

MINUTES OF THE ANNUAL MEETING OF HALBERTON PARISH COUNCIL ON TUESDAY, 14th MAY 2002 AT 7.00PM AT HALBERTON VILLAGE HALL

23. Present

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

24. Apologies.

There were none

25. Election of Chair and Vice-Chair

Cllr Anderson proposed and his proposal was seconded that Cllr Cooper should remain for the remainder of this Council session, as Chairman. Cllr Cooper accepted and duly made his declaration of acceptance. Cllr Payne proposed and his proposal was seconded for Cllr Browse to remain as Vice-Chairman. Cllr Browse duly accepted

26 Appointment of Committees (to include setting up a Steering Committee for the Parish Plan)

It was agreed to deal with this business at the June PC Meeting

27. The Minutes of:-

- i. the Parish Council Meeting of 9th April 2002
- ii. the Planning Committee Meeting of 18th April 2002
- iii. the Planning Committee Meeting of 30th April 2002
- iv. the Amenities Committee Meeting of 30th April 2002

were approved subject to the following amendments in the Parish Council Minutes of 9th April.

Para 21 sub para (i) Delete this paragraph and insert "Concern was expressed about vehicles parking adjacent to `the Barge` which were posing a traffic hazard. The situation to be monitored".

Para 21 sub para (ii) Delete this paragraph and insert "Cllr Mrs Lunn was concerned about the dates of PC meetings advertised on the Parish Website, as the meetings did not always take place on those dates. As the PC had not passed a resolution to amend meeting times then it would be necessary to consider the matter at the next PC Meeting.

28. Matters Arising

- i. Mr Mathias from MDDC had advised that he had investigated the relocation of the service pole outside of 79 High Street. However despite the relocation of the pole being of benefit to pedestrians, the cost was prohibitive as MDDC did not currently have sufficient funding to implement the works and also landowners would be unlikely to undertake such a stringent wayleave agreement with BT.
- ii. MDDC had advised that the Ethical Framework Workshop re the Model Code of Conduct would not now be held on 30th May as the Standards Board for England would soon be sending leaflets and a video, to all Parish Councils which would provide guidance.
- iii. A reply from Mr P Hancock of MDDC's Housing Dept had been received regarding the PC's concerns over MDDC's refusal not to allow the flats at Hillhead to be let to `Over 45 year olds only` Mr Hancock indicated that the Health and Housing Ctte had considered the matter fully before reaching its decision. He also pointed out that problems would result as to where to house younger persons if an `Over 45's only` policy was introduced. The PC would pursue the matter further. It was noted that the matter would be discussed at the first Area Committee Meeting (see Para 31(iv))

29. Chairman's Announcements

There were none

30. Police Matters

Mid Devon Community Safety Partnership would be holding meetings on 20th May at 10.30 am at Padbrooke Park and 28th May at 2.00pm at MDDC Council Offices, CREDITON, respectively. At the meetings the work of the Community Safety Partnership would be more fully explained.

31. MDDC Matters

- i. The Clerk had circulated to the Secretaries of Halberton and Ash Thomas Village Halls, details of grants available from MDDC.
- ii. Mr P Brown, District Emergency Planning Officer had written regarding parishes producing their own emergency plans. However an emergency plan had already been prepared some time ago for the Parish of Halberton.
- iii. James Hoare had recently been appointed MDDC's Land Drainage Officer. His main role would be to implement an inspection regime of all ordinary watercourses and where necessary to contact riparian owners to undertake essential maintenance. In doing so, it was proposed to build up a database of information relating to each watercourse.
- iv. As part of the modernisation of MDDC it was introducing initially for a trial period of twelve months – three Area Committees which, would cover the whole district. The PC has been invited to appoint representatives to attend the first meeting on 29th May.
- v. The construction of the new library and central offices for MDDC would commence shortly. There would be an official ceremony to mark the start of the building at the end of May. To mark the occasion MDDC would be placing a time capsule in the foundations of the building. The PC had been invited to contribute to the time capsule. The matter would be discussed at the next Amenities Committee Meeting
- vi. It had been confirmed that all the relevant documentation in respect of the Parish Review of the boundaries had now been sent to the Secretary of State for Transport, Local Government and the Regions. The PC could submit further comments or representations to the Secretary of State but this would have to be done before 30th June, The matter to be an item for the June Agenda.

