



## BERRY NARBOR PARISH COUNCIL

PARISH CLERK: MRS KATE GRADDOCK

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**TO: Councillors Mrs G Bacon, Mrs S Barten, A Coppin, M Johns, J Latham, Mrs L Lowe, A Stanbury, D Thomas and N Wright.**

You are hereby summoned to attend the Annual Parish Council meeting of Berrynarbor Parish Council, which will be held on **Tuesday, 12<sup>th</sup> November 2019 in the Manor Hall, Birdswell Lane, Berrynarbor** at **7.00pm** for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend.

**Mrs Kate Graddock BA (Hons)**  
**Clerk to the Council**

Date of issue: 30<sup>th</sup> October 2019

### **AGENDA**

1. **Apologies** (Please make any apologies known to the Clerk)
2. **Declarations of interest** - To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda.
3. **Public Participation**  
Members of the public are invited to make representations for a maximum of 3 minutes. Issues will be heard and noted but no decisions can be taken in this part of the meeting. Please refer to the procedure for Public Participation document.
4. **Minutes**  
To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 22<sup>nd</sup> October 2019 (attached).
5. **AirBand**  
To receive update information from AirBand and consider any action therefrom (attached for cllrs).
6. **To receive reports from:**
  - a) Police
  - b) County Councillor Miss A Davis
  - c) District Councillor J Tucker
  - d) Play Area Inspections
  - e) Manor Hall
  - f) Footpaths Report
  - g) Dog Exercise area
  - h) Meetings/events attended by Councillors/Clerk

- 7. Berrynarbor Car Park**  
To receive email from North Devon Council and consider proposals for car park Regulations at Berrynarbor Car Park (attached for Cllrs).
- 8. Planning Applications**
  - a) 70616 Lower Buddicombe, Berrynarbor, Ilfracombe**  
Erection of building for stable barn and agricultural purposes together with creation of open air sand school/arena.
  - b)** To consider any other Planning Applications received to up until the day of the meeting.
- 9. Payments and Receipts**  
To approve payments and receipts to date (available at the meeting).
- 10. Road Traffic Accident – Berrydown**  
To receive any update report on the progress to date and consider any actions therefrom.
- 11. Maintenance of Village Assets**  
To consider and agree the maintenance of village assets.
- 12. Devon County Council (Traffic Management) Permit Scheme Order**  
To receive correspondence from DCC and consider any actions therefrom (attached for Cllrs).
- 13. Berrynarbor Car Park - Possible Transfer**  
To receive report from Cllr Coppin on the possible transfer of Berrynarbor Car Park to Berrynarbor Parish Council and consider any actions therefrom.
- 14. Budgets 2020/21**  
To consider items for inclusion in the budget for 2020/21.
- 15. Councillor questions and requests**  
This item is for Councillors to ask questions and to raise items to be submitted to a future Agenda for consideration, however, no decisions can be taken under this item.

# ITEM 4

## Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 22<sup>nd</sup> October 2019 at 7.00pm in The Manor Hall, Berrynarbor

Present: Cllrs S Barten (Vice Chairman)  
Cllrs G Bacon, M Johns and J Latham.  
Also, in attendance: Mrs Kate Graddock, Parish Clerk and 14 members of the public.

**221001 Apologies**  
Apologies were received from

**221002 Declarations of Interest**  
Cllr S Barten declared an interest in the planning applications 70532 and 70498.

**221003 Public Participation**  
A member of the Public raised a question as to whether the Council is going to take over the Car Park. They requested a consultation with residents before any decision is made and requested a meeting to discuss the best way forward.

A member of the public raised concerns over the car parking regulations and that the car park regulations at present, encouraged more on street parking and vehicle movements. They further reported that the notice board quoted 2018 regulations, which North Devon Council has now rectified, however, you can still see the previous signage through. They further reported that they had spoken to a number of people, with 40 in favour that they would like the regulations to go to 7 days and 11 people saying they are happy with 24 hours.

