

HOLNE PARISH COUNCIL

Minutes of a Meeting of the Parish Council held on the Village Green on Tuesday 24 May 2022 at 7.30pm

Present

Cllrs B Owen (Chairman), R Applegarth, J Bellamy, T Crook, M Fairman and C McLean

Also present

Suzanna Hughes (Clerk) & District Cllr Smerdon

The meeting was opened by Cllr Owen at 7.30pm.

240522.01	<p>Election of Officers</p> <p>1.1 Chairman It was proposed by Cllr Crook, seconded by Cllr Bellamy and unanimously agreed that Cllr Owen is re-elected as Chairman.</p> <p>1.2 Vice Chairman It was proposed by Cllr Owen, seconded by Cllr Applegarth and unanimously agreed that Cllr Crook is re-elected as Vice Chairman.</p> <p>Declarations of Acceptance of Office were signed.</p>
240522.02	<p>Apologies for Absence</p> <ul style="list-style-type: none">• County Cllr Thomas• District Cllr Pannell
240522.03	<p>Declarations of Interest and Requests for Dispensation</p> <p>Members were reminded of their responsibility to continually update their Notice of Registerable Interests and 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.</p> <p>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.</p> <p>There were no declarations of interest and requests for dispensation.</p>
240522.04	<p>Open Forum</p> <p>There were no members of the public present.</p>
240522.05	<p>County & District Councillors' Reports</p> <p>District Councillors' report were submitted and circulated (attached).</p> <p>Cllr Smerdon also submitted a DNPA report.</p>
240522.06	<p>Ratification of Minutes</p> <p>Members received the minutes of the Parish Council meeting held on 5 April 2022. It was agreed unanimously that they be signed by the Chairman as a true and correct record of the meeting</p>
240522.07	<p>Roles and Responsibilities</p> <p>7.1 Planning</p> <p>It was agreed that Cllrs Bellamy and Fairman would look at the planning applications when received and make recommendations to the Parish Council for its consideration.</p>

	<p>7.2 Playpark It was agreed that Cllrs Owen would represent the Parish Council on Holne Playpark with Cllr Bellamy offering technical support when required.</p> <p>7.3 Village Hall Committee It was agreed that Cllrs Bellamy and Fairman would represent the Parish Council on the Village Hall Committee.</p> <p>7.4 Snow Warden Paul Arrowsmith has agreed to continue as the Parish Snow Warden.</p> <p>7.5 Tree Warden It was agreed that Ross Gray would continue as Tree Warden.</p> <p>7.6 Leats Liaison It was agreed that Cllr Applegarth would act as the Leats Liaison Officer.</p> <p>7.7 Website It was agreed that Cllr Crook would look after the Parish Council page of the village website.</p> <p>7.8 Defibrillator It was agreed to ask Paul Arrowsmith whether the shop will continue to check the defibrillator.</p> <p>7.9 Devon Air Ambulance Night-Landing Site It was agreed that Cllr Applegarth would continue as the guardian of the DAA night-landing site.</p> <p>7.10 Footpaths It was agreed that Cllr Crook would walk the paths and report any matters which need action.</p>
240522.08	<p>Review of Parish Council Governance Documents</p> <p>8.1 Standing Orders Members reviewed the Council's Standing Orders. There were no changes.</p> <p>8.2 Financial Regulations Members reviewed the Council's Financial Regulations. There were no changes.</p> <p>8.3 General and Financial Risk Assessment Members reviewed the Council's General and Financial Risk Assessment. Proposed minor amendments relating to the management/control of risk to the Council's assets were agreed.</p> <p>8.4 Statement of Internal Control Members reviewed the Statement of Internal Control. There were no changes.</p> <p>8.5 Fixed Assets Register Members reviewed the Fixed Assets Register. It was noted that the Dot Hills' memorial bench (sited on the village green) was not included on the register and it was agreed to add this (value £500).</p> <p>8.6 Anti-Fraud and Corruption Policy Members reviewed the Anti-Fraud and Corruption Policy. There were no changes.</p> <p>8.7 Retention of Documents Policy Members reviewed the Retention of Documents Policy. There were no changes.</p>

