radford, Cllr Brenda Hull Chairman of MDDC and two members of the public

**142. Apologies**

Cllr Parker and PCSO J Sims

**143. Public Forum**

John Anderson raised the issue of insurance re the Queen`s Diamond Jubilee Ctte. The Clerk provided information she had obtained from the PC`s insurers regarding the Ctte being either a sub-ctte of the PC or a stand alone ctte and the insurance requirements appertaining to both. It was agreed that on the December Agenda the matter of amending the PC`s Standing Orders to provide for sub-cttes should be included. A parishioner was concerned about the pond area which needed to be tidied up and the area between the Barge and Orchard View. Cllrs Corden and Hand would deal with the pond area shortly. The other area would be considered by Cllr Hannon/Radford later in the meeting.

**144. Introduction of Cllr Brenda Hull – Chairman of MDDC**

Brenda Hull provided some background information about herself and her role at MDDC. She also mentioned current matters MDDC was involved in including the recent appointment of Kevin Finan as Chief Executive of MDDC. He had been MDDC`s Acting Chief Executive since May 2011. This was followed by a brief question and answer session. Issues of concern raised by the PC were the Hartnoll Farm planning application; Venn Farm hedge removal and Code of Conduct issues with concerns expressed that the Code of Conduct process was weighted heavily in a complainant`s favour. The lighting of a Beacon at a strategic point in the Parish to celebrate the Queen`s Diamond Jubilee was also raised. Mrs Hull was thanked for attending the meeting.

**145. DCC Mattters**

i. CCllr Hannon advised:-

Street Lighting – changes to night lighting have now been implemented although the times were not precise

Muxbeare Lane – it was understood that persons living in a caravan had moved their caravan onto the lane. The matter was being looked into. A traffic regulation order was being progressed (Prohibition of motor vehicles except for access)

Grand Western Canal – The Friends and Visitors Centre project was still going ahead despite a shortfall in funding for the project. Cllr Hannon was hopeful that a combination of money from his allocated locality budget and a small remainder from the proceeds of the sale of Exeter Airport could help to meet the shortfall.

Halberton PS Challenge Fund - £5,000 was earmarked for Halberton School in order that it could carry out necessary works to the new school building which were required for it to be fully functional. Cllr Hannon was delighted that the PC was prepared to contribute £1,500 towards the costs. However he advised that there would be no money left to deal with the tidying up of the area between the Barge and Orchard View.

Localism Seminar 3<sup>rd</sup> November 2011 – Cllr Hannon attended this event for Cllrs at County Hall, Exeter. He was of the view that the Localism bill would address the PCllrs concerns about Code of Conduct issues

Road Planings – Cllr Hannon had a quantity available now and some further planings available in the New Year. The PC would liaise with CCllr Hannon about this.

Locality Budget – This would be £10,000 for 2012/13 plus £10,000 capital

ii. Grit Bins – Cllr Hand had been out on site with Steve Leigh from DCC to sort out locations for two grit bins at Greenway and Pethertons. The proposed Pethertons site may need to be re-considered and Cllr Hand would progress this as necessary.

iii. Drains - It was understood that the drain down by Loosemore`s (where the shop used to be) became blocked every time it rained. There were other drains blocked in Halberton also. Cllr Hand would liaise with Steve Leigh about the problem

#### **146. Approval of the Minutes**

The Minutes of the Ordinary Parish Council Meeting of 11<sup>th</sup> October 2011 were approved and signed accordingly

#### **147. Matters Arising from the Ordinary Minutes**

i. The hedge problem at Van Farm was still being progressed by the Chairman and Cllr Hand

ii. The Clerk had reported the dog fouling problem within the vicinity of the Church and Pond Hill to MDDC. The situation had apparently improved but the PC would continue to monitor it. Cllr Hand had been unable to repair the faulty locks on the dog bins at the pond and Church Walk. The matter to be referred to Cllr Ray Radford for necessary action.

