

**Minutes of the Berrynarbor Parish Council meeting on Tuesday, 11<sup>th</sup> February 2020 at 7.00pm in The Manor Hall, Berrynarbor.**

Present: Cllrs A Stanbury (Chairman), S Barten (Vice Chairman), G Bacon (from Minute No 2002/13), M Johns, B Joyce, J Latham, L Lowe and N Wright  
District Cllr J Tucker  
Mrs V Woodhouse, Parish Clerk

3 members of the public.

- 2002/01 **Apologies**  
Cllrs A Coppin and Cllr Miss A Davis, Devon County Council. Cllr Bacon had apologised she would be late to the meeting.
- 2002/02 **Declarations of interest**  
None.
- 2002/03 **Public Participation**  
A member of the public asked where residents are supposed to park in the summer months when there are visitors and the regulations on the car park have been changed. It was suggested that the parking at the back of the Ye Old Globe pub should be made over to residents parking.
- 2002/04 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 14<sup>th</sup> January 2020**  
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 14<sup>th</sup> January 2020 as a correct record. Cllr Stanbury duly signed the minutes.
- 2002/05 **To receive reports from:**
- Police  
It was noted that the February report was available on the Council's website.
  - County Councillor Miss A Davis  
The report was circulated prior to the meeting and is attached as Appendix One
  - District Councillor J Tucker  
Cllr Tucker reported that the S106 money had been approved by NDC at Committee and it was time for NDC to start setting budgets and council tax he explained that there would be a slight increase in NDC's share. Cllr Tucker urged members and residents to be vigilant of scams which are circulating at the moment and reported that, although planning enforcement was back at full strength, the planning department had several vacancies. Cllr Tucker informed members that the 3G all weather pitch is now open at the Tarka Tennis Centre and urged people to visit.
  - Play Area Inspections  
Cllr Bacon had provided a report to the Clerk, Cllr Bacon had confirmed she will install the second new football net before the meeting and the Pre-School had asked when the baby swing chains will be lengthened in the Manor Hall

Play Area – it was agreed to speak to Cllr Coppin who was dealing with this matter.

- Manor Hall  
Cllr Johns reported that the Committee had redecorated the entrance to the Pre-School and Men's Institute.
- Footpaths – to receive update and costings on clearance of footpath Sawmills to Watermouth  
Members were informed that the contractor usually undertook the clearance on an hourly charge but had estimated it would cost around £120, it had last been cleared on the 6<sup>th</sup> February 2019 and it was **resolved**, with no votes to the contrary, to instruct the contractor to clear the footpath.

Cllr Barten informed members that the annual surveys had been completed and two footpaths had been blocked, they were also stopped when surveying the footpath to Golden Cove and told that it was not a footpath, the Clerk confirmed that all the information and completed forms would be sent to DCC. Cllr Barten raised concerns about the safety of members of the public exiting the footpath which leads straight onto the road.

- Dog Exercise Area - to receive update on risk assessment by the Chairman and Vice-Chairman and consider any actions  
The Chairman congratulated Cllr Wright on the work he had undertaken to date, it was felt that some stepping might be required for safety reasons and to keep the gravel in place. Cllr Wright confirmed that the gravel was being compacted through use, he was unaware of the flower situation when he undertook the works. Cllr Wright asked if anyone would have any objections to him removing the barbed wire and brambles which had formed an informal hedge, there were not any objections.

The Chairman explained that the post and rail fence to the sewage works required replacing and it spoils the character of the area, he will speak to South West Water about replacing as they have an obligation to maintain the access track. Cllr Tucker confirmed that when his District Cllr grant is ratified, he would be willing to contribute some funds.

- Grit Bins/Roads  
It was **resolved**, with no votes to the contrary, to place an item about the Road Warden Scheme on the next Agenda.
- Meetings/Events attended by Councillors/Clerk  
None.