	<p>8.8 Equality and Diversity Policy (new) Members received a draft Equality and Diversity Policy. It was agreed to adopt the policy as proposed.</p> <p>8.9 Complaints Procedure (new) Members received a draft Complaints Procedure. It was agreed to adopt the policy as proposed.</p>
<p>240522.09</p>	<p>Finance and Governance</p> <p>9.1 Payments for Approval The following payment was approved:</p> <ul style="list-style-type: none"> • DALC Annual Membership Fee - £67.82 • Lee Accounting (SW) Ltd - £108 • Arthur J Gallagher Insurance Brokers Ltd (Insurance) - £443.77 <p>9.2 Audit 2021/22</p> <p>9.2.1 Members received and noted the year end bank reconciliation.</p> <p>9.2.2 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.</p> <p>9.2.3 Members agreed that this Council is exempt from a limited assurance review under s9 of the Local Audit (Smaller Authorities) Regulations 2015 and authorised the Chairman and RFO to sign the Certificate of Exemption.</p> <p>9.2.4 Members completed, authorised the Chairman and Clerk/RFO to sign Section 1 of the Annual Return (Annual Governance Statement 2021/22).</p> <p>9.2.5 Members received, approved and authorised the Chairman and Clerk/RFO to sign Section 2 of the Annual Return (Accounting Statements 2021/22).</p>
<p>240522.10</p>	<p>Planning</p> <p>10.1 New applications/appeals</p> <p>10.1.1 4 Church Park Cottages, Holne Construction of a conservatory on the front (south east) elevation. Internal alterations to use the exiting garage as habitable accommodation. Removal of the garage doors, installation of new doors and windows in the rear (north west elevation). Application of exterior insulation with render finish.</p> <p>It was noted that this application has been withdrawn.</p> <p>10.1.2 Mill Leat Farm, Holne Conversion of redundant barn to visitor accommodation with 21 sqm extension</p> <p>It was agreed the Cllrs Bellamy and Fairman would have a look at this application and email their recommendation to members.</p> <p>10.2 Decisions None</p>
<p>240522.11</p>	<p>Playpark Members received and noted the Allianz inspection report; no urgent items were listed. It was noted that the two bridges are looking good. The steps still need to be done. Cllr Bellamy would also think about how the trip hazards identified on the report might be rectified and would chase up the ongoing maintenance plan with Earthwrights.</p>

	<p>There was a brief discussion about molehills. It was concluded that it would be helpful if the contractor could give more notice about when he intends to cut the grass so that the molehills can be flattened in advance. Cllr Fairman offered to speak to the contractor about this.</p>
240522.12	<p>Leats</p> <p>There were no new issues reported. There was a brief discussion about a stone which has been positioned in one of the leats to divert water.</p>
240522.13	<p>Highways and Footpaths</p> <p>It was noted that DNPA Ranger, Bill Allen will arrange for the replacement of the two footpath signs at Holne Bridge reported last month.</p> <p>The following matters were reported:</p> <ul style="list-style-type: none"> - The gates and styles need attention/replacement along the footpath from Langaford to Mill Leat. - The condition of Watery Lane is also poor. Some trees have fallen and some are overhanging and the surface needs attention. - The Shantys footpath from Great Combe is also in poor condition. The surface needs attention and two gates need repair. <p>It was agreed to report these to DNPA Ranger, Bill Allen.</p>
240522.14	<p>Clerk's or Councillors reports on matters authorised by the Council at previous meetings not otherwise on this agenda</p> <p>14.1 The PCC has requested payment of the peppercorn rent (£20) for 2020/21 for Playpark. It was agreed to pay £40 to cover 2021/22 as well.</p>
240522.15	<p>Chairman's urgent business for action by the clerk if covered by delegated powers or for inclusion on the agenda of the next meeting</p> <p>None</p>
240522.16	<p>Correspondence</p> <p>None</p>
240522.17	<p>Date of Next Meeting</p> <p>It was agreed that June's meeting will be replaced by a walkabout of the village on 14 June. Everyone to meet outside the Village Hall at 7.00pm.</p>

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Cllr B Owen
Chairman

Parish report from your District Councillors

May 2022

Council Chairman for 2022/23

Congratulations to Cllr Austen, (Ivybridge West) our new chairman, and to Cllr Taylor, (Charterlands) our new vice-chairman for the year ahead following yesterday's Annual Council. A resident of Ivybridge for over 25 years, Cllr Austen previously worked in business before lecturing in accountancy. Cllr Austen is married with two daughters and in his spare time, he enjoys walking on Dartmoor. This is the second time Cllr Austen has been a councillor for South Hams District Council. He was first elected for a four-year period from 1999 to 2003 and was again re-elected to the Council in May 2019.



