

**MINUTES OF AN ORDINARY MEETING OF HALBERTON PARISH COUNCIL ON TUESDAY, 12<sup>TH</sup> JULY 2005 AT 7.30PM AT ASH THOMAS VILLAGE HALL**

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**44. Present**

The Chairman (K Browse), Vice-Chairman (B Lane-Smith) Cllrs Cooper, Gibbs, Radford, Saunders, Mesdames Armstrong, Fisher, Hull and Jepps, MDDC Cllr and Chairman M Lee\*  
\*Cllr Lee arrived later

**45. Apologies**

Cllr Greenhill, CCllr Des Hannon, PC Dodd

**46. Public Forum**

No members of the public were present

**47. The Minutes of:-**

The Ordinary Parish Council Meeting of 14<sup>th</sup> June 2005 were approved subject to the following amendment:

**Min. 26 (ii)** All references to `DAPC` to be amended to `MDALC`

**48. Matters Arising from the Aforementioned Minutes**

- i. There had been no further progress with regard to the Vice-Chairman's offer to serve on the Standards Cttee and it was noted that there had been no meetings of the Mid Devon Association of Local Councils for some considerable time. The Clerk would continue to chase this matter up.
- ii. The Chairman advised that Jane Nicholls (South West Acre Network) had looked into the matter of the PC's reduced Parish Plan grant payment. It appeared that this may have been connected with the fact that a double payment of £250 had been received from DCC. The Clerk would clarify the position and report back.
- iii. The Clerk had been in contact with Catherine Simmons who had advised that negotiations were taking place with a landowner in Halberton regarding a proposed housing development but she was unable to say at this stage where the land was. She would keep the PC informed of all developments. Hastoe Housing Association had been writing to its tenants to find out their housing needs and this information would be used to decide the type and size of properties required in conjunction with the Housing Needs Survey.

**49. Welcome to the Meeting of Chairman of MDDC – Cllr M Lee**

Cllr Lee was warmly welcomed to the meeting. He provided background information as to his role within MDDC and informed the PC that he would be visiting all 62 parishes within the District of Mid Devon over the coming months. He stated that MDDC was going from strength to strength. He mentioned that the Civic Service would be taking place next Sunday at St Mary's Church, Morchard Bishop. The Chairman of the PC would also be attending. He mentioned the importance of nominating persons in the Parish who had made a significant contribution to their community. The Chairman asked if the plans used in connection with planning applications could be received in digital format so they could be displayed more easily for the benefit of Cllrs and the general public. Cllr Lee would make enquiries about this. Cllr Mrs Armstrong expressed dismay at the increase in car parking charges, which despite this had not resulted in cleaner car parks. She asked that the car parks be cleaned more frequently. The Vice-Chairman enquired about grant aid and Cllr Lee suggested approaches should be made to Paul Tucker at MDDC.

## **50. Chairman's Announcements**

The Chairman advised that monies were still available under the funding scheme 'Awards for All'. He was of the view that this was an opportunity for the PC to apply for funding in order to be able to purchase a digital projector and laptop etc. This could be used by all community groups and would be an asset to the Parish. It was resolved that the Chairman take the initial step of obtaining an application pack.

## **51. Police Matters**

The problem of speeding vehicles persisted and PC Dodd's results of a recent traffic speed survey in the Parish failed to satisfy the PC. It was agreed that members of the PC should bring to the September PC Meeting, details of sites in the village and times that the problem of speeding vehicles was most prevalent. This to be an item for the September agenda. The Chairman and Cllr Radford would then meet with PC Dodd on site. A house had recently been burgled in Halberton. Anything suspicious occurring in the Parish should be reported to Brian Wooding, the Neighbourhood Watch Co-ordinator. PC Dodd had recently broken his wrist due to a problematic arrest of a person in the District.

