

**Minutes of the Berrynarbor Parish Council meeting on Tuesday, 10<sup>th</sup> December 2019 at 7.00pm in The Manor Hall, Berrynarbor.**

Present: Cllr A Stanbury (Chairman)  
Cllrs S Barten (Vice Chairman), G Bacon, A Coppin, M Johns, J Latham and N Wright.  
Also in attendance: Mrs K Graddock – Parish Clerk and 12 members of the public.

**101201 Apologies**

Apologies were received from Cllr L Lowe.

**101202 Declarations of interest**

Cllr S Barten declared a Personal interest in Item 9 on the Agenda – TPO Woodland at Oxenpark Road, Hill Barton Farm.

Cllr J Latham declared a Personal interest in Item 5 on the Agenda – Airband.

**101203 Public Participation**

A member of the public spoke regarding the car parking. They said that they fully appreciate the difficulties that Berrynarbor Parish Council has and respect the work that the Council has done. They felt that the Council only took a small amount of evidence into account when making the decision for the car parking regulations to stay as before and felt that the signatories that the resident collected, were not appreciated. They stated that at the October meeting, the Council were worried about the long-time parking of camper vans and camping itself, however, the council's decision does nothing to prevent either of those two matters. N24 only limits camping to 24 hours. They now wished for the Council to adopt N29 – 7 days camping is allowed and no return within 6 hours. N24 and N25 would then satisfy the Council's needs.

**101204 Minutes**

**RESOLVED:** That the Minutes of the meeting held on Tuesday, 12<sup>th</sup> November 2019 be approved as a correct record and signed by the Chairman.

(NC)

**101205 Airband**

Members welcomed Mr Watkins from Airband. He explained to members that he wanted to attend to ensure that the Council's views are heard and that any concerns are taken back to Airband for consideration. He welcomed questions. He stated to members that Airband is still on track for complete installation in January.

**RESOLVED:** That Standing Orders is suspended to allow the public to ask questions to Mr Watkins.

(NC)

Concerns were raised from a resident regarding the installation of wires at Barton Lane around 4 weeks ago. They stated that the workers left a mess from poor hedge cutting leaving residents having to tidy this up themselves. Mr Watkins replied that he would relay this back to Airband to action.

A further concern was that Airband entered people's property without asking, with a lack of common courtesy and in one instance, a pole was dragged along the driveway.

A resident raised a concern over the pole on Hagginton Hill. They stated that during a meeting at NDC, they were assured by Airband that before this was to be erected they would consider re-routing the cable behind the property. This turned out to be incorrect, as they had no intention of delivering on this, as the next day the pole was erected. They further stated that they were personally accused of threatening to cut down the pole with a chainsaw which was completely incorrect. They also informed Mr Watkins that at the previous council meeting, they were accused by Airband of "gate crashing" a meeting with NDC and Airband however, they were invited to attend by Cllr. Joe Tucker.

A resident spoke and said that Airband have steam rolled their way through the village with little regard for the local environment, private property and the opinion of villagers. NDC, Airband and other parishes should be made aware of our concerns to ensure future rollout activities are performed more sympathetically and in consultation with parishes.

Mr Watkins said that Airband need to be thoughtful when entering the community and have learnt from the experiences with Berryarbor and that having the facility there, adds value. He added that Airband are trying to bring the rural communities into the 21<sup>st</sup> Century.

A resident asked whether you could go to a different provider for the broadband. Mr Watkins replied that it is a private network that Airband has put into the village but if you wanted to go with someone else, then you would have to subscribe to that provider. The more subscribers that Airband have, the more extending to the coverage. Airband are keeping the price points where they are. There will be further collective areas that will be introduced in the future.

A concern was raised that Airband did not consider the AONB when placing poles and that there are still 20/30 posters displayed in the village, that the representative from Airband assured they would be removed. Mr Watkins confirmed that he would ensure this is actioned as soon as possible.

**RESOLVED:** That Standing Orders are reinstated.

(NC)

Members thanked Mr Watkins for attending, but there was a number of concerns with regards to the communication, lack of respect and courtesy from Airband and it was

**RESOLVED:** That a complaint be sent to North Devon Council as members felt that North Devon Council should have made them more aware of the situation and would have liked to have been involved in the process much earlier to ensure the above concerns were raised and/or alleviated.

(NC)

101206

### **Election**

The Clerk reported to members that following the resignation of Cllr Thomas and the Notice of Vacancy, 20 Parishioners have confirmed to North Devon Council

that they require an election. The Clerk confirmed that the Elections office had said that an election could cost between £1500 - £1800 approximately (it could be higher), however, this would depend on whether election cards are issued, which a suggestion is to ensure they are, given the number of parishioners requesting an election. She reported that North Devon Council are likely to issue the notice around the 2<sup>nd</sup> January 2020, giving around 6 working days for potential candidates to submit their forms to North Devon Council. If there is one candidate, they will become automatically elected (uncontested election) however, if there is more than one candidate, there would then be an election (contested election).