Cllr Lance Austen is congratulated by the outgoing Chairman Cllr Richard Foss

Council Tax Energy Rebate



Just over 9,000 households who live in Council Tax bands A to D and who paid by Direct Debit on 1 April have now been paid their £150 Council Tax Energy Rebate by South Hams District Council. Despite guidance issued to councils stating that payments should be made by the deadline of 30 September, South Hams District Council knew that their residents needed this extra help as soon as possible.

Staff worked rapidly to set up the systems to those already registered by direct debit, so they could be paid as early as possible. Whereas some councils nationwide have told their residents that they won't receive payment until as late as the September deadline. To date, the Council has issued just over 9,000 payments, which was paid to residents' bank accounts last week.

Those with different direct debit payment dates throughout April will receive similar payments soon. An application form is live on the Council's website, for those who do not pay by Direct Debit, and these will be processed from May.

Solar Panels on South Hams Leisure Centres

In a meeting on 7 April, the Council's Executive Committee heard about the steady progress being made by the organisation since the approval of its Climate Change and Biodiversity Strategy in December 2020. The goals set in this strategy include reducing the Council's own carbon footprint to net-zero by 2030 and increasing biodiversity on its own land by 10% in 2025.

To back up the organisation-wide efforts to lower carbon emissions, the Executive Committee approved plans to loan Fusion Leisure £500,000 for the installation of solar panels at all four District Council leisure centres. A study on greenhouse gas emissions caused by Council activity was commissioned last year. It showed that the biggest proportion of the organisation's emissions relate to its activities from leased assets, franchising and outsourcing. That includes the four leisure centres.

The installation of the panels will reduce the carbon emissions of the centres by 131 tonnes of carbon dioxide equivalent (tCOe), equivalent to the annual energy emissions of 38 homes. Predictably, the emissions study also found that the reduction in staff travel caused by the pandemic led to a big saving in CO2 released into the atmosphere; a saving of 234 tCOe was made, the equivalent of powering 66 homes for a year.

Many Council staff continue to work remotely, which continues to reduce emissions significantly. To capitalise on these gains made, however, an electric vehicle project is about to begin shifting the Council's fleet of vehicles over to electric power. The project has the potential to save around 160 tCOe per year - the equivalent emissions of 45 homes.

Climate Infrastructure Fund launches



We have launched a new fund to support and boost sustainable infrastructure in the area - and we're inviting applications from the community.

The new Climate Infrastructure Fund has been created to invest in the development of infrastructure related projects to help the South Hams reduce its carbon emissions. Organisations applying can ask for between £1,000 and £25,000 to support their projects.

Feel free to share information on the project to any groups or organisations that you think might be interested - the application process closes on 9 June. To find out more [visit our climate change website](https://www.climatechange.southhams.gov.uk/climate-infrastructure-fund).

Ukrainian Refugees



It's been a busy time leading the district support for the Homes for Ukraine scheme. We are doing all we can to ensure that we rapidly undertake the accommodation checks and are now also undertaking more visits to Ukrainians that have arrived, in order to get some essential financial support to them, and this has been done this week. The total number of host properties successfully matched with Ukrainian guests so far is 61 in South Hams (and the team are also supporting another 34 in

West Devon).

There is of course a time lag in the data being received by the Council from Government. We anticipate the actual number to be higher than this. To date we have undertaken 79% of the accommodation checks we've been notified of; so far we have been informed of 60 Ukrainian guests actually arriving in the South Hams through the scheme.

