

**Minutes of the Berrynarbor Parish Council Meeting
Held on Tuesday 10th October 2017 at 7pm at Manor Hall,
Berrynarbor**

Present: Cllrs A Stanbury (Chairman), Mrs G Bacon, Mrs J Beer, Mrs D Reynolds and Mrs C White (from Minute No.1710/09)
Cllr Miss A Davis, Devon County Council
Cllrs Mrs Y Gubb and J Lovering, North Devon Council

2 members of the public

1710/01 **Apologies**
Cllrs Mrs S Barten, A Coppin, Mrs J Fairchild and D Kennedy.

1710/02 **Declarations of Interest**
Cllr Stanbury declared a Personal Interest in Item 1710/06 application 63647 as the applicant is a Councillor.

Cllr Mrs Bacon declared a Personal Interest in Item 1710/06 application 63647 as the applicant is a Councillor and as the same business of her family.

Cllr Mrs Reynolds declared a Personal Interest in Item 1710/06 application 63647 as the applicant is a Councillor.

Cllr Mrs Beer declared a Personal Interest in Item 1710/06 application 63647 as the applicant is a Councillor.

1710/03 **Public Participation Period**
The owners of the Sandy Cove Hotel spoke in favour of their planning application and explained that the neighbours had been shown the plans and have not shown any objections. The proposals will provide more parking and will not be visually intrusive.

The Chairman proposed and it was unanimously agreed to allow Cllr Miss Davis to provide the County Councillor's report at this point, the report is attached as Appendix One to the minutes.

Cllr Miss Davis left the meeting and did not return.

1710/04 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 12th September 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 12th September 2017 as a correct record. Cllr Stanbury duly signed the minutes.

1710/05 **To receive reports from:**

- Police
None. It was noted that the newsletter was on Matters to Note.
- County Councillor Miss A Davis
Appendix One.
- District Councillors Mrs Y Gubb & J Lovering
Cllr Mrs Gubb reported on the winter green waste collection timetable and will update the Council on the Boundary Review when there is information available.

Cllr Lovering reported that the width of the Link Road will be increased from 9.3m to 13.5m. There will be a new eight lane swimming pool as part of the new Leisure Centre and Sport England has invited NDC to submit an application for funding.

- Play Area Inspections. Councillor Mrs J Beer
There was nothing to report, however, it was noted that Cllr Stanbury had removed the doors from the shed in the Recreation Field as agreed.
- Councillor Mrs D Reynolds, Manor Hall
Nothing to report.
- Footpaths Report Councillor Mrs Fairchild
It was noted that the sign for footpath 20 was still broken and had not been replaced, this had been reported again to DCC.
- Dog Exercise area Councillor Mrs White
None.
- Meetings/events attended by Councillors/Clerk
None.

1710/06

Planning & Planning Correspondence

Planning Applications: to consider Planning Applications received to date

63712 Hybrid application 1) Replacement wedding venue with associated landscaping 2) Outline application for additional 6 guest suites (some matters reserved (appearance))

Location: Sandy Cove Hotel, Old Coast Road, Berrynarbor, Ilfracombe

Applicant/Agent: Mr and Mrs Gerrit and Dawn Ten-Bokkel

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

Cllrs Stanbury, Mrs Bacon, Mrs Beer and Mrs Reynolds declared a Personal Interest in the following application.

63647 Change of use of land to allow storage for up to 35 caravans between 31st October and 1st March together with extension to permitted season of camping in bottom field from 1st March to 31 October each year

Location: Mill Park Touring Site, Mill Lane, Berrynarbor, Ilfracombe

Applicant/Agent: Mr Adrian Coppin

It was **resolved**, with no votes to the contrary, to make no comment on this application.

63749 Change of use from guest house to single dwelling house

Location: The Lodge, Berrynarbor, Ilfracombe

Applicant/Agent: Mr Martin and Mrs Lorna Robson

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

63705 Replacement of existing parking with new parking

Location: The Little Buttery, 54 The Village, Silver Street, Berrynarbor, Ilfracombe

Applicant/Agent: Mr Buggins

It was **resolved**, with no votes to the contrary, to recommend REFUSAL the proposal would alter the character of the centre of the village.