32. DCC Matters

- i. Public Paths Partnership Update
As at the beginning of May, the last 850 mts of the county's 3,000-mile public rights of way network Reopened, following the closure due to Foot and Mouth disease.
- ii. A Mid Devon Rural Transport Forum would be held on Tuesday, 21st May at the Boniface Centre, Crediton.
- iii. Mr Folley of Devon Property Practice had acknowledged the PC's recent letter regarding its intentions in respect of the proposed new footpath running from the cemetery to the Grand Western canal.

33. Vacancy for a Parish Councillor

The vacancy had been advertised around the Parish in the form of a notice prepared by MDDC. If the prescribed number of electors had not requested an election by 22nd May then the PC would be at liberty to fill the vacancy by co-option.

34. Request for a donation by the Grand Western Canal Advisory Board

It was agreed that the matter would be considered more fully at the June PC Meeting when the PC would be in a better position to know if they had finances available to make a donation. The Clerk to inform Mr Williams, the Chairman of the Board of the present position.

35. St Andrews Churchyard – Request for a grant towards the upkeep

The Clerk advised that the PC received an annual grant of £75 from MDDC specifically for the purpose of contributing towards the cost of the upkeep of the churchyard. The PC had always topped up the grant by £25. However no payment had been made to St Andrews Church for this purpose since 1998/99. It was resolved that a £300 payment for the years 1999/2000, 2000/01 and 2001/02 be made as soon as possible.

36. Meetings Attended

- i. Mid Devon Police Liaison Meeting – 17th April 2002 –Heathcote Community Centre, Tiverton
The Clerk and Cllr Mrs Fisher attended this. It was held to obtain the views of those present, as to the policing service they received and whether they had any concerns or other matters they wished to raise.
- ii. DAPC - 'Meet the Auditors' 16th April 2002 – Parkway House Hotel, Sampford Peverell
The Clerk attended this. It was held to advise of the new format in which the end of year accounts would have to be prepared and also the requirement of having an Internal Auditor examine the books.

37. Appointment of Internal Auditor to examine the Parish Council's Accounts

Mrs G Erasmus had offered her services as the PC's Internal Auditor. She was a retired maths teacher and was very well known to Cllr Anderson. It was considered that this lady would be a most suitable candidate to take up the position. It was subsequently resolved to appoint Mrs Erasmus. The Clerk to advise her accordingly.

38. Flagpole for the Village

Cllr Payne suggested that a flagpole could be erected in the village on a site close to his home, the flag could be flown to mark special occasions. It was agreed that the matter be an item for discussion at the next Amenities Committee Meeting.

39. Halberton Consolidated Charities

It was understood that the returns for this charity had not been submitted to the Charity Commission for several years and as such the Charity had now been removed from the official List of Charities. Mr A Voce was investigating the position with regards to the charity and whether or not there were still funds available. In order for him to make any progress it would be necessary to appoint interim trustees. Two Non Official Trustees were required from the PC. It was resolved that the Chairman and Vice-Chairman be appointed.

40. Committee Reports

i. Traffic Calming

Cllr Payne was pleased with the response he had received to the questionnaires he had sent out. He mentioned the problems of the redevelopment of 'Sunnyside' which had caused much concern with local residents. There would be a meeting shortly with Council Officers.

iii. Planning

In view of the lack of time it was agreed that a meeting of the Planning Committee be arranged for Thursday, 23rd May, in the Village Hall at 7.30pm.

iii Cemetery

An urgent repair to the leaking water tap had been carried out. An invoice had been submitted by the contractor for payment.

iv. Amenities

Rospa had carried out an inspection of the play equipment in the Recreational Ground and had recommended a number of repairs to be carried out. These were now in hand. Mr P Gibbs had kindly been round the village and had taken a number of photographs of areas which needed attention by the Parish Lengthsman (eg weeding etc). Mr Gibbs was thanked for his help in this matter. It was important that the village was kept as tidy as possible in view of it having been entered in the Best Kept Village Competition. The missing litter bin out of the recreational ground, had been replaced again by MDDC. Cllr Radford explained that MDDC had money set aside for use by the Parish for new amenities. Any suggestions would be welcome. One suggestion was for the provision of nets in the Mead. The Clerk had obtained information from the PC's insurers about the safety requirements to apply in respect of the Jubilee parties. She had passed these to Cllrs Jepps, Browse and Cooper. It was agreed that as there were other items which need to be discussed by the Amenities Ctte. A meeting be arranged for Thursday, 23rd May, to follow on from the Planning Meeting.

