

MINUTES OF AN ORDINARY MEETING OF HALBERTON PARISH
COUNCIL ON TUESDAY, 9TH DECEMBER 2003 AT 7.30PM AT
HALBERTON VILLAGE HALL

157. Present

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

158. Public Forum

No matters were raised.

159. Apologies

There were none,

160. Minutes

The Minutes of:

- i. The Parish Council Meeting of 11th November 2003 were approved subject to Para 146 being amended thus: on the first line 'Cllr' to be changed to 'PC'
- ii. The Footpaths Cttee Meeting of 20th November 2003 were approved without amendment
- iii. The Transportation Cttee Meeting of 25th November 2003 were approved subject to the following amendments: Para 4iii 'Stonehams' to be changed to 'Stoneman'
Para 4v 'Rock Fill' to be changed to 'Rock Ville' and Para vi 'Muttiford' to be changed to 'Muddiford'

161. Matters Arising

- i. Catherine Simmons Rural Housing Development Officer confirmed that when she attended the February PC meeting she would bring along to the meeting information relating to subsidised housing etc.
- ii. The Office of the Traffic Commissioner had advised that one of the conditions attached to a goods vehicle operators licence was that vehicles must be parked at a registered operating centre when not in use. It was agreed that the Clerk at this stage should write to the operating centre concerned and request that appropriate action be taken by it, thereby ensuring the drivers concerned ceased parking their vehicles at Orchard View.. However, if, despite the letter, the practice continued the Clerk to then request the Office of the Traffic Commissioner to take action.
- iii. The Organiser of the Poppy Appeal had written to thank the PC for its donation of £12
- iv. The rubber granules for the playing field had arrived and were being safely stored by the Vice-Chairman. The Clerk had written to Mr Dearing at MDDC requesting that he now sent the promised grant cheque.
- v. The Parish Lengthsman would be visiting the Parish from 5th – 9th January. However it was understood that he had been working in the Parish for the past two weeks. It was asked that the Clerk should bring to his attention that the drain/gulley outside of Halberton Court Farm required clearing as it was being obstructed by leaves and twigs. The drains from Crown Hill down to the stream at Lower Town also required clearing.

- vi. Steve McLellan, the Community Safety Officer had advised that PC Auger had passed to him the PC's letter containing our concerns with the delay with installing the speedvisor in the Parish as it had been promised for the summer. Mr McLellan indicated that the delay was due to there being a malfunction in the new piece of equipment that was delivered and DCC having to re-order the microchip that went with the machine. The missing part had now been received and Mr McLellan would ensure that the equipment was installed in Halberton as soon as possible.
- vii. Cllr Hugill advised that he wished to be the PC's representative on the new Local Government Forum which was replacing Area Cttes.

162. Emergency Committee

Cpt Cornish had formally resigned as Chairman of the Emergency Ctte. It was agreed due to changing world circumstances that there was no necessity to have a Ctte at the present time. Instead it was agreed that there should be one person who would be a point of contact in the event of an emergency and who would be able to liaise with those specific persons named in the Emergency Plan to provide help and assistance. The Vice-Chairman indicated that he would be willing to help out with this initially. The Clerk to inform Cpt Cornish of the PC's intentions.

163. Chairman's Announcements

The Chairman thanked Cllrs Radford and Gibson for being involved with the BBC Radio Devon Road Show event held on 2nd December in Halberton and making it so successful. The event had been well supported. On behalf of the PC, the Clerk to thank Mrs Erasmus for the use of her telephone line and to advise that the PC would re-imburse her for any expenditure incurred.. The Vice-Chairman would thank Mr Voce of the Methodist Chapel for the use of the Chapel car park and other facilities.

164. Parish Plan

70% of the Questionnaires had been returned and taking into account other factors it was hoped that this figure would be nearer 73%. John Bodley Scott would be liaising regarding the responses. The volunteers to be invited to a PC Meeting to be thanked for all their hard work in delivering the questionnaires. The Clerk provided an update of the Parish Plan accounts. There was currently £1,277.01 in hand.