For each guest arriving through the scheme, the government will provide funding to Councils of £10,500. We are pushing Devon County Council to understand how much of it they will 'top-slice' and therefore how much we have available to fund wrap-around support.

We do however now need to focus on what the longer term wrap-around support looks like. With that in mind, in the past week we have:-

- Arranged a drop in briefing session for Town and Parish Councils to ask any questions on the scheme or to share any steps they are taking to support Ukrainians on a locality basis.
- Worked with Team Devon to develop a series of webinars for Hosts and Sponsors over the coming month. Sophie Cobbledick from our Housing Team continues to play a lead role on the Team Devon work strand.
- Finalised plans with the CVS to deliver signposting, linking up translators to hosts / community groups / other organisations supporting our Ukrainian guests, supporting us in facilitating regular webinars with hosts and guests
- Formally launched the Fusion Leisure Homes for Ukraine free membership offering
- Gone live with our simple online form to enable hosts to sign up to receive their £350 monthly welcome payment.

Anyone wanting to become a sponsor must be able to offer a minimum of six months' accommodation. This can be anything from a spare room to an empty home. They will be eligible for a £350 payment per month, per address. This will not impact benefits or single person Council Tax discounts. Refugees old enough to work are able to claim Universal Credit and those of pension age can receive Pension Credit and Housing Benefit. Anyone offering support that is not accommodation or finance can email the council at supportforukraine@swdevon.gov.uk

Additionally, the Government has published a guide for Ukrainian guests, which includes advice on a whole range of topics including how to access benefits, finding work, etc. This will be available in Ukrainian. The guide can be found at: <https://www.gov.uk/government/publications/welcome-a-guide-for-ukrainians-arriving-in-the-uk>

A recently launched website - www.devon.gov.uk/supporting-ukraine - is the single point for information in Devon.

Waste Update



Significant disruption to the garden waste collections continue due to staff shortages. These are mainly due to illness and the difficulty in recruiting workers. The waste and recycling collections are fully resourced and are operating as we would wish.



FCC are unable to carry out any recovery of the garden waste as recovery of black bins and recycling is being prioritised.

If a resident's bin is not collected on their scheduled day, we are advising residents to keep their brown bin out until 5pm the following day and if it isn't collected, then to take their bin in and present on their next collection day.

Officers continue to work closely with FCC to ensure as many collections are made as possible, but in order to ensure we can hold FCC to account contractually please encourage all residents to report their missed collection online.



We do not yet know when those areas which have not switched to the box recycling system will do so.

New Household Support Fund



Details are starting to emerge of the government's intentions on this. Last year the funding, which gets allocated to upper tier authorities, had very little guidance. This year the government have stated that 33% of the funding should be spent on supporting children, 33% on pensioners, with the remainder allocated based on local need.

While we are still awaiting final funding allocations, initial Team Devon discussions are proposing that DCC use the children's element as they did last year, to provide additional free school meals and the suggestion is that a one-off payment is made to those of pensionable age in receipt of Council tax support i.e. already in receipt of a benefit. Across Devon that equates to some 19,000 individuals and would result in a payment of around £85.

Additional Funding for the Council



We have been successful in a funding bid to DCC / Public Health on behalf of all Devon Districts for funding to support further outbreak management. District Councils will be continuing promotion of infection, prevention and control measures within workplace settings to limit outbreaks of infection and knock on effects of impacts on local communities. The Council will receive £55,000 and the funding is required to support public health activities directly related to the COVID-19 response, such as testing, non-financial support for self-isolation, support to particular groups (CEV (clinically extremely vulnerable) individuals, rough sleepers), communications and engagement, and compliance and enforcement.

To help guide applications, examples of the types of project the fund will consider supporting are:

- Digital skills and inclusion projects
- Social inclusion and connectedness projects
- Mental health interventions
- Employability skills
- Projects increasing community access to outside space
- Inter-generational support projects
- Befriending services
- Innovative solutions to combating loneliness.

Let's Talk Teenagers

After the success of the first Let's Talk Teenagers sessions piloted earlier this year, a second series of the online sessions will be held in June.

These sessions are an opportunity for parents and carers of teenagers to hear about the challenges young people are facing today whilst being offered tips, techniques and resources to explore for more help and support.

