

## HARBERTON PARISH COUNCIL

Minutes of the ordinary meeting of Harberton Parish Council  
7.30pm, Tuesday 13<sup>th</sup> December 2016, Harbertonford CE Primary School.

**Present:** Cllrs Bowley, Broom, Davidson, Janes, Waite, Williams, D.Cllr Tucker.

**Formal apologies:** Cllrs Beamish, Camp, J.Hockings, S.Hockings, McDonnell, Wynne C.Cllr Vint.

**Absent:** 0

**Public:** Toby Russell, Devon Air Ambulance.

**Clerk:** Ms Radford

**Public Session** No comments.

### Agenda

1. **Apologies** were received as above
2. **Declaration of Interests**
  - 2.1 Councillors were reminded of the need to update their register of interests.
  - 2.2 No interests were declared on items on the agenda.
3. **Reports from County and District Councillors** for information.
  - 3.1 County Councillor (C.Cllr) All councillors had received a copy of the C.Cllrs written report. As no items were specific to the Parish there were no questions.
  - 3.2 District Councillor (D.Cllr)
    - 3.2.1 It was reported that the Town and Parish Fund is currently under subscribed and the Parish Council should consider making an application.
    - 3.2.2 It was reported that Fusion Lifestyle began its contract to run South Hams and West Devon leisure centres on the 1<sup>st</sup> December, except TADPOOL in Totnes.
    - 3.2.3 Cllrs asked why the District Council are permitting Cockwells Nursery to advertise the sale of Christmas Trees to the public, when the site is under investigation by the Environment Agency following the recent fire on site. It was responded that advertising signs were under enforcement. It would be up to the Environment Agency to restrict access to the site. Cllrs were very concerned about potential risks to the public. The D.Cllr agreed to follow up the issue.
    - 3.2.4 Following discussion, it was suggested that Harberton Parish Council host a meeting on the topic of planning, to which neighbouring parish councils are invited to attend. **Action:** The clerk will investigate dates with the D.Cllr and neighbouring parish councils.
    - 3.2.5 It was reported that the caravan on the A381 is under enforcement. It was commented that the District Council are seeking a suitable Gypsy and Traveller site for inclusion within the Local Plan.
4. **Minutes** The minutes of the Ordinary meeting of Harberton Parish Council 8<sup>th</sup> November 2016 were signed as an accurate record.
5. **Report Matters Arising from the Minutes** for information only
  - 5.1 Devon County Highways (Highways) response to parish queries The clerk reported the following response had been received from the Neighbourhood Highways Officer:
    - 5.1.1 *Riparian Ownership* The clerk had asked for further information on responsibility for gullies unable to drain an adequate quantity of road surface water. Highways responded that it is their understanding that responsibilities are encompassed by Riparian Ownership, and their responsibility for the system ends at the boundary wall. It was commented that the system at Church Barn appears to run through several different properties, each property would be responsible for their section of pipe. Blockages or capacity issues will undoubtedly result in problems however this would be down to the landowners to investigate and resolve. It was suggested that if the Local Authority had installed the system they would have taken a more direct route to the water course rather than involving several different properties.
    - 5.1.2 *Road sign at Langridge Cross* As the graffiti is not obscene or offensive it will not be considered a priority. Highways will endeavour to clean the sign if resources allow.
    - 5.1.3 *Drainage system and culverts at Harbertonford* To enable a more rapid response than passing the issue upward to the Asset Management Team at County Hall, the Neighbourhood Highways Officer is looking to allocate funding through the Neighbourhood Highways budget. It was further reported that following flooding in Harbertonford, the Officer attended the site with a surveying team. A further meeting between Highways and the Environment Agency is imminent to investigate responsibility for improvement works.
  - 5.2 Village Notice Boards It was reported that a new notice board for Harberton had been commissioned. C.Cllr Vint was thanked for providing Locality Funds.
  - 5.3 Harbertonford Playground Lease Ongoing – no news from the Diocese.
  - 5.4 Webhosting Contract It was reported that hosting with GoDaddy had been renewed on a five-year contract.

