

MINUTES OF AN ORDINARY MEETING OF HALBERTON PARISH  
COUNCIL ON MONDAY, 14<sup>th</sup> DECEMBER 2004 AT 7.30PM AT  
HALBERTON VILLAGE HALL

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**127. Present**

The Chairman, Vice-Chairman, Cllrs Gibbs, Hugill, Lane-Smith, Radford, Saunders, Mesdames Armstrong, Fisher and Hull and three Members of the Public

**128. Apologies**

Cllr Mrs Jepps and PC Dodd

**129. Public Forum**

There were members of the public present but no issues were raised.

**130. Approval of the Minutes of:**

The Ordinary Parish Council Meeting of 9<sup>th</sup> November 2004. The Minutes were approved subject to the following amendments:

- i. Minute No. 115. Seventh line after the word "night". Insert " He also stated that lights were required on cars parked within 10 metres of a junction, not just cars parked outside of the Barge"
- ii. Min. 120 (ii) The word 'Mid' to be inserted before the word 'Devon'
- iii. Min. 120 (iii) Delete 'Cllr Hugill' and insert 'Cllr Mrs Armstrong and Mrs Graham'

**131. Matters arising from the aforementioned Minutes**

1. The Vice-Chairman will liaise with Cllr Margaret Squires about the lack of response from the Royal Devon and Cornwall Hospital Trust about a representative attending a PC meeting to talk about the Trust's future plans.
2. Cllr Lane-Smith had now made the 'No Dogs' signs for the Rec which would be displayed in and around the Rec. He was thanked for all his hard work. He also agreed to erect a sign in the Mead prohibiting dogs from being exercised there.
3. Mr Kanani of MDDC advised that he would not be challenging Rospa's report regarding the safety surfacing in the Rec, as he accepted their findings. Mr Barry Gent, Health and Safety Officer also advised that he was happy with the surfacing and stated in the event of there being any legal claims made against the PC regarding the surfacing then Rospa's report should provide a firm defence. He also advised that with regards to the cost of the shredded tyre surfacing which the PC had used, a cheaper option would have been to use pea gravel as it met safety standards.
4. Mr Sanderson had advised that the old High Street sign had not been removed by MDDC for restoration work but had simply disappeared. A replacement sign had been ordered and would be installed in the next few weeks. The replacement would be of the new specification adopted by the Council in order to standardise future maintenance.
5. The Clerk had ordered a replacement computer from MDDC. MDDC had advised that the request had been assigned to 'engineer Pete, for action.'

**132. Chairman's Announcements**

The Chairman announced the resignation of Cllr Tim Hugill due to work commitments. He thanked Tim warmly for all his hard work and commitment to the PC particularly with regard to the Parish Plan. He went on to say he would be very much missed by the PC and wished him well with his new job. The Chairman advised that the Clerk had already contacted MDDC about

the vacancy. MDCC would notify the Clerk in due course as to whether or not an election was required. If not then a councillor could be co-opted onto the PC. It was unlikely that a PCllr would be in place before the February PC. In response to the notice in the Newsletter as to overgrown hedges and overhanging tree branches in the Parish, the Chairman had received a list of locations which needed attention. Cllr Mrs Armstrong agreed to speak to the landowners concerned and ask them to take appropriate action. The Vice-Chairman would speak to Mr Grabham about a problem at top of Rock Hill. The hedge on his boundary required attention and there was also a build up of silt which was causing problems.

### **133. Police Matters**

PC Dodd in further response to a concern raised by a parishioner regarding cars parked outside of the Barge public house advised that he had had a further look at the area and suggested that the pavement be extended towards the village centre past the Barge, or alternatively putting in some traffic calming to assist pedestrians walking that way.

### **134. 20mph signs in Halberton**

The plans had been received from Mr A Mitchard for the PC's consideration. There was much discussion and several suggestions were made to the re-siting of some of the 20mph signs. Cllr Hugill also suggested that the 30mph limit needed to be pushed back to the telephone exchange, if the 20mph sign was to start from Rock View. In conclusion it was agreed that the PC agreed to the scheme in principle but the location of some of the signs needed revising. The Clerk suggested a meeting on site with Mr Mitchard as soon as possible in order to fine tune the scheme and at the same time to submit to him PC Dodd's suggestion about the extension of the pavement near the Barge. The Clerk to make the arrangements.