## **52. Erection of Signs banning dogs in the Mead**

The Vice-Chairman advised that he had been supplied with some spare signs from MDDC. However the wording wasn't quite correct. He could try and amend the wording or, alternatively, purchase brand new signs. It was understood that if signs were to be erected in the Mead banning dogs it was probably a requirement that the sign should also state 'With the exception of Guide Dogs'. The Clerk would make enquiries of DCC to see whether it would be prepared to provide signs and to check whether or not the wording with regard to guide dogs was mandatory.

## **53. Nominations of Persons who have made a significant contribution to their Community to attend MDDC's Chairman's Reception on 20<sup>th</sup> September at Magelake Hall, Uffculme**

It was proposed that Jan and Dick Johnston, Rob Stevens and Barry Corden be nominated for their hard work and commitment to the Village Hall project and, in addition Sue Grabham for her years of dedication and hard work in running the Methodist Parent and Toddler Group. Cllr Mrs Jepps and the Vice-Chairman would also attend

## **54. Mid Devon District Council Matters**

- i. Cllr Mrs Hull advised that concern had been expressed as to the lack of car parking facilities in the evening. In response to this the multi-storey car park opening hours would be extended, on a continuous basis. She also advised about the new arrangements for refuse disposal which would be effective in September and approx 80% of households would be affected. She thought that rural areas would experience difficulties.
- ii. MDDC's Best Value Performance Plan 2005/06 was now available on the Council's Website. The document provided information about how the Council performed last year and its plans and targets for the future.
- iii. The Mid Devon supplementary planning guidance 'Meeting House Needs' draft document was approved at a meeting of the Planning Cttee on 15<sup>th</sup> June. The document was available on the Council's Website or paper copies were available if required. The deadline date for comments was 16<sup>th</sup> August.

## **55. Devon County Council Matters**

- i. Cllr Radford explained that the defunct Area Cttes were now being brought back into existence by DCC. Cllr Radford would Chair the meetings.
- ii. Mark Baker, the Canal Warden, had asked if the PC would be prepared to submit an application for funding in order to purchase sculptures to be erected on the banks of the canal. However as the PC would only be permitted to submit one application and it was likely this would be for a digital projector and laptop it was suggested that Mark approach the Grand Western Canal Awareness group who may be able to make the application instead.

## **56. Meetings Attended**

The Chairman attended the DAPC Meeting at Exeter on 4<sup>th</sup> July.

## **57. Dates of Future Meetings**

- i. 28<sup>th</sup> July 2005 – AGM, S.106 Funding Presentation

The Vice-Chairman would attend this.

- ii. 2<sup>nd</sup> August - Tiverton and Exe Valley Market and Coastal Town Initiative

Cllr Mrs Armstrong will be attending this

## **58. Committee Reports**

- i. Cemetery

Cllr Mrs Fisher had nothing to report

- ii. Amenities

It was hoped that the work on the bus shelter would commence shortly.

- iii. Footpaths

Mr Page was progressing with the footpath work. A Healthy Living Walk organised through MDDC would be taking place in the Parish shortly.

- iv. Highways

There was nothing to report

- v. Communications

A meeting had taken place on 11<sup>th</sup> July. The Chairman read out the contents of the draft minutes. The Clerk would prepare the Minutes for consideration at the next PC Meeting in September. A number of recommendations were made in the Minutes including the suggestion of allowing members of the public to speak during various parts of both the Planning and the Ordinary PC Meeting as well as retaining the Public Forums at both meetings. Members of the public would be time limited when they spoke to ensure that the length of meetings remained of a reasonable duration. However after much discussion it was decided not to pursue this recommendation further. Judy Austin was currently updating the Parish 'Welcome Pack'. A draft advert 'Do You Want to be Involved' was considered; the advert to be published in the Newsletter inviting parishioners to join the new Cttes. All interested parishioners to contact either the Clerk or the Chairman. Cllr Gibbs would make further enquiries about the 'Halberton PC Perpetual Trophy' and the presentation of it by the Chairman at the Mid Devon Show. It was understood that the 'Cemetery' Sub Ctte was incorporated under the heading of 'Amenities', under the new Ctte structure. This would ensure that Cllr Mrs Fisher would deal with cemetery matters in the manner in which she had always done in view of the special nature of the work involved.