iii. Cllr Hand had liaised with Jo Cuthbert re bulk buying of oil and as there were new initiatives coming on stream there needed to be further research carried out before any commitment was made

iv. Cllr Hand attended a Snow Warden course organised by DCC. He advised that 5 tonnes of salt would be delivered to Halberton Court Farm and other quantities of salt would be delivered to Ash Thomas and Old Bridwell. He also provided information concerning insurance of volunteers etc. It was agreed that an Emergency Planning Meeting be arranged for 29<sup>th</sup> November on the same day as the Amenities Ctte meeting

v. The Clerk was still pursuing recovery of the monies owed by DCC to the PC for the school`s use of the Rec. This was now being progressed by a colleague and she was hopeful that the monies would be received shortly.

vi. Catherine Simmons MDDC`s Homeless and Enabling Officer had informed the Clerk that she had no idea when affordable housing would be built on the Cordwents site. She advised that the developer held the key to this and as the housing market was so depressed she was of the view that it was unlikely that works would start in the near future

vii. Tim Hugill had agreed to take on the responsibility for the Parish Website for which the PC was very grateful. It was agreed that planning agendas re the PC`s Planning Ctte Meetings and details of planning applications to be considered at the said meetings, could be displayed on the website. Details of councillors on the website needed to be updated although it was understood that Jo Cuthbert had already taken photographs of the councillors and the Clerk. PCllrs were asked to consider as to whether any other items should be displayed.

#### **148. Approval of Precept Figure for 2012/13**

It was resolved that the precept remain at £11,353. This would be the second year in a row that there had not been an increase.

#### **149. Chairman`s Announcements**

The Chairman asked the PC to consider as to whether the PC should purchase the field behind the cemetery (between the Mead and Cordwents) in view of the amount of S.106 funding that the PC currently held. The PC confirmed that preliminary enquiries should be made with DCC and the Chairman agreed to carry out this on behalf of the PC. It was understood that Cllr Hand would represent the PC at the Service of Remembrance

#### **150. Parish Footpaths and Christmas Workshop at Kentisbeare Village Hall on 23<sup>rd</sup> November 2011 at 9.30am**

The Chairman and Cllr Mrs Anderson would attend the Workshop. Mr Page had carried out works on the parish footpaths as well as installing a dog friendly gate.

#### **151. Police**

PCSO had provided the following report in his absence

POLICE REPORT FOR HALBERTON 8/11/11

#### **INCIDENTS OF NOTE**

NO INCIDENTS AFFECTING THE VILLAGE

#### **CRIMES**

14/10 – 17/10 WINDOW SMASHED TO SUN ROOM OF PROPERTY WILLAND RD.  
(NO SUSPECTS)

23/10 MAKE OFF WITHOUT PAYMENT FROM TAXI.  
(OFFENDER DEALT WITH BY WAY OF RESTORATIVE JUSTICE.)

PCSO Sims had advised that all had been quiet in the past month in the Parish hence a short report. He was progressing the Community Speed Watch applications and those persons who had volunteered should receive their packs over the next week or so

#### **152. MDDC Matters**

##### **1. Miscellaneous Matters**

- i. The PC had received a grant of £300 for the cemetery and £50 for the churchyard
- ii. A different way of collecting recycling and waste trialled for three months by households in the Cullompton area showed that projected savings could not be made. The scheme would not now be rolled out across the rest of the district but instead MDDC would continue to look at other ways of running the recycling and waste service more efficiently
- iii. A vacancy had arisen for a councillor in the Clare and Shuttern Ward of MDDC
- iv. MDDC had reminded the electorate of the importance of being registered to vote. In order to vote, persons must be included on the new electoral register which would be published on 1<sup>st</sup> December. The latest date to be able to register would be 29<sup>th</sup> November. The importance of being able to vote was emphasised in view of forthcoming elections for local police commissioners, possible referendums on local issues etc
- v. Details of the Observance of Armistice Day with the Royal British Legion in Cullompton, Crediton and Tiverton were provided by the Clerk
- vi. Cllr Radford would request the street sweeper to come out to clear away the leaves in the Parish as soon as possible. It was understood that a parishioner had already slipped on the leaves. Cllr Radford noted that Church Path (Pond Hill end) required a pressure wash as it was covered in algae which was making the path slippery
- vii. Cllr Radford would also deal with the dog bin near the school, as the lid was sticking due to it having been bent. It was noted that fly tipping had occurred at the raised flowerbed at Pond Hill.

