

# Haccombe-with-Combe Parish Council

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## Minutes of the Annual Meeting of the Parish Council held in the Village Hall, Combeinteignhead on 10 May 2023 at 7.30pm

**Present:** Councillors G Humble (Chair), A Cooper-Smith, J Evans, R Hussey, C Hall (joined the meeting at item 5), H O'Regan, S Pattinson & M Wakefield

**Also present:** There were two members of the public present.

**Clerk:** Suzanna Hughes

### **100523.01 ELECTION OF CHAIR**

It was proposed by Cllr Evans, seconded by Cllr Hussey and unanimously agreed by all members present and voting that Cllr Humble is elected as Chair. Cllr Humble accepted the position and signed her declaration of acceptance of office.

### **100523.02 ELECTION OF VICE CHAIR**

It was proposed by Cllr Humble, seconded by Cllr Hussey and unanimously agreed by all members present and voting that Cllr Pattinson is elected as Vice Chair. Cllr Pattinson accepted the position and signed his declaration of acceptance of office.

### **100523.03 DECLARATIONS OF ACCEPTANCE OF OFFICE**

Declarations of Acceptance of Office were signed by all members present.

### **100523.04 APOLOGIES FOR ABSENCE**

Apologies were received from:

- Cllr S Brampton
- Harriet Martin

### **100523.05 VACANCIES UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS**

Members received two applications for co-option to the remaining two vacancies in the Urban Ward. It was agreed to co-opt Harriet Martin and Camilla Hall. Camilla signed her declaration of acceptance of office and joined the meeting. Harriet was not present at the meeting.

### **100523.06 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

All members were reminded of their responsibility to complete a Register of Interests form and return it to Teignbridge District Council by 1 June 2023.

Members were invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct. None were declared.

There were no requests for dispensation (unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting).

### **100523.07 DELIVERY OF AGENDAS BY EMAIL**

Consent was obtained by all members present to deliver agendas by email.

### **100523.08 OPEN FORUM**

Members of the public spoke about the planning applications to be discussed at items 16.1.1 – 16.1.3. Particular concerns were raised about the recent hedgerow removal, access, the visible impact of solar array and inaccuracies within the application. The Parish Council was advised that the wildlife surveys which were commissioned after the removal of the ancient hedgerows and therefore do not accurately reflect the activity of wildlife living in that area.

## **100523.09 MINUTES**

Members approved and authorised the Chair to sign the minutes of the Parish Council meeting held on 5 April 2023 as a true and correct record of that meeting.

## **100523.10 ROLES AND RESPONSIBILITIES**

### **10.1 Hearn Field Committee**

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

### **10.2 Village Hall**

This will remain as a vacancy for the time being.

### **10.3 Website & Social Media**

It was agreed that Cllr Evans will co-ordinate the website and social media with Cllr Hussey supporting.

### **10.4 Snow Warden & Sandbag Co-ordinator**

It was agreed that clarification would be sought from DCC about safe use of the gritter and insurance requirements.

It was agreed to ask Cllr Brampton if he will act as the parish's sandbag co-ordinator.

### **10.5 Emergency Plan**

It was agreed that Cllr Cooper-Smith would be the guardian of the Emergency Plan.

### **10.6 Climate and Environment**

It was agreed that Cllr Hussey would lead on this with support from Cllr O'Regan.

### **10.7 Councillor Advocate Scheme**

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

### **10.8 Parish Paths Co-ordinator**

It was agreed that Fay Hussey would be the Parish Paths Co-ordinator with support from Roger Bunce and Cllr Pattinson.

### **10.9 Defibrillator**

Cllr Pattinson will continue to be the guardian of the defibrillator, carrying out the weekly checks and reporting to the Ambulance Service.

### **10.10 Parish Trees**

Cllr Wakefield will keep a watchful eye over the trees for which the Parish Council is responsible and report any issues.

## **100523.11 REVIEW OF PARISH COUNCIL GOVERNANCE DOCUMENTS**

### **11.1.1 Standing Orders**

No changes were proposed.

### **11.1.2 Financial Regulations**

No changes were proposed.

### **11.1.3 Hearn Field Terms of Reference**

No changes were proposed.

### **11.1.4 General and Financial Risk Management**

No changes were proposed.

### **11.1.5 Statement of Internal Control**

No changes were proposed.

### **11.1.6 Fixed Assets Register**

Members reviewed its Assets Register. It was agreed to do an inventory of sports equipment and add the marquee.

**11.1.7 Investment Strategy**

No changes were proposed.

**11.1.8 Anti-fraud and Corruption Policy**

No changes were proposed.