## **59. Clerk's Report**

The Clerk explained that she would be ordering her office supplies shortly. There had not been much PC correspondence to deal with this month. She attributed this to the fact that this was due to the holiday season.

## **60.Accounts**

*RECEIPTS FOR PERIOD 1<sup>ST</sup> – 30<sup>th</sup> June 2005:*

Bank Interest	32.38
Newsletter	310.42
<b>TOTAL</b>	<b>£342.80</b>

PAYMENTS MADE FOR THE PERIOD 1<sup>ST</sup> - 30<sup>TH</sup> JUNE 2005 : £4391.55

### **PAYMENTS TO BE APPROVED**

Cheque No	Amount	VAT	Total	Details
SO	22.00		22.00	MDDC – Cemetery Rates
100946	196.05		196.05	Inland Revenue – 3 mths tax deduction (April –June 2005)
100947	236.61		236.61	Mrs C McIntyre – Salary June/July (less tax deductions)
100948	236.61		236.61	Mrs C McIntyre – Salary July/Aug (less tax deductions)
100949	317.00	55.48	372.48	Gardencare – Grass Cutting – June
100950	5.50		5.50	Devon Playing Fields Association – lunch for Vice-Chairman

### **The above invoices were approved for payment**

Balance of bank accounts carried forward	20,691.43
Plus receipts for period 1 <sup>st</sup> - 30 <sup>th</sup> June 2005	342.80
	<b>TOTAL £21,034.23</b>
Minus payments made for the above period	4,391.55
	<b>TOTAL £16,642.68</b>

Made up as follows:-	High Interest	15,562.44
	Current	1,080.24
	<b>TOTAL</b>	<b>£16,642.68</b>

VILLAGE HALLS FUND	£360.00
PARISH PATHS FUND	£2,176.72
GENERAL FUNDS	£14,105.96
<b>TOTAL</b>	<b>£16,642.68</b>

### **NEWSLETTER :**

**Income for period 1/4/05 – 30/06/05 £783.77 less expenditure to date of £496.98 = Net Profit £286.79**

### **61. Approval of 2004/05 PC Accounts**

The Clerk had supplied the PC with copies of the completed accounts 2004/05 for approval. The PC after careful consideration 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 again 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.

### **62.Members Business**

Nothing was raised

### **63.Miscellaneous Matters**

- i. Information had been received from the Commission for Patient and Public Involvement in Health, seeking members of the public to join a PPI Forum in Devon. The Forums had been set up to help the public have a much greater input into decisions that effect their health and the health of the local community. The Clerk to pass the information to Judy Austin to advertise in the Newsletter.
- ii. Cllr Greenhill would need to produce identity documentation to HSBC bank in order that the new bank mandate can be implemented. The Clerk to inform Cllr Greenhill accordingly.

### **64. Next Meeting**

Meetings of the Council’s Planning Ctte would take place on 9<sup>th</sup> August and 13<sup>th</sup> September. A meeting of the Amenities Ctte would take place on 6<sup>th</sup> September and the Environment Ctte on 27<sup>th</sup> September. Due to the summer recess the next Ordinary Meeting of the PC would be on 13<sup>th</sup> September. All meetings would be held at Halberton Village Hall to commence at 7.30pm other than the Planning Ctte Meeting on 13<sup>th</sup> September which would commence at 7.00pm.. Cllr Mrs Armstrong gave her apologies but would be unable to attend the meetings on 9<sup>th</sup> August and 27<sup>th</sup> September. Cllr Mrs Jepps would be unable to attend the meeting on 6<sup>th</sup> September.

The Meeting closed at 9.18pm

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**CHAIRMAN**

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**DATED**