

MINUTES OF AN ORDINARY MEETING OF HALBERTON PARISH  
COUNCIL ON TUESDAY, 9<sup>TH</sup> SEPTEMBER 2003 AT 7.45PM AT  
HALBERTON VILLAGE HALL

---

**93. Present**

The Chairman, Vice-Chairman, Cllrs Mesdames Armstrong, Fisher and Jepps, Cllrs Gibbs, Hugill, Lane-Smith, Saunders, Radford, The Chairman of MDDC – Cllr D Knowles and one Member of the Public

**94. Public Forum**

Cllr Knowles advised that Central Offices would be open in January. MDDC would be having a debate on affordable housing. MDDC was introducing a document handling system and a new data base was being installed. Mr Guscott, MDDC's Planning Officer would be providing PC's with a planning reference book. He would be willing to visit a PC Meeting if requested. Area Cttes would cease and be replaced with Local Government Forums commencing in the New Year. Cllr Knowles would follow up Cllr Mrs Armstrong's complaint about the unkempt state of parts of the multi-storey car park in Tiverton

**95. Apologies**

Cllr Mrs Hull

**96. Minutes**

The Minutes of:

- i. The Parish Council Meeting of 8<sup>th</sup> July 2003 were approved without amendments
- ii. The Highway Ctte Meeting of 22<sup>nd</sup> July 2003 were approved subject to the following amendment: Para 4(i) delete ` at Ash Thomas Village` and insert ` to the entrance of the village above the village hall by the Old School

**97. Matters Arising**

- i. Adshel had advised with regards to providing a replacement bus shelter at Pethertons, that due to advertising revenue being significantly affected by the September 11th event, that new shelters were only being erected in major cities and towns, on busy commuter routes.
- ii. Neither Halberton nor Ash Thomas had won the CRPE Best Kept Village Competition. Judges reports had been received for both villages and the comments noted.

**98. Chairman's Announcements**

The Chairman advised that with regard to Halberton Consolidated Charities, the income of the Charity was derived from annual Rent Charge payments on West Pitt Farm, payment of which would be extinguished without compensation in 2037, under the Rent Charges Act 1977. It was resolved by the PC that the recommendations of the Trustees of the Charity, which were that the Rent Charges be redeemed and then the Charity Commission be asked to approve the winding up of the Charity and the use of its funds for grants be awarded in accordance with the revised classification agreed with the Charity Commission, be carried out. The Clerk to inform Alan Voce, Clerk & Treasurer of the Charity of the PC's decision.

**99. Parish Emergency Plan**

The Clerk had updated the Emergency Plan as far as she was able but further amendments were required. The Emergency Plan Ctte would arrange a meeting to consider what was required. Cpt

Cornish would be invited to attend at which he could officially relinquish his position of Chairman. It was noted that Mr J Smith also wished to stand down. The Clerk had informed Cpt Cornish that Mr Brown, MDDC's Planning Officer would be speaking at the November PC Meeting, to which he would be welcome to attend.

### **100. Quality Parish Councils**

The Clerk confirmed that she was agreeable to undertake whatever training was required as part of the Quality Parish Council scheme, subject to being allowed to study over a period time which would fit in with her domestic and work commitments and also upon receiving payment for the hours of study. The item to be included on the October Agenda.

### **101. Highway Matters**

A request had been made to Cllr Radford about the implementation of a speed reduction of possibly 40mph or 50mph on Willand Road (Goosemoor). Cllr Gibbs was liaising with Mr Mitchard of DCC about the traffic calming measures in Halberton which could be prioritised. He would also speak to him about the Willand Road concerns. The speed sign which PC Auger had mentioned at the July meeting was still not in place and Cllr Gibbs would chase this matter up also.

### **102. Branch Surgery Closures**

David Garraway of the Tedburn St Mary Branch Surgery Action Group had contacted the Clerk about the possibility of a number of doctors surgeries closing if they did not meeting the criteria laid down in the new GMS contract. Cllr Mrs Fisher had followed the matter up and indicated that this was unlikely to affect the Halberton surgery. She was attending a Mid Devon Primary Care Trust Meeting shortly and would raise the matter then.