v. Footpaths

A strimmer had now been purchased. Two places had been booked on a strimmer course, taking place in July, organised by DCC. With regards to the proposed new footpath, Cllr Browse advised that quotations were being obtained for the cost of fencing, also the provision of funding for the project was being looked at. It was hoped to produce a brochure. Cllr Anderson reported that sections of the canal tow path was boggy resulting in access problems. The Clerk to advise DCC of the problem.

41. Clerk's Report

The Clerk had nothing to report

42.Accounts

RECEIPTS FOR PERIOD 1ST - 30TH APRIL 2002:

<i>Newsletter Advertising</i>	<i>794.81</i>
<i>Repayment of VAT</i>	<i>567.93</i>
<i>Precept</i>	<i>7684.00</i>
<i>Bank Interest</i>	<i>13.47</i>
	<i>TOTAL £9060.21</i>

PAYMENTS MADE FOR THE PERIOD 1ST – 31ST APRIL 2002 £826.63
CHEQUES NOT YET PRESENTED FOR PAYMENT £1098.97

PAYMENTS TO BE APPROVED

<i>Cheque No</i>	<i>Amount</i>	<i>VAT</i>	<i>Total</i>	<i>Details</i>
100588	46.13		46.13	Refund of advertising fee to D Armitage
100589	544.35		544.35	Cornhill Insurance – annual premium
100590	99.92	17.49	117.41	Landscaping and Grounds Maintenance
100591	41.00		41.00	G A and M V Hawkins – repair to stopcock – Cemetery
100592	155.00	27.13	182.13	Ilam Services – Playground Safety Course
100593	160.00		160.00	A Tindle – Grass Cutting Cemetery
100594	75.00	13.13	88.13	Playground Management Services – Rospa Inspection
100595	6.80	1.18	7.98	Mrs C McIntyre – Repayment of cost of stationery
100596	144.34	25.26	169.60	Education Matters – Newsletter costs
100597	165.73		165.73	Mrs C McIntyre – Salary (£212.47 – tax £46.74)
100598	26.35		26.35	Age Concern, Crediton – Photocopying costs
100599	24.07		24.07	Petty Cash
100600	135.00		135.00	Swandhams Research – Cost of hosting Web site
100601	300.00		300.00	St Andrews Church – grant for 1999/2000, 2000/01 2001/02 – towards upkeep of Churchyard

The above payments were approved for payment by the PC

Balance of bank accounts carried forward 10,983.88
Plus receipts for period 1st – 30th April 2002 9,060.21

TOTAL £20,044.09

Minus payments made for the above period 826.63

TOTAL £19,217.46

Made up as follows:- Current Account 10,576.81

High Interest 8,640.65

TOTAL £19,217.46

VILLAGE HALLS FUND £ 4,000.00

PARISH PATHS FUND £2,152.75

GENERAL FUNDS £13,064.71

43. Members Business

There was nothing to report

44. AOB

- i. Mrs P Armstrong, Hon. Treasurer of St Andrews Church had written regarding the problems of car parking near the Church – in Church Path. The Clerk to acknowledge Mrs Armstrong's letter and also write to Mr M James at DCC and submit a copy of the same to Cllr Payne, for his information.
- ii. A Jubilee service would be held on Sunday, 2nd June at Exeter Cathedral. Two persons were invited to represent the Parish.
- iii Thank you letters had been received from 'Involve' and Tiverton & District Community Transport Association for the donations sent by the PC.
- iv Mid Devon Primary Care Trust had sent information about 'Eating Well' Community Grants available to community groups and schools. Further information was available from the Clerk.

45. Next Meeting

The meeting closed at 8.30 pm. The next Ordinary Parish Council Meeting would be on Tuesday, 11th June 2002 at 7.30pm at Halberton Village Hall. A Planning Committee Meeting at 7.00pm would precede (it).

CHAIRMAN

DATED