

Halberton Parish Council
A meeting of Halberton Parish Council will be held on
Tuesday 11 April 2023 at 7pm in Halberton Village Hall

All members of the Parish Council are hereby summonsed to attend the above meeting for the purpose of considering and resolving the business as set out hereunder.

Members of the public are also invited and may speak in the Public Forum.

Susan McGeever
Clerk, Halberton Parish Council
31 March 2023

AGENDA

Item		Report Pages
1	Apologies	N/A
2	Declarations of Interest	N/A
3	Public forum Members of the public may speak for a period of 3 minutes on matters they wish to bring to the attention of the Parish Council and these matters may be related to the items on the agenda. Unless the Chairman elects to put down standing orders, members of the public may not speak during the remainder of the meeting.	N/A
4	To approve the minutes of the Council meeting on 14 March 2023	3 to 14
5	Chairman's announcements	N/A
6	Mid Devon District Council matters a. To receive a report from the MDDC Council Member b. Grand Western Canal Group	15
7	Devon County Council matters To receive a report from the DCC Council Member	16 to 18
8	Police matters To consider any correspondence from the Police and Crime Commissioner and the Council Advocate Scheme	19
9	Vacancies on the Parish Council To consider and, if agreed, approve any applications received.	20

10	Consideration of Mid Devon District Council's planning applications The planning application with its supporting documents and comments made by the public and other consultees which are published on the MDDC planning website prior to the meeting will be considered as part of the Council's deliberations on planning applications.	21 to 23
11	Consideration of Mid Devon District Council's Planning Decisions The following planning decisions have been received:	24
12	Highways matters and the Road and Snow Warden Schemes Update and any new matters to report excluding those reported under the Traffic Committee.	25
13	Amenity matters Update and any new matters pertaining to the amenities located within the parish	26 to 28
14	Community items To consider any other community matters	29
15	Traffic Committee The Traffic Committee met on 1 March 2023.	30
16	Newsletter Working Group The Newsletter Working Group met on 28 February 2023.	31
17	Review of Core Documents <i>Note: no items requiring a decision have been placed on this agenda. Further documentation will be provided to the April meeting following CILCA training.</i>	N/A
18	Financial accounts 2022/23	32 to 33
19	Members business including meetings attended, and miscellaneous matters (not for decision) Devon Council Climate Network Connecting the Culm/Catchment Visioning Workshop Cullompton Health and Wellbeing Queen's Platinum Jubilee accounts King's Coronation	N/A
20	Items for next meeting	N/A

Next meeting: Tuesday, 16 May 2023 at 7pm

*Signed: Susan McGeever
Clerk to Halberton Parish Council*

HALBERTON PARISH COUNCIL

Item		Report pages
4	To approve the minutes of the Council meeting on 14 March 2023	3 to 14

Halberton Parish Council

Minutes of the meeting of Halberton Parish Council held at Halberton Village Hall on Tuesday 14 March 2023 at 7pm

Present

Councillors Batchelor, Ayre, Campbell, Graham, Furmedge, Marshall and Saunders together with Councillor Radford and Councillor Slade (DCC). The Clerk, Mrs S McGeever, was also present.

Councillor Batchelor (Chairman) opened the meeting at 7pm.

211-1 Apologies

Apologies had been received from Councillor Browse.

211-2 Declarations of interest

Councillor Saunders declared an interest in Planning Application 23/00266/HOUSE.

211-3 Public Forum

The following items were raised during the Public Forum and would be discussed under the relevant agenda items or placed on the agenda of the next meeting:

Halberton History Group

The group would be hosting an exhibition on the Twose Company at the Village Hall on Saturday, 1 April 2023 from 1.30-4.30pm. Twose was established by a Halberton blacksmith in 1830. A grant from Twose had allowed the group to publish a book that would be on sale at the exhibition. Grants had also been received from Councillor Slade's Locality Budget and the Parish Council and the group was grateful for this financial support. There would be a special event for employees of the company.

The exhibition would be advertised through posters, social media and other local history groups and information in the Newsletter.

King's Coronation

The Halberton History Group would welcome a meeting with other local organisations to plan events.

Two Trees Solar Farm

An update on the application would be provided during the planning section of the meeting.

Bycott AD Plant

Since the last meeting a number of developments relating to the application had occurred.

The decision had now been deferred until June as a result of further delays in the applicant responding to specific concerns linked to Transport, Environment and Odour

Residents continue to object with 125 individual objections raised to date which is 40% more than Red Linhay. Councillor Radford had referred to this in his report that over 70 of these have been shared with him personally.

Four parishes of Sampford Peverell, Halberton, Willand and Uffculme along with Tiverton Town Council all objecting

The GWC Joint Advisory Committee would be submitting an objection based on visibility, traffic and noise for the users of the canal. And Herne Place had also put in an objection.

The Chair of Governors and Headmaster at Halberton Primary School had both put in objections reflecting direct feedback from parents on safety concerns and the impact on the learning environment through odour which they already experience from Red Linhay. And parents starting to question whether Halberton is the right school going forward.

Against the ever increasing level of public concern, the question for the Parish Council was were they now minded to write to the Planning Director and Chief Executive of Mid Devon District Council and seek an immediate refusal to this application based on:

- 1) Level of local objections
- 2) Lack of adherence to the identified planning policies
- 3) Traffic volumes will only increase from the data shared to date and any new submitted material will not change the minimum position of doubling HGV volumes, a 30% increase in traffic and the safety risks that materialise as a result
- 4) Scale of impact on the Conservation area, Heritage Assets including protected listed buildings

211-4 To approve the minutes of the Council meeting on 14 February 2023

It was RESOLVED to approve the minutes and for the Chair to initial each page and sign the final page.

211-5 Chairman's announcements

The Chairman advised he had no announcements to make other than to welcome Councillor Campbell back to the meeting table.

211-6 Mid Devon District Council matters

a. To receive a report from the MDDC Council Member

Councillor Radford had submitted a report which can be seen in the agenda prepared for this meeting.

Councillor Radford referenced the phenomenal number of objections relating to the Bycott AD Plant. However, he felt that MDDC would not consider making a judgement on the application until full consultation had been undertaken in the interest of transparency and fairness. However, if the statutory period for determination expired then the applicant would be able to go to appeal for non-determination.

Councillors Radford and Slade would be meeting with the Senior Planning Officer on site to understand the objections from residents and the potential traffic problems. A time of 11am had been suggested but it was noted that most pedestrian safety issues related to school drop off and pick up times. However, the application stated that no lorries would go through Lower Town during these times.

The elections in May would have an influence on the ability to make decisions over the coming weeks and he confirmed that Councillor Warren was the Leader of the council and dealt with the business side of the council and he was the Chair which was a ceremonial role.

