

HATHERLEIGH TOWN COUNCIL
MINUTES OF MEETING HELD TUESDAY 10TH JUNE 2025
7.00PM IN THE COMMUNITY CENTRE

Present Cllr. Reddaway in the chair, Cllrs. Laycock, Walters. Lewis, Turner, Burrow. Dist. Cllr. Wakeham. DCC Davies, the Clerk.
One Member of the public

Apologies Cllrs. Barrs and Harrison. Dist. Cllr. Kimber

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P U B L I C S E S S I O N

- a) DCC Cllr Sue Davies – introduced herself as the newly erected Reform councillor for this ward on DCC. Gave brief resume of her background and interests. Chair thanked her for her attendance
- b) Gavin Brooks –SW Ambulance First responder, reported
- Collapsed wall in South Street still causing problems
 - Reported that the Fire Co-responders were being scrapped within 12 months – would have serious consequences for rural communities

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APPROVAL OF MINUTES

47 The minutes of the Annual Parish meeting held 13th May 2025 having been duly circulated were signed by the Chair as being a true and correct record. Proposed Cllr. Walters seconded Cllr. Laycock. All agreed

48 The minutes of the Annual General Meeting held 13th May 2025 having been duly circulated were signed by the Chair as being a true and correct record. Proposed Cllr. Lewis seconded Cllr. Laing-Trengove. All agreed

MATTERS ARISING FROM MINUTES OF ANNUAL PARISH
49 None

MATTERS ARISING FROM MINUTES OF ANNUAL GENERAL

50. Election of representatives (min.4 refers) following the resignation of Cllr. Kemp a new rep. for the Medical Centre was required. Cllr. Walters duly elected

51. Hanging baskets (min8 refers) resolved that we purchase 20 iron brackets at £40 each plus vat

52. Toilets late night opening (min.10 refers) resolved this item be held in part two of the meeting

53. Street caretaker (min.11 refers) Clerk reported we had one applicant to date. Resolved that closing date for any further applications would be 30th June after which informal interviews would be arranged with the applicants.

54. 20 is Plenty (min.12 refers) Cllr. Laycock reported that much documentation had been received. She reported that it was a task that required commitment to complete the on line training. Resolved that we once again ask for members of the public to put their names forward to receive the necessary training If such volunteers come forward then the matter will proceed

55. WDBC dog/litter bin emptying (min.14 refers) resolved that Clerk once again contact WDBC enquiring if any further emptying capacity was available

56. Visit Hatherleigh website (min.16 refers) Cllr. Burrow and Lewis were now working together to enable town events/news to be put on the website.

57. Medical Centre (min.19 refers) Cllr. Walters reported no
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further responses received, but she would chase this up

58 Skatejam (min.15 refers) reported that this event did not take place

59. WDBC outstanding cheques (min.32 refers) clerk reported that despite sending these cheques to Lloyds Bank Truro branch they could not be traced. WDBC informed the clerk that such cheques should be cancelled and new ones presented but sent to WDBC at Follaton House Totnes until such time as the Town Council does online banking. Therefore two new cheques drawn under financial matters

60. South Street wall (min.34 refers) DCC J. Scillitoe highways officer informed council that the position as at 27th May

- Rebuild has ben designed and investigation will be ordered**
- Site meeting on 12th June with WDBC conservation officer regarding final aesthetics of the design Once agreed application will be submitted to WDBC for them to agree 8-10 week process**
- Anticipate works should commence sometime this summer**

DCC Councillor Davies is also attending this meeting

61 School horse sculpture (min.36a refers) Cllr. Laycock to ascertain present position with regard to repairs

62. Market Street railings (min.36b refers) Cllr. Reddaway to order specialist paint

63. Sheep statue (min.36c refers) Cllr. Laing-Trengove to contact Mrs S. Vick regarding the repairs to be carried out by Roger Dean

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64. Island Park noticeboard (min.36d refers) Cllr. Reddaway had cleaned the board and would order new perspex Clerk to contact C. Tysn of WDBC regarding replacement safety posters for the noticeboard

65.Co-op bus shelter (min.36e refers) Cllr. Laycock reported that the seat area had been taped off – presumably by WDBC

66. Co-op fly tipping (min.37 refers) email from WDBC dated 30th May circulated to all councillors. Reported that this week four black bin bags containing some medical waste had again been dumped days before due collection date. Resolved that clerk write again to WDBC reporting this further fly tipping