### **103. Complaints Procedure**

It was understood that complaints about an employee of the PC (ie the Clerk) should be dealt with as an employment matter. Complaints about a councillor would be subject to the jurisdiction of the Standards Board. However in situations where a complaint had been made about the administration of the council or about its procedures the PC had no specific Code of Practice. It was resolved that the Code of Practice drawn up by the National Association of Local Councils be adopted.

### **104. Police Matters**

Community Safety Information Points containing police and community information were located at the Barge and Halberton Club. It was agreed that the Clerk should place a notice on the Parish notice board advising parishioners of this. In addition Jan Johnstone of Halberton PO to be approached to see whether she would be prepared to have leaflets etc on display.

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

- i. A letter to First Great Western regarding Tiverton Parkway (initially drafted by Cllr Hugill) signed by Cllr F Rosamund, Chairman of MDDC, Culm Area Cttee was read out to the PC. The letter contained recommendations on how to improve specific areas of Tiverton Parkway in order that the station would be in line with the needs of commuters. To date a response was still awaited.
- ii. It was agreed that Cathrine Simmons, MDDC's Rural Housing Development Officer be invited to a PC Meeting in the New Year to speak about affordable housing.

- iii. Nick Quinn had advised that BT had set 10<sup>th</sup> December for the enablement of Broadband on the Sampford Peverell exchange. Parts of Willand, Halberton and Uplowman would be covered by the exchange so would also have the benefit of Broadband.
- iv. Cllr Radford spoke about the Fare Car Scheme which operated like a taxi service but passengers paid a fee equivalent to a bus fare for a specific route.
- v. A Chairman`s Reception would be held on 16<sup>th</sup> September at Uplowman Village Hall. It was agreed that Mrs Erasmus and her husband be invited to attend in recognition of Mrs Erasmus` work on the Parish accounts.

### **106.Devon County Council Matters**

- i. The School Governance (Constitution) (England) Regulations 2003 would mean that parish or town councils would be unable to nominate a primary school governor. There would be a community representative instead on the governing board. The representative may be a local councillor but would be selected by the local education authority and the governing body. The new system would be fully effective by 1<sup>st</sup> September 2006 which would mean that existing governors could serve out their term until it ended but they could not stay after 31<sup>st</sup> August 2006.
- ii. Seven new Highways and Traffic Orders Committees in each of the District Council areas of the County (except Exeter) had been set up. They would meet 4 times a year and would deal with all matters relating to Highways and Traffic Orders. A Town or Parish Councillor would be able to attend meetings and with the consent of the Ctte would be able to speak about an item on the Agenda.
- iii. Marian Deacock, DCC`s Safety Officer would be visiting Halberton shortly to consider safety issues.

### **107Meetings Attended**

6<sup>th</sup> August 2003 – Culm Area Ctte Meeting Kentisbeare Village Hall at 7.00pm

The Vice-Chairman and Cllr and Hugill attended this. Items discussed included Tiverton Parkway and council tax increases.

19<sup>th</sup> August 2003 – Standards Ctte Meeting

Cllr Hugill had been asked to stand on this Ctte. He had attended the August meeting and a further meeting was planned for October. He advised that it was a role that needed to be understood and there would be training sessions planned.

1<sup>st</sup> September 2003 – DAPC

The Vice-Chairman attended this and found it very informative.

3<sup>rd</sup> September 2003 – E-Government Partnership Programme

Cllr Hugill attended this.

### **108Future Meetings**

23<sup>rd</sup> September 2003 – 2.30pm Mid Devon Transport Forum

Cllr Mrs Fisher would attend. This was to be the last meeting of the Forum

23<sup>rd</sup> September 2003 – Play Seminar

The Chairman would try and attend this.

24<sup>th</sup> September 2003 – 2.30pm Mid Devon Primary Care Trust

Cllr Mrs Fisher would attend this.

25<sup>th</sup> September 2003 – 7.30pm Halberton Village Hall - Parish Plan Meeting

All PCllrs were invited to attend

25<sup>th</sup> September 2003 – Tiverton Town Hall – 7.00pm Members Code of Conduct Training  
Unfortunately as this meeting clashed with the Parish Plan Meeting there would be minimal attendance by PCllrs.