Councillor Graham noted that Exmouth were using renewable energy to heat the swimming pool and Councillor Slade that MDDC's swimming pool was already heated with renewable energy.

Councillor Slade also confirmed that staff were still working from home and that there was the potential to moth ball offices.

b. Grand Western Canal Group

Councillor Slade confirmed that the GWC group would be submitting an objection to the Bycott AD Plant.

211-7 Devon County Council matters

Councillor Slade had submitted a report which can be seen in the agenda prepared for this meeting.

Since that report, DCC had announced further funds to help people with the cost of living crisis.

Councillor Slade has also attended the official opening of the Tiverton Police Enquiry Office.

Councillor Batchelor enquired about the recent increase in adult social care and if it possible to have an indication as to the number of people requiring such care in the parish. The census had indicated that there were some 50 people living in the parish who provided more than 50 hours of care. The Parish Council might be able to offer help by way of picking up prescriptions, shopping etc but individuals would need to approach the Parish Council due to GDPR rules.

Councillor Batchelor enquired as to progress on the Community Growing Area and it was noted that a new proposal was being put to the Farms Estate Committee in May. If approved, then a Heads of Terms agreement would be sent to the Parish Council. It was noted that DCC would not supply water. There would be a clawback clause if the area did not have sufficient support.

211-8 Police matters

Councillor Marshall advised that there had been no crimes reported. Traffic had also been flowing freely.

Councillor Marshall had been in contact with PC Tim Stoner, Modern Slavery and Rural Crime Officer (Mid Devon Neighbourhood Team) who had offered to come to a Parish Council meeting and provide a Q&A session on the prevention and awareness of crime. It was RESOLVED that PC Stoner would be asked to attend the parish AGM when more members of the public were likely to be present.

It was further RESOLVED that Mick Harrison's offer to talk about Cyber Crime would be passed to the Halberton Community Association given its appeal to members of the public.

Action: Councillor Marshall/Clerk

211-9 Vacancies on the Parish Council

The Clerk advised that no-one had expressed an interest in becoming a Parish Councillor.

The Clerk reminded all councillors that they must deliver their nomination forms for the forthcoming election to MDDC's offices by 4 April. The forms and the important dates relating to the election had been circulated.

Action: Clerk to re-send forms

211-10 Consideration of Mid Devon District Council's planning applications

The following planning decisions had been received:

23/00266/HOUSE

Proposal: Erection of first floor extension above garage

Location: Coombe House Brithem Bottom Cullompton

Whilst it was noted that there was no objection from the neighbours, it was felt that the size and height of the extension could have a negative impact on the neighbouring property and affect its access to light.

It was, therefore, RESOLVED to object to the planning application on the material planning conditions relating to scale and dominance and the loss of daylight/sunlight.

23/00215/FULL

Proposal: Change of use of agricultural land to domestic garden including retention of new vehicular access

Location: Land at NGR 300188 111354 Crow Green Ash Thomas

There was a retrospective planning application following the Parish Council's concern that there had been a breach of planning.

It was noted that the property was situated on a blind bend which already had safety issues and the Parish Council, therefore, questioned whether the visibility splay for vehicles exiting from the proposed access met the DCC's design and access statement. Whilst the set back gates allowed cars to pull off the road on entering the property, they did not mitigate the lack of visibility splay on exiting. The hedge on the bend side of the new vehicular access further restricted the visibility splay.

It was, therefore, RESOLVED to object to the application on the basis of the restricted visibility and the material planning considerations of highways safety and traffic issues.

23/00366/LBC

Proposal: Listed Building Consent for replacement windows

Location: 53 High Street Halberton Tiverton

There had been an application in 2021 which had been refused due to lack of detail. The current application provided more detail and the Parish Council RESOLVED that they had no objection to this application which would also be considered by the MDDC's conservation officer. Given the level of traffic and noise on the high street and the energy crisis, double glazing would be beneficial.

The Clerk would prepare the Parish Council's responses and submit them.

Action: Clerk

The Parish Council considered the following existing applications:

22/02102/MFUL

Proposal: Construction of on-farm anaerobic digestion plant with associated equipment and works

Location: Land at NGR 300535 112291 (Bycott Farm) Lower Town Halberton

The Parish Council noted the comments made during the Public Forum but felt that further comment was not required at this time. When the additional reports requested by the Planning Officer were uploaded to the portal, the Parish Council could consider the information provided and make additional comments at that time. The Parish Council had also requested a more detailed visual impact assessment. It was noted that the application would be called in by Councillor Radford following the Parish Council's request.

22/02374/MFUL

Proposal: Construction and operation of a solar photovoltaic (PV) farm together with associated works, equipment and infrastructure

Location: Land at NGR 301974 110937 Dean Hill Road Willand

It was noted that the MDDC Environment Team had put in their observations and whilst they considered it could be a site for a solar panel farm, it was not acceptable in its current format. They had recommended a TPO order on all the trees, that part of the area currently in the plan be removed from the development as well as noting the visual impact and advising that the landscape scheme was inadequate.

The Parish Council had objected to the solar farm and called for the application to be called in.

Two diggers and a portakabin had appeared close to the site and this would be reported to the MDDC Planning Officer.

Action: Clerk

22/00665/MFUL

Retention of silage clamp and erection of roof over
Land at NGR 299554 112915 (Red Linhay) Crown Hill Halberton Devon

The Clerk was still awaiting a response regarding the questions raised by the Parish Council with regard to the planning conditions placed on the application and the latest request for a response had also been sent to Richard Marsh.

Both Councillor Radford and the Clerk had sent emails regarding the re-instatement of the Ad Liaison Group and again responses were awaited.

Other planning matters:

Crow Green

A retrospective planning application has been received (see above)

Five Bridges with Enforcement

The Orchard with Enforcement

Pleasant Streams with Enforcement

The Clerk has spoken to Enforcement and investigations were ongoing with regard to the three items above and any responses would be forwarded to the Councillors.

Action: Clerk

211-11 Consideration of Mid Devon District Council's Planning Decisions

The following decisions were noted:

22/02255/LBC - LISTED BUILDING CONSENT

Proposal: Listed Building Consent for alterations and extensions to wedding venue including extensions to the bar and holiday accommodation; erection of a canopy in courtyard

Location: The Corn Barn Cullompton Devon EX15 1NF

22/01492/MFUL - APPROVED

Proposal: Erection of a roof over existing slurry store (2370 sqm)

Location: Land at NGR 300509 112340 (Bycott Farm) Lower Town Halberton Devon

22/02039/FULL - APPROVED

Proposal: Creation of secure storage compound to include the siting of 4 storage units

Location: Telephone Exchange Halberton Tiverton Devon

22/02392/FULL - APPROVED

Proposal: Variation of condition 2 of planning permission 21/02523/FULL (Associated operational development, in conjunction with 17/00888/PNCOU for the change of use of garage to form additional residential accommodation, garage and car parking area) to install garden access gate to field

Location: Myrtle Cottage 3D Old Bridwell Uffculme Cullompton

211-12 Highways matters and the Road and Snow Warden Schemes

a. Potholes

Potholes continue to be reported online to Devon County Council and repairs have taken place across the Parish. Councillor Slade advised that he had had a meeting with Highways and asked that the repair of a number of potholes in the parish were escalated.

