

MINUTES OF THE ORDINARY MEETING OF HALBERTON PARISH
COUNCIL ON TUESDAY, 11th NOVEMBER 2008 AT 7.40PM AT
HALBERTON VILLAGE HALL

133. Present

The Chairman (Cllr Browse), Vice-Chairman (Cllr Britton), Cllrs Mesdames Cuthbert, Jepps and Johnstone, Corden, Gibbs, Radford, Saunders and Wooding, CCllr Des Hannon, Jan Shadbolt Corporate Services Director and Martin Harvey Chairman of the Standards Committee both of MDDC

134. Apologies

Beat Officer – Katie Rich

135. Public Forum

There was no Public Forum due to no members of the public being present

136. Talk by Jan Shadbolt Corporate Services Director and Martin Harvey Chairman of the Standards Committee both of MDDC

Mrs Shadbolt and Mr Harvey had both very kindly agreed to attend the Parish Council meeting to advise as to the procedures followed by MDDC, in relation to Code of Conduct complaints. Following the complaints submitted by Cllr Lane-Smith against two fellow councillors, Mrs Shadbolt advised that some of MDDC's procedures had been reassessed and amended. Clear guidance had also been submitted to parish council clerks, whose parish councils became involved in complaints of this nature.. There was a brief question and answer session and issues raised by parish councillors were answered by Mrs Shadbolt. The PC considered this to be a most informative and extremely useful session and it expressed its thanks to Mrs Shadbolt and Mr Harvey.

137. Approval of the Minutes

The Minutes of the 14th October 2008 were approved subject to the following amendments:-

- i. Min 129 – Accounts – the following to be added “cheque no. 1251 - £20 donation payable to Royal British Legion”
- ii. Min. 130 to add the following:- “The Clerk to be the Primary User on the account”

138. Matters Arising

- i. Cllr Corden advised that he had not forgotten about the recycling signs and he would remove them as soon as he was able to do so
- ii. The crash barrier near the Barge had still not been repaired, despite the Clerk sending a another reminder to DCC stressing the urgency of the matter. CCllr Hannon would deal with the matter
- iii. The Clerk advised that she had contacted DCC about overgrown hedges at 48 and 50 High Street and had now received confirmation from DCC that it would make contact with the owners of the properties. Mr Stevens would deal with the overgrown hedge at his property as soon as possible. Cllr Corden would let the Clerk have details of any property with over hanging trees etc. It was understood that the school sign was obscured by overhanging trees. The Clerk to refer this matter to the Lengthsman
- iv. The Clerk would contact Mr Alan Hunt asap re the making of the Dick Drew replacement seat
- v. The Vice-Chairman and Cllr Mrs Cuthbert would liaise with CCllr Hannon about matters which required attention at Lower Town. It was understood that the street lighting at Lower

Town had now been switched off rather than it being on continuously, as was happening previously

- vi. It was agreed that a meeting be arranged with Ian Quance re cemetery regs, health and safety issues to take place during the early part of next year
- vii. Cllr Corden advised that the fence beside the football field was still in good order (although it was being monitored for further damage) as children had been climbing the adjacent tree and bouncing on the fence
- viii Cllr Corden would be speaking to Mr Edge about laying the hedge down by the pond shortly
- ix. A representative from Home Grown ('Home Grown – Community Owned' a three year project which would work with over 30 different communities across Devon to develop new projects, assets, skills, and opportunities, that enabled local people to grow their own food) was willing to attend a specially arranged PC Meeting in December but after some discussion it was agreed that this should be delayed until the New Year.
- x. The Chairman gave an update on the steps he had taken to date to progress the footpath/car park project. As there was funding to tap into it was agreed that emphasis should be placed on including a "green area" in the project plan, which should be persuasive in obtaining funding
- xi. The Clerk advised that she had received a response from Gordon McGovern, MDDC's Environmental Health Officer regarding the alleged dumping of human waste on the roadways by camper vans when leaving the motocross events at Uplowman. Mr McGovern had advised that the matter would be discussed with the owner of the field and the racing event organiser at a site meeting in the very near future. The principal purpose of the meeting would be to discuss the measures that could be introduced to reduce noise impact to Halberton residents to an absolute minimum during future race meetings. Mr McGovern would contact the Clerk again after the site meeting had taken place.
- xii. The Clerk had carried out the necessary task to register the deeds of the PC's recreational ground with the Land Registry and had now been issued with Office Copy Entries

139. Chairman's Announcements

- i. The Chairman advised that an interim salary award had been awarded to local council clerks. The Employers Side of the National Joint Council for Local Government Services had made a final offer for 2008/09 of 2.45%. No agreement had been reached and this failure to agree had been referred to arbitration by the Trade Union. The arbitration process was ongoing
- ii. The Chairman reported that the PC and also MDDC had been advised late this afternoon by Cllr Lane-Smith that he was resigning with immediate effect. The PC accepted Cllr Lane-Smith's resignation and the Clerk was asked to convey the PC's thanks to him for his commitment to the PC during his time as a Councillor