A member of the public raised a concern over the Airband in the village, and in particular the Pole on Haggington Hill. Workmen have been seen on Haggington Hill. Concerns regarding Copper Beech tree were noted.

A member of the public reported large potholes on the road leading over the top to Castle Hill. Cllr Bacon suggested reporting online.

The Applicant for Planning Application 70498 spoke in favour on their application, stating that they are requesting this build for their 2 boys who have learning disabilities. They went to school in Berrynarbor and would like them to remain in the village.

A representative from Berry in Bloom spoken in favour of not seeing cables return to the village. The Committee have worked hard to try and alleviate cables from the past.

**221004 Minutes**  
**RESOLVED:** That the Minutes of the Meeting held on Tuesday, 10<sup>th</sup> September 2019 be approved and signed as a correct record of the meeting.

(NC)

# ITEM 4

221005

## Co-option

Members were circulated the application for Co-option prior to the meeting.

**RESOLVED:** That Mr Nic Wright be co-opted onto Berryarbor Parish Council.

(NC)

\*\*\* Mr Nic Wright signed his Declaration of Acceptance of Office and took his seat at the table.

\*\*\*

221006

## Airband

Members received a short presentation from representatives on the programme to date. It was noted that there was a meeting with North Devon Council due to be held in relation to works completed to date and proposed works. It was further noted, that there had been no desire to answer proposed works questions at the consultation event held in the Manor Hall on 15<sup>th</sup> October and there were concerns over the impact on the environment.

Airband reported that funding is available to carry out the work and Berryarbor is one of 57 sites. The route is nearly finished and Airband raised a question as to what impact means in relation to telecoms and the impact on the surrounding area.

Members raised questions, as to why you cannot use existing BT Open Reach underground systems, as there is an underground BT duct around Haggington Hill. However, Airband responded that the duct is broken and there isn't the time or energy from BT to repair this. After further discussion it was

**RESOLVED:** That the Clerk liaise with Airband to organise a meeting with residents of the Village and Airband.

(NC)

221007

## Reports

### a) Police

No reports were received.

### b) County Councillor Miss A Davis

No reports were received.

### c) District Councillor J Tucker

Cllr J Tucker was unable to attend, however, informed the Clerk that the two parking tickets that were rescinded were due to the signage not being correct, however, this has been rectified.

### d) Play Area Inspections

The broken bench still needs removing. The Oak Tree in the Recreation Field needs trimming.

### e) Manor Hall

Cllr Johns asked whether any S106 monies had been received. The Clerk replied that nothing had been received as yet.

### f) Footpaths Report

It was reported that Footpath is 7 blocked off by fencing The Clerk replied that she would report this to the Public Rights of Way team, DCC. Also, in the Glebe Field the gates do not shut, the top one is twisted and the bottom one doesn't reach the latch. The Clerk replied that she would action these repairs.

# ITEM 4

**g) Dog Exercise Area**

No reports received.

**h) Meetings/events**

No reports received.

**221008 Berrynarbor Car park**

\*\*\* Cllr Wright left the meeting. \*\*\*

\*\*\* Cllr S Barten declared a DPI as she has a business in the vicinity. \*\*\*

The Clerk reported that after correspondence placed in the Newsletter, she had received 7 feedbacks, 4 asking for the regulations to remain and 3 asking for the regulations to be made to allow parking for 7 days.

Members reported that the Council made the decision previously to change the parking regulations to 24 hours as residents were unhappy with the number of cars being parked and motorhome and campervans used the car park as a base and the lavatories to dispose of sewage and water.

\*\*\* The meeting and standing orders was suspended\*\*\*

\*\*\* Cllr Wright returned to the meeting. \*\*\* The meeting was reconvened.

Cllr Wright felt that his business could benefit from the regulations remaining. The Clerk advised Cllr Wright to declare a DPI given his statement.