Councillor Radford left the meeting.

b. Replacement of Halberton Milestone

The Chairman thanked Councillor Saunders for putting the Milestone in situ.

c. Herne Bridge

The Clerk advised there was no new date for the closure of Herne Bridge.

d. Road Warden Scheme

Equipment

Councillor Browse had provided the order to the Clerk who was contacting Highways.

Action: Councillor Browse/Clerk

Training

Action: Councillor Batchelor to undertake initial training

Action: Councillor Furmedge to undertake Chapter 8 and strimming training

e. Snow Warden Scheme

Call for volunteers to assist Councillor Batchelor in his role as Snow Warden on social media and in the Newsletter.

Action: Councillor Batchelor/Furmedge/Marshall

212-13 Amenity matters

Update and any new matters pertaining to the amenities located within the parish.

a. Platinum Jubilee Car Park

The following actions had been completed:

i) Electrician to provide training on reading the meter

ii) Jubilee lamp installation to be completed

iii) Fallen trees to be cleared

In conjunction with the fallen trees, the Clerk had contacted MDDC to see if planning permission was needed to clear trees along the southern edge of the car park. A response was awaited.

Action: Clerk

The following actions were outstanding:

i) Gravel base to be put under noticeboard

Action: Councillor Batchelor

ii) Brass plaque for noticeboard to be ordered

Action: Clerk

b. The Mead

i) The Heads of Terms agreement for the new lease has been returned to Norse South West.

Any amendment to that agreement required the approval of the Farm Estates Committee who next met in May. The question of when the equipment could be installed has also been asked.

Action: Clerk

ii) The goalposts need to be installed

Given the limited time of councillors, it was RESOLVED to contract the installation out.

Action: Clerk to contact David Williams in the first instance

Once the Heads of Terms agreement is in place:

i) quotes for potential equipment

ii) quotes for installation of path from the car park to the Mead

iii) quotes for changing rooms and a decision on location – the Mead or the Car Park

c. Community Growing Area

A decision on the possibility of changing the location of the growing area was awaited from the Farms Estate Committee (May).

d. Halberton Children's Recreation Ground

The following actions had been completed:

i) date of the Annual General Meeting – 14 March 2023

ii) repair of fencing

The Clerk reported that the hedge behind the repaired fencing had been removed. This exposed the bottom of the fence which could be a potential health and safety issue.

It was RESOLVED to put up boarding along the bottom of the fencing to conceal any sharp wires.

Action: Clerk

The following actions were required:

i) preparation for ROSPA inspection in March including cutting back the brambles

Action: Councillor Batchelor

The Clerk advised that she had met the new Grass Contractor on Monday, 13 March 2023 and walked the village. The contractor had advised that, if not already done, they would clear the brambles on their first visit.

Action: Clerk

ii) quotes for installation of new equipment

Councillor Campbell had prepared a power-point presentation showing three quotes for equipment for the 2+ age group focussing on durability and warranties. The presentation is given as addendum to these minutes.

Having considered the quotes provided, the Parish Council RESOLVED to purchase equipment from Supplier A which was considered to be the best value for money.

An S106 application would be prepared and submitted to MDDC.

Action: Councillor Campbell/Clerk

iii) monthly safety report

Councillor Ayre had stood in for Councillor Campbell in his absence.

It was noted that the rubber services needed to be raked.

Action: Councillor Ayre

It was RESOLVED that a working group would be set up to oversee the facilities at the recreation ground and The Mead and to provide suggestions for the equipment needed (dependent on Heads of Terms contract). The group would consist of Councillor Browse (or Batchelor), Ayre and Campbell and interested members of the public.

e. map of 5k run and adult gym equipment

Placed on hold.

e. Footpaths

i) Definitive Map Review

Councillor Furmedge made reference to his report in the agenda and noted the key tasks of:

- a) finding the missing Parish Council Minutes 1938 to 1962
- b) obtaining User Evidence Forms
- c) the sub-group visit to the Devon Records Office

ii) P3 return

Council Furmedge made reference to his report in the agenda and noted the key tasks of:

- Walking paths for audit
- Submitting the paperwork and taking place. Verbal update.
- There are signposts required from the canal footpath to both the pub and the farm shop.
- Signposts on FP4 at (Pond Farm), FP10 (Leonards Farm) and FP10 (Socks Hill) may be required
- Some remedial work on styles FP30 (Halberton->Canal), FP4 at (Pond Farm), FP5 at (Brithem Bottom) and FP10 (Socks Hill) may be required

Note: Councillor Browse/Clerk actioned to improve signage on permissive path from the Farm Shop to Greenway and at the bottom of Greenway.

Next steps

- Submit return to Devon County Council. Extension on submission time agreed while paths are being audited.

f. Cemetery

i) notices regarding the work to be done to flatten the graves

Action: Clerk

ii) safety inspection of the gravestones

The Clerk is awaiting a quote to inspect the gravestones as part of a Health & Safety review.

Action: Clerk

iii) planting of the monkey tree

Action: Councillor Batchelor

g. The Pigeons/Muxbeare Lane

The Parish Council discussed the financial information received from MDDC regarding bins at Ash Thomas and Muxbeare Lane detailed in the agenda.

The cost of purchasing and installing a dual bin at Ash Thomas would be £451.76 with an ongoing emptying charge of £504.40 per annum.

The Parish Council were concerned at the cost and asked the Clerk to check costs with MDDC and then provide the information to Ash Thomas Village Hall who might be prepared to go 50/50 on the emptying charges.

Action: Clerk

With regard to Muxbeare Lane, it was RESOLVED that one of the existing dog mess bins would be replaced with a dual bin at a cost of £223.85p.

Action: Clerk

Councillor Graham advised that the bin at Pond Hill was being used for domestic rubbish and food waste.

h. Noticeboards

i) location of second noticeboard (Hitchcocks or Farm Shop)

Councillor Batchelor had not actioned this point.

Action: Councillor Batchelor

ii) access to the noticeboard at Brithem Bottom
Councillor Batchelor had not actioned this point.