165. Cullompton Area Development Initiative (CADI)

It was understood that CADI was seeking the views and support of adjoining parishes with regard to what was considered best for the long term future of the Culm Valley as well as its various communities. Meetings were being held, one had been held recently to discuss the production of a Culm Valley Guide and other tourism issues. Cllr Mrs Armstrong had also received a letter from CADI in connection with the Parish Plan Project. The PC agreed that it should be kept fully informed of all developments. Cllr Gibbs agreed to attend future meetings as the PC's representative.

166. Police Matters

It had been reported that a person or persons had removed several drain covers in the road in Lower Town. It was considered to be a particular stupid and dangerous thing to do, which resulted in DCC having to come out to repair the damage as an emergency job.

167 Mid Devon District Council Matters

- i. In response to the invitation sent by Jane Nichols, the Clerk to arrange for members of the PC to have a tour of the new council offices in March/April.
- ii. In response to Mrs Shadbolt's suggestion, the Clerk was asked to obtain copies of the slides and information re the Code of Conduct training which was held on 25th September, for each member of the PC.

168. DCC Matters

- i. The Devon Structure Plan 2001 – 2016 – The Examination in Public into the Structure Plan was held in June and July 2003. The Panel had presented the Report of its findings to the Devon Structure Plan Authorities for consideration. A summary leaflet had been produced setting out a summary of the Panel's recommendations. The Structure Plan Joint Cttee will consider the Panel's recommendations in detail in the next two to three months. Modifications to the Structure Plan will be published in the spring of 2004 for public comment over a six week period. The public will be able to comment formally on any proposed modifications at that time.
- ii. The P3 Scheme was growing and the number of wardens had been increased. There were changes in several areas including Mid Devon. Sam Jeffcott would be the warden covering the western parishes in the District and Stuart Howell would continue to be the warden covering the eastern side of the District.
- iii. Becky Filby had enquired as to whether there were any community computers available in the Parish. The Clerk was not aware of any and had passed a copy of her letter to Jan Johnstone, as the Village Hall Cttee may be considering introducing such a facility at a future date.

169. Meetings Attended

i. 3rd December 2003 Mid Devon Association of Local Councils – Tiverton Town Hall
Cllr Hugill attending this. The Association had slimmed down and had been re-shaped. It was a good, informative meeting. There were presentations from Messrs Finan and Cook, MDDC Operations Dept., and Mr Bob Wigley from DCC Local Services. Cllr Hugill advised that the PC's subscription of £20 was due. The Clerk would deal with this.

ii. Standards Cttee

Cllr Hugill had now attended two of these committee meetings. The main item to date had been the disqualification of a District Councillor.

iii. Devon Association of Parish Councils – County Cttee – 8th December 2003

The Vice-Chairman attended this. Jay Talbot gave a presentation about the Haskins Report. The findings indicated that there were 'too many players', poor accountability, DEFRA did not perform well, confusion etc. Recommendations had been made. Audit fees were discussed and it was understood that fees had been reduced for some councils after a response to continuing concerns. However the Vice-Chairman explained that despite Okehampton receiving twice the amount of precept as Halberton PC, both councils paid the same audit fees. The Vice-Chairman had made representations but at the present time nothing further could be done to improve the situation.

