

HATHERLEIGH TOWN COUNCIL
MINUTES OF MEETING HELD TUESDAY 14TH JUNE 2022
7PM IN THE COMMUNITY CENTRE

Present: Cllr.Tyson in the chair, Cllrs. Laing-Trengove, Lewis, Laycock, Bolland
Orbidans, Reddaway Dist.Cllrs Kimber and Kemp, the Clerk. No members of
the public present

Apologies: Cllrs.Walters, Holland and Entwistle

Declarations

of interest: Cllr.Tyson – employee of WDBC

APPROVAL OF MINUTES OF ANNUAL PARISH MEETING

39. The minutes of the annual parish meeting held 10th May 2022 having been duly circulated were signed by the Chair as being a true and correct record. Proposed Cllr.Laing-Trengove seconded Cllr.Lewis, All agreed.

APPROVAL OF MINUTES OF ANNUAL GENERAL MEETING

40. The minutes of the annual general meeting held 10th May 2022 having been duly circulated were signed by the Chair as being a true and correct record. Proposed Cllr.Laycock seconded Cllr.Laing-Trengove. All agreed.

MATTERS ARISING FROM MINUTES OF ANNUAL PARISH MEETING

41. 20 is Plenty – County Cllr.McInnes sending on further information.

42. Zebra crossing by school entrance – Cllr.McInnes reported that very few had been installed over recent years. They cost £30,000 - £50,000 and costs usually funded from 106 developer contributions.

43. Remembrance day poppy wreath – Cllr.Laing-Trengove was awaiting detailed design and costs from Peter Back.

MATTERS ARISING FROM MINUTES OF ANNUAL GENERAL MEETING

44. New town signs (min.375 refers) would be installed week commencing 20th June.

45. Chapter 8 training (min.4 refers) Mr.C.Peters had still not completed his on line DCC Chapter 8 Training nor had he produced sight of his public liability insurance certificate. It was resolved that from 16th June 2022 all works carried out for the Town Council by Mr. C. Peters must be paused. If within the next fifteen days a public liability insurance certificate is produced then the situation will be reviewed.

46. Millennium Corner (min.5 refers) Cllrs to revisit the site in order to finalise the way forward with the completion of the ground works for the area.

47. Bench outside school (min.6 refers) Clerk had received copy of the invoice from D. Ogilve – makers of the bench. Therefore cheque for the agreed donation of £300 can now be drawn and sent to Mr.P.Wilkinson. It was resolved that with regard to the removed bench from this site Cllr.Reddaway would contact M. Wonnacott as to repair costs and if carried out the bench could be resited on the Jubilee footpath.

48. New graveyard (min.7 refers) Cllrs.Laing-Trengove and Orbidans had held further meeting. Risk assessment and terms of conditions had been drawn up and further contact made with Mr. I.

Trenaman and undertaker C.Lock. L & M Cole had replaced the broken post for the graveyard sign.

49. Jubilee gifts (min.8 refers) Jane Payne had acknowledged receipt of cheque and thanked the Town Council for their generous payment.

50. School entrance (min.10 refers) no update on the matter.

51. New Hatherleigh Town website (min.11 refers) Cllr.Tyson reported that she had signed the acceptance documents from We Raise Digital in the sum of £1,248.99 with annual costs of £400.00. Cllrs.Walters, and Lewis would assist with any work that was required if any Council input was required Clerk gave financial resume of the Town Centre Grant funding of £2,500 received from WDBC as follows:-

Payments made

Jag Signs £1487.85

We Raise Digital £ 15.00

We Raise Digital £1248.99 total of £2751.84 – making overspend of £251.84

52. Rhino Play Ltd. (min.12 refers) invoice received for 50% of costs of new equipment in the sum of £12,494.50. Cllrs to visit Island Park after the meeting to ascertain what equipment needs to be removed before installation of new equipment.

53. Street caretaker (min.13 refers) Cllr.Lewis had received details of hours worked and work involved from Mr.Peters There was no mention in the latest invoice or previous invoices of work carried out on the required Island Park play equipment inspections (for which Mr.Peters had attended a training course). Such inspections are necessary for safety and audit trail purposes. Clerk to ask Mr.Peters when the equipment was inspected. Clr.Lewis reported that Mr.Peters was looking for reimbursement of costs for petrol and other related machinery running costs. Clerk to confirm that Council would need full invoice/receipts to show total costs including vat from any suppliers used. This again was required for audit purposes and for any vat to be reclaimed.

54. Hatherleigh Visitor and Information Centre (min.14 refers) Cllr.Lewis reported that new bank account with Lloyds had still not been set up which meant that ongoing costs were being paid by private individuals. The centre is busy and has been well received.

55. Island Park sign (min.30 refers) "Play park ahead "sign still awaited from DCC.

56. Hatherleigh town map (min.32 refers) Cllr.Laing-Trengove awaiting response from Helen Cosgrove.

PLANNING MATTERS

57. Applications to consider:-

a) 4732/21/FUL Jacks Barn Madewell fire escape door
Council supported the application

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58. Applications granted:-

a) 1212/22/TCA Winsbury 4 Beckamoor Gardens – tree works
b) 1423/22 Robinson 2/4 Higher St. - tree works

59. Refusals advised: none

60. Any other planning matters:-

a) 0422/22/FUL Flowers Biddicombe – withdrawn

61. Hatherleigh Market - brought to the attention of Councillors that the car park is underused on a Tuesday morning for market day. Article to be put in Parish Pump reminding people that the car park is free on market day subsidised by the Town Council. Parking on pavements around the Community Centre has also been reported and this causes problems for others. The Council will be discussing with the Community Centre to have disabled only parking within the grounds on market days.