(two tyres had been dumped) The bin at the Rec still continued to be emptied by MDDC on a `hit and miss` basis. Again Cllr Radford would request that MDDC emptied the bin regularly and he would take appropriate action in respect of the fly tipping problem

### **153. Christmas Tree**

Cllr Corden would speak to last year`s supplier of the Christmas tree to see if he would be willing to provide a tree this year. It would need to be in situ before 1<sup>st</sup> December. Cllr Hand offered to supply additional tree lights free of charge

### **154. Donation to Royal British Legion**

It was resolved to re-imburse Ian Brannam for the cost of the PC`s replacement poppy wreath - £17.50 and in addition make a donation to the Royal British legion of £20.

### **155. Muxbeare Lane – Dog Fouling Issues**

A Willand parishioner had expressed concerns about dog fouling along Halberton`s Footpath No. 35. Willand would arrange for DCC to clear the path but it was understood that the dog bin was located down on the cycleway alongside the M5 but appeared to be little used. The Willand parishioner may ask Willand PC for the provision of another bin to be sited at the end of Halberton`s footpath or the existing bin to be re-sited. The Chairman would follow up the matter.

### **156. Proposed new Location for displaying Agendas etc on Uffculme side of Parish**

Cllr Hand was still considering options as to where to display planning agendas on the Uffculme side of the parish. The Clerk would update Mrs Stewart about this but to advise her that in the meantime it was intended that agendas would be displayed on the Parish Website

### **157. Future Meetings**

<sup>Mid</sup> Devon Transport Group – 9<sup>th</sup> November  
Cllr Mrs Graham would try and attend this

### **158. Clerk`s Report**

The Clerk thanked the PC for sanctioning increments to her salary and agreeing to increase the amount she was able to re-claim for expenses

### **159. Accounts**

<b>RECEIPTS FOR PERIOD 1<sup>ST</sup> - 31<sup>st</sup> October 2011:</b>	
Bank Interest	1.20
Newsletter	32.00
Cemetery	430.00
MDDC –Cemetery Grant	300.00
MDDC – Churchyard Grant	50.00
<b>TOTAL</b>	<b>£813.20</b>

**PAYMENTS MADE FOR THE PERIOD 1<sup>ST</sup> – 31<sup>st</sup> October 2011** **£2467.73**

PAYMENTS TO BE APPROVED

Cheque No	Amount	Vat	Total	Details
DD	26.00		26.00	MDDC – Cemetery Rates
1547	353.51		353.51	Mrs C McIntyre – Salary (Oct/Nov)
1548	19.39	3.88	23.27	Ottery Office – photocopying and stationery
1549	465.00		465.00	N Page – tree works and additional works
1550	50.00		50.00	CAB – Donation
1551	22.50	4.50	27.00	Mrs C J McIntyre – repayment of cost of waste disposal
1552	375.00		375.00	N Cuthbert – grass cutting
1553	20.00		20.00	Royal British Legion – Donation
1554	17.50		17.50	Mr I Brannam – repayment of cost of wreath

It was resolved that the above mentioned payments be made

Balance of bank accounts carried forward	29952.42
Plus Receipts for period 1 <sup>st</sup> – 31 <sup>st</sup> October 2011	813.20
<b>TOTAL:</b>	<b>£30765.62</b>

