

Minutes of the Virtual Berrynarbor Parish Council meeting held on Tuesday, 10th November 2020 at 7.20pm via Zoom

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

5 Members of the public

2011/01 **Apologies**

None received.

2011/02 **Declarations of interest**

Cllrs A. Stanbury, G Bacon, and A Coppin declared a Personal and Prejudicial Interest in Planning applications at 2011/06

2011/03 **Public Participation**

Members of public were given opportunity to speak and declined.

2011/04 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 13th 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 meeting held on the 13th October as a correct record.

2011/05 **To receive reports from:**

- **Police**

The report had been made available prior to the meeting and on website.

- **County Cllr. Miss A Davis**

The report had been made available prior to the meeting.

Cllr Davis summarized the report:

Report included links to DCC information and a number of links to funding to support vulnerable people and families across Devon. If Cllrs were aware of anyone, please give Cllr Davis contact email address.

There was also grant between £300 -£700 for Parish Council and Charitable organisations to support community activities arising from the impact of Covid-19.

Link Road £60m funding bid from Dept of Transport had been successful. Temporary traffic orders will be going out and work will start in the New Year.

Street Lighting, around 79,000 will be converted to LED lights with a 75% reduction of carbon emissions equal to taking 8,000 cars off the road.

£50k drainage scheme funding has been approved for Sawmills area
Work will take place next year.

Cllr Davis left the meeting.

- **District Cllr. J. Tucker.**

Advised that despite being very careful, he and his wife are isolating, having been tested positive for Covid-19, after experiencing flu-like symptoms. He reassured the meeting that he remains active and taking phone calls. He urged everyone to social distance, be vigilant and stay safe.

Cllr Tucker referred to the regular updates he emails to Berrynarbor Parish Council. He apologized if there had been any disruption in waste and recycling collections. NDC had two people tested positive Covid-19 cases in Waste and Recycling back in October but are now up to full strength.

NDC has sent a strong response to the Housing Minister on the Planning White paper. Cllr Tucker stated that there is substantial opposition to the proposed changes.

NDC overall budget has been impacted by Covid by around £2m which they will be working to correct this over the next year. Cllr Tucker reported that universal claimants for North Devon had risen from 3800 in March to over 8000 in September which sadly indicates the difficult position that many people are in.

Cllr Johns asked about NDC business grants and Cllr Tucker explained that NDC is still waiting for guidance from central guidance but believes the process will be similar and he will pass on any enquiries.

Cllr Stanbury asked about NDC planning. Cllr Tucker explained that there is a monthly Planning Policy Review Committee which reviews NDC strategy and planning and ensures it remains current. Affordable housing is currently being looked at.

Cllr J. Tucker left the meeting.

- **Play Area Inspections**

The new equipment is in place, feedback has been positive. Awaiting swings to be painting and slide needs another coat. Raised concern that the painting needs to be finished. The tree stump in the park is to be removed. Weeds need to be removed from the matting around the roundabout. There are a number of small tasks outstanding, Cllr Bacon will email a list to the clerk. Tree work in Claude's garden has been approved and will be completed in next few weeks. The donated benches in the garden are rotten, both donors are happy to replace and requested to use slate benches, which will not need maintenance or replacing. It was agreed that the replacements can be made of slate.

- **Manor Hall**

Nothing to report.

- **Footpaths**

Cllr Bacon looked at Pathway 5 to Broadsands which, despite a recent repair are in poor repair and are dangerous. Two reports have gone into DCC for urgent action.

Cllr. Johns raised an email received about the adoption of pathways. Cllr. Stanbury had contacted PROW and had responded.

- **Dog Exercise**

Nothing to report.

- **Grit Bins/Roads**

Nothing to report.

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

Cllr Bacon raised the emergency meeting that was held at the recreation field, with regard to the slides positioning. A suggestion of willow screen was accepted as a good solution.

Remembrance Sunday was attended by Cllr Stanbury.

2011/06 **Planning and Planning Correspondence**

Cllrs Bacon and Coppin and Stanbury had declared a Personal and Prejudicial Interest in planning application 72345 – 72356 and took no part in the discussions

72345 - Application for a lawful development certificate for existing use of field 1 Area G Barn Park for all year use in breach of condition 4 & 5 of planning consent 78/812/5/3. Stowford Farm Meadows Berrynarbor. Applicant - Time GB Group Ltd.

72346 - Application for a lawful development certificate for existing use of field 3 Area H Broad Meadow for all year use in breach of condition 5 & 6 of planning consent 80/119/5/4. Stowford Farm Meadows Berrynarbor Applicant - Time GB Group Ltd

72347 - Application for a lawful development certificate for existing use of field 4 Area E Great Western Park for all year use in breach of condition 7 & 8 of planning consent 82/2244/5/4. Stowford Farm Meadows Berrynarbor. Applicant - Time GB Group Ltd

72348 - Application for a lawful development certificate for existing use of field 5 Area K Bridge Park for all year use in breach of condition 3 of planning consent 38521. Stowford Farm Meadows Berrynarbor. Applicant - Time GB Group Ltd

72349 - Application for a lawful development certificate for existing use of field 5 Area K Bridge Park for non-restricted use in breach of condition 5 of planning consent 24574. Stowford Farm Meadows Berrynarbor. Applicant - Time GB Group Ltd

72350 - Application for a lawful development certificate for existing use of land for recreation purposes ancillary to the caravan site. Stowford Farm Meadows Berrynarbor. Applicant - Time GB Group Ltd

72351 - Application for a lawful development certificate for existing use of land for equestrian purposes ancillary to the caravan site. Stowford Farm Meadows Berrynarbor. Applicant - Time GB Group Ltd

72356 - Application for a lawful development certificate for existing use of field 2 Area F Bulls field for all year use in breach of condition 6 & 7 of planning consent 78/388/5/4. Stowford Farm Meadows Berrynarbor Applicant - Time GB Group Ltd.

