

MINUTES OF THE ORDINARY MEETING OF HALBERTON PARISH
COUNCIL HELD ON TUESDAY, 14TH JULY 2009 AT 7.30PM AT
HALBERTON VILLAGE HALL

51. Present

The Chairman, Cllrs Mesdames Cuthbert, Graham, Jepps and Johnstone and *Cllrs Britton (Vice-Chairman), Corden, Gibbs, Hand, Radford and Saunders and PCSO Jonathan Sims and one members of the public

*The Vice-Chairman chaired the meeting as the Chairman arrived later in the meeting

52. Apologies

CCllr Hannon

53. Public Forum

No issues were raised

54. Approval of the Minutes

The Minutes of the Ordinary Parish Council Meeting of 9th June 2009 were approved and signed subject to the following amendments:-

Minute 33 (vii) the word "pond" replaced with "Rec"

Minute 33 (viii) the word "Chairman" to be replaced by "Cllr Corden"

Minute 36 – second line - the figure "6" to be replaced with "7"

55. Matters Arising

i. The Chairman advised that the Pre-School would forward the PC details of their funding requirements in September.

ii. The application for the grant towards the costs of the goal post was in the process of being determined. The PC resolved that the ordering of the goalposts in the sum of £629 (inc of delivery) could go ahead. There was some discussion about the goalposts which would have to be sunk into the ground but sited in the same position as per existing.

iii. The Vice-Chairman had consulted with Simon Tucker (WH Squires), regarding a grave in the cemetery and the question of the interment of ashes in the same grave. It was understood that if there was to be another burial in the same grave the ashes could not be taken out of the grave.

iv. The Chairman would deal with the hedge at Greenway which needed trimming back. He would also speak to Roger Folley from NPS South West about the hedge at Lower Town which also needed trimming. The Clerk would speak to CCllr Hannon about the hedge near the Farm Shop which needed trimming again as nettles were growing through

v. Cllr Radford did not attend the Tiverton Tenant's Association meeting so he was unable to advise whether the Association was in favour of the scheme for street lighting at Pethertons/Mead. The Clerk to contact Hasnein Kanani/ Pat Hyde for this information

vi. The issue with the diverters still in situ over the pond, was ongoing. It was hoped that it would be resolved shortly.

vii. The bin in the Rec had been emptied. The Clerk had taken up the matter with Brian Whiting at MDDC and it was hoped it would continue to be emptied on a regular weekly basis.

viii. The replacement bolt for the Springer had now been fitted and the Springer was again operational

ix. The Clerk has received communications from Viridor and Rob Stevens thanking the PC for its financial contribution towards the kitchen roller shutter for the Village Hall. However Cllr Corden advised that there may now be a slight design problem with the shutter which would need to be the subject of discussion at a future meeting of the Village Hall

x. There had been lengthy correspondence relating to the speeds of vehicles using Willand Road. DCC had advised the Clerk on 22nd June that a speed check was carried out between 27th April – 8th May. The 85th percentile and mean speeds were below that of the limit and DCC would not be taking any action. There had been another serious accident recently and Cllr Hannon was now planning a public meeting in the Autumn with highways officers present to press the case further. He was initially led to believe that highways were well disposed to various actions on this road, but he felt public pressure was possibly the means to make progress

56. Police Matters

PCSO Jonathan Sims advised that due to computer problems he had been unable to access any reports relating to Halberton. However he advised that there had been two shed break-ins in Ash Thomas. The police had carried out a leaflet drop to warn residents to be vigilant. He advised that the police would be doing more with Speed Watch and would be arranging further dates. Cllr Corden advised that the Speed Watch signs were in the process of being made. The police were responding to the Willand Road speed concerns and would be going out with their lazer gun. This would enable them to hand out fixed penalties to motorists in breach of the speed limit. Alternatively if the Speed Indication Device (SID) was being used then motorists would be contacted about their speed. A man was reported to have exposed himself to a number of women along the canal bank. It was possible that this person was the same man who had caused problems in the Barge on the same evening. It was reported that a man was living in a tent on the canal bank. PCSO Sims would investigate.