Funded by the Office of the Police and Crime Commissioner, Safer Devon Partnership, South Devon and Dartmoor Community Safety Partnership and Teignbridge Council for Voluntary Service, these evening, 90 minute sessions will be running on consecutive Wednesdays at 7.00pm on 15, 22 and 29 June. Designed to empower parents and carers to support their teenagers through the challenges they are faced with daily, topics covered include:



- substance misuse
- exploitation
- healthy relationships
- safety online
- social risks

Please feel free to promote the sessions by sharing information with your communities and partners. [Follow this link](#) to book on the course and find out more.

DNPA Member update



Dartmoor's easy access routes win prestigious national award

Dartmoor National Park's Miles Without Stiles project has been awarded the prestigious Gordon Miller Award, awarded by the Countryside Management Association (CMA).

The annual accolade goes to the most deserving project, initiative or practice that's making an outstanding contribution to countryside/urban greenspace management. It's named after the CMA's Honorary President, himself a former Peak District National Park ranger, who set up the International Ranger Federation.

Dartmoor National Park's stunning landscape, rare wildlife and rich heritage makes it a popular destination for many people but things like gates, stiles and steep slopes make it difficult for some people to explore, even if they want to.

The National Park's Miles Without Stiles routes have been created to tackle this. Routes are primarily designed for people with limited mobility including those who use wheelchairs, mobility scooters, families with pushchairs and they don't feature any obstacles to climb over. They also have facilities such as parking, toilets and cafes quite nearby.

It means anyone, no matter what their ability, can explore Dartmoor's varied landscape from woodland river valleys to expansive moorland; Bronze Age monuments to quarrying remains.

The Authority has been helped by the Dartmoor Wheelchair Access Group and regular volunteers have provided practical help to make improvements on the ground. There's now a growing selection of routes ranging from 1km to 8km and with varying degrees of difficulty.

The award comes hot on the heels of the National Park Visitor Centres scooping Gold in the South West Tourism Excellence Awards.

Double yellow lines for roads around Two Bridges

Road safety improvements have been installed on a busy stretch of road troubled by irresponsible parking.

A 'no waiting at any time' order has come into force on roads around Two Bridges. The road has long suffered from parking issues, which is not only visually intrusive but has led to road safety concerns including reduced visibility and a narrowing of the road, which can make it difficult for vehicles to pass.

Devon County Council (DCC) made the order which was supported by both DNPA and Dartmoor Forest Parish Council. It came into force on April 29.

The order stops people parking on a section of the B3212 Postbridge/Moretonhampstead road; the B3357 past Two Bridges Hotel until just after the Princetown/Plymouth junction.

Long-term safety concerns prompted DNPA, working with DCC, to install no waiting/no parking cones along the stretch to help manage parking issues.

Upcoming exhibitions – National Park Visitor Centre, Princetown

People can enjoy two exhibitions celebrating different aspects of Dartmoor by local artists. An exhibition celebrating Arthur Conan Doyle's famed novel *The Hound of the Baskervilles* runs until 6 June. Photographer Chris Bloodworth showcases his take on the places in the book inspired by Dartmoor.

From 7 June until 7 September, Carol Ballenger and John Powls celebrate a 25-year collaboration alongside their new book *Dartmoor Dreams* through black and white photographs and poems.

A parallel exhibition, *Dartmoor Dreams, Part 2 - New Work* will be showing throughout August at MAKE Southwest, Bovey Tracey. There will be associated talks and performances at both venues. Each year, DNPA hosts a range of exhibitions at its visitor centre in Princetown. Some celebrate the people that make Dartmoor special; some the landscape itself and others take a different angle on the environment.

All visitor centres are open daily through the summer; from 10am – 4pm until June 30 and 10am – 5pm from 1 July – 30 September.

Protect Dartmoor from fires during summer, ask Rangers

The summer months can bring increased wildfire warnings and to help protect against their devastating impacts, DNPA is asking people to take simple steps to stay safe.

To help protect against the devastating impact of fire, DNPA is asking visitors and holidaymakers not to have open fires as part of a picnic or backpack camping at any time as even a small fire can get out of control very quickly.