67. Broken bench Sanctuary Lane (min.39a refers) Cllr. Turner reported he had inspected the bench which needed replacement wooden slats. Resolved that long lasting timber be purchased to repair the same. Cllr. Turner to source and carry out repairs

68. TPO Oak tree on roundabout (min.40 refers) Clerk was starting the process of obtaining planning permission for this

69. Code of Conduct and Standing orders (min.43 refers) these two adopted documents were on the council website. Clerk would draw up draft financial regulations for the next meeting and circulate to all councillors for their comments

RESIGNATION OF COUNCILLOR

70. Following the immediate resignation by Cllr. Kemp the clerk had drawn up the required notice of vacancy which would be displayed on council noticeboard and website from 12th June. Copy sent to WDBC who would notify the Clerk when the time limit had elapsed for residents to call

for an election to fill the vacancy

PLANNING MATTERS

71 Applications to consider:-

- a) 1508/25/TCA Vick Oslo House tree works
Council supported
- b) 1570/25/HHO Cole 5 Pound Meadow garage/porch
Room
Council supported

72. Permissions granted:

- a) 9731/25 Rocks Red Bank House single storey
ext.

73. Refusals advised: None

74. Any other planning None

HATHERLEIGH MARKET

75. Cllr Burrow reported as follows:-

MARKET OPERATIONS

- a) revenue from May trading – met forecasted levels. Income from May trading was £2,774.00
- b) Fathers Day Fair & Vintage car meet 15th June – been well advertised for this weekend
- c) car boot – car boot remains stubbornly slow less busy than hoped for. During good weather/summer months face strong competition from larger and more established car boots. Management committee had meeting with car boot manager – decided to suspend car boots until September due to lack of support. Last car boot will be this weekend. Committee recognises it is difficult to compete with draw of other car boots during good weather months. Instead will use the fact that Hatherleigh Market is an indoor venue to hold Car boots during autumn/winter months – attract more vendors that way.

CAR PARKING MANAGEMENT

Management Committee signed off on car parking management proposals with WDBC There will be a statutory 21 day consultation period from middle of June. WDBC to put up notices in / around market area and local press as part of consultation process. Committee plans to create campaign to make people aware of need to charge for parking – that 80% of parking fees will go directly towards funding the building enhancements/overheads of the market – paying for parking a direct way of supporting the market . Parking management should be in place towards end of this summer

PRS/PPL MUSIC LICENCE now obtained for 1 year at cost of £549.14

ALCOHOL PREMISES LICENCE still currently processing this licence

HATHERLEIGH MARKET QUARTER RESIDENTS ASSOC.

Residents in process of forming residents association. Patrick Kimber has a good working relationship with them
BOLLARDS Committee looked at moving the original Hatherleigh Market gates from road entrance to the market quarters. After consultation with residents and costs grounds this was not done. Costs of circa £500 approved to install 4 lockable and manually raised/lowered bollards at entrance to paved market square to secure when not in use

FIRST TRIAL EVENING EVENT

Band on the Run – Hatherleigh Silver Band went well with feedback from residents association largely positive. One comment “bit loud but finished at 11pm – there were no issues

FIRST PAID VENUE HIRE EVENT Life Church Okehampton events 12th-14th June. With initial concern raised about this event Committee drafted an Equality Diversity & Inclusion policy to be included as part of standard venue hire terms/conditions for all bookings going forward.

FINANCIAL MATTERS

ACCOUNTANT/QUICK BOOKS now appointed Bedford & Co accountants Crediton to act for Community Benefit Society Have competitive rate for setting up on Quick Books to streamline our bookkeeping. Will also support with annual FCA filings, annual accounts and report for shareholders Will enable accurate profit/loss reports and income from donations

GRANT SEARCH/GRANT STRATEGY Chris Shears of WDBC looking at next round of grant applications. Number of schemes exclude retrospective works and also exclude loan/interest repayments. Therefore look for revenue funding grants. Also apply for grants to fund new capital works. Committee working group looking for help for such applications