### **135. The Parish Plan**

Copies of the Parish Plan had been sent out to various persons including all members of the PC. Cllr Mrs Armstrong provided a full and very informative report of the Parish Plan Launch Days (see attached). On the Ash Thomas Launch Day 34 people attended and on the Halberton Launch Day 103 people attended. Comments were noted and contained in Cllr Mrs Armstrong's report. She also advised that 11 plans of Cordwents had gone out about the possible use of the land and the responses were awaited. There was some discussion about the Parish Plan being made available on the Parish Website at a fee of £8 to be paid into a Paypal account. However the PC's bank account details would have to be provided in order that payment could be made by a recipient. Cllr Hugill explained that Paypal was secure and that there should be no risk to the PC, however the Clerk was concerned about the PC's account details going 'on-line' and suggested that in the first instance that she sought advice. Cllr Mrs Armstrong also suggested that on the Website it should be advertised that hard copies were also available as she had a substantial quantity and didn't wish for these to remain unsold. These would also be at a cost of £8 per copy. The Clerk explained that she would also seek advice as to whether or not there would be any VAT implications for making a charge for the Plan. The PC was not currently registered for VAT. Cllr Hugill considered that the production of a Parish Plan had been a remarkable achievement and that all the persons involved in the Plan should be congratulated for their efforts. The Chairman also reiterated these comments. A bill had been received from Maslands in the total sum of £1258, in respect of the production costs of the Parish Plan and leaflets. It was resolved that the monies be taken from general funds to settle the invoice and then repaid from grant monies which the PC was due. Jill Larcombe explained that the Meeting of 9<sup>th</sup> December had been arranged following on from a response from Tim Hugill that Parishes who had completed, or were in the process of completing Parish Plans, should get together to see what

could be done to make Parish Plans part of the Local Development Scheme. Concerns had been raised that when the Local Development Scheme had been discussed Parish Plans would be ignored by MDDC, hence the reason for having a meeting to progress matters forward.

### **136. Grass Cutting**

It was agreed that the Clerk should arrange to advertise around the Parish, in the Newsletter and in the Mole Valley News for contractors to submit tenders for the grass cutting contract before 31<sup>st</sup> January 2005.

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

- i. The Clerk advised that she had had difficulty obtaining a response from MDDC regarding the matter of the proposed adoption of Orchard View. It appeared that Steven Hill was leaving the Council and an assurance had been given that Steve Densham would respond to the PC prior to the PC meeting but this had not materialised. The Clerk to chase up the matter.
- ii. The Clerk explained that she had received in October a letter from MDDC regarding grass cutting obligations in connection with its Grounds Maintenance Contract. The Clerk had not brought the matter for discussion to the PC as she was trying to obtain clarification about a plan which MDDC had supplied and which appeared to be incorrect. Despite letters and e-mails to the MDDC, the Clerk had not received a response and now the cut off date for responses to the scheme by Parish Councils had passed. It was agreed that the Clerk would pass copies of e-mails and letters to Cllr Radford who would take up the matter on the PC's behalf. If the matter was not resolved satisfactorily then it would be referred to the Chief Executive.

### **138. Devon County Council Matters**

- i. The Parish Lengthsman would be in the Parish from 10<sup>th</sup> – 14<sup>th</sup> January. If anyone was aware of matters which the Lengthsman could deal with then the Clerk requested that either she or Cllr Gibbs be contacted as soon as possible. Job satisfaction cards as to the quality of the Lengthsmans work needed to be completed after his visit in January. Cllr Gibbs kindly agreed to complete them.
- ii. The views of the PC were required with regard to the draft Rights of Way Improvement Plan. Replies had to be received by 14<sup>th</sup> February 2005. The Clerk explained that the Countryside and Rights of Way Act 2000 had placed DCC under a duty to produce a Plan. The Plan would cover footpaths, bridleways, cycle tracks, restricted byways, and byways open to all traffic. The consultation was aimed at organisations and individuals who had an interest in rights of way. The Vice-Chairman also provided further information about the matter. Cllr Mrs Hull expressed the concerns of landowners of people being permitted to roam and suggested self closing gates, kissing gates etc would be needed to secure livestock etc. It was agreed that the document be circulated around the PC Members and a joint response brought before the January Meeting of the PC.

### **139. Meetings Attended**

- i. 25<sup>th</sup> November 2004 - Mid Devon Association of Local Councils — Tiverton Town Hall at 7.00pm  
Cllr Mrs Armstrong attended this. The topics discussed included recent legislation, government plans and regionalism. (See attached copy of Report)
- ii. 6<sup>th</sup> December 2004 – Tourist Information Centre Meeting – Tiverton Town Hall  
The Chairman attended this. Future funding of the Centre was discussed .