**11.1.9 GDPR (including Retention of Documents etc)**

No changes were proposed.

**11.1.10 Complaints Procedure**

No changes were proposed.

**11.1.11 Vexatious or Unreasonable Complaints Policy**

No changes were proposed.

**11.1.12 Co-option Policy**

No changes were proposed.

**100523.12 POLICE REPORT**

**12.1 Crime Report:**

No report.

**12.2 Councillor Advocate Scheme:**

The next PACT meeting is at Friday 2 June at 11am on Hearn Field.

**100523.13 DISTRICT AND COUNTY COUNCILLORS' REPORTS**

There were no District or County Councillors present.

**100523.14 DELEGATE REPORTS**

None

**100523.15 FINANCE & GOVERNANCE**

**15.1 Expenditure**

Members approved the following payments:

Payment type	Payee	Details	Amount
DD	Ecotricity	Hearn Field electricity (May)	£110.42
Online	Clerk	Salary (April)	£393.57
Online	Lee Accounting (SW) Ltd	Internal audit of accounts	£108
Taken from 1 <sup>st</sup> instalment of precept	DALC	Annual membership	£258.36
Online	R Hussey	Mower fuel	£30.24
Online	G Humble	Green material	£36.80

**15.2 Income**

Members noted the income (1 April – 4 May 2023):

Received	Received from	Details	Amount
April	Lloyds	Interest	£7.90
April	TDC	First instalment of precept	£4,361.50

**15.3 Bank Balances at 4 May 2023**

Current account	Savings account	Sea Wall account	Total
£19,984.85	£12,495.61	£6,339.73	£37,009.26

(£500 has been transferred into the Sea Wall account from the current account as per the budget)

#### 15.4 **Insurance**

Members received a quotation for the renewal of the insurance. It was agreed to accept the cover at a cost off £865.46.

#### 15.5 **Audit 2022/23**

15.5.1 Members received and noted the year end bank reconciliation.

15.5.2 Members received and noted the internal auditor's report and agreed that this Council is confident 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.

15.5.3 Members completed and approved Section 1 of the Annual Return (Annual Governance Statement 2022/23) which were then signed by the Chair and Clerk/RFO.

15.5.4 Members received, approved and authorised the Chair and Clerk/RFO to sign Section 2 of the Annual Return (Accounting Statements 2022/23)

### **100523.16 PLANNING**

#### 16.1 **New applications/appeals/notifications**

16.1.1 23/00442/FUL– Teign View Barn, Shaldon Road, Combeinteignhead  
Alterations and extensions to the existing dwelling, construction of new garage/store creation of new access, and landscaping

After a discussion, it was agreed that the Parish Council would object to this application on the grounds that it is inappropriate overdevelopment in the countryside. Members also observed its proximity to the Teign Estuary and the impact that the development would have on a designated Coastal Protection Area. The reports relating to bats and birds were also questioned; it was believed that these reports were commissioned after removal of significant sections of ancient hedgerow surrounding the property and therefore do not accurately reflect the activity of natural wildlife in this area.

16.1.2 23/00443/FUL - Teign View Barn, Shaldon Road, Combeinteignhead  
Demolition of barn, conversion and extension of existing stables to three holiday units

After a discussion, it was agreed that the Parish Council would object to this application on the grounds that it is inappropriate, overdevelopment in the countryside. Members also observed its proximity to the Teign Estuary and the impact that the development would have on a designated Coastal Protection Area. The Parish Council also considered the access to be dangerous and not appropriate for the traffic associated with holiday units.

16.1.3 23/00444/FUL – Teign View Barn, Shaldon Road, Combeinteignhead  
Installation of solar panels

It was agreed that the Parish Council would object to this application on grounds of scale and the negative impact it would have on the countryside.

16.1.4 23/00692/HOU – Coombe View, Netherton  
Relocation of LPG tank from rear to front

Members had no comments on this application.

16.1.5 23/00670/LBC – Flat 12, Haccombe House, Haccombe  
Removal of internal stud wall separating kitchen and lounge and new studwork partition in existing bathroom to create a separate utility area

Members had no comments on this application.

## 16.2 **Decisions**

### 16.2.1 23/00510/CAN – Greenacre, Combeinteignhead Fell dead willow

Members noted that TDC has no objections to this proposal.

### 16.2.2 23/00206/CAN – Car Park, Westborough Court, Combeinteignhead Hawthorn – crown reduction of approximately 1.5m from the most extended branches along with pruning back to provide up to 1.5m clearance from the fabric of the adjacent building and crown lifting to approximately 4m over the over car park

Members noted that TDC has approved this work (the previous application to fell the tree was withdrawn following advice from TDC's Arboricultural Officer).