57. Chairman's Announcements

There were none

58. Rural Community Network

Members of the PC agreed their e-mail addresses should be forwarded to the Rural Community Network in order that they received the regular information updates direct

59. Halberton Web Site Information (Including Freedom of Information Provisions)

A request had been made from a parishioner that agendas should be displayed on the PC website or alternatively for there to be a noticeboard erected on the Uffculme side of the Parish. There was much discussion. It was resolved that at the present time there was no plans to put the agendas on the website or to supply a noticeboard at the required location. Dates of meetings would be displayed on the web. The agenda for planning did not specify actual planning applications as it was simply in a standardised format. It was agreed that parishioners should check out MDDC's website for details of planning applications relevant to the Parish. The Clerk would arrange to forward Cllr Mrs Cuthbert back minutes of the Parish Annual Meeting since 2005. The Clerk had distributed the Freedom on Information to all Councillors for consideration. The Clerk advised that the Information Commissioner's Office (ICO) would be checking public authorities websites to check that they were compliant. It was resolved that the information relating to Freedom for Information be displayed on the Website, subject to some minor amendments and the Clerk to also produce introductory information. The Clerk had also prepared a schedule of policies and procedures for consideration which again each member had received for consideration. It was resolved that this paper be considered in full at the September PC meeting and the contents agreed before it was displayed on the web site.

60. Updating of Administrative Forms for Halberton Cemetery

The Clerk had circulated draft forms for the PC's consideration. It was resolved that the Clerk's suggestion for her to draft the Exclusive Deeds of Burial be acted upon. The draft version prepared by the Clerk was approved by the PC. It was resolved that she obtain 50 sheets of the embossed paper she required at an approximate cost of £18. This would be substantially cheaper than ordering pre-printed forms at a cost of £59. The question of the length of term for the Exclusive Right of Burial would need to be considered at the next Amenities Ctte Meeting together with the contents of the draft Memorial Stone application form.

61.MDDC Matters

- i. The Chairman had completed the Survey regarding MDDC's relationship with Town and Parish Councils. The Chairman indicated that it was likely the PC would receive a response from MDDC shortly
- ii. Cllr Rosamund, MDDC's new Chairman would be attending the September PC Meeting. The Clerk would send him an agenda
- iii. MDDC's "Clean Zones" campaign was now underway. MDDC with the support of the PC's, identified Silverton and Bradninch as the first areas within the district to be declared Clean Zones. Both villages had established litter-picking groups and MDDC has provided litter picking equipment.
- iv. Stagecoach Devon has announced a voluntary extension for National Bus Pass holders to 9.00am on the majority of Stagecoach services in Devon. The Exeter Mega Rider ticket area remains at 9.30am start. It was understood however that the government may be intending to change the concessionary fares scheme..
- v. MDDC are holding a "Dreamscheme Project" at Moorhayes Community Centre, Tiverton for two weeks starting on 3rd August. The Project is for local youngsters 8-16 years and aims to involve them in community projects in the Cowleymoor area of Tiverton. Examples of community projects include revamping the local play area; litter picking etc
- vi. MDDC is now in a position to provide some financial assistance to families at risk of homelessness through repossession or eviction. MDDC will be able to offer small loans to prevent repossessions and evictions which are at risk of increasing as a result of the recession. Funding will be available to tenants as well as homeowners
- vii. Users of MDDC's website are invited to give their feedback on what improvements they would like to see on the site by completing an on-line survey
- viii. MDDC successfully prosecuted a Bickleigh resident for failure to comply with planning law. The resident was prosecuted after he failed to comply with a planning enforcement notice served on him in August 2007 after he began using an agricultural field opposite his home for parking his private vehicles. He was ordered to pay a total of £810 in fines and costs
- ix. Planning powers aimed at maintaining the character of buildings in Cullompton Conservation Area were brought in by MDDC. Following a period for comments the first `Article 4(2) Direction` in Mid Devon was confirmed for the whole of the Cullompton Conservation Area by the Council's Planning Ctte on 8th July