**PAYMENTS TO BE APPROVED**

<b>Cheque No</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>	<b>Details</b>
<b>SO</b>	<b>21.00</b>		<b>21.00</b>	<b>MDDC – Cemetery Rates</b>
<b>100885</b>	<b>165.90</b>	<b>29.04</b>	<b>194.94</b>	<b>Education Matters</b>
<b>100886</b>	<b>10.00</b>		<b>10.00</b>	<b>Judy Austin – Delivery Charge re Newsletter</b>
<b>100887</b>	<b>5.38</b>		<b>5.38</b>	<b>South West Water – Cemetery Water costs</b>
<b>100888</b>	<b>150.00</b>		<b>150.00</b>	<b>N Page – Footpath Work</b>
<b>100889</b>	<b>120.00</b>	<b>21.00</b>	<b>141.00</b>	<b>Audit Commission – Audit Fees 2003/04</b>
<b>100890</b>	<b>221.91</b>		<b>221.91</b>	<b>Mrs C McIntyre – Salary Nov (less tax deductions)</b>
<b>100891</b>	<b>44.85</b>		<b>44.85</b>	<b>Mrs C McIntyre – Expenses Sept - Nov Internet, travel and telephone)</b>
<b>100892</b>	<b>35.00</b>		<b>35.00</b>	<b>Ash Thomas Village Hall – room hire</b>
<b>100893</b>	<b>44.38</b>		<b>44.38</b>	<b>Mrs P Armstrong – Parish Plan Expenditure</b>
<b>100894</b>	<b>1258.00</b>		<b>1258.00</b>	<b>Maslands Parish Plan Production costs</b>

*The above were approved for payment.*

<b>Balance of bank accounts carried forward</b>	<b>13,801.98</b>
<b>Plus receipts for period 1<sup>st</sup> - 30<sup>th</sup> Nov 2004</b>	<b>241.57</b>
	<b>TOTAL £14,043.55</b>
<b>Minus payments made for the above period</b>	<b>3,142.02</b>
	<b>TOTAL £10,901.53</b>

<b>Made up as follows:- High Interest</b>	<b>9,949.68</b>
<b>Current</b>	<b>951.85</b>
	<b>TOTAL £10,901.53</b>

<b>VILLAGE HALLS FUND</b>	<b>£1,410.00</b>
<b>PARISH PATHS FUND</b>	<b>£1,891.72</b>
<b>PARISH PLAN FUND</b>	<b>£29.33</b>
<b>GENERAL FUNDS</b>	<b>£7,570.48</b>
	<b>TOTAL £10,901.53</b>

**NEWSLETTER :**

**Income for period 1/4/03 – 30/11/04 £1056.50 minus expenditure £762.92  
= NET PROFIT £293.58**

**143. Members Business**

- i. The bin in the Rec had been vandalised and required removal because of the possible dangers it may present if left in situ.. The Clerk would contact MDDC about obtaining a replacement bin. The rubber chippings had been scattered around various parts of the Rec and needed to be gathered up and placed in the correct area. Cllr Lane-Smith hoped to be able to give some time to this problem. It was agreed that the Working Party's recommendations regarding replacement playing field equipment would be an item for the January Agenda.

- ii. Cllr Hugill reminded the PC that on Sunday 19<sup>th</sup> December the annual Carol Service would take place in St Andrews Church and he encouraged as many people as possible to support it. He also thanked the PC for his time as a PCllr. He had found the experience to be very interesting and enjoyable.
- iii. The Vice-Chairman advised that work on the Village Hall was progressing well was on schedule. He also advised that West Country Ambulance was seeking 'First Response' persons to be available to assist at first aid emergencies in the village. He would arrange to place an advert in the Newsletter.
- iv. The Chairman advised that he had received a letter of complaint from a parishioner about balloons that had been put out on display from Halberton to Ash Thomas on the highway verges. The Chairman believed they had been used to advertise a child's party. The complainant was unhappy that they had been displayed and had not been removed after the party subsequently creating a litter problem and an eyesore.

#### **144. Miscellaneous Matters**

- i. The Clerk had details available of Councillors Training days if any Member was interested.
- ii. It was decided not to enter the parish in The Village Of the Year or Best Kept Village Competitions 2005.
- iii. The Clerk advised that if she filed tax returns on line for the years 2004/5 – 2008/9 the PC would receive payments from the Inland Revenue totalling £825. It was agreed that the Clerk should use this method in future in order to receive the payments.
- iv. The Clerk advised that a parishioner had recently been prosecuted for operating as an unlicensed private hire driver. However she understood that despite the prosecution, recent allegations had been made suggesting that he was still driving illegally. The allegations were being investigated but the Clerk reminded Members that under the Model Code of Conduct it would not be in any Members interests to use the parishioner for private hire work whilst he was still unlicensed.

#### **145. Next Meeting**

A Meeting of the Council's Finance Ctte would take place on 11<sup>th</sup> January 2005 at 6.30 pm at Halberton Village Hall followed by an Ordinary Meeting of the PC at 7.30pm (Planning applications would be discussed in the Ordinary Parish Council Meeting)

The Meeting closed at 9.45pm

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**CHAIRMAN**

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**DATED**