

MINUTES OF A MEETING OF HALBERTON PARISH COUNCIL ON TUESDAY, 10TH SEPTEMBER 2002 AT 7.30PM AT HALBERTON VILLAGE HALL

90. Present

The Chairman, Vice-Chairman, Cllrs Anderson, Hugill, Payne, Radford, Stevens, Mesdames Fisher, Jepps and Lunn, and two Members of the Public

91. Public Forum

Cllr Payne passed on a parishioner's concerns as to the lack of progress with the Enhancement Scheme. The item would be discussed again later in the meeting. A parishioner wished to make representations about the Local Plan as his property was not included within the Settlement Limit and he was of the view that it should be included. However the PC was unable to deal with this matter as it had received no further details from MDDC. Once information was received it would then be included on the next Agenda and the parishioner should then be able to make representations.

92. Apologies.

PC Auger

93. Resignation of Parish Councillor

It was agreed that this item would be discussed later in the evening

94. The Minutes of:-

- i. the Parish Council Meeting of 9th July 2002
 - ii. the Amenities Committee Meeting of 23rd July 2002
- were approved without amendment.

95. Matters Arising

- i. Cllr Anderson was still unhappy about the reply given by Mrs Shadbolt in response to a query the Clerk had made about the Model Code of Conduct. He also stressed that it was incorrect of the Clerk to state in her communication to Mrs Shadbolt that he had walked out of the Annual Parish Meeting 'in disgust' as this had not been the case. The Chairman indicated that the matter had been thoroughly aired on previous occasions and although he accepted that Mrs Shadbolt's reply did not fully satisfy Cllr Anderson, he considered that it would not be in the interests of the PC to spend any further time on the matter.
- ii. Cllr Anderson advised that the reference made, in Edition 42 of the Newsletter re the possibility of the Mid Devon Show being advertised on the Parish Website, did not reflect accurately what had been discussed at the July PC Meeting.
- iii. The Vice-Chairman met Mr Densham (MDDC) on site in August, re the Enhancement Scheme. Mr Densham would follow up matter re planters/village signs and report back to the Vice-Chairman shortly. The Vice-Chairman would chase up the matter if it was subject to further delay. Cllr Radford to record the PC's unhappiness with the Scheme and its slow progress
- iv. Catherine Kenny the new Rural Transport Development Officer would now be attending the October PC meeting and not the November meeting as originally proposed.

96.Chairman`s Announcements

- i. The Chairman, Mrs P Armstrong, Mr D Roberts and Mr James both of DCC had met to further consider land at Old Cordwents, for car parking purposes. Matters which needed to be considered were the entrance/exit arrangements, leasing the land, the extent of land available, cost implications, responsibility of running the car park etc. The Chairman and Mrs Armstrong would prepare a rough plan of what they had in mind for a car park which they would then submit to DCC for consideration. Copies would also be circulated to Parish Councillors. It was resolved that if DCC approved the plan then a meeting of all interested parties would be held at which this matter and also the matter of the proposed new footpath to run from the cemetery to the canal and the question of installing equipment in the Mead could also be discussed. The Chairman would keep the PC informed of all developments.
- ii. The two fences abutting Mr Loosemoore`s property `Mead House`were in poor condition. MDDC was currently investigating as to whether it was responsible for erecting replacement fences.
- iii. (Cllr Anderson left the meeting at this point) .Cllr Anderson had advised by letter that he wished to resign from the PC with immediate effect. However , the Chairman indicated that Cllr Anderson may now consider deferring his resignation. It was proposed that the Clerk write to Cllr Anderson to ascertain what his intentions were. (All Members of the PC voted in favour of this motion with the exception of Cllr Payne who abstained)

97. Police Matters

PC Auger had advised Cllr Payne that there was nothing of any concern happening in the Parish at the present time. A woman speeding through the village had been spoken to by the police but there were no other incidents to report.

98.MDDC Matters

- i. A number of changes to the Mid Devon Local Plan First Alteration had now been agreed. These would be incorporated in the “Revised Deposit” and made available for public consultation for a six week period starting in September 2002. The public inquiry would start in May/June 2003, at which unresolved objections to the deposit Draft and additional objections to the revised Deposit would be considered
- ii. The Clerk had now received MDDC`s `Best Value Performance Plan 2002-03` and `Best Value Service Profiles 2002-03`. The documents were circulated at the meeting.
- iii. MDDC`s Chairman was holding a reception on 19th September at Magelake Hall. Mr Duncan the Headmaster of Halberton Primary School was nominated by the PC to attend in view of the excellent results the school had achieved in recent years since Mr Duncan had been at the helm.. It was also proposed that Cllr Browse, if he was available, should also attend.

