

Haccombe-with-Combe Parish Council

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Minutes of the Annual Meeting of the Parish Council held on Zoom on 5 May 2021 at 7.30pm

Present: Councillors Boarer (Chairman), Bunce, Evans, Hosking, Humble, Hussey, Pattinson and Saunders

Also present: Elizabeth Deane (Hearn Field Committee Chairman) and three members of the public

Clerk: Suzanna Hughes

050521.01 ELECTION OF CHAIR

Cllr Boarer advised that he wished to stand down from the position of Chair.

It was proposed by Cllr Boarer, seconded by Cllr Bunce and unanimously agreed by all members present and voting that Cllr Humble is elected Chair.

050521.02 ELECTION OF VICE CHAIR

It was proposed by Cllr Humble, seconded by Cllr Pattinson and unanimously agreed by all members present and voting that Cllr Boarer is elected Vice Chair.

050521.03 DECLARATIONS OF ACCEPTANCE OF OFFICE

It was agreed that the Chairman and Vice Chairman would sign their declarations of acceptance of office at the next face to face meeting.

050521.04 APOLOGIES FOR ABSENCE

- District Councillor Haines
- County Councillor Dewhurst
- County Cllr Hook
- PC Orchard

050521.05 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Members were reminded of their responsibility to continually update their Notice of Registerable Interests and to declare any disclosable interests, including the nature and extent of such interests they have in any items to be considered at this meeting. Members were reminded that unforeseen requests for a Dispensation to be considered at this point only if there was no way a member would have been aware of such before the meeting.

There were no declarations of interest or requests for dispensation.

050521.06 OPEN FORUM

Representations were made regarding the parking of a motor home in the parish car park about which there had been a disagreement. It was agreed that the Council should discuss the rules of the car park and whether or not motor homes should be restricted.

050521.07 POLICE REPORT

Reported crimes from 01/04/2021-28/04/2021

There were no crimes recorded in Combeinteignhead during this period.

Other matters

Please report any suspicious persons/activities and record vehicle registration details if used. Please contact the police on 999 if the incident is happening there and then, or by 101 (emailing is quicker) if it is historic.

PACT meetings will resume soon, subject to Government lockdown guidance. Hopefully, we can get together in June 2021.

Shellfish Gathering/Harvesting-River Teign and River Exe

On Monday 12th April and Tuesday 13th April 2021 multi-agencies addressed the ongoing shellfish/harvesting concerns by attending the rivers Teign and Exe. Representatives from Environmental Health, Gangmasters and Labour Abuse Authority, members from your Local Neighbourhood Policing Team along with local Councillors met to discuss the ongoing concerns highlighted by local parish members and residents. Gavin Fearby of Environmental Health has provided a detailed leaflet/map (attached) to provide education moving forward. A more detailed report will be shared in due course, however if there are any concerns, please do not hesitate to contact the Local Neighbourhood Team.

Community Speed Watch

Local volunteers have been active again within the Parish since the easing of lockdown restrictions. Any volunteers would be welcome moving forward to assist the team.

Monthly Themes

We are aware that across the county this month it has been busy with both residents and visitors enjoying the outdoors. This situation will obviously increase as we move out of lockdown. Natural England re-launched the 'Countryside Code' in an aim to highlight some of its key messages and would like to promote a 'protect, respect and enjoy' campaign. Please could we advertise this to the wider community and ensure our beautiful surroundings are protected.

Equine Crime

Equine-related activity attracts criminals due to the high value of animals, equipment and transport. This has a financial and emotional impact on all concerned and can affect animals and owners long after an incident has taken place. Reduce equine crime with simple crime prevention measures. Farmers, horse owners, rural businesses, and members of the public should be vigilant in the countryside reporting any suspicious activity to the police noting vehicle details and descriptions.

Poaching

Again, this month we are looking to 'target' local **poaching issues/rural wildlife crime** in and around the area. If you see anything suspicious, please report as soon as possible. Any information would be greatly appreciated to assist with our plans moving forward.

050521.08 DISTRICT AND COUNTY COUNCILLORS' REPORTS

There were no County or District Councillors present at the meeting.

Cllr Hook sent the following written report:

TDC has been granted £9.2m from government for the High Street Regeneration of Newton Abbot. Various plans are being proposed, the details of which remain to be resolved, but include a new 4 screen multiplex cinema. The government has accepted our plan in principle and as a unit...i.e. it isn't a "pick 'n' mix". We either do the whole package or we don't do anything. Remarkably, in my opinion, a few Cllrs are opposed to the plans and are happy to reject the money. We also have recently been granted £2m plus to help towards reducing the carbon footprint of Forde House and improving the heating system of FH (eg. a new boiler is needed, as current one at "end of life"). As you know the administration places fighting climate change high on its agenda, and this will help considerably by reducing carbon emissions by over 90% and reducing fuel bills. Thank you for all you and members do for the community. As I'm not seeking re-election, this is "goodbye" from me as County Councillor. However, as still on Teignbridge Council always happy to hear from anyone if I can help in any way.