2002/06

### **Matters to Note**

- Correspondence from Devon County Council confirming the upgrade of footpath 13 to a bridleway
- Notification of road closure for one-night 19th Feb Friendship Cross A399 B3223
- Devon County Council (Traffic Management) Permit Scheme Order 2020
- Temporary Prohibition of Through Traffic A3123

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

- 2002/07 **Planning and Planning Correspondence**  
 Planning Applications:  
**62/50/20/004** Proposed reinstatement of railway line, creation of cutting and embankment previously removed together with new railway bridge. (amendment to approved application ref62/50/16/001), Land in field to the North of A39 West of Holwell Wood, and Land on Access track to Rowley Barton.
- Members had found it difficult to access the plans and did not feel they had enough information to be able to comment.
- It was **resolved**, with no votes to the contrary, to make no comment.
- 2002/08 **Payments and Receipts**  
 The following payments were received:
- |   |                |
|---|----------------|
| <b>15<sup>th</sup> January 2020 – 11<sup>th</sup> February 2020</b> |                |
| 87. British Gas, Electricity -Toilets                               | £22.29         |
| 88. February Salaries   | £317.30        |
| 89. Clerk's Expenses  | £65.15         |
| 90. HMRC PAYE February  | £79.20         |
| 91. Toilet Cleaning, January  | £100           |
| 92. Manor Hall Hire   | £174           |
| <b>Payments total:</b>  | <b>£757.94</b> |
- 
- |  |           |
|--|-----------|
| <b>Receipts 15<sup>th</sup> January 2020 – 11<sup>th</sup> February 2020</b> |           |
| None.  |           |
| <b>Receipts total:</b>   | <b>£0</b> |
- It was **resolved**, with no votes to the contrary, to approve the above payments and receipts.
- 2002/09 **Land at Mill Lane- potential footpath**  
 It was **resolved**, with no votes to the contrary, to remove this item from the Agenda until Cllr Barten has had the opportunity to contact the landowner.
- 2002/10 **To consider annual donation towards the Sewage Plant**  
 Members considered the annual donation and it was **resolved**, with no votes to the contrary, to provide a donation of 50% of the running costs at £147.19.
- 2002/11 **To consider cost to upgrade the website to comply with Website Content Accessibility Guidance 2.1 level AA**  
 Members were informed that Parish Council's would need to comply with the requirements by September 2020. It was **resolved**, with no votes to the contrary, for the website host to upgrade the Council's website to comply with the WCAG2.1 level AA at a cost of £180.
- 2002/12 **To receive and consider correspondence relating to North Devon Council's Climate Action Week**  
 It was **resolved**, with no votes to the contrary, for Cllrs Stanbury and Wright to attend a meeting.

Cllr Bacon entered the meeting at 7.41pm.

2002/13 **To receive response to the Council's request for NDC to consider residents' permits in the car park**  
Members considered the response and felt that any such scheme would need further consideration and it was agreed to include within the consultation process.

2002/14 **To receive response from North Devon Council to the Council's Complaint Reference Airband**  
Members were disappointed with the response and it was **resolved**, with no votes to the contrary, to note the response.

2002/15 **To receive an update on the Expression of Interest Forms Submitted for Section 106 Monies for the following projects and consider signing of the Funding Agreement:**

a) Manor Hall

It was **resolved**, with no votes to the contrary, agree and sign the funding agreement.

b) Manor Hall Play Area

c) Recreation Field Play Area

Members were informed that the public opinion was still being sought on the proposals for the play area and a member of the public felt that a comprehensive plan should be drafted for the Recreation Field, another member of the public had highlighted an interest in the use of the Field. It was **resolved**, with no votes the contrary, to defer the signing of the funding agreements until the public opinion had been sought, it was further agreed to set up a working party with Cllrs Latham, Bacon, Wright, Joyce and Stanbury to work with the two members of the public to draft a plan and to set a time limit of 30 days.

Cllr Tucker left the meeting.

2002/16 **Councillors Questions and Requests**  
None.

2002/17 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.

Members had a short five-minute comfort break.

## **PART B**

2002/18 **To receive and consider draft heads of terms for the lease of Berrynarbor Car Park**

Members considered the draft heads of terms for the lease of the Berrynarbor Car Park. Concerns were raised about the liability of the bank and fence and it was agreed to request a meeting with NDC's engineer and, if necessary, to instruct an

independent structural engineer to provide a report prior to accepting the head terms. It was further agreed to ask if the PC could take a lease up to the edge of the tarmac so as to preclude responsibility for the bank.

It was noted that the car park would be removed from the off-street parking order and Members were concerned that the enforcement of the car park had not yet been investigated. It was agreed to investigate options open to the PC for parking regulations and enforcement.

Cllr Barten left the meeting.

It was further agreed to clarify who could change the paved route of access to the shop.

Members noted that the plan for the transfer of the public toilets appeared to show the steps were included, members were concerned that the steps lead directly onto the road and it was agreed to clarify the liability should there be an accident.

It was agreed to place the public consultation on the next agenda the Council would like a boundary to the edge of the tarmac

Meeting ended at 8.32pm.

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