Action: Councillor Batchelor

iii) size of Village Hall noticeboard

The Clerk had sent an email to the Village Hall committee advising the Parish Council would like an A4 board. In order to accommodate this and rectify the defibrillator overheating, it was proposed to move switch the two locations. It was RESOLVED that the Parish Council would pay the cost of moving the defibrillator at a cost of £60.

Action: Councillor Graham

I. Defibrillators

The invoice (£1800 plus VAT) for the Halberton defibrillator had been received and was listed on payments. The contract for the defibrillator at Ash Thomas would be issued in August.

j. Landmark Tree

A Hornbeam has been delivered to the Clerk and is ready for planting.

Action: Councillor Batchelor

It had been resolved to purchase a tree for the Pigeons (Ash Thomas).

Action: Clerk to speak to Ash Thomas Village Hall committee

k. Flies in Lower Town

A resident in Lower Town has raised the issue of flies in Lower Town during the period of May to September each year.

Councillors were unaware of a significant problem in the area and suggested that the resident should survey residents and put forward a petition to the Environmental Agency who were responsible for such matters.

Action: Clerk to advise

h) Wildlife areas in the parish (Wildlife Warden)

A general discussion on improving the wildlife areas in the parish, the Wildlife Warden project and the Hedgehog Project took place. In the first instance, it was felt that articles in the newsletter encouraging residents to leave holes at the bottom of fences to allow hedgehogs to pass.

Councillor Ayre undertook to write the articles.

Action: Councillors Ayre/Marshall

211-14 Community items

a. Council IT tools Working Group to include Facebook page/Website/Communicating with Parishioners

Councillor Furmedge referred to his report in the agenda of this meeting and advised that work was ongoing to move councillors to google workspace and set up a system for traffic notifications.

b. Internet connectivity Working Group

Councillor Furmedge advised that airband work was ongoing but no date for connection had been received.

c. Neighbourhood Watch Scheme

Councillor Marshall advised that this remained an action item.

d. Anaerobic Digester Liaison Committee

Work was ongoing to try and re-instatement the committee through Mid Devon District Council. A similar committee was in place in Willand.

211-15 Traffic Committee

The Traffic Committee had met on 1 March 2023 and the minutes of the meeting had been circulated to councillors.

The Clerk referred to the minutes and to the notes within the agenda of this meeting with respect to:

a. Road safety in the vicinity of Lower Town

A response is awaited from Devon County Council/Norse South West on drawing up a contract to obtain the land needed for the proposed pavement in Lower Town.

b. Flashing lights at the school/pedestrian crossing at the Village Hall

A response is awaited from Devon County Council.

c. 20mph Expression of Interest

The outcome of the revised 20mph Expression of Interest covering Lower Town is awaited.

d. 20 is plenty for Devon

The signs for bins, cars and windows were available from the Clerk.

e. Pedestrian Safety

i) Halberton Community Association have purchased hi-viz waistcoats. It was noted that the school had asked for 20 jackets.

Action: Councillor Graham to arrange presentation and photographs with HCA Chairman and Headmaster

ii) Letters have been sent to residents whose hedges require cutting back from the road and one hedge has been cut.

Action: Clerk to follow up

lii) Pavement at The Hickory Inn

The Traffic Committee felt that discussions should commence with DCC as to the implementation of a pavement passed The Hickory Inn and ask the Parish Council to approve this course of action.

It was RESOLVED that the Clerk should contact DCC to set the wheels in motion.

Action: Clerk

iv) Equipment to monitor vehicle size, vibration in properties and air quality

Councillor Batchelor felt that the Traffic Committee should identify:

a) a person to hold and distribute the equipment

b) a person to record the information received and

c) people within the village who would be willing to use the equipment

Once the above was in place, the Parish Council should consider purchasing the equipment.

Overall, it was agreed that such information would strengthen the Parish Council's objections to increased traffic levels.

211-16 Newsletter Working Group

The Newsletter Working Group had met on 28 February 2023 and the minutes had been circulated to the Parish Council.

Councillor Marshall advised that she had received significant content for the next Newsletter including information on upcoming events such as the Duck Race and those for the coronation.

Councillor Furmedge asked that his article on precepts be included.

The Clerk advised that during the election period, councillors should not use Parish Council publications, social media or the website to promote themselves and thus it would be advisable that all articles referred to the Parish Council rather than an individual.

An article would be written on the Defibrillator Awareness course. The course had not been well attended and Councillor Batchelor asked if the next course could be combined with general First Aid Training. It was noted the next training would take place at Ash Thomas Village Hall.
Action: Bring forward

Councillor Batchelor would write an article on the Milestone and Jubilee Light.
Action: Councillor Batchelor

The working group had raised the possibility of another defibrillator being purchased for the Lower Town area (possible location the car park) but the Clerk was investigating if Halberton Primary School had been offered a defibrillator as part of a national scheme.

211-17 Review of Core Documents

No items have been placed on this agenda.

Further documentation will be provided to the April meeting following CILCA training.

211-18 Financial accounts 2022/23

a. Financial report 2022/23 for February 2023

The financial report for February as detailed in the agenda of this meeting was noted.

b. Payments to approve:

The following payments listed on the agenda were approved:

South West Ambulance Service (Defibrillator)	£2160.00
DALC (Councillor Campbell – DALC courses)	£ 54.00
DALC (Councillor Campbell and Clerk – DALC courses)	£ 54.00
Countrywide (February invoice)	£ 456.00*
Source for Business (cemetery water bill)	£ 12.53
S McGeever (wages less tax plus fasthosts)	£ 457.47**
HMRC (income tax/employee NIC)	£ 77.23
Utility Warehouse (DD)	£ 8.83
SJ & DM Diggle (Electrics – Jubilee Car Park)	£1065.17
Halberton Village Hall (meeting room)	£ 188.00

* Amendment to previous information - Countrywide have been billing a set amount to cover their contract (£4560.00 plus VAT) – there is, therefore, one last payment under the existing contract.

** February payslip included the approved NALC rise which resulted in tax needing to be paid.

In addition, the invoice for works carried out at the Jubilee Car Park had been received and this was also approved for payment so it appeared in the 2022/23 accounts.

I C Wollacott (Walls at Jubilee Car Park) £902.40

The Clerk was asked to appeal the rates for the Car Park.

Action: Clerk

The Clerk was asked to note in these minutes that the January DALC payment covered courses undertaken by Councillor Campbell and the attendance of Councillor Browse and the Clerk at the AGM in October 2022.

c. Bank signatories/change of bank

Following the decisions made at the last meeting, work to switch banks was ongoing.

It was noted that all councillors intended to stand at the election and, therefore, all previous decisions made relating to bank signatories would stand.