050521.09 DELEGATE REPORTS

- 9.1 Councillor Advocate Scheme – Cllr Hussey informed members that the police have issued two leaflets relating to the Countryside Code, a poster relating to of an ebay tractor scam and details of equine crime. He will put these on the noticeboards. The G7 summit is very much the of focus for the police at the moment. There is a lot information on the police website about digital crime and the police have a cyber protection team. He suggested liaising with Cllr Evans about putting something on the website.
- 9.2 Defibrillator – Cllr Pattinson advised that the defibrillator is now fully functioning. The batteries and pads have been replaced and the Ambulance Service has been informed. Cllr Pattinson will check it monthly.
- 9.3 Car park maintenance – Cllr Humble advised that the shrubbery has now been cut back. Cllr Boarer is in the process of obtaining quotes for retarmacing the entrance to the car park.

050521.10 MINUTES

Members received the minutes of the meeting held on 31 March 2021 and authorised the Chair to sign them as a true and accurate record of that meeting.

050521.11 ROLES AND RESPONSIBILITIES

11.1 Planning

It was agreed that it was not necessary to form a Planning Committee and that all councillors would be involved in the consideration of planning matters.

11.2 Hearn Field Committee

It was agreed that Cllrs Boarer, Evans and Hussey would represent the Parish Council on the Hearn Field Committee with the Chair as an ex officio member.

11.3 Village Hall

It was agreed that the Chair would liaise with the Chair of the Village Hall Committee.

11.4 TALC

It was agreed to rotate attendance between members should there be any items relevant to the parish.

11.5 Website & Social Media

It was agreed that Cllr Evans will co-ordinate the website and social media with Cllrs Hussey and Saunders supporting. Cllr Hosking has been set up as co-administrator on the Combeinteignhead Facebook page. It was agreed that the Council should clarify its policy on what should be posted on the Facebook page and give some thought about its name and whether it embraced the whole parish.

11.6 Snow Warden & Sandbag Co-ordinator

It was agreed that Cllr Boarer would continue in these roles with assistance from Cllr Bunce.

11.7 Emergency Plan

It was agreed that Cllr Hussey would continue as the guardian of the Emergency Plan.

11.8 Parish Paths Co-ordinator

It was agreed that Cllr Bunce would take over as the Parish Paths Co-ordinator. The Chair will hand over to Cllr Bunce and walk the paths with him.

11.9 Defibrillator

It was agreed that Cllr Pattinson would be the guardian of the defibrillator, carrying out the weekly checks and reporting to the Ambulance Service.

11.9 **Parish Trees**

It was agreed that all members would share responsibility for monitoring trees near them between tree surveys particularly after poor weather/ storms with Cllr Hussey co-ordinating. The latest tree survey would be circulated to members as a reminder of the trees for which the parish is responsible.

11.10 **Councillor Advocate Scheme**

It was agreed that Cllr Hussey would continue to represent the Parish Council on the Councillor Advocate Scheme.

11.11 **Climate and Environment**

It was agreed that Cllr Saunders would lead on this with Cllr Hosking assisting.

050521.12 REVIEW OF PARISH COUNCIL GOVERNANCE DOCUMENTS

12.1 **Standing Orders**

No changes were proposed.

12.2 **Financial Regulations**

No changes were proposed.

12.3 **General and Financial Risk Management**

The following amendments/additions were agreed:

- Include the preventative CCTV measures at Hearn Field
- State that the Council has a fully compliant, public service recognised website
- Reference to be made to the shift from cheque to online payments and the process followed

12.4 **Statement of Internal Control**

It was agreed to amend the details of the internal auditor to reflect that this is now carried out by Lee Accounting (SW) Ltd.

12.5 **Fixed Assets Register**

Members reviewed its Assets Register. The following amendment was agreed:

- Reduce number of benches from three to one – value would be reduced accordingly

12.6 **Investment Strategy**

No changes were proposed.

12.7 **Anti-fraud and Corruption Policy**

No changes were proposed.

12.8 **GDPR**

It was queried whether the privacy notices should still refer to the European Union. It was agreed that the clerk would check this with DALC.

050521.13 PLANNING

13.1 **New applications/appeals**

13.1.1 21/00853/CAN – Greenacre, Combeinteignhead
Fell two silver birch

Members had no objections to this application.

