

MINUTES OF AN ORDINARY MEETING OF HALBERTON PARISH  
COUNCIL ON MONDAY, 8<sup>th</sup> FEBRUARY 2005 AT 7.30PM AT  
HALBERTON VILLAGE HALL

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**168. Present**

The Chairman, Vice-Chairman, Cllrs Gibbs, Lane-Smith, Radford, Saunders, Mesdames Armstrong, Fisher, Hull and Jepps. There were five Members of the public present including Des Hannon

**169. Apologies**

There were no apologies

**170. Public Forum**

The letter from Des Hannon was discussed. Mr Hannon publicly apologised for the inaccuracies the letter contained regarding responsibility for repairs in the Rec`. His apology was accepted by the PC. Carol Graham raised the matter of planters being provided by MDDC in the local improvement scheme. The Vice-Chairman explained that at the present time MDDC did not have monies available to supply the planters but would do so when the budget allowed. He also advised that the matter would be `kept on the back burner` and the PC would remind MDDC of its promise periodically. It was also suggested that perhaps materials could be obtained to enable the PC to construct planters. Cllr Lane-Smith would liaise with Mrs Graham about providing labour for the flower group in connection with the group`s spring schedule of works.

**171. Approval of the Minutes of:**

- i. The Policy and Finance Ctte Meeting of 11<sup>th</sup> January 2005. These were approved without amendment
- ii. The Ordinary Parish Council Meeting of 11<sup>th</sup> January 2005. The Minutes were approved without amendment:

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

- i. The Clerk advised that at the present time MDDC would be unable to provide a computer or scanner. The Clerk was able to manage with her present computer. It was resolved that the PC would purchase a scanner for the Clerk at a cost of approx £80. The Clerk suggested that as it had been agreed previously to purchase a new chair and filing cabinet for her, that if a scanner was added to the order she may be able to obtain it at a reduced rate.
- ii. The Chairman had contacted Colin Carey at MDDC and it now appeared likely that a litter bin to replace the one which had been vandalised in the Rec` may be forthcoming..
- iii. The Clerk to date had not received any letters, telephone calls or e-mails objecting to BT`s proposals to remove the payphone at Pethertons. Cllr Mrs Armstrong mentioned that a parishioner had stated that the telephone box should be retained for historical reasons but the Clerk had not received a formal objection from this parishioner, opposing the removal of the telephone box.
- iv. Mr Voce, former Clerk and Treasurer to the Halberton Consolidated Charity had written to the PC thanking the PC for its appreciation of his role in restoring and subsequently winding up the charity. It ended a 400 year history of the Charity.
- v. The directional and other parish signs which vandals had pulled out and thrown on the ground had been re-erected by DCC. However it was mentioned that a school sign may be missing. Further enquiries would be made about this.

- vi. MDDC had dealt with the trimming back of the shrub bed leading from the bus stop to Hillhead. The damaged pavement at Orchard View had also been repaired. Cllr Mrs Armstrong also reported that the hedge at Cordwents had been cut, Mrs Neal was arranging for a tree surgeon to cut back her cherry tree, the vicarage wall was being tidied up. Cllr Mrs Armstrong would also speak to Mr and Mrs Edge about the section of Church Path where it was overgrown
- vii. The Clerk advised that £100 grant payment had been made to St Andrew's Church in January 2004. This sum was made up of £50 from the PC and £50 from MDDC.

### **173. Grass Cutting Tenders**

Tenders had been received from the following contractors: Derek Rigby, Gardencare, Gday Gardening, Landscaping and Grounds Maintenance, PMB, Kings Gardens and Jess Lucas. It was resolved after some debate to award all the contracts to Gardencare in view of the good work that the firm had carried out last year. It was also suggested that in future years that references be obtained for any new contractors, from their clients.

### **174. Police Matters**

A group of youths had been scattering eggs around Halberton. Cllr Saunders car had been pelted with eggs, and also the school and properties at Lower Town and Boyes Close. Pauline Weads property had been targeted on at least three occasions. The PC expressed concern about the mindless actions of the youths. It was agreed that PC Dodd should be asked to visit Mrs Wead about this matter as he may be able to offer her re-assurance and advice about the problem. The Clerk had received details about the Countryside Watch scheme. Cllr Mrs Fisher was interested and the Clerk would pursue the matter on her behalf. In addition it was agreed that the scheme should be advertised in the Halberton Newsletter.