Action: Clerk

d. NALC pay award and review of Clerk's hours

The Clerk had circulated time sheets for the period from 1 April to 28 February 2023 showing the hours allotted and the additional hours worked. The latest time sheet has been itemised in greater detail for two of the weeks to show how a working session was divided between tasks.

A meeting with Councillors Batchelor and Furmedge is due to take place.

Action: Councillor Batchelor/Furmedge/Clerk

211-19 Members business including meetings attended, and miscellaneous matters (not for decision)

Devon Council Climate Network

Nothing to report

Connecting the Culm/Catchment Visioning Workshop

Nothing to report

Cullompton Health and Wellbeing

Nothing to report

Queen's Platinum Jubilee accounts

It was RESOLVED that any electrical costs relating to the Jubilee lamppost would be absorbed with the costs for other electrical works at the Car Park.

The invoice for the stone base was awaited.

Action: Councillor Batchelor

King's Coronation

An email had been sent to all village groups asking if they wished to have a meeting to discuss the events for the weekend. Two responses had been received.

It was felt that a meeting would be beneficial and a further email should be circulated asking for suitable dates.

Action: Clerk

It was noted that the HCA, Methodist Church, Ash Thomas Village Hall and the History Group would be holding events. Councillor Batchelor undertook to contact St Andrew's Church.

Action: Councillor Batchelor

211-20 Items for next meeting

No items for the next meeting other than those detailed in the minutes were put forward.

Next meetings: Tuesday, 11 April 2023 at 7pm - Full Council Meeting

Signed:

Date:

HALBERTON PARISH COUNCIL

Item		Report pages
6	Mid Devon District Council matters a. To receive a report from the MDDC Council Member b. Grand Western Canal Group	15

No report has been received at the time of publishing the agenda.
It should be noted that Councillor Radford is now in the election period.

HALBERTON PARISH COUNCIL

Item		Report pages
7	Devon County Council matters To receive a report from the DCC Council Member	16 to 18

Halberton DCC Report April 2023

Devon is to receive an extra £9.4 million from the Chancellor's budget, to help fund vital highways maintenance.

The county's share of the additional £200 million capital funding is the largest among County and County Council Network unitary authorities.

Our Leader, Councillor John Hart, said:

"I'm delighted that the Chancellor has announced extra money for us to tackle potholes.

"I'd like to thank all our MPs for their support, especially those identified by the Chancellor who he said had lobbied very strongly on our behalf."

Councillor Stuart Hughes, Cabinet Member responsible for highway maintenance, said that this winter's weather has had significant impact on the condition of Devon's 8,000 mile road network.

"We've seen the worst conditions for potholes, with torrential rain and very cold snaps that have played havoc with the condition of our roads.

"We welcome this additional funding, which will contribute to our extensive maintenance and repair programme for what is the longest road network in England."

We also welcome the Chancellor, Jeremy Hunt's, nod towards councils taking on additional powers and responsibilities.

Councillor Hart said:

"I also welcome the Chancellor's decision to consult on whether local councils should take on the powers and responsibilities of the Local Enterprise Partnerships.

"I firmly believe that democratically-elected local councillors are best placed to deliver on what their communities need and I am very keen to strengthen our economy so we can help provide good, well-paid jobs and opportunities for our residents and our businesses.

"And in a rural county like Devon where so many people need a car, it was important that the Chancellor continued to freeze fuel duties," he added.

A landmark devolution deal for the greater Devon region, which transfers new money and powers into the hands of local Leaders across Devon, Plymouth and Torbay, has moved a step closer today with the backing of the Government's Levelling Up Minister Dehenna Davison.

Outline approval has been given for a Devon-wide devolution deal which could bring greater local control and allow partners to tap into additional resources to help tackle key local priorities such as affordable housing, better public transport and connectivity, and providing for the skills that the local economy needs.

Importantly, the deal would not require a change to the established democratic structures across the area or the need for an elected Mayor as in other devolution deals across the country.

Instead, the new powers would be devolved to a partnership of existing local Councils who would deliver on a joint programme working alongside a wide range of other local stakeholders.

Local partners across Devon have now been invited to work together to prepare a Final Business Case to present to Government for final approval later in the year.

Any final deal would require local consent with the full agreement of all the constituent Councils as well as Parliamentary approval.

Welcoming the opportunity and Government's backing for a local deal without the need for an elected Mayor, Councillor John Hart, Leader of Devon County Council and Chair of the local Devolution Partnership said:

"This could be an important first step towards getting more local control to deliver on the big issues affecting local people and help us get access to much needed new investment.

"At its heart, it is all about building a better future for our children and young people, creating more opportunities for all, and backing local people and businesses to succeed.

"We have a strong local partnership and a devolution deal would bring new local powers and fresh resources to help us work together to tackle the big local priorities such as affordable housing, better public transport and providing for the skills our economy needs.

"We have been talking with the Government about this for some time and now it's time to deliver."

Devon County Council has secured additional funding to help households weather the rising costs of living, to help pay for food, energy and other essential items.

This is the fourth tranche of the government's Household Support Fund that we've been able to secure.

The latest bid amounts to a little over £10 million, to cover the period from April 2023 until March 2024. It will take Devon's total level of Household Support Funding received so far to just over £25 million.

The funding is to support households in most need that are struggling to pay for food, energy, water bills and other related essentials. And specifically, those households that may not be eligible for other support that is already available from the government.

We have to submit plans mid-May to the Department of Work and Pensions, setting out how we, with our Team Devon District and City councils and other voluntary and community partners, will make the latest funding available. Plans are expected to include:

- a funding allocation to specifically support families in receipt of Free School Meals, to provide food vouchers that can be exchanged at supermarkets to buy food during school holidays. 20,000 children in Devon were eligible for free school meal vouchers during the last holidays
- some funding will also go to provide financial support for food, energy and other essentials to eligible low income households with children and young people, via the County Council's Early Help service.
- Team Devon's District/City councils will plan to continue helping households that are in greatest financial need and struggling to pay for food, energy and other related essentials. They will publicise further details soon, once plans have been finalised
- Citizens Advice Devon will continue to receive funding to support households that are using pre-payment and credit meters, to help with energy costs
- working with the Sustainable Warmth project, the fund will also be used to pilot a scheme to provide minor but rapid energy efficiency improvements to the homes of eligible households

- and the Devon Community Foundation is exploring how best to deploy funds to voluntary and community organisations that support specific groups who may struggle to access the help and support they need

I continue to work closely with Cllr Ray Radford, DCC and MDDC planning officers on the Bycott Farm AD application. We had a useful meeting recently and continue to monitor the situation.

I am also pleased to see that some of the worst potholes and safety defects in Halberton have now been repaired following my meeting with the Head of Highways.

