

**Minutes of the Berrynarbor Parish Council Meeting
Held on Tuesday 12th September 2017 at 7pm at Manor Hall,
Berrynarbor**

Present: Cllrs A Stanbury (Chairman), G Bacon, Mrs J Beer, A Coppin, Mrs J Fairchild and Mrs C White
Cllr Miss A Davis, Devon County Council
Cllrs Mrs Y Gubb and J Lovering, North Devon Council
PC Harper Davis

2 members of the public

1709/01 **Apologies**
Cllrs Mrs S Barten, Mrs D Reynolds and D Kennedy.

1709/02 **Declarations of Interest**
Cllr Stanbury declared a Personal Interest in Item 1709/06 application 62151 as the applicant is a neighbour.

Cllr Mrs White declared a Personal Interest in Item 1709/06 application 62151 as the applicant is a friend.

1709/03 **Public Participation Period**
Cllr Mrs Bacon reported that several residents of Barton Lane had complained to her about the state of the lane, hedge overgrowth, blocked drains and state of the gutters, which they had resorted to cutting and clearing themselves. They were advised to contact Highways.

1709/04 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 11th July 2017**
Copies were circulated prior to the meeting. It was **resolved**, with no votes to the contrary, to approve and sign the minutes of the meeting held on the 11th July 2017 as a correct record. Cllr Stanbury duly signed the minutes.

1709/05 **To receive reports from:**

- Police
None.
- County Councillor Miss A Davis
Councillor Miss Davis had little to report except a grant bid was being put in to improve junctions on the North Devon Link Road, she hoped to have more news on this before Christmas.
- District Councillors Mrs Y Gubb & J Lovering
Cllr Mrs Gubb reported proposed changes by the Boundary Commission which we would have more on next month.

Cllr Miss Davis and PC Harper Davis left the meeting at 7.18pm.

Cllr Lovering reported that all North Devon Council car parks have now been upgraded to enable payments via Ring Go, Apple Pay and card payments.

- Play Area Inspections. Councillor Mrs J Beer
Cllr Mrs Beer reported that the hedge is overgrown and covering the sign in the Recreation Field. The shed is now in a very poor state of repair. The damage to the safety matting looks like it was caused by a mower.

The goal nets need securing on the north goal. The water butt is still in the field. She also requested that the grass be cut lower and collected on the football pitch as at the moment it is unfit for purpose.

- Councillor Mrs D Reynolds, Manor Hall
Cllr Mrs Fairchild reported that the new lighting had been installed, but was not quite finished and three new members had joined the committee.
- Footpaths Report Councillor Mrs Fairchild
Cllr Mrs Fairchild reported that the footpaths were well maintained but there was a problem with overflowing rubbish from the dustbin at the end of Old Coast Road, it was suggested the Parish Council contact NDC's contractor to empty.
- Dog Exercise area Councillor Mrs White
Nothing to report.
- Meetings/events attended by Councillors/Clerk
It was noted that Cllr Coppin, Mrs Gubb and the Parish Clerk had attended a meeting with NDC to discuss the possible adoption of the car park and public toilets.

1709/06

Planning & Planning Correspondence

Planning Applications: to consider Planning Applications received to date

63551 Erection of porch

Location: 24 Berrynarbor Park, Berrynarbor, Ilfracombe

Applicant/Agent: Mr Sowerby

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

Planning Decisions: The Planning Authority has given Approval for:

63295 Approval of details in respect of discharge of condition 3 (archaeological work) attached to planning permission 57349 at Stowford Farm Meadows, Berrynarbor, Ilfracombe

The following application has been Withdrawn

62319 Notification of works to trees in a Conservation Area in respect of removal of one Mountain Ash tree at open space Barton Lane, Berrynarbor

Planning Appeal

62151 Conversion of barn to form one residential dwelling together with new vehicular access

Location: Hempster Farm, Berrynarbor, Ilfracombe

Application/Agent: Mrs Holland

It was **resolved**, with no votes to the contrary, to note the above information.

1709/07

Matters to Note (correspondence is available from the Clerk unless otherwise stated)

- Completion of Monthly Defibrillator report
- DALC's August newsletter
- DALC's Annual Report 2016/2017
- Come Martin, Berrynarbor and East Down Police August and September 2017 Newsletter (available on the Website)
- Details of Project Griffin a national counter terrorism awareness initiative

(available on the website)

- Correspondence from South West Coast Path Association and registration details for South West Coast Path 2017 Challenge
- NALC Legal Briefing – General Data Protection Regulation – summary of main provisions (information enclosed for Cllrs)
- Application to Tesco Bags of Help for replacement of the Bus Shelter on the A399
- Clerks and Councils Direct September 2017

It was **resolved**, with no votes to the contrary, to note the above. It was agreed that Cllr Mrs Bacon would complete the Defibrillator checks and report to Cllr Mrs White who would complete the monthly submissions.