FINANCIAL MATTERS

76. Clerk presented the following accounts for payment

a) Mrs Rewse	toilets	£ 557.24
b) Mrs Lock	wages	£ 485.27
c) We Raise Digital	website	£ 192.99
d) Mrs K Walters	VE celebrations	£ 68.19
e) Hath.Comm.Market	grant	£5000.00
f) Hath.Comm.Centre	hire	£ 22.50
g) WDBC	rep.cheque	£ 429.63
h) WDBC	rep.cheque	<u>£ 87.65</u>
total		<u>£6843.47</u>

Proposed Cllr Laycock 2nd Cllr. Turner that the above accounts be paid Cheques signed by Cllrs. Laing-Trengove & Lewis

77. Moneys received none

78. Any other financial matters:-

a) Clear Insurance invoice for £1657.25 paid – issued

Revised invoice for £1621.27. Refund of £35.98 due

b) Clerk has submitted vat reclaim form in sum of £6012.23 Does not match figure shown in ledger as some invoices did not show the name of Hatherleigh Town Council on them (items purchased by councillors for events/works) Also the SWA/NHS invoice for defibrillator. Paid on proforma invoice which was in date to claim vat for year ending 31st March 2025. However VAT invoice not issued until June – date of invoice not accepted by HMRC

c) Clerk reported still no moneys received from DCC for P3 work despite two sets of forms being submitted. Cllr. Laing-Trengove to follow this up.

d) SSE invoice for xmas lights – now charging us interest and costs for non payment. Clerk had submitted complaint that we had not received the original invoice.

Having received copy from SSE shows address invoice sent to as – Hatherleigh Town Council, adjacent to Bridge Inn Bridge St. Okehampton Devon UMS Clerk has asked for amended invoice for original costings of £126.04

e) WDBC has still not credited the sum of £702.00 so revised invoice cheque will not be raised until then

DISTRICT COUNCILLOR REPORT

78 Dist. Cllr Wakeham reported on grants available for arts and activities. Attended a meeting on modern slavery

TRAFFIC MAINTENANCE ISSUES

79. South Street Wall – following the concerns expressed by Mr.Brooks in the public session about the difficulties with fire engines negotiating South Street it was resolved

a) to contact S.W.Water and ask them to postpone their immediate works planned to Park Road

b) Devon & Cornwall Fire Authority expressing our concerns

c) contact WDBC and ask for temporary parking permits for residents of South Street to enable better passageway for larger vehicles

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80. Fire Co-responders – again following report in the public session about the withdrawal of the co-responders within twelve months it was resolved that Council write to our MP, Police, Fire Brigade SW Ambulance Service expressing our concerns and dismay that such a valuable service to rural areas is being axed.

81.Cllr Laycock reported:-

- a) Hanging baskets are being looked after at this time**
- b) Red telephone kiosk is being painted by Graham Watson**
- c) Received complaints from residents concerning parking on dropped kerbs. She would report this to DCC Highways**
- d) Town is looking untidy at the moment without a street caretaker in place at this time. Resolved that a Village Clean Up Day would be organised for Sunday 6th July-being advertised in Parish Pump and noticeboard**

82 Cllr. Laing-Trengove asked if anything further heard from WDBC Estates Team following meeting concerning a pavement into the new market from the Co-op entrance Resolved that Clerk contact and ask for progress report

MILLENNIUM CORNER

83 Councillors concluded that no further work would be carried out by DCC within this area. Resolved that Clerk contact DCC and ask should the Town Council wish to take ownership of this area what costs would be involved.

MEETINGS ATTENDED BY COUNCILLORS

84 Moor Management – Cllrs. Walters, Laycock & Turner reported:

- Problems with fencing**
- New signs erected for dog poo bins**
- The pond – matter of ongoing discussion**

85 Community Centre Cllr. Laing-Trengrove reported ongoing cable work to help reduce electricity charges was

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taking place

CORRESPONDENCE

86. Holsworthy Fair invitation – forwarded to Cllr. Reddaway

ITEMS OF INTEREST/FUTURE AGENDA ITEMS

87. Cllrs. Lewis and Walters reported that they were setting up a junior council to enable youngsters to get involved and understand the working of local councils. Such youngsters would join the main council meetings at various times.

EXCLUSION OF PUBLIC

88 The Chair moved that we move into part two because of the likely disclosure of exempt information as defined by Section 12a of the Local Government Act 1972

89. Chair moved we back into part one

90. Date of next meeting Tuesday July 8th 2025 7pm

There being no further business the Chairman thanked those present for their attendance and closed the meeting at 9.20pm

Signed.....chairman.....dated

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