Minus Payments made for the above Period	£2467.73
<b>TOTAL</b>	<b>£28,297.89</b>

Made up as follows:- High Interest A/c	27771.16
Current A/c	526.73
<b>TOTAL</b>	<b>£28297.89</b>

<b>*VILLAGE HALL FUNDS</b>	<b>4420.00</b>
<b>PARISH PATHS FUND</b>	<b>1688.00</b>
<b>VILLAGE OF THE YEAR PRIZE</b>	<b>212.00</b>
<b>DONATION FROM PARISHIONER</b>	<b>1616.00</b>
<b>PARISH PLAN FUND</b>	<b>434.00</b>
<b>CAR PARKING</b>	<b>4500.00</b>
<b>TRAINING</b>	<b>75.00</b>
<b>RECREATIONAL GROUND</b>	<b>134.50</b>
<b>COMPUTER/SOFTWARE</b>	<b>00.00</b>
<b>CHAIRMAN`S ALLOWANCE</b>	<b>100.00</b>
<b>GENERAL FUNDS</b>	<b>15118.39</b>
<b>TOTAL</b>	<b>£28297.89</b>

\*AshThomas - £2250 and Halberton £2170

**Halberton Newsletter: Income to date £1741 less Expenses £1888.94 = credit of £147.94**

**160. Audit**

The PC`s accounts had now been audited. They were all in order without the Auditor having to recommend any necessary action be taken by the PC etc.

**161. Bank Mandate and Telephone Banking**

All the PCllrs had now signed the Bank Mandate, although the Clerk`s signature had been omitted and consequently she was unable to be a signatory on the cheques or operate telephone banking! The matter was being addressed. It was resolved that the Clerk be the Primary User for Telephone Banking with the Chairman and the Vice-Chairman as `other users`.

## **162. Member`s Business**

It was agreed that the notice specifying items for DCC`s Lengthsman`s attention should be included in the Newsletter at regular intervals. The Clerk in the meantime to ascertain the details of the Lengthman`s next visit and to ask that he clear the area between the Barge and Orchard View of weeds and overgrowth.

## **163. Miscellaneous Matters**

- i. The Clerk advised that there was a vacancy for a Vice-Chairman on the Community Council of Devon Members Forum. Nominations had to be received by 2<sup>nd</sup> December 2011.
- ii. The AGM of Halberton Village Hall would take place on 15<sup>th</sup> November 2011. Cllr Mrs Graham would be the PC`s representative
- iii. The Clerk to provide the Vice-Chairman with the paperwork relating to the goalposts in order that he had the necessary information to obtain the sockets.
- iv. It was agreed that Simon (Undertaker) could have a quantity of soil from the cemetery
- v. It was understood that issues had been raised regarding the display of photographs in the church connected with the Diamond Jubilee celebrations. It was agreed that this was a matter for the Jubilee Cttee to deal with.

## **164. Future PC Meetings**

29<sup>th</sup> November 2011 Planning Cttee Meeting – 7.00pm (Provisional)

29<sup>th</sup> November 2011 Amenities Cttee Meeting

(to incorporate Emergency Planning matters) – 8.00pm

13<sup>th</sup> December 2011 – AGM – Halberton Children`s Recreational Ground Charity – 6.30pm

13<sup>th</sup> December 2011 Planning Cttee Meeting - 7.00pm

13<sup>th</sup> December Ordinary PC Meeting - 7.30pm

The Meeting closed at 9.40pm

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**CHAIRMAN**

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**DATED**

## **165. Exclusion of the Public**

In accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matter on the grounds that it would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item”.

It was understood that the Code of Conduct recommendations made by MDDC against the PCllr concerned were to be dropped. The PCllr was seeking confirmation of this decision in writing from MDDC. MDDC was seeking new members to sit on a new Standards Cttee. The Clerk had not received any information about this to date from MDDC and would monitor accordingly.