- 5.5 Harberton Playing Field Association Car Parking The D.Cllr reported that abandoned motorised vehicles can be removed by the Local Authority, if a request by the Harberton Playing Field Association is received in writing.
- 5.6 Devon Highways Conference It was reported that during the Road Warden Scheme break out session event attendees raised concerns about liability, responsibility and the expectation on volunteers, commenting that Devon County Council (DCC) must be more supportive if more Parish Councils are to sign up. Cllrs were informed that works such as lengthsman services can be undertaken by supervised offenders under Community Payback as part of the scheme. Cllrs commented that it was interesting to learn more about the conditions in which the Road Warden Scheme has come about and commented that it is likely the Parish Council will have to become involved in the future. It was reported that although Highways officers continued to be negative about 20mph zones and the extension of 30mph zones, they were open to the possibility of reducing the speed limit on the A381 between Totnes and Harbertonford.

**6. Devon Air Ambulance (DAA) community landing site scheme** The DAA Community Helipads Development Officer (DAA Officer) informed cllrs that a critical element to the DAA's ambition for a 24-hour service relies on working with the community to set up night landing sites that are pre-surveyed and pre-lit. It was reported that for reasons of safety and operational need that prospective sites are required to be in the heart of the community to be close to residents, at least 50x50m in size, flat, and with good pedestrian and vehicular access. All landing sites will need LED lighting installed on a suitable column, with a remote switching unit for use by DAA on approach. It was commented that columns in use for other lighting can be used and no hardstanding is required. It was reported that the DAA Officer had visited several sites in the Parish with cllrs and had identified the football field in Harbertonford and the playing field in Harberton as suitable sites. A quotation of £5,533.60 + VAT had been supplied for installation of appropriate lighting in Harbertonford, of which approximately 50% can be provided by the DAA to cover labour costs. It was reported that the chair of Harbertonford Football Club and the chair of Harbertonford Village Hall were supportive of the project as being of value to the community. It was reported that the Harberton Playing Field Association (HPFA) had minuted that the playing field may not be a suitable landing site due to the presence of play/sporting equipment, (fixed goal posts, the planned trim trail, a possible multi-purpose tennis/football court as a long-term future project) and that surrounding agricultural land may be more appropriate. The DAA Officer commented that due to the presence of livestock on agricultural land makes it unsuitable for night landing, and that the HPFA's ambitions should not be affected by the scheme. Cllrs suggested that a joint meeting be proposed between the Parish Council and the HPFA committee to discuss the issue in more depth before the site was discounted. The DAA Officer agreed to view alternative sites in Harberton, such as the cricket field, and rank them according to preference if required.

## **7. Planning**

### 7.1 Consideration of recommendation on the following planning applications:

- 7.1.1 **It was RESOLVED** to SUPPORT application 3283/16/LBC Listed building consent for removal of internal walls to create additional habitable space, roof repairs, insertion of new glazing, rooflights and new floor surface at Vine House, Harberton ON CONDITION that proper consideration and consultation has been given by the applicant to the immediate neighbours.
- 7.1.2 Parish Councillors received a letter of objection from a local resident. After discussion **it was RESOLVED** to OBJECT to application 3464/16/LBC & 3464/FUL retrospective Listed building consent and planning application for alterations to existing building and boundary treatments in connection with previously approved residential conversion 23/0726/98/3, The Old Mill, Woodland Road, Harbertonford on the following grounds:
- The location of the bins storage and how that impacts on the neighbour.
  - Insertion of glass panels affecting the privacy of the neighbours.
- 7.1.3 **It was RESOLVED** to SUPPORT application 3499/16/HHO, householder application for change of storage and garage unit into an ancillary accommodation unit at Rolster Bridge House, Harberton

### 7.2 Consideration of recommendation on the following tree works application:

- 7.2.1 **It was RESOLVED** to SUPPORT application 3543/16/TCA, Horse Chestnut (T1) 1. Crown lift over highway (North canopy extent up to 5.2m above ground level removing only secondary and tertiary branches and not removing any branch of greater than 100mm thickness. 2. over garden area (east to west canopy extents) up to 4m above ground level removing only secondary branches up to max. 50mm branch thickness. 4. Crown clean to remove deadwood >50mm, defective, crossing or broken branches throughout crown. T2 Western Red Cedar – reduce to leave height of 6m at “Church Barn”, Church House Inn to Church Barn, Harberton

### 7.3 Report on Planning Authority decisions

- 7.3.1 3162/16/TCA T1 Oak – Fell at 3 Meadow Close, Harberton TREE WORKS ALLOWED. As the Parish Council had objected to this application the clerk had requested further information on the decision from the local authority. A copy of the report was circulated for information on the criteria used to determine whether a TPO is served, which showed that the oak is considered to have limited public amenity value.