Members were concerned regarding the impact on the budget for 19/20 but also the precept for 20/21. Some members felt that if this was going to happen at each resignation, then the budget will need to reflect that.

Members welcomed further people onto the Council and hoped that given the expense that this would cost the community, that a good number of candidates put themselves forward for an election.

101207

### Reports

- a) **Police** – No report was received.
- b) **County Councillor A Davis** – Cllr Davis submitted a report, which is attached as Appendix 1. She reported that DCC are giving away trees and encouraged the Council to apply for a Landmark tree. 5G – Consultation is online. A3123 – withdrawn the Lynton Cross element, and trying to come up with a new scheme. She also gave an update on planned roadworks.  
**RESOLVED:** That the Clerk apply for a landmark tree and a pack of 45 trees from Devon County Council and apply for grants for Planning and Flooding.  
(NC)
- c) **District Councillor J Tucker** – Cllr Tucker reported that he had sent a number of items of interest via email and thanked the 2/3 members that attended the Parish Forum. 60/70 councillors/clerks attended but it was not well organised and he had sent a complaint regarding the training.

\*\*\* Cllr J Latham left the meeting at 7.40pm. \*\*\*

He reported that Barnstaple Pannier Market has a number of events taking place during December and encouraged members to support these.

\*\*\* Cllr J Latham returned to the meeting at 7.43pm. \*\*\*

Cllr Tucker reported that North Devon Council has prosecuted a number of people dropping litter/fly tipping etc. The enforcement section of the Planning department is going well. The Chairman asked whether North Devon Council will pick up fly tipping on private land. Cllr Tucker stated that household goods would be collected, but he would investigate the possibility of picking up building materials that are dumped.

- d) **Play Area Inspections** – Members noted that Cllr Coppin had replaced the toddler swing and taken away the rotten bench.
- e) **Manor Hall** – No reports.
- f) **Footpaths** – Cllr Bacon reported that the footpath is still blocked.

**g) Dog Exercise Area** – Cllr Wright stated that the entrance from the small field to the large field is treacherous and suggested a membrane being placed down and cordoning off for a short time. Cllr Wright suggested making a new entrance in the smaller exercise area.

**RESOLVED:** That Cllr Wright lead a project to action placing down a membrane and making a new entrance.

(NC)

Cllr Wright mentioned that there is an issue with dog faeces and suggested a larger sign and a dog bag dispenser. Cllr Wright said that he would take control of this item. Cllr Tucker said that he would grant the money through his North Devon Council Councillor grant.

**RESOLVED:** That the Clerk apply for funding for the dog bag dispenser to be sited at the dog exercise field and purchase a store of bags.

(NC)

**h) Grit Bins/Roads** – Cllr Coppin gave an update and asked people to report any grit bins that need refilling before the colder weather.

**i) Meetings/events attended** - Cllr M Johns and Cllr L Lowe attended the Parish Forum which was more aimed at North Devon Council. Members received training from Planning Partnership Ltd, which was a useful session.

**101208**

**Planning**

70812: Extension and alterations to dwelling at Holmleigh, Sterridge Valley, Berrynarbor, EX34 9TB

**RESOLVED:** That the application is recommended for approval.

(NC)

**101209**

**TPO Woodland at Oxenpark Road, Hill Barton Farm.**

Members received correspondence from North Devon Council on tree works at the above location.

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

(NC)

**101210**

**Water Fountain**

Cllr Bacon reported that she had gotten a plumber to look at the Water Fountain by the bus stop and that it needs reconnecting and a replacement tap and a clean out of the pipes, which would cost approximately £75-100. Members felt that the water fountain would be great to get back into action, but wished to know how much it would cost to have a proper water dispenser tap.

**RESOLVED:** That Cllr Bacon enquire as to how much a proper water fountain tap is and report to the next meeting and Cllr Bacon investigate the possibility of repairing the other water fountain located on Mill Lane.

(NC)

**101211**

**Land at Mill Lane**

Cllr Barten mentioned that she had not been able to contact the land owners of gather information therefore, it was

**RESOLVED:** That the item is deferred until the next meeting.

(NC)

101212

**Payments and Receipts**

Cllr Barten reported to members that she had calculated incorrectly and that there had been an overpayment of maternity pay to date, and that it will be repaid. She was in discussions at the present time as to how.

**Payments**

Salaries	£285.55
PAYE	£190.00
Clerk's Expenses	£39.60
Toilet Cleaning	£100.00
British Gas – Electric	£22.48
Fremington PC – printing	£11.10
G Bacon, Christmas lights	£201.50
Planning Partnership Ltd	£300.00
Berrynarbor Community School (Basket Swing donation)	£600.00
<b>TOTAL</b>	<b>£1750.23</b>

**Receipts**

None

**RESOLVED:** That the payments totalling £1750.23 and receipts totalling £0.00 be approved and actioned by the Clerk.

(NC)

101213

**AONB**

Members were received information asking for nominations for a Parish Representative to attend their meetings.