When fire risk is high, people should:

- Avoid using portable barbecues and camping stoves during exceptionally dry spells
- Take notice of any advisory or warning signs
- Not throw cigarettes, lighters or matches on the ground
- In the event of a fire, follow instructions from National Park Rangers and emergency services

Nevertheless, it remains a breach of the National Park byelaws to have an open fire at any time. DNPA Community and Landscape Ranger Rob Steemson is the authority's emergency officer and Chairs the Dartmoor Fire Partnership.

The partnership involves DNPA, police, the fire and rescue service, commoners, landowners, Natural England, the Duchy of Cornwall, the MOD, among others. Its aim is to get an all-embracing fire plan that works to protect the National Park.

Rob said: "Uncontrolled wildfires in sensitive areas like Dartmoor cause long-lasting damage to wildlife and have a significant impact on the landscape. They also put livestock and members of the public at risk. People can help prevent wildfires by following advice, taking extra care and leaving no trace of your visit."

Lots of work is being done by the partnership to prevent fires and reduce the risk. More recently, it was pleased to support Shaugh Prior Commoners in their efforts to secure a fire fogging unit, a crucial piece of equipment should a wildfire break out on the commons.

Experience the timeless atmosphere of a 14th century Dartmoor longhouse

Nestling in Dartmoor National Park, Higher Uppacott is now open for guided tours so people can truly get a sense of what it was like to live side by side with cattle.

Higher Uppacott is a medieval farmhouse (longhouse) in which people and cattle were accommodated under a single roof.

Owned by Dartmoor National Park Authority, Higher Uppacott is a Grade 1 listed building of international importance and comprise the highest survival of longhouses (along with Brittany) in northern Europe.

It's one of the few remaining examples of this historic building type and a tour of this remarkable place will allow people to travel back in time and get a deeper understanding of life on Dartmoor through the ages.

One of the things that makes Higher Uppacott so special is that its development from its medieval beginnings through to the present day is still clearly evident within the fabric of the building. It tells its own story through key architectural features. This development also vividly illustrates the major changes in domestic family life and the social structures of Dartmoor farming folk over the centuries.

A guided visit is the only way to see this building and the National Park is pleased to announce a series of dates throughout the summer that are available to book now. Tours start at 10:30am unless otherwise stated and last about 90 minutes. A tour costs £6 per person.

Because of the nature of the building and its limited access, places must be booked in advance. Book by contacting the National Park Visitor Centre at Princetown on 01822 890414 or email visit@dartmoor.gov.uk with the date you want to visit.

Tour dates

May - Sunday 29

June - Saturday 11 and Sunday 26

July - Saturday 9 and Saturday 30

August - Saturday 6 (an evening tour beginning at 6pm), Sunday 14, Wednesday 17, Sunday 21 and Monday 29.

Recognising and rewarding the people who protect National Parks - Park Protector Awards 2022 now open for nominations

Campaign for National Parks has launched its search for National Park heroes with its annual Park Protector Awards.

The awards, which are now open for nominations, recognise and reward the work underway to protect and improve National Parks in England and Wales for People, Nature and Climate. The categories are:

- Main Park Protector Award - £1,000 prize (sponsored by WWF)
- People's Choice: Volunteer of the Year - £500 holiday voucher + one-year subscription to BBC Countryfile Magazine (sponsored by Original Cottages)
- New Perspectives Award - £1,000 prize

Campaign for National Parks, the only independent charity campaigning to protect and improve all National Parks in England and Wales, has partnered with BBC Countryfile Magazine to help share the stories of the winners.

Nominations close on 19 June 2022, with a public vote for the Volunteer of the Year and other winners decided by an expert judging panel comprising Campaign for National Parks Trustee Sue Beaumont and young ambassador Jessica Davison; Chair of National Parks England Andrew McCloy and scientist, TV presenter and Trustee of the National Association of Areas of Outstanding Natural Beauty, Dr Anjana Khatwa.

The winners will be revealed in an awards ceremony at the Houses of Parliament on 11 July 2022.

To find out more, or make a nomination visit: www.cnp.org.uk/park-protector-award