99.. DCC Matters

- i. On 11th September there would be a temporary prohibition of through traffic along West Down, Ash Thomas from its junction with Ash Cross. The alternative route for vehicles would be Ash Thomas village – Crosslands – Crow Green and vice versa.
- ii. It had been proposed to extend the existing 40mph speed limit on the B3181 from Willand through Five Bridges, to just north of the new roundabout, north of Cullompton. The PC raised no objection to this proposal.
- iii. A series of meetings were being held in the County about Devon`s Consumer Watch Scheme. Further information was available from DCC`s Trading Standards Dept
- iv. Social Services was requesting details of all lunch clubs in the area, for information purposes, but it was understood there were none.

100. Parish Newsletter

For the period 1st April – 31st August 2002 the total income had been £1242.08. Of this amount £688.75 was in respect of arrears of advertising payments for previous financial years and the sum of £46.13 was a refunded payment. Therefore the true figure for the income received for the current financial year was £507.20. The net expenditure was £320.01 for the same period. In total the sum of £314 had been written off in respect of long standing debts.

101. Meetings Attended

- i. Mid Devon Association of Local Councils AGM – Wednesday, 17th July 2002 at 7.30pm at Tiverton Town Hall
The Vice-Chairman and Cllr Hugill attended this. Cllr Hugill is now the PC's representative for future meetings. It was understood that the Association would continue for the present time.
- ii. Culm Area Ctte – 24th July 2002 Clayhidon Village Hall – 7.00pm
Cllr Hugill attended. The exorbitant car parking costs at Tiverton Parkway Station were raised. The matter would be followed up by Don Attlee who would again make representations to DCC's Transport Liaison Ctte. The 'Meet and Greet' car park facility was also discussed. In addition Cllr Hugill took the liberty of nominating Halberton as a future venue for the Area Ctte,
- iii. Halberton Charities – 5th August 2002 Methodist Schoolroom, Halberton at 7.30pm
The Chairman and Vice-Chairman attended this. Consideration was being given to winding up the charity.
Devon Association of Parish Councils – 9th September 2002, County Hall
The Vice-Chairman attended this. One of the items discussed was the definition of 'affordable housing'

102. Future Meetings

- i. NHS Trust Meeting – 17th September 2002
Cllr Mrs Fisher would be attending this. She would make representations as to why a locum GP could not be used in Halberton whilst the usual GP was on sick leave. Although arrangements had been made for Halberton parishioners to attend the Sampford Peverell surgery it was considered unsatisfactory particularly for elderly parishioners during the winter months
- ii. Culm Area Ctte – 18th September 2002 Uffculme Village Hall – 7.00pm
- iii. Mid Devon Rural Transport Forum – 24th September 2002 New Hall, Tiverton at 2.30pm
Cllr Mrs Fisher would attend this.
- iv. Halberton Charities – 30th September 2002 Methodist Schoolroom, Halberton at 7.30pm

103. Parish Plan

The Vice-Chairman, Cllrs Hugill and Payne would form a working party to progress the project. In addition all or two of the members would attend a Parish Plan seminar, to gauge as to what was involved in the project. It was resolved to pay the costs of the course (£5 per delegate), which would take place on 30th October at the Eggesford Hotel. The Clerk passed to Cllr Hugill, all the information she had received relating to Parish Plans.

104. Audit of Accounts 2001/02

The Clerk advised that the figures for year end as approved at the Annual Parish Meeting in May now had to be incorporated into the new Annual Return. The Clerk had supplied the PC with completed Section 1 – The Statement of Accounts. With regards to Section 2 – The Statement of Assurance, the Clerk informed the PC of the eight statements the document

contained which the PC had to either agree or disagree with. The PC after careful consideration agreed all of the statements, The following was subsequently resolved:

- i. to approve the accounts as set out in Section 1 – ‘The Statement of Accounts’
- ii. to approve the ‘Statement of Assurance’ as set out in Section 2

Mrs G Erasmus, the PC’s Internal Auditor, had very kindly checked all the PC’s books and had certified in Section 4 - ‘Annual Report by Internal Auditor’, that she considered the PC’s system of internal controls were in place, and were adequate for the purpose intended and effective. The Clerk would now arrange to submit the document to the District Auditor. It was agreed to thank Mrs Erasmus for all her hard work by arranging for a bouquet of flowers to be sent to her. The cost not to exceed £20. In addition if Mrs Erasmus wished to attend a training day for Internal Auditors on 21st November at Exeter, the PC would be agreeable to paying the course fee of £15.