170 Future Meetings

i. 10th December 2003 – 11.00am – Car Parking Meeting at Lower Town

Cllr Mrs Armstrong would be attending.

ii. 20th January 2004 – Mid Devon Association of Local Councils – Tiverton Town Hall

Mr J Guscott Head of MDDC's Planning Dept would be speaking about the new planning regulations. It was important that as many members of the PC attended

171. Committee Reports

i. Cemetery

The Clerk had widely advertised for a grass cutter for during the winter months but only one applicant had responded. Cllr Mrs Fisher would meet with him. It was also requested that at the same time he produce his original Public Liability Insurance documentation, for the Clerk to see. The Clerk advised that she had taken advice from DAPC who had informed her that any contractor the PC employed must have a minimum of £5 million pounds of PL insurance. It was suggested prior to advertising for individuals/contractors for the spring/summer grass cutting season that the Clerk should enquire of MDDC to find out who it employed as its grass cutter for its cemeteries

ii. Amenities

It was agreed that the removal of the bark from the playing field in readiness for the replacement rubber granules should take place on Friday, 19th December, at 2.00pm, subject to reasonable weather conditions. A survey of the pond area needed to be carried out to see what work was required. It was agreed that the pond's owner should be contacted for him to accompany the Ctte members on the inspection. It was noted that the work was required to be carried out prior to the nesting season.

iii. Footpaths

The Vice- Chairman reported that everything was going well. The work was in hand regarding the stile. Work on Footpath 10 was to go ahead. The survey forms were ready. Members needed to choose the path(s) they wished to walk whereupon the survey forms could then be completed.

iv. Highways.

The recommendations made in para 4 of the Highways Ctte Meeting Minutes of 25th November were agreed. However it was then decided that until it was known what parishioners priorities were in relation to highway matters etc (this would not be known until the replies to the Parish Plan Questionnaires had been received) then a letter could be compiled to be sent to DCC containing all these matters and, in addition, the recommendations made at the aforementioned Highways Ctte Meeting. The Clerk to update the two individuals who had written in to request speed restrictions on the Willand Road, as to the PC's intentions in this respect. It was also agreed that the Clerk should write to Willand Parish Council seeking its comments as to whether or not it considered that there should be speed restrictions imposed on the Willand Road.

172. Clerk's Report

The Clerk had nothing to report

173. Accounts

RECEIPTS FOR PERIOD 1ST -30th NOVEMBER 2003:

<i>Bank Interest</i>	<i>11.36</i>
<i>Newsletter</i>	<i>73.50</i>
<i>TOTAL</i>	<i>£84.86</i>

PAYMENTS MADE FOR THE PERIOD 1ST – 30th NOVEMBER 2003

£1850.38

PAYMENTS TO BE APPROVED

<i>Cheque No</i>	<i>Amount</i>	<i>VAT</i>	<i>Total</i>	<i>Details</i>
<i>Direct Debit</i>	<i>20.00</i>		<i>20.00</i>	<i>MDDC – Rates re Cemetery</i>
<i>100776</i>	<i>46.52</i>		<i>46.52</i>	<i>Mrs C J McIntyre – 3mths expenses Sept – Nov, travel, internet, telephone calls</i>
<i>100777</i>	<i>174.37</i>		<i>174.37</i>	<i>Halberton Village Hall – room hire March – June</i>
<i>100778</i>	<i>1,200.00</i>	<i>210.00</i>	<i>1410.00</i>	<i>Rubber safety surfacing bullets</i>
<i>100779</i>	<i>6.60</i>		<i>6.60</i>	<i>South West Water – cemetery water charges</i>
<i>100780</i>	<i>10.00</i>		<i>10.00</i>	<i>T Payne – Newsletter delivery charges</i>
<i>100781</i>	<i>181.15</i>	<i>31.70</i>	<i>212.85</i>	<i>Education Matters – Newsletter production costs</i>
<i>100782</i>	<i>20.00</i>		<i>20.00</i>	<i>Education Matters – Parish Plan costs</i>
<i>100783</i>	<i>9.80</i>		<i>9.80</i>	<i>Mrs P Armstrong – repayment of stamps re P.Plan</i>
<i>100784</i>	<i>216.24</i>		<i>216.24</i>	<i>Mrs C McIntyre – Salary (less tax deductions)</i>
<i>100785</i>	<i>42.68</i>		<i>42.68</i>	<i>Mrs C J McIntyre - repayment photocopying costs, £31.30, computer paper £7.98 and postage £3.40</i>
<i>100786</i>	<i>16.12</i>		<i>16.12</i>	<i>Petty Cash</i>
<i>100787</i>	<i>1,550.00</i>		<i>1,550.00</i>	<i>Halberton Village hall Ctte – Grant</i>
<i>100788</i>	<i>19.58</i>		<i>19.58</i>	<i>Mrs P Armstrong – reimbursement of Plan costs</i>
<i>100789</i>	<i>5.00</i>		<i>5.00</i>	<i>Mr A Cooper – reimbursment for cost of key</i>
<i>100790</i>	<i>35.00</i>		<i>35.00</i>	<i>Mrs K Saunders – reimbursement cost of Christmas tree</i>