- 7.3.2 2967/16/TCA T1 Oak – Fell at 3 meadow Close, Harberton WITHDRAWN
- 7.3.3 3335/16/ARC Approval of details reserved by condition 3 (schedule of materials and finished) of planning consent 23/1418/15/F DISCHARGE CONDITION APPROVED
- 7.3.4 2202/16/VAR Variation of condition number 2 of planning consent 22/2278/13/F to allow drawing 012-046-1-C to replace with revised drawing 012-046-1-F. CONDITIONAL APPROVAL The clerk had been advised that it was assessed that the concerns about the windows/door overlooking the adjacent property were not sufficient grounds for rejection. As there was still off-road parking the application was approved.
- 7.4 Report on active enforcement cases A hard copy of active enforcement cases was circulated for information.
- 8. Monthly reports** for information
- 8.1 Finance Committee update nothing to report
- 8.2 Neighbourhood Plan update **It was RESOLVED** to accept the proposal of the Neighbourhood Plan Steering Group to place housing sites for the villages of Harberton and Harbertonford in order of public preference as the next step for housing. Although supported in principal, there were comments as to the efficacy of the proposal.
- 8.3 Community Land Trust (CLT) update It was reported that 'Help to Buy Southwest' will assist the CLT in undertaking the housing allocation process as allocation must be made before a planning application can be submitted. This will be widely advertised in the Parish. It was reported that the flood survey had been completed.
- 8.4 Town and Parish Fund  
2014 It was reported that due to availability of the relevant parties, the project has not been able to be forwarded.  
2015 It was reported that volunteers are ready and willing to undertake the work and waiting for dates to be agreed. It was commented that there is enthusiasm amongst volunteers for the 'Parish Pathways Partnership Scheme' (P3) to be reinstated in the Parish.  
2016 **It was RESOLVED** to submit an application to support the creation of a Devon Air Ambulance Community Helipad site in Harbertonford. **Action: Cllrs Bowley, Davidson, the Clerk.**
- 8.5 Clerk's update Nothing to report.
- 9. Parish Defibrillators** It was reported that as the South West Ambulance Service Trust has changed its terms and defibrillators are no longer left in situ at the end of the lease term, an alternative supplier had been found. It was proposed to purchase a ten-year package with the Community Heartbeat Trust that has a greater outlay in the short term but would save money in the long-term. It was reported that CHT could invoice £3220 for the initial outlay and first year's support and then invoice £270 annually for the following nine years to cover the annual support and training packages. Cllrs commented that the Community Benefit Fund grant and fundraising efforts in Harbertonford (and a planned event in Harberton) will cover the cost of the package for the first two to four years. It was agreed that the Parish Council could look to budget for the annual cost.
- 10. Review Financial Regulations** **It was RESOLVED** to accept the revisions to bring the regulations up to date with the most recent National Association of Local Council's (NALC) guidance.
- 11. Lloyds current account** Following the resolution of the Parish Council in September 2014 to upgrade the two Lloyds Bank current accounts, the Clerk has now completed the paperwork to open a new current account with the facility to check balances and approve payments online. It was **RESOLVED** that the signatories be Cllrs Beamish, Broom, Camp, J.Hockings, Janes, Williams and the Clerk, Ms Radford, as members of the finance committee. Those cllrs in attendance signed the paperwork and it was agreed the clerk complete the paperwork between meetings with other signatories.
- 12. Correspondence**
- 12.1 Community Composting and Recycling Centres Consultation Cllrs were informed of the invitation to respond to proposals that plastic DIY waste will be subject to a charge, that large vehicles will not be permitted to recycling centres and heating oil tanks will no longer be accepted. Cllrs were encouraged to respond to the questionnaire as it was generally considered a backward step if recycling is to be promoted.
- 12.2 Consultation Stakeholder Update Cllrs were advised that a summary of public meetings held by South Devon CCG had been received in which it was reported that Healthwatch will undertake further research into options.
- 12.3 Plymouth and South West Devon Joint Local Plan Reaches Next Key Stage Cllrs were informed that new sites had come forward following consultation and a further document will be published in January/February.
- 12.4 Harberton screw lane drainage It was reported that emails had been exchanged between the clerk, a local resident and Highways with regard to ongoing drainage problems at Screw Lane. Highways had reiterated to the clerk that the work initially carried out was to repair the road surface and was funded from the Storm Legacy budgets for schemes identified back in 2012. The drainage work which was carried out in conjunction with this scheme was superfluous and merely exposed existing easements and buddle holes. It was