As always any questions please feel free to contact me.

Colin Slade
Devon County Councillor for Tiverton East
Colin.slade@devon.gov.uk
07948 432942

HALBERTON PARISH COUNCIL

Item		Report Pages
8	Police matters To consider any correspondence from the Police and Crime Commissioner and the Council Advocate Scheme	19

All correspondence regarding Item 8 has been sent to Councillor Furmedge for inclusion in the 'digest'.

No items for decision have been submitted.

Verbal report from Councillor Marshall on the Council Advocate Scheme and Crime Report.

HALBERTON PARISH COUNCIL

Item		Report Pages
9	Vacancies on the Parish Council To consider and, if agreed, approve any applications received.	20

Report from the Clerk:

Vacancies on the Parish Council will be filled through the election process.

All Councillors had been sent the paperwork together with reminders to submit their nomination form.

Nominations closed on 4 April 2023.

A notification as to whether or not the council is inquorate/quorate or going to election is likely to be received prior to the next meeting but not in time to publish in the agenda.

HALBERTON PARISH COUNCIL

Item		Report Pages
10	10 Consideration of Mid Devon District Council's planning applications The planning application with its supporting documents and comments made by the public and other consultees which are published on the MDDC planning website prior to the meeting will be considered as part of the Council's deliberations on planning applications.	21 to 23

New applications:

23/00453/FULL

Proposal: Installation of external cladding on agricultural building
 Location: Land and Buildings at NGR 298963 111747 Manley Farm Manley Lane Tiverton
 Site Vicinity Grid Ref: 298948 / 111794
 Parish: Halberton 25

Deadline for comments – 7 April 2023 – extension granted to 12 April

23/00459/HOUSE

Proposal: Erection of two-storey extension and extension to conservatory
 Location: Battens Farm Sampford Peverell Tiverton
 Site Vicinity Grid Ref: 302584 / 113381
 Parish: Halberton 25

Deadline for comments - 11 April 2023 – extension granted to 12 April

23/00472/FULL

Proposal: Erection of an agricultural building to house cattle (606 sq. m)
 Location: Land and Buildings at NGR 300310 114566 (Widhayes Farm) Upplowman
 Grid Ref: 300285 / 114556
 Parish: Upplowman 54

Deadline for comments: 18 April 2023

Existing applications:

22/02102/MFUL

Proposal: Construction of on-farm anaerobic digestion plant with associated equipment and works
 Location: Land at NGR 300535 112291 (Bycott Farm) Lower Town Halberton

A significant amount of new documentation has been submitted for this application.

Deadline for comments is: 19 April 2023

22/02374/MFUL

Proposal: Construction and operation of a solar photovoltaic (PV) farm together with associated works, equipment and infrastructure
 Location: Land at NGR 301974 110937 Dean Hill Road Willand

Diggers on site

This relates to the archaeological investigation agreed with the county archaeologist and should take about 6 weeks.

The application is being monitored for additional documentation.

There have been documents added:

- Scheme of Investigation for Archaeological Evaluation
- Landscape Consultation Response

22/00665/MFUL

Retention of silage clamp and erection of roof over

Land at NGR 299554 112915 (Red Linhay) Crown Hill Halberton Devon

The Clerk was still awaiting a response regarding the questions raised by the Parish Council with regard to the planning conditions placed on the application and the latest request for a response also went to Richard Marsh as requested.

Both Councillor Radford and the Clerk had sent emails regarding the re-instatement of the Ad Liaison Group and again responses were awaited.

The Parish Council were in favour of a Working Group being set up to monitor information from the AD Plant.

Forward notification of planning applications:

Decharge Ltd

Land at Greenway, Tiverton, Devon

Temporary Inert Landfill and Construction Waste Recycling Facility

CarneySweeney Planning is writing to you on behalf of Decharge Ltd to tell you know about its proposal to create a facility for construction waste recycling and inert (soil and stones) landfill on about 12 ha of land at Greenway. The site is outlined in purple on the plan below. Tiverton is approximately 5km to the west, Halberton is some 1km south, farm buildings are about 400m and 500m west of the site respectively and the A361 is around 200m to the north.

Other planning matters:

Crow Green

A retrospective planning application was received and considered at the last meeting. An outcome is awaited.

Five Bridges with Enforcement

The Orchard – the following response has been received:

The Orchard Car Parking Spaces – 22/00115/BRE.

I am now in a position to respond to your email below in connection with the above matter.

Having looked at this case in great detail, and I can also confirm that I have had a long discussion with the Director of 3 Rivers, together with a site visit a couple of weeks ago unaccompanied.

Following Angharad response below I have highlighted the part which is most relevant to this matter.

I also had this clarification from Angharad.

Dear Sue,

Further to your email below, I can advise that the spaces were conditioned to be maintained and retained as part of the development. However, as noted in the email below, there was no condition saying that the spaces had to be used solely by the residents of the development.

I believe therefore that the spaces must be retained and maintained for the lifetime of the development but are not solely restricted to the residents of the development.

I trust this is helpful,

Kind regards,
Angharad
Thank you.

From 3 Rivers perspective, in respect to the 6 separate parking spaces subject to your email, they have concluded that, they are acting within their rights to sell off these 6 parking spaces to residents outside of this development. They also confirm, that within the sales details of each parking plot, there is a condition that specifically states, that the purchaser of each of these parking spaces must retain and maintain each space as a parking space.

Due to the fact that the 3 Rivers Association actually owns these 6 spaces, I cannot see any reason why in that if they wish to do so, and decide to sell these parking spaces, even though the condition on the planning decision for this development states that they must be retained and maintained, this may be a legal matter, but if the owner of land (3 Rivers) decides to sell parts off, then that is their right to do so.

The 3 Rivers Association do not agree that these parking spaces where there specifically for the general public to use, (whilst in their ownership) to ease the traffic and parking issues within Halberton.

They have confirmed that 1 parking space has been sold to a resident who lives on the opposite side of the highway, which in their view has already eased the resident parking issue, and it is their intention to sell off the other parking spaces for nearby properties.

Notwithstanding the above, and I may be wrong, but I do not consider that the Council have any control to say on this matter and I therefore do not believe a breach of condition has occurred, and therefore this matter is outside of the Councils control.

It would appear that as long as the sales description for each parking space includes (retain and maintain) as a parking space, then I cannot see any further action that can be considered.

I hope the above has clarified this matter however, if you are not in agreement with this response I would suggest that that perhaps you write to the 3 Rivers partnership and ask for this matter to be made clear to you in writing if you wish to consider further challenges.

Pleasant Streams with Enforcement

Heron's Bank with Enforcement

The Clerk is in communication with Enforcement on the items above.