Members were advised that the cost of carrying out this work has increased (compared to the original quotation to fell the tree) from £325 to £400 as more work is now involved. This was approved.

### 16.2.3 23/00198/LBC – The Wynyates, Home Farm Barns, Netherton New party walls and remove current concrete block used to fill previous doorways

Members noted that TDC has refused to grant Listed Building Consent.

## 16.3 **Enforcement**

Members discussed the continued activities on land relating to 22/01635/AGR. It was noted that the Enforcement Officer had advised in previous correspondence (10 March) that he would be writing to the owner of this land to seek clarification on the uses of the caravans sited on this land. Since then, it has been observed that as well as the three caravans, there are now commercial vehicles, a trailer and building materials - none of them seem particularly conducive to agricultural use for an agricultural field with access via an agricultural track for agricultural vehicles. Concerns were also raised about how conspicuous these all are, being on the summit overlooking the estuary and therefore visible from multiple positions. It was agreed that the clerk should write again to the Enforcement Officer requesting that a site visit is made to determine whether planning consent is required.

## **100523.17 HEARN FIELD**

Cllr Hussey circulated a written report as follows:

### The Pavilion – Electrical Safety

Unbudgeted expenditure for approval: There is no evidence of a full electrical inspection of the Pavilion in recent years. Proposal to do this and also check portable equipment for about £400 inclusive.

This was approved.

### Woodshed Cafe

For information and any comments: As per the current agreement, the cafe' calculates its profit using sales receipts less operating costs, but not including the associated cost of power. This profit is split between the cafe and Parish Council. Going forward the cafe has agreed to calculate\* the cost of electricity monthly, report and pay this to the PC as an identified cost item.

\* There's a smart meter in the Pavilion but not a separate meter for the cafe. It's therefore possible to assess the amount of electricity used but not accurately to the last kWh. The smart meter includes the latest power price updated on a 28 day basis.

Noting: The cafe is developing as a hub for community information, and has paid the Parish £420 this last month.

### Village Show - Sunday 28 May

For information: As reported last month, plans for the village show are well advanced. The

planning group meets again in the next few days to focus on last arrangements and identifying volunteers.

#### Outdoor Theatre

Reminder: Tickets for outdoor theatre on the Hearn Field available online at Ticket Source: "Robin Hood" 20 May, "Twelfth Night" 21 June, "Pride and Prejudice" 8 July.

The clerk advised that she had followed up on action agreed at the last meeting and had written to the Neighbourhood Highways Engineer, Sam Williams, asking if road closures can be avoided around the village show and the outdoor theatre in May. He has advised that there are no planned closures before the end of the month. He will also keep an eye out for any applications that come in in the meantime; the only issue will be if an emergency closure is required for whatever reason, but this should be unlikely.

#### Other Activities

For information: "Reach Outdoors" are on the Field this week Sunday 7th to Thursday 11th. Consequently the cafe is closed.

#### Let's celebrate the work of our volunteers

Please put the word out: Invitation to the Annual Parish Meeting at the Pavilion 18 May 6:30pm for social, drinks and nibbles.

### **100523.18 CLIMATE AND ENVIRONMENT**

Cllr Hussey advised that the Power Allotments is no longer moving forward.

### **100523.19 HIGHWAYS AND FOOTPATHS**

No issues were reported.

### **100523.20 CORRESPONDENCE**

- 20.1 Members received an invitation to attend 'Group Planning Forum' in Bishopsteignton on Thursday 25 May at 7.30pm. It was agreed not to attend the meeting until the Council had reviewed the planning enforcement document of the task and finish group of TDC's Overview and Scrutiny.
- 20.2 Members received an email from a member of the public seeking clarification on the planning rules relating to polytunnels. The Parish Council understands that agricultural polytunnels do not require planning permission, however further clarification should be sought from TDC as the planning authority. Concerns were also raised about the ongoing activity at land relating to 22/01635/AGR. Having already discussed this, the clerk was asked to assure the correspondent that the Parish Council has been and will continue to pursue the activities in this field.
- 20.3 Thanks were received from Barbara Dolman for the support received in order to facilitate the purchase and installation of a defibrillator in Haccombe Valley. Particular thanks were given to the District and County Councillors for their financial support.

### **100523.21 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

### **100523.22 ITEMS FOR INCLUSION ON SOCIAL MEDIA, PARISH MAGAZINE, NOTICE BOARDS ETC**

None

### **100523.23 DATE OF NEXT MEETING**

It was agreed that the next Parish Council meeting would be held on 7 June at 7.30pm.

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Chair