Planning Decisions:

63752 Prior notification for erection of one agricultural building at land at 256975 1460221, Berrynarbor

Prior approval is required.

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

1710/07 **Matters to Note** (correspondence is available from the Clerk unless otherwise stated)

- Completion of Monthly Defibrillator report
- DALC's September newsletter
- Listing of Berrynarbor's Wall Memorial as part of Historic England's First World War Commemoration Project (information enclosed for Cllrs)
- Cllr Mrs Fairchild's attendance at the forthcoming Parish Paths Partnership Annual Workshop 2017
- Combe Martin, Berrynarbor and East Down Police Newsletter October 2017 (available on the Parish Council's website)

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

1710/08 **To approve payments and receipts to date**

The following payments were received: -

Payments 12th September 2017 – 10th October 2017

Clerk's October Salary	£300 (Net)
Expenses: Mileage 10/10/2017 39 miles @ 0.45 =	£17.55
HMRC PAYE	£75
Buckets and Sparkle, September Toilet Cleaning	£125
British Gas, electricity	£9.32
Grant Thornton, Audit Fees	£240
Payments total:	£766.87

Receipts 12th September 2017 – 10th October 2017

Interest	£0.79
Western Power, Wayleave	£2.90
Precept	£7,639.80
Precept Assistance	£541.22
Parish Grant	£166.39
Receipts total:	£8,351.10

It was **resolved**, with no votes to the contrary, to approve the payments.

Cllr Mrs White entered the meeting at 7.37pm.

1710/09 **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.

1710/10 **To note receipt of the Foundation Level of the Local Council Award Scheme**

Members were informed that the Parish Council had been awarded the Foundation Level of the Local Council Award Scheme, which is a prestigious award that recognises that the council achieves good practice in governance, community engagement and council improvement.

The Chairman congratulated members of the Council and the Clerk on the achievement and it was **resolved**, with no votes to the contrary, to note the information.

1710/11 **To consider attendance at the Town and Parish Council's Devon Highway Conference 2017**

It was **resolved**, with no votes to the contrary, to submit the Council's apologies.

1710/12 **To consider Tenders for fencing the play area at the Recreation Field**

Members considered the tenders and were in favour of erecting a fence to prevent access to the stream from the Recreation Field, however, the costs involved were significant and it was **resolved**, with no votes to the contrary, to defer the item until the next meeting to allow a complete budget review and to investigate funding options and possible financial assistance from South West Water. It was further agreed to try and obtain a cost for a solid fence on the northern boundary.

1710/13 **To consider purchase of paper towel holders for the public toilets**

Members considered the purchase it was noted that a hand dryer is available and the logistics of filling the holders and the mess it could cause were considered and it was **resolved**, with no votes to the contrary, not to purchase a paper towel holder at this time and to re-visit when the Council refurbishes the toilets.

1710/14 **To consider options and details for the future management/ownership of the car park and public toilets**

It was noted that the information on the options had not been received from the District Council, and Officers were still trying to establish facts and it was **resolved**, with no votes to the contrary, to defer this item.

1710/15 **To consider growing a Christmas tree for the village**

Members would like to investigate the possibility of a community Christmas tree growing project in the dog exercise area and it was **resolved**, with no votes to the contrary, for Cllr Stanbury to investigate the feasibility and maintenance requirements.

1710/16 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

1710/17 **To receive an update on the Appeals Procedure for the legal proceedings**

Members were informed that a settlement agreement had been agreed and the appeal had been dropped. To comply with the agreement the Parish Council would now have to remove the frame of the basket swing by 4pm on 31st January 2018. It was **resolved**, with no votes to the contrary, to note the update and place the removal of the basket swing on the November agenda.

1710/18 **To review staff Probationary period**

The appraisal was received and the probationary period considered and it was **resolved**, with no votes to the contrary, that the Parish Clerk's probationary period be approved.

1710/19 **Close**

There being no further business the meeting closed at 8.30pm.

Signed Dated