62. DCC Matters

i. A strimmer Course was being held by DCC (Parish Paths Partnership) but the Clerk did not have details of date or location. Cllr Hand and Nigel Cuthbert would possibly be interested in attending. The Clerk would obtain details and let them know. In addition summer workshops were being held in various locations throughout July. The Chairman (and possibly Cllr Radford) would attend the workshop which was taking place on 20th July at Broadclyst Victory Hall. The Clerk to arrange the booking. It was agreed that Richard Spurway from DCC and the Rights of

Way Warden be invited to attend the November PC Meeting to discuss the PPP survey findings and future projects

- ii. CCllr Hannon had advised by e-mail that the work on the pavements in the High Street should be carried out during August. He also ensured that the pot holes in Lower Town were filled in (the result of a resident's complaint that they'd been marked up ages ago for this work but had not been filled). He would also be attending the Canal annual site meeting tomorrow (health permitting). The embankment above Halberton (by the Chairman's house) would be looked at in view of there being some recent slippage. The Chairman advised that the planks had been removed from the bank which was being monitored but at the present time there had been no further movement. CCllr Hannon also advised that he was trying to pressure DCC highways into objecting to the Hartnoll planning application but he had had no success so far
- iii. The Clerk to provide Cllr Mrs Cuthbert with details of the Lengthsman next visit.

63. Complaint raised by Parishioner at Cullompton Town Council's Surgery

Cullompton Town Council had forwarded to the Clerk details of various issues concerning the Barge Public House submitted by a Halberton parishioner. The Clerk had been in contact with the parishioner who did not wish for his/her details to be revealed. The Clerk had advised the parishioner that these issues were not something that the PC could deal with and referred the parishioner to MDDC. The PC was very concerned that the parishioner in the first instance had felt that he/she was unable to contact the PC and had instead referred the matter to another council.

64 Nomination of persons who have made a significant contribution towards their Community re MDDC's Chairman's Reception

It was resolved to nominate Cllr Mrs Jo Cuthbert, Carol Onley-Gregson and Shirley Davey for the Reception

65 Car Park/Footpaths at Cordwents

The Clerk had arranged a meeting with Roger Folley of NPS South West, the Chairman and Vice-Chairman on Monday, 27th July at 10.00am at the Village Hall, to progress this matter. It was agreed that the Clerk should invite both Cllr Radford and CCllr Hannon to attend

66. Parish Plan Update (including Emergency Plan)

The Emergency Plan was completed and would be printed in the Newsletter. It was agreed that it would be republished whenever it was updated.

67. Committee Reports

The Cemetery

It was understood that although the previous grass cutter had cut the bank in the cemetery this item had never been specified in the grass cutting tender details. Mr Smale was not aware that he was obliged to cut the bank. It was possible he may wish to charge extra for this. It was also agreed at the request of Mr Smale to provide a bin for broken glass/china etc with a notice placed upon it specifying its purpose! Cllr Corden mentioned that when he was at the cemetery he ensured that the bins were emptied (if they needed emptying) so that this task was not totally reliant upon Mr Smale to be carried out. Cllr Gibbs will speak to Mr O'Leary to see whether he carried out the works to grave No.8. The grave needed to be topped up by soil or turf.

The Rec

Mr Smale had cut the grass in the Rec` in readiness for the school's sports day. Cllr Corden would deal with the sign in the Rec`. The area in front of the slide was bare. Cllr Corden would arrange to re-turf

68. Future Meetings to be Attended

i. 22nd July 2009 – Empowering Communities in Devon – Sandy Park, Exeter

The Chairman would try and attend this. The Clerk to complete the booking form

i. 5th August 2009 - Community Buildings Conference and AGM 2009 , Kenn Centre

69. Clerk's Report

The Clerk stressed how important it was to get the website updated with the Freedom of Information details and related matters. The PC had to ensure that all information was accessible to the public to comply with the ongoing and ever increasing government legislation of the 21st century!

