

**HATHERLEIGH TOWN COUNCIL
MINUTES OF ANNUAL GENERAL MEETING HELD
TUESDAY 10TH MAY 2022 7.00pm
IN THE COMMUNITY CENTRE**

Election of Chair/Mayor	Cllr. Tyson proposed Cllr.Laing-Trengove seconded Cllr.Walters. All Agreed Cllr.Tyson duly signed her declaration of acceptance of office witnessed by the Clerk
Election of Vice Chair	Cllr.Laycock proposed Cllr.Walters seconded Cllr.Lewis
Present:	Cllr.Tyson in the chair, Cllrs. Laycock, Laing-Trengrove Walters, Lewis, Entwistle, Bolland, Holland, Orbidans Dist.Cllrs.Kimber and Kemp. The Clerk. One member of the public
Apologies:	Cllrs.Reddaway
Declarations of interest:	Cllr.Tyson – employee of WDBC

PUBLIC SESSION

no speakers

1. Election of councillors to the following organisations:-

Sportsfield	Cllr.Tyson
Moor Management	Cllrs.Laycock, Holland, Lewis
DCC P3 Scheme	Cllr.Laing- Trengove
Northern Links	Cllrs.Tyson, Reddaway
Community Centre	Cllr.Laing-Trengove
Allotment Assoc	Cllr.Laing-Trengove
Oke Rail	Cllr. Walters
Web Site Managers	Cllrs.Tyson, Entwistle
Hatherleigh Visitors	
Information Centre	Cllrs.Lewis, Walters, Laycock
Town Centre Business Group	Cllrs.Entwistle, Holland
Graveyard Management	Cllrs.Orbidans, Entwistle, Laing-Trengove
Market Working Group	Cllrs.Tyson, Walters, Laycock, Reddaway

APPROVAL OF MINUTES

2. The minutes of the meeting held 12th April 2022, having been duly circulated were signed by Cllr.Laycock as a true and correct record. All agreed.

MATTERS ARISING FROM MINUTES

3. New signs (min.375 refers) Cllr.Entwistle reported that the signs were still in the production stage.

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4. Chapter 8 training (min.376 refers) Mr.Peters had still not completed his Chapter 8 training. Cllr.Tyson had put him in contact with DCC again. Therefore resolved that the Council need to have sight of his own public liability insurance.

5. Millennium Corner (min.378 refers) Mr.Peters had now completed the work on the wall. Resolved that further consideration be given to the improvement of the surface of the whole area.

6. Bench outside school (min.379 refers) The old bench had been removed and it was resolved that it should be taken to Right Angle for treatment and then the seat to be repaired. The Royal British Legion had reported that they were £300 short of funding for the new bench. Resolved that the Town Council donate a one off payment of £300. We would need to see a copy of the invoice before any payment is made.
7. New graveyard (min.380 refers) Cllrs.Entwistle, Orbidans and Laing-Trengove had now had a meeting and were reviewing all the documents which when finalised would be sent to local undertakers. A new email address had been set up for graveyard enquiries.
8. Jubilee gifts (min.385 refers) Jane Payne from Hatherleigh Pottery had made 200 small commemorative platinum jubilee bowls for the children of Hatherleigh. Resolved that cheque for £600 be sent to Jane Payne.
9. Mayoral chain (min386 refers) new shields and engraving had now been carried out by Marshalls of Okehampton to an excellent standard.
10. School Entrance land adj.Bridge Garage (min.387 refers) WDBC had issued an enforcement notice in respect of this matter – no. 027051.
11. New Hatherleigh website (min.389 refers) Raise Digital had submitted a quote for the work in connection with setting up this new website which Clerk had circulated to all councillors. Resolved that we agree as follows:.
- £800.00 one off cost web development
 - £65.00 one off cost template licence cost
 - £75.00 one off cost plug in licence
 - Email and hosting £144.00 annual website/email hosting
 - £14.99 domain renewal cost
 - Content creation £150.00 one off cost
 - Ongoing security/maintenance support £60 per quarter
- (Cllr,Entwistle declared an interest and took no part in the discussion)*
12. Play park meeting (min. 390 refers) no meeting had been called to date. Cllr.Lewis reported that the National lottery grant would soon have to be returned if not spent. Resolved that we purchase the Rhino Play Tower System with immediate effect. Cllr.Lewis to contact Rhino Play.
13. Street Caretaker (min.405 refers) Work prioritised for Mr.Peters this month would be (a) Jubilee footpath to clean gates both ends and trim back vegetation were necessary so that all parts of the path are accessible. (b) Remove graffiti from the underpass.

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(c) playpark inspections. Cllr.Tyson to email this information to Mr.Peters. Cllr.Orbidans suggested that an excel spreadsheet be set up so that additions/deletions can be made monthly.

