

**HATHERLEIGH TOWN COUNCIL**  
**MINUTES OF MEETING 14TH APRIL 2020 7PM**  
**HELD BY ZOOM**

**Present:** Cllr.Tyson in the chair, Cllrs. Laycock, Laing-Trengrove, Gladstone, Back Lewis, Crockatt, Walters. Dist.Cllr.Kimber (8.15pm) the Clerk

**Apologies:** Cllr.Holwill

**Declarations**

**of interest:** Cllr.Tyson – employee of West Devon Borough Council

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**PUBLIC SESSION**

The meeting code and password for the meeting tonight was displayed on the website of the Town Council (id no 788 859 900) The meeting was also advertised as being held by zoom on the agenda. No members of the public “joined” the meeting

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**COVID 19 UPDATE/EMERGENCY MATTERS**

429. a) Cllr.Tyson reported as follows:-

- some businesses in the town were still operating and councils working from home
- Hatherleigh Volunteer Group carrying out an excellent job
- Members of steering group are Dist.Cllrs.Kimber & Kemp, Leigh Winsbury, Danni Steadman and Cllr.Back is the Town Council representative
- Letters had been sent to all residents. Group very active on facebook
- Town Council website had list of information, links and contacts
- DCC Prompt Action fund awarded in sum of £495.00
- Volunteers were collecting prescriptions and medicines
- Food bank running on Monday mornings at Old Schools.

b) Cllr.Back reported as follows:

- as co-ordinator for the group he is keeping spread sheets and logs all emails. Have 81 volunteers with 31 residents being supported
- Total sum of £1,355 held in funds
- Group has weekly zoom meetings on a Thursday to review the situation.

c) Cllr.Crockatt reported as follows:-

- The food bank had a number of people this week and food parcels were being delivered.

d) Cllr.Laing-Trengrove reported that Mr. Barkwell was letting his dogs roam free at Madewell – which is shut at the moment – however the allotments are still open with people attending and dog fouling is again a problem. Clerk to write to Mr. Barkwell.

e) Cllr.Laycock reported that there is only one “closed sign” now at Island Park. Cllr. Tyson to contact Cllr.Holwill to print off more signs to display.

f) Island Park trees – Cllr.Tyson reported that work on the ash trees had now been completed. An excellent job had been done with no charge being made by Top Cut Services.

430. Dennis Bater – the death of Mr.Bater was reported to the Council. Resolved that the Town Council put a short article on the Council's website.

### **APPROVAL OF MINUTES**

431. The minutes of the meeting held 10<sup>th</sup> March 2020 having been duly circulated were signed by the Chair as being a true and correct record. Proposed Cllr.Gladstone seconded Cllr.Laycock. All agreed.

### **MATTERS ARISING FROM MINUTES**

432. Toddlers play park (min.385 refers) Cllr.Lewis reported that the equipment was being installed 12<sup>th</sup> June.

433. Grass verge Moor View (min.390 refers) Cllr.Laycock reported that the tape/pegs had been lifted for part of the area to be cut and then replaced. Resolved to revisit the situation in May as the Town Council did not wish to lose this “public space”.

434. Car Park (min.391 refers) resolved that Clerk return the invoice for March to WDBC as the market had been closed and the car park had been made free by WDBC during the covid 19 crisis.

435. Council vacancies (min.392 refers) Clerk had written to the two interested parties reporting that interviews would take place at the next “face to face” meeting of the council.

436. Footpath no. 3 (min.395 refers) resolved that Cllr.Laing-Trengove asks L & M Cole Landscapes to trim the path and put it on his annual work list.

437. Climate Forum (min.397 refers) Cllr.Gladstone reported as follows:-

- Eco project is moving forward with planning of aims/objective and documents being drawn up
- Looking to secure funding from various sources
- zoom meetings are held every Monday
- The proposed shop is still looking for a hub.

438. No parking signs/football field/DAA (min.402 refers) Cllr. Back to contact football club again (although DAA are not operational at the moment).

439. Ambergate leylandi hedge (min.403 refers) Cllr.Tyson reported that Mr. Norman had removed the hedge debris.

440. Manhole cover Northlew junction (min.418 refers) Cllr.Laycock reported that on talking with a BT engineer that the concrete slab belonged to BT. At this present time all their cables were in good condition and dry but problem lay underneath the cover with the drains and pipes.

441. Tarka Trail (min.419b) it was resolved that we ask County Cllr.McInnes for an email update on the Tarka Trail.

442. WDBC civic dinner (min.424c refers) this had been postponed.

443. Sportsfield AGM (min.427 refers) Cllr.Tyson reported as follows:-

- it had been a well attended event. Mr.D.Vinall represented the Atlantic Racquet Centre to answer any questions regarding the transfer
- applying to register the field with Fields In Trust to protect the area from ever being developed
- The registration of footpath with DCC is awaiting public consultation phase
- Town Council were thanked for continuing to cut the grass
- Awaiting approval confirmation from the Charity Commission regarding any transfer.