The above invoices were approved for payment

<i>Balance of bank accounts carried forward</i>	<i>15,191.87</i>
<i>Plus receipts for period 1st – 30th November 2003</i>	<i>84.86</i>
	<i>TOTAL £15,276.73</i>
<i>Minus payments made for the above period</i>	<i>1850.38</i>
	<i>TOTAL £13,426.35</i>

<i>Made up as follows:- Current</i>	<i>£670.72</i>
<i>High Interest</i>	<i>£12,755.63</i>
	<i>TOTAL £13,426.35</i>

<i>VILLAGE HALLS FUND</i>	<i>£ 3,500.00</i>
<i>PARISH PATHS FUND</i>	<i>£1,673.72</i>
<i>PARISH PLAN FUND</i>	<i>£1,277.01</i>
<i>GENERAL FUNDS</i>	<i>£ 6,975.62</i>
	<i>TOTAL £13,426.35</i>

NEWSLETTER :

Income for period 1/4/03 – 30/11/03 £1,180.25

Income received in 2002/03 (less payment in advance for advertising in 2003/04) - £68.57

TOTAL INCOME = £1111.68 LESS EXPENDITURE = £836.28 NET PROFIT = £275.40

174.Members Business

- i. It was reported that at Battens Bridge the sign needed replacing (hump back bridge)
- ii. The Butterleigh sign at the bottom of Cloggs Hill, Britham Bottom needed re-erecting
- iii. The Parish Web Site annual fee would be due shortly. The Village Hall Ctte paid a contribution of £40. It was understood that Halberton Club may be interested in making a similar contribution. The Clerk to pursue.
- iv. The Community Development Foundation, Tiverton was looking to allocate approx £300,000 in grants funding to Devon based projects before end of March 2004. Grants were targeted towards children and young people and would be available for projects tackling aspirations and experiences, economic disadvantage, isolation and access etc
- v. A grant of £150,000 had been awarded towards the costs of carrying out improvement works on the canal
- vi. Halberton Village Hall Ctte had been awarded a grant of £25,000 for the kitchen improvements. The grant award details were contained in the `Village Green` magazine.

175.Miscellaneous Matters

- i. The Countryside Agency had advised that the current grant the PC had received in respect of the Parish Plan would not be affected as a result of Lord Haskin`s review of rural delivery arrangements across the Dept of Environment, Food and Rural Affairs (Defra). However the Countryside Agency also stated `No changes are likely to happen for some time, but you will be kept informed of any changes that affect your grant`.
- ii. A number of courses were being run by DAPC. The Clerk to contact Judy Austen to see whether she would like to attend another `Writing Effective Newsletter and Community Parish Magazines`. The PC would pay the course fee. The Clerk to make enquiries of the informal training session that Cullompton Town Council would be hosting in January re the AQA Qualification

176.Next Meeting

A Meeting of the Parish Council`s Planning Ctte would take place on Tuesday, 13th January 2004 at 6.30pm, followed by a Policy and Finance Ctte Meeting at 7.00pm followed by the Ordinary Parish Council Meeting at 7.30pm. All meetings would be held at Ash Thomas Village Hall

The meeting closed at 9.20pm.

CHAIRMAN

DATE