105. Corner Lane

Mr J Maunder had requested a contribution of £500 towards the cost of the resurfacing of the private ‘Corner Lane’, in view of the PC’s use of the lane. There was much discussion. It was resolved that in view of the PC’s very limited use of the lane and the fact that this expense had not been budgeted for at the beginning of the year, the most the PC could contribute was £50. Cllr Stevens declared Code of Conduct.

106. Mill Stream

The Clerk had received an E-Mail from David Slack indicating that there was a build up of detritus and undergrowth which needed to be cleared if the stream was to flow healthily. There was much debate by the PC about this subject. Concern was expressed about overhanging trees etc which needed to be trimmed back. However Cllr Stevens was of the view that because of the wildlife in the area, extensive trimming should not be carried out. In the meantime the Clerk to write to the owners of Town Mills to request that they dealt with the problem raised by Mr Slack, as it was understood it was their responsibility and to inform Mr Slack of the PC’s actions. The Vice Chairman would speak to Messrs Densham and Mathias of MDDC about the Mill Pond. It was agreed to hold a site Meeting on Thursday, 12th September at the Mill Pond, whereby the problem could be fully considered.

107. Bank Mandate

As Cllr Hugill had recently joined the PC and Cllr Lejeune was no longer a member, it was necessary to amend the bank mandate to ensure the correct signatories were listed at HSBC bank. The PC resolved the following:

- i. That bank accounts be continued with HSBC Bank PLC and that the Bank be authorised to:-
 - a. pay all cheques and other instructions for payment signed on behalf of the PC by any three signatories (these being all the members of the PC and the Clerk) whether any account of the PC is in debit or credit;
 - b. deliver any item held on behalf of the PC by the Bank in safe keeping against the written receipt of the signatory; and
 - c. accept the signatory as fully empowered to act on behalf of the PC in any other transactions with the Bank
- ii. That any debt incurred to the Bank under the mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand
- iii. That the Clerk is authorised to supply the Bank as and when necessary with lists of persons who are authorised to sign, give receipts and act on behalf of the PC and that the bank may rely upon such lists

- iv. That these resolutions remain in force until cancelled by notice in writing to the Bank signed by the Chairman or Clerk acting or claiming to act on behalf of the PC and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not

108. Committee Reports

i. Cemetery

It was understood that despite the contractor being informed that there were certain aspects of his work which were not adequate, improvements had still not been made. Concern was particularly expressed about the path in the cemetery which was covered in weeds. The Chairman agreed to deal with clearing the path.

ii. Amenities

All the outstanding work had been carried out in accordance with Rospa's requirements. It was resolved to pay Mr Sharland's invoice in the sum of £248. Cllr Mrs Jepps indicated that the wood chippings required raking. A new litter bin had been placed in the recreational ground. However litter was still being scattered around the area. The Clerk to remind MDDC to regularly empty the bins in the recreational ground and the Mead. It was resolved to pay the invoice in the sum of approx £36 for the new gate in the recreational ground. The Clerk had completed the Charity Commission's Register Check 2002. It was necessary to provide details for 2001/02 of income (£112) and expenditure (£1,229) together with details of all current members. In addition the Clerk handed to each member a copy of the Charity Commission's Newsletter which contained information applicable to the Trustees (all the Parish Councillors). A Company called Sovereign was looking for sites on which to erect play equipment at a reduced price. The Clerk to look into this.

iii. Highways

Cllr Payne was meeting Mr Mitchard of DCC on 11th September to raise the various highway concerns in the village eg parking outside the Barge, missing signs etc

iv. Footpaths

The Vice-Chairman reported that an obstruction on Footpath No. 1 had now been cleared. He was hoping to progress the footpaths brochure. Information would be put onto a Web Site. He was hoping to set up a small Sub-Ctte.

v. Policy and Finance

The Vice-Chairman advised that sales of the Jubilee mugs had raised a further £182.