1709/08

To approve payments and receipts to date

The following payments were received: -

Payments 12th July 2017 – 12th September 2017

Clerk's August Salary	£300 (Net)
HMRC PAYE	£75
Clerk's September Salary	£300 (Net)
HMRC PAYE	£75
Buckets and Sparkle, July Toilet Cleaning	£100
Buckets and Sparkle, August Toilet Cleaning	£108.99
British Gas, electricity	£7.67
South West Water	£33.79
Payments total:	£1,000.45

Receipts 12th July 2017 – 12th September 2017

Interest	£0.71
Receipts total:	£0.71

Members were informed that both the Council and Contractor had not been content with the standard of cleaning of the public toilets during August, therefore the Contractor had adjusted the invoice down by half to £58.99 making a new payments total of £950.45 and it was **resolved**, with no votes to the contrary, to approve the amended payments.

1709/09

To receive budget review

The budget review and bank reconciliation were circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to note the information.

1709/10

To consider tenders to works to trees in the Recreation Field

The tenders were circulated prior to the meeting and it was resolved, with no votes to the contrary, to seek advice from NDC's Tree Officer.

1709/11

To consider the condition of the shed in the Recreation Field

It was noted that the shed was in a bad state of repair. It was **resolved**, with no votes to the contrary, for Cllr Stanbury to remove the doors of the shed, to seek alternative shelter/shed proposals and to consult with the school.

1709/12

To consider tenders to undertake repair works to play equipment as identified in the Annual ROSPA report

It was **resolved**, with no votes to the contrary, to pursue further tenders.

1709/13

To consider tenders to install the new iron village signs

The tenders were circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to accept the tender from A&B contractors and to ensure they obtain any necessary permits to undertake the work.

- 1709/14 **To consider and agree specification to obtain tenders for the creation of a stone planter for Barton Lane**
It was **resolved**, with no votes to the contrary, to obtain tenders for a stone trough 1ft wider than the sign each side and 2ft high with a curved front. Cllr Mrs Bacon will check the measurements.
- 1709/15 **To consider consultation on the Minerals Safeguarding Areas**
It was **resolved**, with no votes to the contrary, to note the information.
- 1709/16 **To note Conclusion of Audit for financial year ended 31st March 2017**
It was **resolved**, with no votes to the contrary, to note the information.
- 1709/17 **To consider Electoral Review of North Devon: Warding Arrangements**
This item had been covered in Cllr Mrs Gubb's District report.
- 1709/18 **To receive update from Cllrs Coppin & Mrs Barten on Festivities and the purchase of lighting for 2017**
It was noted that Cllrs Mrs Gubb and Lovering had kindly offered £200 each from their NDC Community Cllr Budgets. It was **resolved**, with no votes to the contrary, that Berrynarbor Parish Council match this figure giving a total of £800 towards Christmas lights. Cllr Stanbury offered to donate a Christmas Tree and will confirm the size available, members discussed the idea of the Parish Council growing its own Christmas Tree and it was agreed to place this on the next Agenda.
- 1709/19 **To receive an update and discuss any issues relating to the cleaning of the Public Toilets (Cllr Mrs Fairchild to report)**
Cllr Mrs Fairchild updated members on the issues that had been experienced through August and the lower standard of cleaning which had been compensated. It was **resolved**, with no votes to the contrary, to note the update.
- 1709/19 **To receive update on the possibility of a lease for the Public Toilets or transferring the ownership for the Public Toilets and car park**
Members were informed that members of the Working Party and the Parish Clerk had met with NDC to discuss the options and NDC would be presenting the options discussed to the Parish Council in due course. It was **resolved**, with no votes to the contrary, to note the update.
- 1709/20 It was **resolved** that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.

Members of the public left the meeting along with the District Councillors.

PART B

- 1709/21 **To receive an update on the Appeals Procedure for the legal proceedings**
It was **resolved**, with no votes to the contrary, to accept the three demands made by the Claimant subject to the appeal being dropped.
- 1709/22 **Close**
There being no further business the meeting closed at 8.58pm.

Signed Dated