HALBERTON PARISH COUNCIL

Item		Report Pages
11	Consideration of Mid Devon District Council's Planning Decisions	24

The following decisions have been received:

23/00133/HOUSE - APPROVED

Proposal: Alterations to roof to create additional living accommodation, installation of bi-fold doors on south elevation and French doors on west elevation

Location: Cruwysshayes Brithem Bottom Cullompton Devon

22/02352/FULL - APPROVED

Proposal: Erection of an agricultural livestock/storage/workshop building following demolition of existing sheds

Location: Land and Buildings at NGR 300992 111074 Culters End Ash Thomas Devon

23/00059/FULL - APPROVED

Proposal: Erection of 2 dwellings

Location: Land and Building at NGR 303260 113260 Nr Venn Farm Sampford Peverell

HALBERTON PARISH COUNCIL

Item		Report Pages
12	Highways matters and the Road and Snow Warden Schemes	25

Update and any new matters to report excluding those reported under the Traffic Committee:

a. Potholes

Potholes continue to be reported online to Devon County Council.

Repairs have taken place across the Parish.

b. Herne Bridge

No new date for the closure of Herne Bridge has been received.

d. Road Warden Scheme

Equipment

The Clerk has sent the order to DCC Highways and is awaiting confirmation to proceed.

Action: Councillor Browse/Clerk

Training

Action: Councillor Batchelor to undertake initial training

Action: Councillor Furmedge to undertake Chapter 8 and strimming training

e. Snow Warden Scheme

Call for volunteers to assist Councillor Batchelor in his role as Snow Warden on social media and in the Newsletter.

Action: Councillor Batchelor/Furmedge/Marshall

HALBERTON PARISH COUNCIL

Item		Report Pages
13	Amenity matters	26 to 28

Update and any new matters pertaining to the amenities located within the parish.

a. Platinum Jubilee Car Park

Actions required:

- i) Gravel base to be put under noticeboard (Councillor Batchelor)
- ii) Sign for noticeboard (Clerk)
- iii) Contact with MDDC to see if planning permission was needed to clear trees along the southern edge of the car park. A response was awaited.

b. The Mead

i) The Heads of Terms agreement for the new lease has been returned to Norse South West. Any amendment to that agreement will require the approval of the Farm Committee and a decision will be advised as soon as possible.

The question of when the equipment could be installed has also been asked.

ii) The goalposts need to be installed:

Quote received:

Erect 12 harris fence panels six around each goal post

Break out the existing post and take apart.

Form 4 new sockets as required and back infill the 2 old ones as the new cross bars are longer.

Essemble the new post at each end.

Stand in place and brace upright but with the cross bar falling to the field level.

Concrete both in place and leave to set for 2 days, Note concrete to be kept 100mm down to allow the grass to cover.

Remove the old post from site.

Take down harris fencing and off hire.

All for the sum of £533.31

Once the Heads of Terms agreement is in place:

i) quotes for potential equipment

ii) quotes for installation of path from the car park to the Mead

iii) quotes for changing rooms and a decision on location – the Mead or the Car Park

c. Community Growing Area

A decision on the possibility of changing the location of the growing area is awaited.

d. Halberton Children's Recreation Ground

The minutes of the Annual General Meeting on 14 March 2023 have been circulated to the Parish Council.

The ROSPA report has been circulated to the Parish Council.

Work on the bank account is ongoing but all documentation has been completed.

Actions required:

- i) repair of fence where hedge has been removed (Councillor Saunders)

- ii) update on installation of new equipment and financing (Councillor Campbell)
- iii) monthly safety report (Councillor Ayre standing in for Councillor Campbell)
- iv) set up meeting of the working group

e. map of 5k run and adult gym equipment

on hold

f. Footpaths

Definitive Map Review and P3 return

Footpaths - report and verbal update from Councillor Furmedge

- Existing paths walking audit update

There are still a number of footpaths that need to be walked/audited to identify any significant/costly issues that require funding or actions from DCC and/or a P3 working parties to resolve.

However as there have been no reports from members of the public, except some outstanding issues on protruding nails/barbed wire on the styles and repairs required to the dog gates on the paths north of Halberton Village leading to the canal which need to be reviewed.

Verbal update and decision discussion

What to do re submission to DCC. Propose we request a further extension to time for submission, if this is not possible we submit a request for funds to complete the minor repairs required and request DCC review the more significant items with a view to action themselves.

- Old paths DMR update

Since last meeting there has been little progress. We are still attempting to obtain factual evidence for the old paths. We have some user evidence and some strong mapping evidence of past paths. Some title deeds (for Town Mill) have been obtained that unfortunately do not contain any details of the old paths.

A sub-group of the DMR working group is to visit the Devon Archives on 6th April to review some documents for further evidence that the parish council maintained the paths in the past.

Verbal update and decision discussion

Request to spend <£20 to gain access to a title deed/plan for existing paths to identify if title deeds usually reference paths.

g. Cemetery

- i) notices regarding the work to be done to flatten the graves (ongoing)
- ii) safety inspection of the gravestones (organised but not completed)
- iii) planting of the monkey tree

h. The Pigeons/Muxbeare Lane

Following on from the last meeting, the Clerk wrote to MDDC to confirm:

- a) the pricing for the bin at Ash Thomas. A response is awaited.
- b) request the change of bin at Muxbeare Lane. A response is awaited.

Ash Thomas Village Hall Committee feel that a bin in Ash Thomas would be better placed in the centre of the village and believe it is a matter for the Parish Council.

i. Noticeboards

- i) location of second noticeboard (Hitchcocks or Farm Shop) (Councillors Batchelor)
- ii) access to the noticeboard at Brithem Bottom (Councillor Batchelor)

j. Defibrillators

The Memorandum of Understanding has been received, signed by the Clerk and returned.

k. Landmark Tree

A Hornbeam has been delivered to the Clerk and is ready for planting. (Councillor Batchelor)

It had been resolved to purchase a tree for the Pigeons (Ash Thomas).

l. Flies in Lower Town

A response has been sent to the resident concerned.

m) Wildlife areas in the parish (Wildlife Warden)

General discussion on improving the wildlife areas in the parish, the Wildlife Warden project and the Hedgehog Project details of which had been circulated to the Parish Council.

n) Broken railings at the pond

Broken railings at the pond have been reported to DCC.

HALBERTON PARISH COUNCIL

Item		Report Pages
14	Community items	29

To consider any other community matters.

a. Council IT tools Working Group to include Facebook page/Website/Communicating with Parishioners (Councillor Furmedge)

IT Tools - report and verbal update

Collaboration tools

Since last meeting no further migrations have taken place due to time constraints.

Verbal update and decision discussion

Propose all post election councillors are setup in new system only. If they are existing councillors data will be migrated.