14. Ruby Country Information Centre (min.407 refers) letter received from Mr.Pyle following his discussions with Cllrs.Walters and Lewis. He had enclosed a tenancy agreement for only 6 months with a rental increase of £10 per week making total rental of £260 per month. Cllr. Walters would discuss the matter with him. Many hours had been spent clearing out the office and moneys spent on refurbishment already. The premises are

now to be known as The Hatherleigh Visitors Information Centre.

15. Councillor training (min.413 refers) places booked for Cllrs,Walters, Entwistle, Orbidans and Holland on June 6th at Holsworthy.

PLANNING MATTERS

16. Applications to consider:-

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|------------|-------------|-----------------------------------------------------------------------------|
| a) 1212/22 | Mr.Winsbury | 4 Beckamoor Gardens. Tree works
<i>Council supported the application</i> |
| b) 1423/22 | Mr.Robinson | 2-4 Higher St. Tree works
<i>Council supported the application</i> |

17. Permissions granted:-

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|------------|-----------------|-----------------------------------------------|
| a) 0533/22 | Mr. Reed | 10 High St new roof/cladding garden shed |
| b) 0657/21 | Kingswood Homes | amended design market building |
| c) 4739/21 | Mr.Bowman | land adj.Edgemoor dis.cond 6,7,8,9 of 3992/20 |

18. Refusals: none advised

19. Any other planning matters:-

- a) App no 2032/21 Mrs.Strawbridge upgrade track Essworthy withdrawn

20. Hatherleigh Market – Councillors noted the response made by Kingswood Homes on Hatherleigh Community facebook page regarding timescale of new market building.

FINANCIAL MATTERS

21. Clerk had circulated to all councillors year end accounts for 31st March 2022 together with bank reconciliation and asset register. Resolved and agreed by all to approve and accept the accounts.

22. Governance statement – Clerk read out document which was agreed and duly signed by the Clerk and Chair.

23. Accounting statement – the Clerk read out the document which was agreed and duly signed by the Clerk and Chair.

24. Clerk reported that the Internal audit had also been completed and signed.

25. The clerk presented the following accounts for payment:

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|---------------|-------------------|----------|
| a) Mrs. Rewse | toilets 28 days | £ 408.50 |
| b) Mrs. Lock | wages | £ 366.43 |
| c) BHIB Ltd. | Insurance premium | £1237.60 |

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|-------------------------|--------------------------|----------|
| d) Pynto Ltd. | Web domain | £ 35.98 |
| e) R.Burrow | rep.cheque 932 | £ 15.00 |
| f) J.Payne | pottery bowls Jubilee | £ 600.00 |
| g) Hath.Comm.centre | hire | £ 16.40 |
| h) C.Tyson | Marshalls – mayors chain | £ 540.00 |
| l) Hath.Visitors centre | donation | £5000.00 |

Proposed Cllr.Walters seconded Cllr.Holland that the above accounts be paid. Cheques were signed by Cllrs.Laycock and Laing-Trengove.

26. Moneys received:-

a) Moor Management	donation Island Park	£ 5000.00
b) WDBC	1st precept payment	£12500.00

27. Any other financial matters:-

a) Toddler play park resume – Clerk gave resume to Cllr.Lewis. Figures to be checked and agreed next meeting.

DISTRICT COUNCILLORS REPORT

28. Cllr.Kimber reported as follows:-

- a) Red Lane drainage work had taken place
- b) work was being carried out in the district for the idea of multi use trails.
- c) Questioned whether Hatherleigh needed a housing survey

TRAFFIC/MAINTENANCE ISSUES

29., Toilets – Mrs. Rewse reported that excellent work has been carried out by WDBC in decorating and repairing the toilets and pictures of work shown to councillors.

30. Cllr.Tyson would again request from DCC a “play park ahead” sign for Island Park.

31. Cllr.Laing-Trengove reported that repairs to steps on footpath no 7 had been carried out.

32. Cllr.Walters reported that a new Hatherleigh map was needed for the Visitors Information Centre and as previously determined in the bus shelter by the Co-Op Resolved that Cllr.Laing-Trengove ask if Helen Cosgrove could help in this matter.

HATHERLEIGH DOCTORS SURGERY

33. Cllr.Laycock reported that residents had reported to her that they were not satisfied with the service given by Hatherleigh Surgery. Resolved that this is not a matter for the Town Council but individuals should be encouraged to report direct to the practice manager or the NHS.

MEETINGS ATTENDED BY COUNCILLORS

34. None

CORRESPONDENCE

35. Barnstaple Mayor making ceremony 19th May. Due to work Cllr.Tyson could not attend

ITEMS OF INTEREST/FUTURE AGENDA ITEMS

36. Cllr,Walters reported that as from Sunday 15th May the Okehampton to Exeter rail service would run every hour.

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37. Cllr.Orbidans – agenda item for next meeting Hatherleigh Fire Station. She would arrange for an officer to attend.

38. Date of next meeting Tuesday 14th June 7pm in the Community Centre.

There being no further business, the Chair thanked those present for their attendance and closed the meeting at 9.30pm.

Signed.....Chair.....dated.