140. Mid Devon District Council Matters

- i. MDDC had advised that an application to list the BT phone box in Ash Thomas with English Heritage had failed
- ii. MDDC was advising that many small businesses were already benefiting from rate relief but a further 300 or so businesses in the area could still be entitled to apply and were missing out on the benefit
- iii. Passenger surveys were taking place at Tiverton Parkway Station on issues such as access to the station, train services, parking, bus connections and cycle paths

141. DCC Matters

- i. DCC had been awarded grant funding from the Dept for Transport to deliver a rural road safety project. The project called Country Mile would cover a project area to include the A377 from

Exeter to Barnstaple, the A361 from Tiverton to Barnstaple and the network of roads in between. The project was designed to achieve:- a reduction in the number and severity of crashes ii. for road users to feel safer and more confident about travelling in the project area iii. learning about better ways of improving rural road safety from the feedback that DCC received from the public and its partners. The project had been launched on 22nd October

ii. The Parish Lengthsman would be in the Parish from 14th – 19th November (although he had already been spotted in the Parish!). He would also be returning from 24th – 27th March.

iii. CCllr Hannon advised that a meeting had recently taken place with representatives of the district councils re the implications of unitary. He emphasised that this or any other meetings did not pre-determine the outcome of whether unitary would proceed

iv. CCllr Hannon produced plans for the proposed pavement in the High Street. He advised that there were two options available – a cheap option or an expensive option. His initial thoughts were that the expensive option would be preferable but it would take several years for it to be completed fully and there were no guarantees that the parish would actually get the go ahead to proceed with it, in any event. It was agreed that this be an item for the Amenities Cttee Meeting – suggested date being 25th November.

142. Police Matters

Katie had submitted her apologies as she was attending a meeting at Willand but she had submitted the following report:-

Incidents to note:

Incident between youths in Pethertons where one alleged assault by another one. Both parties spoken to as aggrieved would not pursue a formal allegation.

Accident on Willand Road involving one vehicle. Accident caused by driver error.

Travellers moved on to land close to Canal. Landowner spoke to police and relevant advice was passed. Our traveller police liaison officer was notified and was involved.

I believe they have since moved on.

Male caught driving with out insurance and reported for this offence by traffic officers.

Accident involving two cars in Lower Town; two males sustained injuries.

Traffic officers attended and are investigating the accident to establish how it happened.

Again very little this month which is reassuring. There have been no further reports in regards to nuisance youths in Lower Town and no more burglaries.

The Greenacres Neighbourhood Watch is up and running and the Pethertons scheme will be too shortly.

I am sorry I am unable to make this months meeting but I am committed at another meeting in Willand with Jonathan.

If there is anything you would like to bring to my attention please discuss and then Chris will e-mail the details.

143. Request by Halberton School for Parish Council's support for Out of Hours Scheme

The school had advised the PC that it was attempting to generate support from SureStart funds to help establish an Out of Hours provision at Halberton Primary School. The school was proposing to have a club that enabled children to come into the school from 8.00am and later, to stay until 5.30 or 6.00pm, depending on demand. One of the requirements of Surestart was that there needed to be evidence of support from the PC. The PC after discussion, resolved to support the provision. The Clerk would inform the school accordingly.

144. Formation of Planning Sub Ctte By Parish Council

After much discussion it was resolved to form this Ctte. The Ctte to consist of:- the Chairman, Vice-Chairman, Cllrs Mesdames Cuthbert and Johnstone, Cllrs Corden, Saunders and Wooding. It was understood that all other members of the PC could attend Sub Ctte meetings if they so wished.

145. Parish Plan Update

Cllr Mrs Cuthbert had recently been ill and hence she had not been able to progress this matter as quickly as she would have liked. However she would now give this matter her attention.

146. Code of Conduct for Local Authority Members and Employees

The Clerk had received a hard copy of this document. It was also available on line. The paper invited proposals for revising the Local Authorities (Model Code of Conduct) Order 2007 and the Relevant Authorities (General Principles) Order 2001. Views were being sought on the proposed introduction of a model code of conduct for local government employees. Any comments needed to be sent to the Conduct and Council Constitutions Team before 24th December. The Clerk suggested that if any members had any comments that they needed to be sent to her, well before the cut off date when she would forward them on.

147. Cemetery and related Matters

The Clerk to ascertain from MDDC as to why the cemetery attracted rates and what services the PC obtained from MDDC in return for this payment. The Vice-Chairman and Cllr Saunders had been thanked for their recent work in the cemetery. It was agreed that Thursday, 20th November at 10.00am be designated as a clear up day in the cemetery.