reported that a ditching gang would be deployed a to clear channels and easements, however where these easements leave the public domain, they then become the landowner's responsibility who should ensure that these outlets are clear and water progresses appropriately across their land. It was commented that this location has always experienced problems and the volume of water flowing from adjacent fields during heavy rainfall is often more than the current easements can facilitate. Highways are not in a position to create new easements or enlarge the current buddle holes that outlet onto private land without the landowner's permission. A response had been received from a local resident with pictures showing the inefficacy of the work undertaken by the ditching gang, and demonstration of the and the continuing need for other work to alleviate the problems at this site. It was commented in correspondence that the lack of a regular lengthsman service and the lack of awareness of landowners both contribute to the problem. Following discussion, **it was RESOLVED** to consider reminding landowners of their responsibilities via a piece in local newsletters. **It was RESOLVED** to write to the landowner at Screw Lane to request that due to the serious problem with flooding permission is sought to access the land to ensure the buddle hole is working efficiently.

- 12.5 Harberton and Harbertonford History Society thanks Cllrs were informed that due to the increasing costs, the Society had only been able to purchase part of the equipment for which a grant was requested. The Parish Council was asked to extend thanks to Cllr Williams for the long-term loan of a PA system, as its use has been a great success.
- 12.6 Your monthly newsletter from Devon ALC It was noted that in updated legal topic note LTN 40 Local Councils' Documents and Records, includes further information about the need to deposit non-print (digital) publications together with a link to the website for the British Library Depository. It was commented that this will apply to the final Harberton Parish Neighbourhood Plan.
- 12.7 Domestic Recycle Sacks It was reported that the District Council are looking to provide stores of recycling sacks to outlets in the villages.

### 13. Finance

13.1 It was reported that the locality grant payment of £770.00 was received to the flexible savings account on 17<sup>th</sup> November 2016 for a new notice board in Harberton.

13.2 The following payments were approved:

Chq	To	Invoice	Detail	Before VAT	VAT	Total
SO	Cat Radford	NA	Salary December: £231.92	£ 267.60	£ -	£ 267.60
			NP Secretary December: £35.68			
766	Cat Radford	NA	Clerk Expenses claim 20161102	£ 27.59	£ -	£ 27.59
767	Harberton Parish Hall	29th Nov	Neighbourhood Plan Meeting Committee Room Hire for 1st December 2016 19:00 - 21:00 at a session price	£ 9.50	£ -	£ 9.50
768	Notice-it	12 <sup>th</sup> Dec	Oak, single door notice-board to display 8 sheets of A4 paper.	£ 770.00	£ -	£ 770.00
					Total	£ 1074.69

14. **E-Circulars** It was reported that the following e-circulars were received: Rural Services Network, Devon Home Choice, Devon County Council Community News Round-up, Public Sector Executive, Fields in Trust, Emergency Planning newsletter.

### 15. Matters at the discretion of the Chairman: Councillors' reports and items for future agendas

- It was reported that black bins, bags and waste are being left out on the pathway on Bow Road which is causing both a hazard and obstruction to pedestrians.

16. **Date of next ordinary meeting** Tuesday 10<sup>th</sup> January 2017.