

Halwill Parish Council

Agenda

February 2024

To members of Halwill Parish Council You are hereby summoned to attend a Meeting of **Halwill Parish Council** which will be held on **8 February 2024 at 7.30 p.m. at the Parish Hall** for the purpose of transacting the following business:

2024/Feb/1 Apologies

To receive and accept apologies for absence. Apologies should be made known to the Clerk

2024/Feb/2 Declarations of interest and Requests for Dispensations:

To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda - To consider any dispensation requests. Requests should be made to the Clerk prior to the meeting

2024/Feb/3 Public question time

Deferment of business for Public Question Time. Time allowed at the discretion of the chairman. The public are invited to give their views and ask questions about items on this agenda. They may also raise issues for future consideration which may be made agenda items for a future meeting. Answers may be given in writing.

2024/Feb/4 Order of Business and any items to be discussed with the public excluded

At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.

To agree any items of a confidential nature to be discussed under part 2 Standing orders. Embarrassing to individuals or the parish council does not make it confidential!

2024/Feb/5 Clerk's & Councillors' announcements

To receive any announcements which the Chair a parish or visiting Councillor or the Clerk may wish to make (for information only)

2024/Feb/6 Parish Council Minutes

To confirm Minutes for the January 2024 Parish Council Meeting

2024/Feb/7 Estates - maintenance and replacement of worn out equipment

1. Defibrillators

To discuss whether we need 2 defibrillators for the parish and how to fund the replacement defibrillators

2. Park benches

To discuss replacing worn out benches

3. Flagpole and flag

To discuss replacing or repairing worn out flag pole

2024/Feb/8 Finances

To approve the bills for payment for February. See Appendix 1

2024/Feb/9 To consider responses to planning applications

Any planning applications that the Parish Council is asked to comment on after this agenda has been published will be discussed here though a formal decision cannot be made at this meeting.

2024/Feb/10 Removal of fence from West of embankment

To consider options for replacement and future security

2024/Feb/11 Action List and progress reports

To receive updates on current projects. See Appendix 2

2024/Feb/12 Correspondence

Correspondence received and to be written

2024/Feb/13 Coöption to Halwill Parish Council

To coöpt a new member to fill a vacancy outstanding since the last elections

2024/Feb/14 Meeting dates

To agree meeting dates for future meetings

2024/Feb/15 Close

Minutes of Halwill parish council's February 2024 meeting

Held on 8 February 2024 at 7.30pm In the Parish Hall

The meeting started at 7:30pm

Present:

Cllrs J Wilson (Chair), R Cristofoli(RC), , B Mason-Walshaw (B M-W) and R Grocock (RG)

In Attendance:

3 members of the public (MoP) and the clerk

2024/Feb/1 To receive apologies for absence

Apologies were received form: Ward Councillors P Hackett (PH) and S Gibson (SG), County Councillor J Morrish and Councillor J Lawlor (JL)

2024/Feb/2 Declarations of Interest

None

2024/Feb/3 Public question time

No member of the public spoke at this time

2024/Feb/4 Order of business and any items to be discussed with the public excluded

As it involved commercially sensitive discussions it was agreed to move Item 10 to the end of the meeting and exclude the public from the discussion.

2024/Feb/5 Clerk's and Councillors' announcements

Clerk

The clerk reported that the community speed watch was in need of volunteers.

County Councillor

Councillor J Morrish sent the following report:

“This week there has been 2 teams in the Okehampton and Holsworthy area cleaning ditches to take the water away. Also 1 team filling pot holes in Brandis corner to Okehampton area.

I have had 5 contacts this month from your parish on issues such as grants and link centre

I hope to see you soon but please call if you need me”

2024/Feb/6 To confirm minutes for the January 2024 Parish Council Meeting.

The minutes were signed as a correct record by Cllr J Wilson

2024/Feb/7 Estates - maintenance and replacement of worn out equipment

1) Defibrillators

The 2 defibrillators in the parish are provided under a lease agreement with the Ambulance Trust. The agreement on both runs out this year. The defibrillators were originally funded by public fund raising. There is enough money in the budget for new defibrillators if needed.

Councillor Mason_Walshaw agreed to take on fundraising initiatives for new defibrillators

2) Park Benches

Some of the original wooden park benches are worn out and in need of replacing. One has been removed. Some of the benches have memorial plaques on them and there is no policy on what to do with memorial plaques from old benches. The Clerk informed the meeting that some Councils keep old memorial plaques in a memorial garden. It was agreed to make this an agenda item for a future meeting.

3) Flagpole

The flagpole at the entrance to the car park has broken at the hinge. The pole itself is serviceable. The Clerk was asked to prepare options for repair or replacement.

2024/Feb/8 Finances

1 Bills for payment

It was **resolved** to pay the following bills

Table 1: Table of bills to pay and cheques to be raised at the November meeting

Date	Company	Amount inc VAT	For what
08/02/24	D C Osborne	£402.00	Salary
23/01/24	S Whatmore	£144.00	Christmas tree
17/01/24	Pidsigns	£36.57	Safety signs

Current Account Total For month inc VAT: £582.48

Current Account Total for month ex VAT £552.48

VAT for month: £30.09

Clerks total: £412.00

2024/Feb/9 To consider responses to planning applications

None

2024/Feb/10 Removal of fence from West side of the embankment

Discussed with public excluded.