Website/Facebook

Ability for residents to subscribe to receive an email for planned road closure notifications is now live.

b. Internet connectivity Working Group (Councillor Furmedge)

Internet / Airband

Airband had a public webinar 30th March. The key take-aways :

- Some planned overhead pole work taking place within the parish over the coming months.
- Target is August 23 to complete infrastructure
- Some properties will be able to join the network earlier as infrastructure is made live incrementally.
- Prices range from £27 per month (150Mbps) to £45 (900Mbps)
- Airband is able to assist with the cost of early termination with existing ISPs
- Properties that are not "contacted" as part of CDS maybe able to join Airband if infrastructure is nearby, but this will be subject to survey.
- There is currently no VoIP package but Airband are reviewing. Note a VoIP package is required as the FTTP fibre does not provide a landline telephone option if this is required at a property.

c. Neighbourhood Watch Scheme (Councillor Marshall)

d. Anaerobic Digester Liaison Committee

A response regarding the re-instatement of the committee is awaited from Mid Devon District Council.

e. Parish Boundary Review

Formal notification of changes were received. The map provided did not correspond to the written description of the areas leaving the parish and a new notification with the correct map is awaited.

e. Willand Neighbourhood Plan

The following email has been received:

As you know Willand is preparing a Neighbourhood Plan. The area concerned had to be agreed by MDDC, and is that contained within our current parish boundary.

We are just about to enter the final lap of formal consultations and external inspection. MDDC have advised us that the fact that the boundary will soon be slightly different from the one we have permission to use may cause us technical difficulties during the next stage of the process.

The process has taken longer than we wished, largely because of COVID, and we really keen for this next period to move as quickly as possible. We want to apply for the area to be changed now so that the formal consultation procedure about that can save time by running alongside other necessary processes.

In order to do this we need your permission to include in our Plan area the very small part of Halberton Parish that will become part of Willand after the boundary change. It would help us considerably if Halberton could formally agree to this as soon as convenient.

HALBERTON PARISH COUNCIL

Item		Report pages
15	Traffic Committee The Traffic Committee met on 5 April 2023.	30

The minutes of the last Traffic Committee meeting will be circulated to the Parish Council prior to this meeting.

a. Road safety in the vicinity of Lower Town

A response is awaited from Devon County Council/Norse South West on drawing up a contract to obtain the land needed for the proposed pavement in Lower Town.

b. Flashing lights at the school/pedestrian crossing at the Village Hall

A response is awaited from Devon County Council.

c. 20mph Expression of Interest

The outcome of the revised 20mph Expression of Interest covering Lower Town is awaited.

d. 20 is plenty for Devon

A meeting will take place on 24 April 2023.

Reminder: The signs for bins, cars and windows are available from the Clerk.

e. Pedestrian Safety

i) Halberton Community Association have purchased hi-viz waistcoats and 20 are being delivered to the school as requested.

ii) Letters have been sent to residents whose hedges require cutting back from the road and one hedge has been cut and another is being cut.

lii) Pavement at The Hickory Inn

An initial email has been sent to DCC. The barrier is scheduled to be repaired/replaced.

The Traffic Committee will consider a quote for monitoring the traffic through the high street and vibration and noise levels at a cost of £2400 plus VAT and will report to the Parish Council. If it is felt worthwhile then further quotes will be obtained.

f) any other items arising from the Traffic Committee meeting

HALBERTON PARISH COUNCIL

Item		Report pages
16	Newsletter Working Group The Newsletter Working Group will meet again in May.	31

Councillor Marshall will report on the workload involved.

HALBERTON PARISH COUNCIL

Item		Report pages
18	Financial accounts 2022/23	32 to 33

a. Financial report 2022/23 for March 2023

Due to the Easter Holidays this agenda is being published prior to the month end and includes information up to 29 March 2023.

Following the end of the month, the accounts for the year 2022/23 will be circulated to the Parish Council.

Income received 1/3/23-29/3/23

Current account	
Newsletter	£ 439.50
Transfer	£5000.00

Reserve account	
Interest (March)	£ awaited

Payments cashed in March:

Utility Warehouse (DD)	£ 8.83	
MDDC (DD)	£ 15.96	
Brightsea (2548 - Newsletter)	£ 944.00	
S McGeever (2562 - wages less tax plus fasthosts)	£ 457.47	
Bank charges	£ 11.80	
HMRC (2563 - income tax/employee NIC)	£ 77.23	
Source for Business (2561 - cemetery water bill)	£ 12.53	
Countrywide (2560 - February invoice)	£ 456.00	
Halberton Village Hall (2566 - meeting room)	£ 188.00	
SJ & DM Diggle (2564 - Electrics – Jubilee Car Park)	£1065.17	
DALC (2559 - Councillor Campbell – DALC courses)	£ 54.00	
DALC (2559 - Councillor Campbell and Clerk – DALC courses)	£ 54.00	£3344.99

Outstanding cheques:

CAB grant (2021/22 – 2449 re-written on 2510)	£ 200.00
South West Ambulance Service (Defibrillator)	£2160.00

Bank balance at

	28/2/2023	29/3/2023
Current	£ 1242.22	£ 3345.56
Reserve	£31644.92	£26670.41

	Current account	Reserve account
Opening balance	£1251.05	£31644.92
Receipts (inc transfer)	£5439.50	£ 25.49
Payments	£3344.99	£ 5000.00 (transfer to current account)
Closing balance	£3345.56	£26670.41

As at 7 March the balance in the current account was at £343 and thus a transfer was made to cover March payments.

A further transfer will be made to cover April payments given the defibrillator and other costs associated with the car park.

b. Payments to approve (Council):

DALC Attendance of Iain Campbell at the Being a Good Councillor 4 webinar on 20/03	£ 18.00
I Awcock (foundations at Jubilee Car Park)	£356.21
C Graham (Newsletter distribution)	£ 30.00
Devon County Council x 2 invoices for Cordwents	£ 75.00
S McGeever (wages/Fasthosts) less tax	£456.90
HMRC	£210.40

c. Bank signatories/change of bank

Following the decisions made at the last meeting, work to switch banks is ongoing.

d. NALC pay award and review of Clerk's hours

The Clerk has circulated time sheets for the period from 1 April to 28 February 2023 showing the hours worked and the additional hours worked. The latest time sheet has been itemised in greater detail for two of the weeks to show how a working session is divided between tasks.

A meeting with Councillors Batchelor and Furmedge is due to take place.

e. Membership of DALC

The annual cost will be £460.28.

Councillors to vote on continued membership.

f. Internal Audit

Documentation for the internal audit has been requested by 11 April 2023.

g. External Audit

Halberton has been chosen for the intermediate review 5% sample.