

**Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 10<sup>th</sup> October 2023 at 7pm in the Manor Hall, Birdswell Lane, Berrynarbor**

Present: Cllrs A Stanbury (Chairman), G Bacon, E Clarke K Young and D Norman (from Minute No. 2310/05)

County Cllr Miss A Davis  
Mrs V Woodhouse, Parish Clerk

1 Member of the public

- 2310/01 **Apologies**  
Cllrs B Joyce and J Latham.
- 2310/02 **Declarations of Interest**  
Cllr Stanbury Bacon declared a Personal Interest in Item 2310/07 Application 77657 as a neighbouring property.
- 2310/03 **Public Participation**  
A member of the public asked if now that the Boulodrome has been constructed and is well used would the Parish Council consider giving permission for and part-funding a community pavilion which could also be used as an outdoor classroom for the school, the member of the public had raised £1,500 towards the purchase.
- The Chairman proposed and it was unanimously agreed to move item 10 on the Agenda forward to after the reports.
- 2310/04 **Minutes**  
It was **resolved**, with no votes to the contrary and two abstentions, to approve the minutes of the meeting held on Tuesday 12<sup>th</sup> September 2023 as a correct record.
- 2310/05 **To receive reports from:**
- Police  
The report had been circulated.
  - County Cllr Miss A Davis  
Attached as Appendix one. Members asked if the Parish Council provided the funding could the pavement in Mill Lane be extended to help alleviate the parking issues in the area. It was noted that if permission was granted the pavement would need to meet highway standards, it was agreed to seek the standards and permission to consider extending the pavement.
- Cllr Davis left the meeting.
- District Cllr J Hunt  
None.

- Play Area  
The fallen tree had been cleared in the Recreation Field.

It was agreed for Cllr Stanbury to ask Robin Pickering to repair the broken bench in the Manor Hall Play Area.

Cllr Norman entered the meeting at 7.20pm.

Cllr Bacon reported that one of the trees in Claude's Garden appeared to be dying.

There is a broken bench in the Manor Hall play area which Cllr Bacon will look at.

It was agreed for Cllr Clarke to look at signs to promote the use of Claude's Garden and to look at other signs which may need to be replaced/added to the open spaces.

- Manor Hall  
None.
- Footpaths  
Cllr Bacon had met with the contractor and the specification for the next grass cutting tender would need to be amended accordingly it was noted that this would likely increase the cost of the contract next year.
- Dog Exercise Area  
None.
- Grit Bins/Road  
The grit bin by the shop is full of water and it was agreed to report on DCC's website.
- Meetings/Events attended by Councillors/Clerk  
None.

2310/06

### **Recreation Field**

Cllr Young reported that it was agreed 18 months ago to undertake a consultation and plan of the Recreation Field but this has not yet happened. It was noted that the Parish Council had tried to arrange with Devon Communities Together but could not find a mutually convenient date. It was agreed to contact Devon Communities Together and obtain a quotation to undertake a community consultation.

The anti-social behavior grant funding could be used to complete some projects in the Recreation Field.

a) To consider purchase and siting of a pavilion

It was agreed that any pavilion should go in the dog field near to the Boulodrome. The Parish Council would look to match fund a 3 x 3m structure which would seat 15 people and to investigate options that would be inkeeping with the area and fit for purpose. Cllrs were asked to look at styles and options and to place an item on the next Agenda. It was noted that planning permission would also need to be investigated.

b) To consider installation of outdoor gym equipment

it was agreed to delay consideration until the consultation and future plan of the Recreation Field had been undertaken.

c) To consider running an outdoor cinema event

Members were in support of an outdoor cinema for the community once a year and it was agreed for Cllr Young to speak to the providers.

d) To consider sensory garden

Members were supportive of a living sensory garden and it was agreed for Cllr Young to pursue Berry in Bloom.

e) To discuss installation of basket swing

Cllrs Young and Clarke had met a resident on site to discuss the proposal and locations, there is not an issue with it going back in but the question is where to place the item. It was agreed to find out how much room the equipment requires around it.

## 2310/07 **Planning & Planning Correspondence**

Planning Applications: to consider

**77679** Single storey rear extension (amendment to application 76828) at

Rivendell Mill Lane Berrynarbor

**Applicant:** Mr and Mrs Balchin

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

**77657** Conversion of barn to dwelling at Bountree Smythen Farm Berrynarbor

**Applicant:** Mr Palmer-Fry

It was **resolved**, with no votes to the contrary and on abstention from Cllr Stanbury, to recommend Approval.

## 2310/08 **Payments and Receipts**

### **PAYMENTS**

57. October Salaries	£448.27 58.
HMRC PAYE October	£112 59.
Pension Contributions	£162.45
60. Tesco Mobile, Phone Charge October 2023	£12.01
61. Public Toilet Cleaning, September	£125
62. Festive Lights	£299.91
63. British Gas	£64.12

64. DALC, Cllr Training	£36
65. PKF Littlejohn LLP, External Audit Fees	£252
66. WesternWeb, Annual Renewal of Web Space	£96

**Payments total: £1,607.76**

**RECEIPTS**

Interest	£11.65
Precept	£11,794.78
NDC, S106 Funding	£3,359

**Receipts total: £15,165.43**

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

2310/09

**Public Toilets**

It was agreed to remove this item from the Agenda.

2310/10

**Audit 2022 – 2023**

The Notice of Conclusion of Audit and the External Auditor’s report was received, and it was **resolved**, with no votes to the contrary, to note the information.

2310/11

**Review of Polling Districts & Polling Places/Stations**

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

Meeting ended at 8.30pm.

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