

Minutes of the Virtual Berrynarbor Parish Council meeting held on Tuesday, 13th October 2020 at 7.20pm via Zoom

Present: Cllrs A Stanbury (Chairman), G Bacon, A Coppin, M Johns and B Joyce, J Latham, N Wright and Devon County Cllr Miss A Davis
Ms S Petters Parish Clerk

2 Members of the public

Prior to the meeting arising wifi issues were resolved, to allow the council meeting to commence.

2010/05 **Apologies**

Cllr J Beer, Cllr L Lowe

2010/06 **Declarations of interest**

Cllr Stanbury declared a Personal and Prejudicial Interest in Item 2010/11 Application 71985 as applicant is a neighbour.

2010/07 **Public Participation**

Both members of the public were given opportunity to speak and declined.

2010/08 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 8th September 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 8th September 2020 as a correct record.

2010/09 **To approve and sign the Minutes of the Berrynarbor Parish Council Extraordinary meeting held on 5th October 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 extraordinary meeting held on the 5th October 2020 as a correct record.

2010/10 **To receive reports from:**

- **Police**

The report had been made available prior to the meeting and was noted.

- **County Councillor Miss A Davis**

The report had been made available prior to the meeting.

Cllr Davis summarized, explaining that she had resent a link to a Devon County Council website page. This provides information on Covid-19 positive cases within the area together with test, track and trace information. It is updated daily at 4pm.

Cllr Davis referred to recycling rates, which had increased since lockdown, with Devon having one of the highest in the country.

There has been a lot of public appreciation for the refuse and recycling crews.

Cllr Davis summarized the communications that had occurred with Airband over the last few weeks in relation to the siting of a pole for electronic communications. The proposed cabling cannot be put in the BT ducts due to blockage so must be overhead. The position of the pole has now been resolved; Cllr Davis advised that it will be in the churchyard by the wall.

The drainage work in Long Lane is going well, traffic has been managed and work will be finished by the end of the month.

Cllr Davis left the meeting.

A member of the public joined the meeting.

- **Play Area Inspections**

It was noted that the new chains are in place. Cllr Bacon confirmed there was no feedback on the new equipment and nothing more to report to the meeting.

- **Manor Hall**

Cllr Johns reported that the Manor Hall AGM originally scheduled for mid-September will be going ahead in 4th November. The website will be live on 1st November.

Cllr Latham asked about the weeds growing near where children walk. Cllr Johns agreed to look at this.

- **Footpaths**

Cllr Bacon stated there was nothing new to report to the meeting. The clerk confirmed that the previous clerk had handed over the pending file.

- **Dog Exercise**

None

- **Grit Bins/Roads**

None.

- **Meetings/events attended by Councillors/Clerk**

None.

2010/11

Planning and Planning Correspondence

Cllr Stanbury had declared Personal and Prejudicial Interest for 71985 remaining in the meeting without comment in accordance with the Council's adopted Code of Conduct.

71985 Variation of condition 3 (start of development) attached to planning permission 65405 to allow for extension to time condition at Smythen Farm Holiday Cottages. Applicant: Mr. and Mrs. Carless.

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

72131 Replacement of temporary agricultural dwelling with a new permanent agricultural dwelling at Lower Buddicombe Martin
Applicant: Landsense Professional Ltd.

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

Cllr Wright joined the meeting

ENQ/1419/2020 Prior notification for proposed installation under telecommunications code system operators of one 10mtr wooden pole. The pole will be installed with 7 – 7.5mtrs above ground at Barton Lane.
Applicant: Airband Community Internet Ltd.

Cllr Stanbury referred to Cllr Davis' earlier report to this meeting which confirmed this had been satisfactorily resolved. There were no further comments to add

Correspondence – Pre-Application request. Land at Haggington Hill.
From NPAS: Devon Ltd.

Cllr Stanbury stated that on receiving a request from NPAS for an informal opinion from Berrynarbor Parish Council, guidance was sought from North Devon Council Planning Department. It had been confirmed that an informal opinion could be provided.

Cllr Bacon read out the correspondence. Concerns were raised and it was **resolved**, with no votes to the contrary, to recommend the following feedback is provided to NPAS Devon Ltd:

- Access related to increase in traffic arising from the development on the existing single carriageway road leading to the site.
- Provision of affordable housing as a proportion of the overall build.
- The build to be in keeping with the existing surroundings and to use sympathetic materials in line with existing adjacent properties.

Cllr Johns raised queries on the decision-making process in relation to planning applications and enquiries. Cllrs Stanbury, Bacon and Coppin clarified the process and boundaries to worked within. Cllr Johns suggested a review and to discuss the planning strategy for Berrynarbor. Cllr Stanbury agreed that this item will be included in the next meeting.