Cllr Latham led the discussion on all of the above applications.

Cllr Johns felt there was not enough information. The clerk clarified that there appeared to be no deadline on the consultation. Cllr Stanbury requested the Clerk to contact the Planning Officer to request more information.

Cllrs Bacon and Coppin had declared a Personal and Prejudicial Interest in planning application 72338 and left the meeting.

72338 - Application for extension of the open season to permit year-round use at Mill Park Touring Site, Mill Lane Berrynarbor. Applicant Mill Park Ltd

It was resolved, with one vote to the contrary, to recommend APPROVAL.

Cllrs Bacon and Coppin returned to the meeting.

2011/07 **b. To review the planning strategy for Berrynarbor.**

Cllr Johns asked about the strategy for Berrynarbor council. Cllr Stanbury clarified that there is a Local Plan in place for Berrynarbor, completed 4/6 years ago.

It was resolved with no votes to the contrary, that Cllrs Joyce, Johns and Coppin will form a working party on this.

2011/08 **Payments & receipts**

a) The following payment were received:

PAYMENTS

60	Keyhole Surgery	Repair filing fire safe lock	95.00
61	British Gas	Toilets electricity d/d	38.60
62	Sue Petters	Nov salaries	212.55
63	HMRC	PAYE Nov	53.00

64	Simon Partridge	Cleaning	100.00
65	PFK Littlejohn	Audit	240.00
NOV PAYMENTS TOTAL			£739.15

RECEIPTS

14	Interest	0.10
15	DCC Grant	£640.49
NOV RECEIPTS TOTAL		£ 640.59

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

2011/08 b. **Budget review information was received.**

The process for review and setting next year's budget was discussed and clarified.

It was **resolved** with no votes to the contrary, not to include amounts for Car Park in 21/22 budget.

Cllr Bacon raised that Playground repairs against the inspection report will need to be considered.

It was **resolved** with no votes to the contrary, to include £1000 for playground repairs in 21/22 budget.

Clerk to review budget lines and complete first draft 21/22 budget and distribute to councillors.

2011/09 **Administration**

a. To consider specification and purchase for replacement laptop for the Parish Clerk.

b. To consider specification and purchase of mobile phone for the Parish Clerk

The Laptop and Mobile phone specifications and costs reports were received.

Cllr Coppin raised the need to purchase antivirus.

It was **resolved** with no votes to the contrary to approve purchase of Laptop, software and anti-virus licenses, including transfer of data from existing laptop, and a Motorola phone with 2g data phone contract.

c. Cllrs received the calendar of Berrynarbor Parish Council meetings for 2021

2011/10 **Berrynarbor Car Park**

Cllrs had prior received the spreadsheet containing all the responses information. Cllrs discussed that 12 responders had indicated they would like an exemption certificate and some required more than 1 certificate for their

household, noting that, if granted, the exemption certificates would equate to a significant percentage of the overall car park spaces available. There were also people using the car-park daily for their local work places to be considered. There also had been objections received to the proposal and safety concerns which were discussed.

It was **resolved** with no votes to the contrary, that no exemption certificates will be issued.

2011/11 **Recreation Field/Dog Exercise Area.**

a. Cllr Stanbury presented 3 quotations for fencing works received.

It was **resolved**, with no votes to the contrary, to award the work to No, 3.

b. Cllr Bacon has received a request for a boules pitch to be situated in the recreation field and presented the details of the request. Cllrs felt a boules pitch could be an asset to the village.

It was **resolved** with no votes to the contrary, to set up a working party to meet with the member of public to investigate further.

c. A parishioner had raised concerns about the placement of the slide. A meeting was arranged and a solution to provide willow screening was found. Cllr Latham had received quotes.

It was **resolved** with no votes to the contrary, to place the order of willows from Willows Nursery.

d. A sign on the gate to the Park at Manor Hall in the had fallen into disrepair. A replacement vinyl on aluminum replacement is needed.

It was **resolved** with no votes to the contrary to delegate the purchase of a replacement sign to the clerk under 3.3 of Berrynarbor Parish Council Financial Regulations.

2011/12 **Litter Bins**

A parishioner had submitted a request to NDC for an additional litter bin. The clerk is awaiting a response from Waste and Recycling to resolve two issues related to Litter bins and will bring detail back to the meeting when received.

2011/13 Cllr Bacon highlighted the poor condition of the handrail at Sawmills, along the main road and beside the stream.
Cllr Stanbury requested that the clerk writes to Highways to check ownership.

2011/14 A resignation as been received from Cllr Lowe. Cllr Stanbury expressed his gratitude for all her work.

2011/15 **Councillors Questions and Requests.**

Cllr Bacon asked for clarification in relation to councilors attendance. Cllr Stanbury asked the clerk to investigate this further.

Cllr Stanbury raised that a large new sign has appeared at the Berrynarbor Park. Cllr Beer clarified the size and position of the sign. There have been complaints to councilors and a parishioner has already reported the sign to planning enforcement.

2011/16 **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.**

The public left the meeting.

PART B

2011/17 **Courts & Tribunal Service/ICO – to receive update and consider latest correspondence and any actions arising therefrom.**

A further pack of paperwork has been received for filing. There had also been a communication to the previous clerk with no further action required.

Meeting ended at 9.37pm.

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