It was **resolved** to apply for planning consent to erect a wall on the boundary of Heath Cottage

2024/Feb/11 Action List and progress reports

See Appendix 2

- Boundary fence behind the Old Garage

Completed but see agenda item 10 for this meeting

- Boundary fence behind changing rooms/broken gate post

Quote has been asked for

- Ash dieback

Commissioned. Remove from action list

- Policy documents

In hand. Remove from action list

- Measures identified in the Hall disability audit:
 - Contrasting paint for the edges of the steps to the playing field.
 - Disabled parking signs need repainting

Road markings and step nosings are not expensive. The clerk has ordered

- Gazebo

Weather and time permitting the football club will help.

2024/Feb/12 Correspondence

None

2024/Feb/13 Cooption to Halwill Parish Council

It was proposed by RL, seconded by B M-W and **resolved** to coopt Victoria Osborne to become a member of Halwill Parish Council

2024/Feb/14 Meeting dates

The next ordinary meeting will be on March 14 2024 at 19:30 in the Parish Hall

The meeting ended at 20:30

APPENDIX 2

Actions from the Meeting

Actions from the Meeting held on 11 January

Table 1: Actions from the last meeting

Minute No.	Item/Description	Assigned to	Target Date	Status / notes
2024/Jan/10	Boundary fence behind changing rooms / broken gate post	Clerk	Next meeting	Decisions needed

Actions from earlier Meetings

Table 2: Actions outstanding from previous meetings

Minute No.	Item/Description	Assigned to	Target Date	Status
2023/Nov/6	Gazebo	Clerk and HAFC	Spring	Under way

APPENDIX 1

Bills for Payment – February 2024

Current Account

Date	Company	Invoice No	Amount ex VAT	Amount inc VAT	For what
08/02/24	D C Osborne	HPC – 226	£402.00	£402.00	Salary
08/02/24	D C Osborne	HPC – 227	£10.00	£10.00	Expenses Telephone
17/01/24	Pidsignz	INV-3741	£30.48	£36.57	Signs
23/01/24	S Whatmore	2296	£120.00	£144.00	Christmas tree
08/02/24	HAFC	Grant	£1980.00	£1980.00	Grant 25% mower

Note The original cheque for the Christmas tree made in January 2024 was for the incorrect amount (ex VAT) and has been returned.

Current Account Total For month inc VAT: £2572.57

Current Account Total for month ex VAT £2542.48

VAT for month: £30.09

Clerks total: £412.00

HALWILL PARISH COUNCIL

Clerk: Mr. Don Osborne, halwill.parish.clerk@hotmail.com

PROPOSED MEETING DATES FOR 2024

JANUARY	11	PARISH COUNCIL MEETING
FEBRUARY	8	PARISH COUNCIL MEETING
MARCH	14	PARISH COUNCIL MEETING
APRIL	1	Earliest date for Annual Parish Meeting
APRIL	11	PARISH COUNCIL MEETING (Agreement of accounts)
MAY	9	ANNUAL PARISH COUNCIL MEETING
JUNE	1	Latest date for Annual Parish Meeting
JUNE	13	PARISH COUNCIL MEETING
JULY	11	PARISH COUNCIL MEETING
AUGUST	15	PARISH COUNCIL MEETING (IF NEEDED)
SEPTEMBER	12	PARISH COUNCIL MEETING
OCTOBER	10	PARISH COUNCIL MEETING
NOVEMBER	14	PARISH COUNCIL MEETING (Budget Preparation)
DECEMBER	12	PARISH COUNCIL MEETING (Agreement of budget – Precept)

All meetings to start at 7.30pm on Thursdays unless otherwise stated and are held in the Parish Hall. Dates are subject to change, please see the noticeboards.
Public and press welcome to attend



Pre-Planning Application Enquiry Form

1. Applicant's Details

Name: Halwill Parish Council
Address: Halwill Parish Council, Halwill Parish Hall, BEAWORTHY
Postcode: EX21 5XU
Phone: 07809 688 725
Email: halwill.parish.clerk@hotmail.com

2. Address of Proposed Development (if different from 1.)

Address: Halwill Playing Fields, Halwill Junction, BEAWORTHY
Postcode: EX21 5XB

Please note: we will require a plan or map with the site outlined in red to help us locate the property/land.

3. Describe the works you would like to undertake

To construct a boundary wall between Heath Cottage, Station Road, Halwill Junction, EX21 5XB and the Playing Fields boundary. Wall to be of rendered block construction 2.1 m in height.

You must ensure that the plans and information provided are accurate and up to date.

Signed [Signature] Dated 19/02/2024

When complete return this page with a location plan or map to:

Planning Services
Torridge District Council
Riverbank House
Bideford
EX39 2QG

Please tick if you are unsure of the appropriate fee and one of our team will contact you confirming the correct fee amount along with methods of payment:

[Empty checkbox]