2020/12 **2010/12 Payments & receipts**

The following payment were received:

48	Amazon	Refill soap x 3	43.5
49	British Gas	Toilets electricity	23.34
50	Discount Cleaning Supplies	Mop Head	13.98
51	Ideal 365 Ltd	Jumbo Tissue Roll x 12	15.35
52	Mrs. V Woodhouse	Cleaning Products	72.83
53	Western Web	Website renewal fees - 2yrs	162.00
54	Simon Partridge	Cleaning Car Park Toilets	100.00
55	Sue Petters (Amazon)	Printer Cartridges	37.89
56	Sue Petters (Zoom)	Zoom monthly Fee	14.39
57	October Salaries	Sept & Oct salaries	424.8
58	Sue Petters	Clerks Travel	26.1
59	HMRC October	PAYE October	106.2

Payments Total: £1,040.38

RECEIPTS

North Devon Council	Precept 2 nd payment	10,381.02
Interest		0.10

Receipts Total: **£10,381.12**

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

2010/13 **Parish Council Administration**

To consider purchase of a replacement laptop for the Parish Clerk

It was **resolved**, with no votes to the contrary, to approve purchase; specifications and costings to the next meeting.

To consider purchase of a mobile phone for the Parish Clerk

It was **resolved**, with no votes to the contrary, to approve purchase; specifications and costings to the next meeting.

To agree replacement ink cartridges for printer.

Clerk confirmed this was included in payments, exercising delegated power to purchase in line with Council's standing orders.

2010/14 **Berrynarbor Car Park**

a) To receive update on consultation

Cllr Stanbury confirmed a consultation document has gone around the village. 7 emails have been received so far. It was **resolved**, with no votes to the contrary, that the consultation remains open for another month and to be reviewed at the November meeting.

b) To consider any car park regulation and/or tariff changes for North Devon Off- Street Places Order.

Cllr Stanbury clarified that the last amendment made was to the regulation allowing weekly parking, changing to 24 hours, stating that a majority seemed satisfied with this.

Cllr Johns asked if North Devon Council can issue permits. Cllr Stanbury clarified they could but it will then need to be policed and there will be cost to administer. The Parish Council can apply for concessions to be granted at any time, but this needs to be managed fairly so consultation is key.

Cllr Bacon proposed no changes should be made this year. It was **resolved**, with one objection, that no amendments will be requested.

c) To receive update on lease for the car park

Cllr Coppin confirmed that North Devon Council had been chased up and have confirmed the task is still in progress. There are no further updates.

2010/15 **Recreation Field/Dog Exercise Area.**

To receive and consider quotations for fencing works.

Cllr Stanbury stated that three quotes had been sought with one received so far and shared with councilors for information. Cllr Bacon asked about funding and Cllr Stanbury clarified that there is part funding available and the rest would be covered by the budget.

It was **resolved**, with no votes to the contrary that one other quotation should be sought and brought to next meeting.

Cllr Latham left the meeting.

2010/16 **Local Flood Risk Management Strategy**

To consider consultation for Devon's update

Cllr Coppin stated that this aligns with the emergency plan with the exception of the gathering place, currently Mill Park at the bottom of the valley. He suggested the Manor Hall could be an alternative in the event of a flood.

Cllr Coppin also raised a concern over water quality of the stream.

It was **resolved**, with no votes to the contrary, that the strategy is accepted.

2010/17 **Litter Bins**

To consider a request for an additional litter bin in the village.

A request went to North Devon Council from a parishioner and as yet it has not been possible to ascertain where the bin is needed, nor who made the request. Cllr Stanbury requested this item to be put on the November meeting.

Cllr Bacon felt the request might be related to the car park bins, one of which has been damaged. It was suggested that the rear bin could be moved to replace it. Cllr Stanbury requested the clerk to write to North Devon Council to ascertain if the bins were their responsibility.

2010/18 **Correspondence**
Email from a visitor to the parish raising concerns over the cleanliness of the bus shelter. Cllr Bacon agreed to go and check the shelter. Cllr Wright offered to give it brush up if needed
Invitation to DALC AGM 7th October.
Date was passed so nothing to discuss.

2010/19 **Remembrance Day**
To consider arrangements for 2020.
Cllr Stanbury has received a request for the Remembrance reading and asked if anyone else might wish to do this. Whilst it remains unclear how arrangements might be amended to be Covid safe it was still agreed by all that Cllr Stanbury remained best placed to do the reading.

2010/20 **Councillors Questions and Requests.**
Correspondence received re a leak at 1 & 2 Lea Cottages. It may necessitate digging up part of the pipeline which goes across recreation field.

Cllr Coppin raised a concern received from the Sawmills re the water quality of the stream being poor. At the time Cllr Stanbury checked Sturridge Valley, which was found to be running clear. Emails have been sent to the environment agency and Combe Martin Water Watch to try to ascertain the cause. It was suggested that if it happens again, a sample for analysis should be taken.

2010/21 **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.**

The public left the meeting.

PART B

2010/22 **Courts & Tribunal Service/ICO – to receive update and consider latest correspondence and any actions arising therefrom.**
There was no update or correspondence to report.

Meeting ended at 9.12pm.

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