70. Accounts

RECEIPTS FOR PERIOD 1ST - 30TH JUNE 2009:

Bank Interest	1.68
Newsletter	185.94
Cont towards fence	400.00
Cemetery	28.00
TOTAL	£615.62

PAYMENTS TO BE APPROVED

Cheque No	Amount	Vat	Total	Details
SO	25.00		25.00	MDDC – Cemetery Rates
1309	350.13		350.13	Mrs C McIntyre – salary June/July
1310	3.88		3.88	Mrs C J McIntyre – repayment for paper
1311	283.75		283.75	B Smale – grass cutting charges (July)
1312	284.75		284.75	DAPC – annual subs
1313	349.13		349.93	Mrs C McIntyre – salary July/Aug
1314	8.85	1.33	10.18	Ottery Office & Computer Ltd – photocopying
1315	283.75		283.75	B Smale – grass cutting charges (Aug)
1316	25.38		25.38	Mrs C McIntyre – repayment of ink cartridges
1317	255.95		255.95	M Britton – repayment of costs of picnic table/ chair and cost of materials for fence

The above invoices were approved for payment

PAYMENTS MADE FOR THE PERIOD 1ST - 30TH JUNE 2009 **£3932.54**

Balance of bank accounts carried forward 32993.31

Plus Receipts for period 1st – 30th June 2009 615.62

TOTAL £33608.93

Minus Payments made for the above Period

£3932.54

TOTAL £29676.39

Made up as follows:- High Interest A/c 28,183.91

Current A/c 1,492.48

TOTAL £29676.39

VILLAGE HALL FUNDS	2500.00
PARISH PATHS FUND	2493.79
VILLAGE OF THE YEAR PRIZE	500.00
DONATION FROM PARISHIONER	2500.00

PARISH PLAN FUND	433.54
CAR PARKING	2500.00
GENERAL FUNDS	18749.06
TOTAL	£29676.39

Halberton Newsletter: Income to date £787.67 - less expenses of £855.15 = deficit -£67.48

71. Update on 2008/09 Parish Council Accounts

The Clerk advised that the District Auditor had returned the accounts due to there being a minor error. The “minor” error had resulted in the Clerk having to prepare a Reconciliation Statement to show that a cheque drawn in 2007/08 had not actually been presented for payment until 2008/09. She would now submit the Statement to the District Auditor together with the amended Annual Return which was subsequently initialled by both herself and the Chairman. The Clerk also pointed out, that this year additional information had been requested by the District Auditor regarding Trust assets. The Clerk reminded the PC that the Rec was held in trust and expenditure for it came from the precept and not a separate charity account. The Auditor may raise further questions about this matter which could delay the signing off of the accounts.

72. Members Business

Cllr Mrs Cuthbert advised that she was managing to secure further advertisers for the Newsletter which would bring in some much needed revenue. The Clerk to advise Cllr Mrs Cuthbert of advertisers who have website links as to when they made their £5 payments

73. Miscellaneous Matters

- i. The Vice-Chairman would pursue with the relevant authority, the matter of the street light situated at the Cemetery to Lower Town which was on constantly.
- ii. The Clerk advised that the Housing Enabler for Mid-Devon was Sue Southwell. John Scott dealt with Housing Surveys and worked closely with MDDC. It was understood that another housing survey could only take place if it was carried out no earlier than 3-4 years after the last survey had been undertaken. It would also need to be shown that there was now an additional need in the Parish or further sites for affordable housing had been identified. It was agreed to invite Sue and John to either the October or November PC Meeting.
- iii. It was agreed that an Amenities Cttee meeting be held on 29th September to be combined with a Planning Cttee meeting if necessary. The Clerk to be advised at the Ordinary Meeting of the PC in September, of items to go on the agenda to include Health and Safety issues re cemetery (digging of graves), removal of trees (planning consent required), consideration of Cemetery application forms etc . Cllr Corden was thanked for all the work he had carried out in the cemetery.
- iv. Cllr Corden`s wife had very kindly purchased a rake for the PC`s use.

74. Next Meetings

- i. 28th July 2009 - 7.30pm (possible Planning Cttee Meeting)
 - ii. 11th and 25th August 2009 – 7.30pm (possible Planning Cttee Meetings)
 - iii. 8th September 2009
- 7.00pm Planning Cttee Meeting of Halberton Parish Council
7.30pm Ordinary Parish Council Meeting

The Meeting closed at 9.25pm

CHAIRMAN

DATED