13.2 **Decisions**

13.2.1 21/00510/HOU – 12 Chestnut Drive, Newton Abbot
Replace existing conservatory with single storey rear extension and link to existing garage

Members noted that TDC has granted conditional planning permission.

13.3 Other planning matters

Update on Higher Osier Court – members received and noted further information circulated by Cllr Bunce and the response from the planning officer. It was agreed that this should be added to the next agenda for a further update.

050521.14 FINANCE & GOVERNANCE

14.1 Expenditure

The following payments were approved:

Payment Type	Payee	Details	Amount
DD	Opus Energy	Hearn Field electricity (April)	£21.68
DD	Clerk	Salary (April)	£240.58
BACS	S Pattinson	Defibrillator pads and batteries (reimbursement)	£142.80
BACS	Refund for HF booking fee	Hearn Field	£140
BACS	Lee Accounting (SW) Ltd	Internal audit of accounts	£108
BACS	Came and Company	Insurance (yr 3 of 3 yr LTA)	£665.23
BACS	T Boarer	Mower fuel	£77
BACS	Hulls Landscapes	Removal of a branch - Hearn Field	£48
BACS	Andy Barnes	Cutting and removal of growth in village car park	£120
Taken from 1 st instalment of precept	DALC	Annual membership	£216.84

14.2 Income

Members noted income received (27 March – 29 April 2021):

Received	Received from	Details	Amount
6 April 2021	Western Power	Wayleave	£20.24
9 April 2021	Lloyds	Interest	£0.11
28 April 2021	TDC	1 st instalment of precept	£3997.61

14.3 Bank Balances at 29 April 2021

Current account	Savings account	Sea Wall account	Total
£19,320.40	£12,462.91	£4,327.23	£32,965.19

14.4 Audit 2020/21

14.4.1 Members received and noted the year end bank reconciliation.

14.4.2 Members received and noted the internal auditor's report and agreed that the internal audit arrangements provided by Lee Accounting (South West) Ltd provides excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with their appointment as the Internal Auditor to the Parish Council.

14.4.3 Members completed and approved Section 1 of the Annual Return (Annual Governance Statement 2020/21) and authorised the Chair and Clerk/RFO to sign it.

14.4.4 Members received, approved and authorised the Chair and Clerk/RFO to sign Section 2 of the Annual Return (Accounting Statements 2020/21).

050521.15 HEARN FIELD

The Chairman of the Hearn Field Committee reported as follows:

Fencing

The fence behind the pavillion is almost completed. This will make the back of the building more secure and allow for the development of the garden area.

Tree at Combe cellars entrance

During recent storms a very large branch, quite high up in the tree, partially snapped and was hanging over Combe Cellars Lane. As soon as we noticed this and established that it was a potential hazard (and unfortunately out of reach of even ladders) we contacted Hulls Landscapes who came the next day and removed it.

Bookings

The Reach Outdoors booking for the end of May has been postponed to 2022 as the Covid regulations still in place for that period make proceeding with the event not practicable. We are pleased that Reach Outdoors have already pencilled in a number of dates for next year. Their remaining two bookings for this year stand.

Bench

A garden bench, much used in the covered area of the pavillion, was showing signs of wear and was repaired by a volunteer about 8 weeks ago. One day last week, either as a result of boisterous use, or deliberate vandalism, it completely collapsed and is now beyond repair ...at least for public use.

The family of the late Barbara Boyd had already offered purchase a new one in her memory so we shall hope to replace the broken one with something more robust. Members were happy for Liz to continue liaising with the family.

Outdoor theatre events

Cllr Evans advised that tickets for the two outdoor events scheduled for June and July are available to buy online (19th June – Dr Dolittle; 10th July – HMS Pinafore).

050521.16 HIGHWAYS AND FOOTPATHS

Cllr Bunce will take over from Cllr Humble as the parish paths co-ordinator.

050521.17 CORRESPONDENCE

Members received email correspondence from David Halpin. It was agreed that the Parish Council has not approved any repairs to the hedge bank and will therefore not be funding the cost of the works that have been undertaken and for which he has invoiced the Parish Council. Devon County Council is responsible for the track referred to in his correspondence and, as stated previously, he will need to contact them to discuss any ongoing issues relating to it.

050521.18 MEMBERS' ITEMS FOR INFORMATION OR GENERAL DISCUSSION, FOR INCLUSION ON FUTURE AGENDAS AND/OR ITEMS REQUIRING URGENT ATTENTION

Members are reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future

None.

050521.19 DATE OF NEXT MEETING

It was confirmed that the date of the next Parish Council meeting is 23 June 2021.

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Chairman