### **175. Parish Web Site**

It was resolved that Tim Hugill should continue to host and maintain the Web Site. It was mentioned that the site needed updating. The Clerk would advise Tim of this.

### **176. The Parish Plan**

The Clerk provided details of a 'Moving Parish Projects Forward' course which was being run. However it was considered there was no necessity for any member to attend, as several members had previously attended similar courses and the Plan was now finalised in any event. The Clerk advised that the form to submit to the Countryside Agency for the final grant payment had to be submitted no later than 11<sup>th</sup> March. The Vice-Chairman passed to the Clerk the necessary paper work for her to check through and then submit to the Countryside Agency. Cllr Mrs Armstrong advised of future meetings of the Parish Plan Steering and Topic groups

### **177. Rights of Way Improvement Plan**

The Vice-Chairman referred to the canal towpath which was a public right of way, parts of which required improvement, as obstacles such as tree roots were causing problems to walkers and cyclists etc. The PC was presently waiting for the result of the footpath review. The parish paths did not require annual maintenance checks by the PC as the paths had already been inspected during the footpath review. The Vice-Chairman would completed the consultation forms and return them to DCC. He was also waiting to hear from the Sidmouth contractor about works to be carried out.

### **178 Parish Newsletter**

A recent meeting was held at which Judy, Wendy and Cllr Mrs Armstrong attended. Several matters were discussed. It was agreed that advertising rates for 2005/06 would remain the same for the present time. It was agreed that community groups and non profit organisations could advertise in the Newsletter free of charge for a quarter page advert in the first three editions. Cllr Lane-Smith mentioned distribution of the Newsletter by postcode areas.

### **179. Affordable Housing Strategy**

A final draft of the Strategy had been provided. It was agreed that the PC's response to the Strategy would be 'Refer to the Parish Plan' as this contained the comments, ideas and requirements of the parishioners in relation to future housing provision in the Parish.

### **180. DCC Matters**

The Clerk to contact DCC about a blocked drain at Lower Town in the highway outside of the football field.

### **181. MDDC Matters**

- i. MDDC's Corporate Plan would be available shortly. The PC requested that the Clerk should obtain a copy of the same for Members to examine. If the PC subsequently had any issues to raise relating to the Plan it would then take up MDDC's offer for a senior officer to attend a future PC meeting to discuss the objectives contained in the Plan.
- ii. MDDC had submitted its 'Local Development Scheme' to the Secretary of State. In it MDDC committed itself to preparing two documents by 2007: i. Core Strategy - which sets out the vision, strategy and planning policies for the District up to 2007 and ii. Statement of Community Involvement – to set out the publicity and consultation procedures for the Local Development Framework documents. The Clerk had available, the initial papers for the aforementioned, referred to as 'Issues and Options Reports' for any Member interested.

### **182. Clerk's Revised Contract of Employment**

The Clerk provided the Chairman and each Chair the PC's Cttes with an information pack containing revised terms and conditions for Clerks including the calculation of Clerks salaries. A Policy and Finance Ctte meeting would be arranged shortly to discuss the matter and bring recommendations to the main PC meeting.

### **183. Freedom of Information**

The Clerk advised the PC of the implications of the Act and provided examples of the type of information which was in the public domain. She would provide each PCllr with a copy of the information sheet for reference.

### **184. Meetings Attended**

3<sup>rd</sup> February 2005 Public Scrutiny Panel Meeting - MDDC

Cllr Gibbs attended this. Council rental stock was discussed amongst other issues.

### **185. Dates of Future meetings**

21<sup>st</sup> March 2005 Online Filing of Tax Returns – Inland Revenue, Exeter

The Clerk would be attending this. She advised that by filing the accounts on line would mean a payment in total of over £800 from the Inland Revenue for the PC over the next four years.

## **186. Committee Reports**

### Cemetery

The Clerk had again reminded Richard Grant about the grave markers. The markers were on order but Grant's were unable to provide a delivery time.