FINANCIAL MATTERS

62. The Clerk presented the following accounts for payment

a) Mrs. Rewse	35 days toilets	£ 508.25
b) Mrs. Lock	wages	£ 366.43
c) Rhino Play	50% new equipment	£12,494.50
d) WDBC	car park Tuesdays 21/22	£ 2,860.00
e) WDBC	car park Tuesdays April 22	£ 220.00
f) BHIB Ltd.	Insurance add.premium	£ 130.31
g) Hatherleigh C.Centre	hire	£ 16.40
h) D.Ogilve	donation Brit.Legion bench	£ 300.00
l) C.Peters	38hrs street caretaker	£ 361.00
j) We Raise Digital	Hatherleigh Town website	£ 1,248.99
k) NABMA	membership 22/23	<u>£ 384.00</u>
TOTAL		£18,889.88

Proposed Cllr.Laycock seconded Cllr.Orbidans that the above accounts be paid. Cheques signed by Cllrs.Lewis and Laing-Trengove.

63. Moneys received None

64. Any other financial matters:-

a) VAT reclaimed in the sum of £1,383.46

b) NABMA membership – as per the rules set out in the Articles of Association we are obliged to pay fees for 22/23 and 23/24. Resolved that we pay these and confirm our resignation.

DISTRICT COUNCILLORS REPORTS

65. Cllr. Kemp – gave update on the Ukrainian refugees in West Devon of which there are 105.

66. Cllr.Kimber -reported that the Fire Station still only had 5 volunteers leading to a shortage of cover for the fire appliances on some days.

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TRAFFIC/MAINTENANCE ISSUES

67. Parking Bridge Street – resident had submitted photos of bad parking by the vets and suggested double yellow lines opposite the vets. Resolved that the resident be informed that the Town Council has previously requested such lines and we would contact DCC Highways again for such lines to run from the school zig zags to the loading bay.

68. Complaint received from resident regarding damage to flowers in The Square over the jubilee weekend . Resolved that the Council take no further action on this matter as the tubs and flowers were looking in a good condition.

69. Mr. S.Forrester reported damage to the handrail outside 12 Market Street. Resolved that he should report such damage to DCC Highways.

70. Cllr.Tyson reported:-

- a) South Street road closure – she had requested a review of the signage by DCC
- b) Moor View ditch – whilst responding to a residents complaint concerning an overgrown hedge she had ascertained through a Land Registry search that the area in question which has caused flood problems in the past belongs to Oak Park South Ltd.
- c) Moor View noticeboard the perspex needs replacing
- d) Island Park zip wire – would obtain quote from Ricci Cobb for the removal of this piece of equipment.

71. Cllr. Lewis – vandalism had occurred at the Toddler Play park and three gate locks had been broken and taken away. The Community Centre were going to get the area covered by their CCTV equipment.

72. Cllr.Bolland – he would continue to report and send photos to DCC of the bad parking in Oakfield Road.

73. Cllr.Laycock – a visitor to the town had asked why the bus timetable was not in situ at the bus shelter/bus stop rather than on a nearby street sign. She would contact the bus company and asked that it be resited.

74. Cllr.Laing-Trengove

- a) a number of street name signs around the town were in poor condition. She would contact County Cllr.McInnes on the matter
- b) Footpath no. 12 – Fishleigh Castle – some areas had been fenced off. She was meeting Footpath officer John Baker to inspect the area
- c) Footpath no. 1 – tree down which she had reported to the land owner.

75. Cllr.Holland (via email) asked about progress on the cycle way between Hatherleigh and Meeth. Clerk had contacted County Cllr.McInnes who reported no further progress had been made

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HATHERLEIGH FIRE STATION

76. Cllr.Orbidans reported that nobody from the Fire Station was available to attend tonight's meeting. They still only had 5 volunteers which meant that with any sickness/holidays occurring the engine could not go out.

CORRESPONDENCE

77. Jennie Scott – regarding her art project to create life size sculpture of the War Horse. Cllr.Tyson read out the email giving details. Resolved that it was an interesting project but the Town Council were not in a position to contribute financially.

78. Okehampton Community Transport Group reported:-

- a) increase in charges - £5 for round trip in town
- b) longer journeys charged at 55p per mile plus £3 booking fee
- c) no increases for the community bus or wheelchair accessible vehicle
- d) AGM on 21st July

ITEMS OF INTEREST/FUTURE AGENDA ITEMS

79. Cllr.Tyson would apply for the road closure for the Remembrance Day parade

80. Cllr.Lewis reported that the Jubilee celebrations were very busy and well received

81. Date of next meeting Tuesday July 12th 7pm in the Community Centre

There being no further business, the Chairman thanked those present for their attendance and closed the meeting at 9.15pm

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