8<sup>th</sup> October 2003 – 6.30pm – East Devon College – District Debate on Affordable Housing  
The Vice-Chairman and Cllr Mrs Armstrong would attend

15<sup>th</sup> October 2003 – Rural Housing: New Solutions  
The Vice-Chairman and Cllr Mrs Armstrong would attend

## **109. Committee Reports**

### **i. Cemetery**

The Clerk needed an idea as to the approximate expenditure the PC would incur for the Cemetery in order that she could apply for a grant from MDDC. It was decided that the costs of repairing headstones, in addition to the grass cutting costs and general repairs was likely to be in the region of £2,000. The PC also made a contribution to the maintenance costs of St Andrews Churchyard of £50 per year. MDDC also contributed another £50. This amount to be reviewed when calculating the 2003/04 Precept. The Clerk had obtained from Mr Quance of MDDC, details of MDDC's approved contractor scheme and all Health and Safety related documents. These documents to be copied to all Ctte members. The Clerk to arrange a Cemetery Ctte meeting for Tuesday, 23<sup>rd</sup> September at 7.00pm at Halberton Village Hall. The Items on the Agenda to include i. Documents received from Mr Quance MDDC, ii. Removal of hedge/trees iii the gateway/entrance etc A letter was required from Mr Roberts of DCC advising whether or not the tenant farmer was agreeable to the PC having access through the gate. The Clerk to deal with this.

### **ii. Amenities**

The PC had received a grant of £950 towards the re-surfacing costs of the Rec. The PC had been unsuccessful with its other application for funding from the Devon Playing Fields Association. A Ctte Meeting to be arranged to follow on from the Cemetery Ctte Meeting. (Approx start time 7.30pm). Items to be included on the Agenda were: Repairs, ii. Grant monies/replacement surfacing on the Rec`

### **iii. Footpaths**

The Vice-Chairman attended DCC's Summer Workshop at Witheridge. The Workshop covered the question of public service agreements. Work on the footpaths was ongoing.

## **110. Accounts**

### **RECEIPTS FOR PERIOD 1<sup>ST</sup> JULY -31<sup>ST</sup> AUGUST 2003:**

Bank Interest	37.59
Newsletter	419.30
Cemetery	13.00
Countryside Agency	1884.00
<b>TOTAL</b>	<b>£2353.89</b>

**PAYMENTS MADE FOR THE PERIOD 1<sup>ST</sup> JULY – 31<sup>ST</sup> AUGUST 2003 £991.05**

## PAYMENTS TO BE APPROVED

Cheque No	Amount	VAT	Total	Details
Direct Debit	20.00		20.00	MDDC – Rates re Cemetery
100743	10.00		10.00	T Payne – Newsletter
100744	182.88	32.00	214.88	Education Matters
100745	216.24		216.24	Mrs C McIntyre – Salary (less tax deductions)
100746	23.44		23.44	Petty Cash
100747	300.00		300.00	Town & Country – grass cutting cemetery
100748	154.38	27.02	181.40	Landscaping and Grounds Maintenance
100748	50.00		50.00	Community Council of Devon
100750	50.52		50.52	Mrs C McIntyre – Expenses (June – Aug)
100751	25.40		25.40	Mrs J Johnson – Repayment of photocopying costs (Parish Plan)
100752	10.71		10.71	Mrs P Armstrong – repayment of expenses incurred (Parish Plan)
100753	15.00		15.00	Ash Thomas Village Hall
100754	145.00		145.00	DAPC –AGM –cost of sending 2 delegates plus New Councillor training day ( 3 delegates)

The payments were approved for payment

Balance of bank accounts carried forward	16,145.17
Plus receipts for period 1 <sup>st</sup> July – 31 <sup>st</sup> August	2,353.89
	TOTAL £18,499.06
Minus payments made for the above period	991.05
	TOTAL £17,508.01