### **PLANNING MATTERS**

444. Applications to consider:-

- |                |              |                |   |
|----------------|--------------|----------------|---|
| a) 0819/20/HHO | Mr. Hartnett | 8 Pound Meadow | retaining wall and shed<br><i>Council supported the application</i> |
| b) 0820/20/HHO | Mr.Hartnett  | 8 Pound Meadow | erection of garage<br><i>Council supported the application</i>      |

445. Permissions granted:

- |                |           |              |            |
|----------------|-----------|--------------|------------|
| a) 0652/20.TCA | Mr. Lloyd | 19 Park Road | tree works |
|----------------|-----------|--------------|------------|

446. Refusals advised:-

- |                |                   |                              |  |
|----------------|-------------------|------------------------------|--|
| a) 3526/19/CLE | Mr.& Mrs.Stephens | The Retreat<br>Holsworthy Rd | Certificate of lawfulness for<br>caravan |
|----------------|-------------------|------------------------------|--|

447. Any other planning matters:-

a) Hatherleigh market diversion of footpath – relevant information forward to all Councillors. Following discussion it was resolved to support the application but ask the question as to why the 3 old garages were still marked - they are not used and understood they were to be demolished.

b) K. Watts – Biddicombe planning app no 0629/20/ARM email received from Mr.Watts registering a complaint as to how this planning application was discussed by the Council at their meeting held 10<sup>th</sup> March 2020. This had been forwarded to all councillors and following a discussion at meeting held 14<sup>th</sup> April it was resolved “that the comments contained therein are noted”.

### **FINANCIAL MATTERS**

448. Emergency measures for cheque signatories – it was resolved that clerk should send out by post cheques prior to the meeting date to be signed by two signatories and returned to her to enable that prompt payment could still be made.

449. Clerk presented the following accounts for payment:-

- |                            |                              |          |
|----------------------------|------------------------------|----------|
| a) L & M Cole Landscapes   | grounds maintenance          | £2328.41 |
| b) Hatherleigh Comm.Centre | hire                         | £ 16.40  |
| c) Ms.C.Tyson              | mayor exp. Okehampton dinner | £ 70.00  |
| d) Mrs.J.Rewse             | toilets 11/3/ - 14/4 2020    | £ 303.21 |
| e) South Hams Dist.Council | clerks payroll fee           | £ 120.00 |
| f) Pynto Ltd.              | Website hosting              | £ 96.00  |
| g) R.Chard                 | Town Crier – agreed donation | £ 150.00 |
| h) Mrs. R.Lock             | wages                        | £ 366.43 |

Cheques were signed by Cllrs.Laing-Trengove and Back (via post) Proposed Cllr.Lewis seconded Cllr.Gladstone that the above accounts be paid.

450. Moneys received:-

a) DCC	covid 19 prompt action fund	£495.00
b) Hatherleigh Volunteer Group	donations	£860.00

### **ANY OTHER FINANCIAL MATTERS**

451. WDBC invoices for car park reimbursement for month of March and 75% of toilet costs be returned and we should await fresh invoices.

452. Cheques already known for May meeting as follows and resolved that Clerk send out cheques by post for early signatories

a) BHB Ltd.	Insurance premium	£1224.37
b) HM Customs & Vat	clerks tax	£ 274.80
c) Mr.Moorcroft	Island park – upto 5 <sup>th</sup> May 25 weeks	£ 831.20
d) WDBC	litter/dog bin emptying	£ 142.74

453. Future payments relating to covid 19 virus lockdown measures for:-

- a) Mrs. Rewse resolved to pay 80% of monthly figure
- b) Mr. Moorcroft resolved to pay 80% of half yearly payments
- c) Mr.C.Peters resolved to pay 80% of first invoice in sum of £197.04 making payment of £157.63 NB two months will be payable in May.

Clerk to inform the above of this decision.

454. Year end accounts 31<sup>st</sup> March 2020 – Clerk reported that she had balanced the accounts which showed an amount to carry forward of £66,487.74. These accounts will be presented at the May meeting – but see note below will not be audited.

455. Emergency financial regulations due to covid 19 Clerk reported as follows:-

- a) publication of final audited accounts delayed until 30<sup>th</sup> November
- b) public inspection of accounts moved to 1st working day of September
- c) Awaiting details of how the internal audits will work.

### **DISTRICT COUNCILLOR'S REPORT**

456. Cllr.Kimber reported as follows:-

- a) complaint received from resident about bonfires
- b) WDBC offices were shut and but was still busy working from home
- c) With regard to planning applications – neighbours notifications would be sent to the applicant to distribute as officers were not carrying out site visits.

### **CORRESPONDENCE**

457. Mr.D. Jagger DCC Highways – due to the covid 19 emergencies meetings with parish and town councils would be delayed. Following on from this both Cllrs.Gladstone and Crockatt reported that many pothole repairs had been carried out. Cllr.Crockatt would still attend a newly arranged meeting.

458. Parish Pump – request from Pump Editor that Town Council submit short statement for a reduced monthly newsletter an A4 sheet for individuals to print at home and not the usual booklet. Cllr.Tyson drafted wording via email, and amendments agreed.

459. Date of next meeting Tuesday 12<sup>th</sup> May 2020 7pm – this would be an ordinary monthly meeting as due to emergency regulations there is no need to hold an Annual General or Annual Parish meeting

There being no further business the Chair thanked everyone for taking part in our “first zoom meeting” and closed the meeting at 8.16pm.

Signed.....chair.....dated