### Amenities

The Clerk had not yet had a response to her letter to Dave Scott at MDDC regarding the grant monies to cover the cost of the swings. She would chase the matter up. It was agreed that Cllr Lane-Smith's notice about the constant attacks of vandalism in the village be placed on the Parish noticeboards, in the school, club, pub and post office. The notice requested parishioners to contact the police or crimestoppers with any information leading to the identity of the vandals, which may have the effect of stopping the constant destruction of the Parish and its amenities. In addition, an article would be placed in the Newsletter. The PC expressed its thanks to Cllr Radford for agreeing to cut the grass in the Mead at no charge to the PC in response to a request made by Halberton Primary School. The grass cutting contract didn't start until March so Cllr Radford's gesture to save the PC money was very much appreciated.

### Footpaths

The Devon Local Access Forum was seeking new Members. People who would like to influence and shape the future of the rights of way network and access to land and water in Devon were being invited to join the Forum. The Vice-Chairman advised that if the Forum was struggling for members he may consider submitting an application.

## **187. Accounts**

### *RECEIPTS FOR PERIOD 1<sup>ST</sup> – 31<sup>ST</sup> JANUARY 2005:*

<i>Bank Interest</i>	<i>16.69</i>
<i>Newsletter</i>	<i>133.85</i>
<i>Cemetery</i>	<i>50.00</i>
<i>TOTAL</i>	<i>£200.54</i>

*PAYMENTS MADE FOR THE PERIOD 1<sup>ST</sup> - 31<sup>ST</sup> JANUARY 2005 :* *£2,066.35*

### *PAYMENTS TO BE APPROVED*

<i>Cheque No</i>	<i>Amount</i>	<i>VAT</i>	<i>Total</i>	<i>Details</i>
<i>SO</i>	<i>21.00</i>		<i>21.00</i>	<i>MDDC – Cemetery Rates</i>
<i>100898</i>	<i>95.00</i>		<i>95.00</i>	<i>T Hugill – Hosting of web site</i>
<i>100899</i>	<i>63.30</i>		<i>63.30</i>	<i>MDDC – Photocopying costs July 2004 – Jan 2005</i>
<i>100900</i>	<i>221.91</i>		<i>221.91</i>	<i>Mrs C McIntyre – Salary Dec/Jan (less tax deductions)</i>
<i>100901</i>	<i>100.00</i>		<i>100.00</i>	<i>St Andrews Church – grant towards churchyard</i>
<i>100902</i>	<i>187.77</i>		<i>187.77</i>	<i>PO – Tax payments Oct – Dec 2004</i>
<i>100903</i>	<i>203.11</i>	<i>35.54</i>	<i>238.65</i>	<i>Newsletter production and photocopying costs</i>
<i>100904</i>	<i>10.00</i>		<i>10.00</i>	<i>Mrs J Austin – Newsletter delivery costs</i>
<i>100905</i>	<i>17.50</i>		<i>17.50</i>	<i>Ash Thomas Village Hall – Hire of hall</i>

<i>Balance of bank accounts carried forward</i>	<i>11,181.51</i>
<i>Plus receipts for period 1<sup>st</sup> - 31<sup>st</sup> Jan 2005</i>	<i>200.54</i>
	<i>TOTAL £11,382.05</i>
<i>Minus payments made for the above period</i>	<i>2,066.35</i>
	<i>TOTAL £9,315.70</i>
<i>Made up as follows:- High Interest</i>	<i>7,984.88</i>
<i>Current</i>	<i>1,330.82</i>
	<i>TOTAL £9,315.70</i>
<i>VILLAGE HALLS FUND</i>	<i>£1,410.00</i>
<i>PARISH PATHS FUND</i>	<i>£1,741.72</i>
<i>PARISH PLAN FUND</i>	
<i>*GENERAL FUNDS</i>	<i>£6,163.98</i>
	<i>TOTAL £9,315.70</i>

\*Awaiting a grant payment re Parish Plan of £1,254.64 to be repaid to General Funds

**NEWSLETTER :**

Income for period 1/4/03 – 31/01/05 £1242.35 minus expenditure £938.82  
= NET PROFIT £303.53

**188. Members Business**

Cllr Lane-Smith requested that `Sponsorship` be an item to be included on the March agenda.

**189. Next Meeting**

A Meeting of the Council's Planning Ctte would take place on 8<sup>th</sup> March 2005 at 7.00 pm at Halberton Village Hall followed by an Ordinary Meeting of the PC at 7.30pm

The Meeting closed at 9.50pm

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**CHAIRMAN**

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**DATED**