Made up as follows:- Current	£1,298.26
High Interest	£16,209.75
TOTAL	£17,508.01

<b>VILLAGE HALLS FUND</b>	<b>£ 3,500.00</b>
<b>PARISH PATHS FUND</b>	<b>£1,823.72</b>
<b>PARISH PLAN FUND</b>	<b>£2,097.38</b>
<b>GENERAL FUNDS</b>	<b><u>£10,086.91</u></b>
<b>TOTAL</b>	<b>£17,508.01</b>

## NEWSLETTER :

Income for period 1/4/03 – 31/08/03 £966.20

Income received in 2002/03 (payment in advance for advertising in 2003/04 ) - £68.57 TOTAL  
INCOME = £897.63- LESS EXPENDITURE = £404.33 **NET INCOME = £493.30**

### 111.Members Business

- i. Cllr Hugill would be taking new photographs of the PC and Clerk as soon as possible to place on the Parish Web site.
- ii. Cllr Mrs Jepps reported that due to a pylon coming down recently buses had been unable to get to Halberton. Passengers had been stranded without any warning. Cllr Mrs Armstrong suggested that this eventuality should be provided for in the Emergency Plan.
- iii. The Vice-Chairman advised that the Parish Lengthsman was around the village clearing specific areas.
- iv. Cllr Radford advised that the sum of £10,000 had been made available in connection with the flooding of Deneswell.
- v. Cllr Radford was thanked for clearing Battens Lane.

## **112. Miscellaneous Matters**

- i. The Clerk had received a summary of an Electoral Commission report on future elections. The summary indicated a move towards all-postal ballots in local government and reviewing the current minimum age at which people could take part in elections.
- ii. The Office of the Deputy Prime Minister had provided a Consultation paper on the nature of the power to be conferred on relevant authorities under S.101 of the Local Government Act 2000. S.101 allowed the Secretary of State to confer powers on relevant authorities to provide indemnities for some or all of their members and officers. The Consultation paper was available from the Clerk.
- iii. Cllr M Burgess of the Cullompton Area Development Initiative was requesting the PC's input regarding possible schemes and facilities parishioners and councils may envisage which would be valuable for their communities. He requested a summary of recent or current parish council policy statements, appraisals etc, to enable the Initiative to build up a picture of new initiatives. The Clerk to contact Cllr Burgess to advise him that the PC was in the process of producing a Parish Plan which would encompass economy, environment, housing, traffic and leisure matters. Questionnaires were being sent out to parishioners and when their responses had been received the PC would contact Cllr Burgess again.
- iv. Documents had been received regarding consultation on plans for greater access to information about crop spraying and on proposals for buffer zones between spraying areas and residential properties in England and Wales. Cllrs to contact the Clerk if they wished to see these papers.
- v. The Royal Devon and Exeter Healthcare NHS Trust had expressed an interest in becoming a NHS Foundation Trust. There would need to be public engagement etc. The PC agreed that a member of the Trust's senior team should be invited to a PC meeting in the New Year to discuss the benefits and opportunities of NHS Foundation Trust status.
- vi. Grants of up to £25,000 were available to community based heritage projects.
- vii. Defra had advised that the Rural Services Standard 2003 had recently been published. The aim of the Standard was to give people living in the countryside a better understanding of the services they could expect and to update the standards over time as the modernisation of public services proceeds and rural access improves. Three new standards had been added; all rural Local Education Authorities to have full extended school service by 2006, 50% discounts on local bus fares for over 60's and a free piece of fruit every school day for every 4 – 6 year old.
- viii. The Clerk had received information on forthcoming courses: 'Tackling Social Exclusion', 'Housing Needs Survey', 'Clerks Training Day', 'New Councillors Training Day', 'Employment Law', 'Developing your Community Plan'. It was resolved that Cllrs Mesdames Armstrong and Hull, Gibbs and Lane-Smith attend the 'New Councillors Training Day'.

## **113. Next Meeting**

A Meeting of the Parish Council would take place on Tuesday, 14<sup>th</sup> October 2003 at Halberton Village Hall at 7.30pm, preceded by a Meeting of the Council's Planning Committee at 7.00pm.

The meeting closed at 10.00pm.

---

**CHAIRMAN**

---

**DATE**