148.Meetings Attended

15th October 2008 – Institute of Cemetery & Crematorium Management - South Wales & Western Branch Meeting

The Vice-Chairman attended this and found the event informative and interesting. There was a tour of inspection of Higher Cemetery at Exwick He explained about the requirements of a Muslim burial and the numbers of headstones which were now laid down to ensure no breach of health and safety legislation.

149.Future Meetings/Courses

- i. 18th November 2008 – Mid Devon Transport Group Stakeholder Forum – St Georges Extension, Tiverton
- ii. 4th December 2008 - Sport and Play For All Workshop - £10 per participant

150. Committee Reports

Footpaths

A Christmas Workshop run by DCC for Parish Paths Partnership would be taking place on 2nd December at Broadclyst Memorial Hall. The Chairman would not be attending but if anyone else was interested he suggested that they contacted the Clerk for further details. The Clerk had received a funding form for PPP funding which she had passed to the Chairman for completion

Amenities

In the light of Cllr Lane-Smith's resignation it would be necessary to appoint a new Chairman of the Amenities Ctte. It was agreed that an Amenities Meeting be combined with a Planning Sub Ctte Meeting – suggested date being 25th November

151. Clerk's Report

The Clerk referred to the interim salary award and advised that the increase would mean £10.45 gross per month salary increase. Her contract of employment provided that salary increases should be in line with local government pay awards. The PC approved the salary increase and the back dated pay from 1st April 2008 would be payable in her December salary.

152. Accounts

RECEIPTS FOR PERIOD 1ST - 31st OCTOBER 2008:

Bank Interest	39.40
Newsletter	134.81
Cemetery	391.00
Repayment of course fees	30.00
TOTAL	£595.21

PAYMENTS MADE FOR THE PERIOD 1ST - 31st OCTOBER 2008 £1171.24

PAYMENTS TO BE APPROVED

Cheque No	Amount	Vat	Total	Details
DD	24.00		24.00	MDDC – Cemetery Rates (Nov)
1252	340.63		340.63	Mrs C McIntyre – salary Nov/Dec
1253	28.70		28.70	Mrs C J McIntyre – repayment of postage costs
1254	285.00	49.88	334.88	Audit Commission – Audit Fee
1255	16.59	2.90	19.49	Ottery Office Practice –photocopying/stationery
1256	202.22	35.38	237.60	Repayment of 2 x train fares to Cllr Mrs Cuthbert attend Village of the Year Ceremony

The above invoices were approved for payment

Balance of bank accounts carried forward	22671.18
Plus Receipts for period 1 st – 31st Oct 2008	595.21
	TOTAL £23266.39
Minus Payments made for the above Period	£1171.24
	TOTAL £22,095.15

Made up as follows: - High Interest A/c	20611.63
Current A/c	1483.52
	TOTAL £22095.15

VILLAGE HALL FUNDS	1500.00
PARISH PATHS FUND	2108.79
PARISH PLAN FUND	433.54
CAR PARKING	1500.00
GENERAL FUNDS	16552.82
TOTAL	£22,095.15

Halberton Newsletter: Income for Period 1st April - 31st October 2008 = £1350.44 less expenditure £1470.92 = Deficit -£120.48

153. Precept

It was resolved that the Precept for 2009/2010 be increased by 4% to £11,213

154. Members Business

i. It had been reported that a property in Halberton had required MDDC's environmental health team to take appropriate action to carry out a deep clean of the property as it was in a squalid condition and was a health and safety hazard. Residents close by had expressed concern. It was agreed that Cllr Gibbs would contact Cllr Radford about the issue in Cllr Radford's capacity as MDDC's Street Scene Portfolio Holder, to ensure the minimum impact on nearby residents

155. Miscellaneous Matters

- i. The Chairman and his wife and Cllr Corden had attended the DAPC's "Make a Difference Awards Ceremony" on 15th October as the Chairman had been nominated for an award for his contribution as a Cllr to Halberton Parish Council. However the evening had not been a total success, as in error his name had not been called out as a nominee at the actual ceremony. It was hoped that next year's ceremony would be a more efficient and professional event.
- ii. The Vice-Chairman would very kindly provide a Christmas tree in the village by the beginning of December
- iii. Cllr Mrs Johnstone advised that the Post Office contract would terminate on 1st December and the satellite Post Office in the Village Hall would open on 3rd December

156. Next PC Meetings

9th December 2008

- i. 6.45pm Halberton Village Hall – Recreational Ground Charity AGM
 - *ii. 7.00pm Planning Cttee Meeting of Halberton Parish Council
 - iii. 7.30pm Ordinary Parish Council Meeting
- *There may also be other Planning Cttee Meetings arranged prior to this date

The Meeting closed at 9.30pm

CHAIRMAN

DATED