109 Clerk's Report

It was agreed that if the Clerk had time available she should attend the Clerk's Training Course on Thursday, 7th November at Exeter (cost £30) and the Financial Risk Assessment Course on 25th September at Buckfastleigh (cost £15)

110.Accounts

RECEIPTS FOR PERIOD 1ST JULY – 31ST AUGUST 2002:

<i>Newsletter Advertising</i>	78.50
<i>Cemetery Fees</i>	230.00
<i>Bank Interest</i>	41.53
TOTAL	£350.03

PAYMENTS MADE FOR THE PERIOD 1ST JULY – 31ST AUGUST 2002 £1070.28

PAYMENTS TO BE APPROVED

Cheque No	Amount	VAT	Total	Details
100621	200.72		200.72	Mrs C McIntyre – Salary (£257.33 – tax £56.61 for Jul/August)
100622	169.83		169.83	Inland Revenue – 3 mths tax payments deducted from Mrs McIntyre`s salary
100623	320.00		320.00	A Tindle – Grass Cutting Cemetery July/Aug
100624	4.14		4.14	South West Water – Water re cemetery
100625	145.00		145.00	N Page – work on Parish Paths
100626	49.96	8.75	58.71	Landscaping & Grounds Maintenance
100627	54.82		54.82	Mrs C J McIntyre – repayment of cost of 2 ink cartridges for computer + postage stamps for Newsletter
100628	106.21	18.59	124.80	Education Matters
100629	10.00		10.00	Mr T Payne reimbursement of delivery costs re Newsletter
100630	75.00		75.00	Rent for the Meade 29/9/01 and 25/03/02
100631	63.60		63.60	Quarterly Expenses – telephone, travel, Internet
100632	200.72		200.72	Mrs C McIntyre – Salary (£257.33 – tax £56.61 for August/Sept)
100633	16.00		16.00	Age Concern, Crediton – photocopying costs
100634	216.00	37.80	253.80	Audit Commission – Audit Fee 2000/01
100635	50.00		50.00	Mid Devon Ass of Local Councils – Subs 2002/03
100636	248.00		248.00	Brian Sharland – Repairs to play eqt
100637	10.00		10.00	DAPC – Training Course Fee re parish Plan

The PC approved the above payments

<i>Balance of bank accounts carried forward</i>	<i>16,050.66</i>
<i>Plus receipts for period 1st July – 31st August 2002</i>	<i>350.03</i>
	TOTAL £16,400.69
<i>Minus payments made for the above period</i>	<i>1,070.28</i>
	TOTAL £15,330.41

<i>Made up as follows:- Current</i>	<i>1,311.02</i>
<i>High Interest</i>	<i>14,019.39</i>
	TOTAL £15,330.41

VILLAGE HALLS FUND	£ 4,000.00
PARISH PATHS FUND	£1,713.72
GENERAL FUNDS	£9,616.69

111.Members Business

- i. The Clerk to ascertain the up to date position of the proposed adoption of Orchard View.
- ii. The fence abutting Eric Grant`s property to be included on the next Agenda.
- iii. Cllr Radford suggested passing onto the Headteacher of Halberton School details of the Tiverton Educational Trust which may be of use. He may have pupils who could be eligible for a grant under the scheme. The Clerk to deal with the matter.

112.AOB

- i. The Heart of Devon Enterprise Agency (local office Tiverton) had forwarded information advising that it provided free assistance to small businesses in the area as well as free business start up courses etc for those interested in becoming self-employed.
- ii. The Culm Valley Swimming Pool Campaign advised that a new Committee had been formed in March 2002 in a further attempt to raise funds for a much needed swimming pool in Cullompton. Various fund raising events were being staged and it was seeking support by asking the PC to advertise these events in the parish as well as hoping that parishioners would attend the events.
- iii. The Clerk advised that she had information available regarding `Community is Key` Fund which is currently available to community groups in the Parish wishing to undertake a new project, provide an additional service, initiate a community enterprise or start up a new users group. The fund offered groups a maximum of £2,000 and applications had to be in asap.
- iv. The Tree Council was advertising Seed Gathering Sunday on 13th October and National tree Week 20th November – 1st December

113.Next Meeting

The meeting closed at 10.35 pm. The next Ordinary Parish Council Meeting would be on Tuesday, 8th October , 2002 at 7.30pm at Halberton Village Hall. A Planning Committee Meeting at 7.00pm would precede it.

CHAIRMAN

DATED