**RESOLVED:** That any Cllrs that wish to apply are authorised by the Council to apply individually.

Cllr Barten wished to apply for the remaining signage for the Village. The Clerk replied that she had that in the handover pack for the Clerk following her return from Maternity leave.

101214

**Berrynarbor Car Park**

Cllr Coppin wished to clarify that it wasn't that the Council wanted to block camper vans; it was the reverse. The Council cannot discriminate camper vans.

Cllr Coppin reported that North Devon Council are offering a 20-year lease term with a £4,500 grant towards future running costs. A Surveyor would survey it before any handover. He further reported that the Council could try to get an auto renewal – option to review.

Members wished to consult with parishioners. The Clerk reminded members that they had agreed to take on the toilets, and that the two are currently together in relation to Business rates, so it would be prudent to transfer both at the same time, as the Council could get Small Business Rate Relief on one property, which means a zero payment on rates if taken together.

Members felt that by taking on the car park, it would give the community more flexibility on how its run. Cllr Coppin mentioned that if the Council take the lease,

they then adopt the car park rules and the enforcement. Some members felt that could be ways of raising money for things in the village, such as allowing permits.

**RESOLVED:** That members agree to adopt the car park in principle, however, a consultation with parishioners is organised for the New Year so an informed decision can be made and in the meantime, Cllr Coppin seek a copy of the lease from NDC for the Council to review.

(NC)

101215

### **Budget 20/21**

Members were circulated a copy of a draft budget for 20/21. Members discussed the provision of elections, given the current situation and felt that the budget had to be increased to cover this considering the amount of people requesting them.

Members agreed to ensure there were budgets for:

- legal fees which were currently not budgeted for
- increase in audit fees, given the council's predicted spends being over £25,000
- A reduction in salary costs as there would be no maternity cover needed, however, a possible % increase in local government salaries from April 2020
- £4000 for possible elections
- Increased water budget for the Berrynarbor Toilets as this is severely overspent already
- The provision of no Parish Grant and Top up grant from NDC from 2020

The Clerk mentioned that there will be another opportunity to review this in January if members wish, however, the budget would be based on no income from North Devon Council for the car park and toilets.

**RESOLVED:** That the budget for 2020/21 be approved as attached as Appendix 2 and a precept request of £20,762.05 is submitted for 2020/21, meaning a band D property will pay £55.62 a year (£11.48 rise) £1.07 a week (22pw rise).

(NC)

The Clerk did state that this figure may decrease depending on the tax base figure, which will be issued in January.

101216

### **Section 106**

The Clerk reported that the Council had received notification of £21,942 had been received through Section 106 funds from the Fold Yard Application: 65759. The following projects were identified:

- Manor Hall Window Replacements
  - Windows £2809.32 + vat,
  - Scaffolding £400.00 + vat
  - Guttering £2065.00
- Play Equipment at Manor Hall
  - £7593.10 + vat
- Play Equipment at The Recreation Field
  - £9411.95 + vat

Total: £20,214.37 + vat and £2065.00 no vat.

\*\*\* Cllr Coppin and Cllr Wright out at 9.08pm. \*\*\*

**RESOLVED:**

1. That the Clerk submit Expressions of Interest forms to North Devon Council for the above projects.
2. That Cllr Bacon look at producing a plan of the play equipment to gather views from the community.
3. That any additional monies is allocated from the Council funds to finish the project (£337.37).

(NC)

\*\*\* Cllr Coppin and Wright in at 9.11pm. \*\*\*

\*\*\* Cllr A Stanbury out at 9.15pm. \*\*\*

\*\*\* Cllr A Stanbury in at 9.16pm. \*\*\*

**101217 Devon Communities Together**

Members were asked whether to enter into discussions with Devon Communities Together on whether to produce a Housing Needs Survey for Berrynarbor. Members felt this would be beneficial, but was concerned regarding costs. Cllr Stanbury replied that it was at no cost and it was

**RESOLVED:** That the Clerk contact Devon Communities Together to enquire regarding completing a Housing Needs Survey for Berrynarbor.

(NC)

**101218 Neighbourhood Plan**

Members considered producing a Neighbourhood Plan for Berrynarbor, following the planning training with Planning Partnership Ltd. The Clerk reported that she had received communication from the company who said that there were grants available for the whole costs and that the potential costs for Berrynarbor would be around £7,000. Members felt this was something that should be explored and it was

**RESOLVED:** To hold a meeting with Planning Partnership Ltd to discuss the possibility of producing a Neighbourhood Plan for Berrynarbor.

(NC)

**101219 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 involves the likely disclosure of confidential information.

(NC)

**101220 HM Courts and Tribunal Service/ICO**

Members were reported regarding communication received from the HM Courts and Tribunal Service and ICO. Members were concerned regarding the costs

that this would cost the community, given that there has already been a considerable cost to the community for the matter up until now. Therefore, it was **RESOLVED:**

- 1. That the Council do not join the Tribunal.

(NC)

Meeting ended at 9.58pm.

Signed..... Dated:.....

DRAFT