\*\*\* Cllr Wright declared a DPI. \*\*\* The meeting became inquorate; therefore, the Clerk would ask for an extension due to being inquorate and also that the Council did not receive the Consultation paperwork when first sent out.

**221009 Planning Applications**

**70532. Moorings, Watermouth, Ilfracombe**

First Floor Extension with alterations to external elevation and replacement windows to all areas.

**RESOLVED:** To recommend approval

(NC)

**70498. Barn Cottage, Berrynarbor, Ilfracombe**

Single Storey Entrance link and two storey extension to form additional accommodation.

Members raised a question as to whether there would be a clause on the property to ensure that it is a permanent residence and it cannot become a second home.

**RESOLVED:** To recommend approval.

(NC)

**221010 GDPR/Data Protection Act 2018**

**RESOLVED:** To approve the renewal of the Annual Data Protection fee of £40.00.

(NC)

# ITEM 4

221011

## Payments/Receipts

### Payments

Salaries (October)	£431.22 (net)
HMRC PAYE October	£206.60
Clerk's Expenses	£52.20
Toilet Cleaning	£100.00
Western Web	£120.00
British Gas, Toilet Elect	£21.92
Online Playgrounds – New seat	£135.60
ICO, Data Protection fee	£40.00
A Stanbury – bunker materials	£70.32
Manor Hall Committee Hall Hire	£13.00
Fremington Parish Council – photocopying	£7.37
<b>TOTAL:</b>	<b>£1198.23</b>

### Receipts

Interest	£0.51
Precept	£8772.17
<b>TOTAL:</b>	<b>£8772.68</b>

**RESOLVED:** That the payments above totalling £1199.23 and receipts totalling £8772.68 be approved and actioned by the Clerk.

(NC)

221012

## Citizens Advice

Members received a funding request from Citizens Advice.

**RESOLVED:** That a grant of £50.00 be made.

(NC)

221013

## Road Traffic Accident – Berrydown

Further to Minute No: 100911 no further correspondence had been received regarding the progression of measures to alleviate the safety concerns at Berrydown, there it was

**RESOLVED:** That the Clerk writes to Cllr Davis, DCC to ascertain if any progress has been made on the matter.

(NC)

221014

## Community Governance Review

Members were circulated correspondence from North Devon Council on a Community Governance Review, however, it was noted that any Parishes that had revised Electoral arrangements following the District Ward Boundary Review are not likely to be reviewed as the guidance states that they are protected from reviews for five years unless consent is granted by the Local Government Boundary Commission.

**RESOLVED:** That the information be received and noted.

(NC)



# ITEM 4

**221015 Christmas**

Cllr Bacon reported that conversations had been held with the Church in relation to placing lights on the Yew Tree instead of a separate tree, which proved to be difficult last year. Cllr Johns expressed his interest in placing matching lights on the Manor Hall and will investigate this matter.

**RESOLVED:** That the Clerk writes to the Church to confirm the informal discussions regarding the Christmas lights on the Church tree and that the Council will pay the electric bill for this purpose.

(NC)

**221016 Councillor questions/requests**

The following matters were raised:

- Hedge on the left hand side coming down Pitt Hill is overgrown and becoming dangerous.
- The litterbin at Pitt Hill still needs replacing.
- Planning Training for members was being held on 19<sup>th</sup> November, however, North Devon Council were also holding a separate planning Parish Forum in December.
- The possibility of arranging a new Cllr training in January.
- The Holly Tree and Apple Tree needs pruning in Claudes Garden.
- The possibility of the Fountain being repaired at the Bus Stop.

**221017 Part B: Exclusion of Press and Public**

**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 involved the likely disclosure of confidential information.

(NC)

**221018 ICO**

Members were informed that the ICO had issued a decision notice in relation to the recent case.

**RESOLVED:** That the information be received and noted.

(NC)

Meeting ended at 9.02pm.

Signed..... Dated .....