

Minutes of the Annual Berrynarbor Parish Council meeting held on Tuesday, 14th May 2024 at 7pm in the Manor Hall, Birdswell Lane, Berrynarbor

Present: Cllrs A Stanbury (Chairman), C Boxall, L Clarke and B Joyce

Mrs V Woodhouse, Parish Clerk (virtually)
1 member of the public
County Cllr Miss A Daivs

- 2405/01 **Election of Chairman**
There were no nominations received, it was **resolved**, with no votes to the contrary, to place the item on the next Agenda. Cllr Stanbury agreed to take the Chair for the meeting.
- 2405/02 **Declaration of Office – Chairman**
N/A.
- 2405/03 **Election of Vice-Chairman**
There were no nominations received, it was **resolved**, with no votes to the contrary, to place the item on the next Agenda.
- 2405/04 **Apologies**
Cllrs G Bacon, J Latham, D Norman and K Young.
- 2405/05 **Declarations of Interest**
Cllr Stanbury declared an Interest in Item 2405/15 application 78482 as a neighbouring property.
- 2405/06 **Chairman’s report**
The Chairman’s report was given at the Annual Parish Meeting and appended to the minutes.
- 2405/07 **Public Participation**
A member of the public asked for an update on the community consultation for the Recreation Field.
- 2405/08 **Representatives**
It was **resolved**, with no votes to the contrary, to appoint the following representatives:
- a) Footpath Officer – Cllr Bacon
 - b) Deputy Footpath Officer – Cllr Boxall
 - c) Highway Liaison Officer & Tree Warden – Cllr Stanbury
 - d) Emergency Plan Officers – Cllrs Boxall and Stanbury
 - e) Councillor to check invoices for payment – Cllr Clarke
 - f) Berrynarbor Manor Hall Committee – Cllr Joyce
 - g) Play Inspections – Cllr Young/Bacon
 - h) Finance Working Party – Cllrs Clarke, Latham and Stanbury
 - i) Personnel Working Party – Cllrs Joyce, Latham and Stanbury

It was noted that Cllr Norman was responsible for checking the defibrillator.

2405/09 **Minutes**

It was **resolved**, with no votes to the contrary and two abstentions, to approve the minutes of the meeting held on Tuesday 9th April 2024 as a correct record.

2405/10 **Review of Standing Orders**

Members reviewed the Standing Orders and no amendments were made.

2405/11 **Review of Financial Regulations**

Members reviewed the Financial Regulations and no amendments were made.

2405/12 **Asset Register**

The updated Asset Register as at 31st March 2024 was circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to note the information.

2405/13 **Members' Code of Conduct**

Members reviewed the Code of Conduct and no amendments were made.

2405/14 **To receive reports from:**

- Police
Not received.
- County Cllr Miss A Davis
Attached as Appendix one. It was agreed to look to submit an expression of interest for EV charging points.
- District Cllr J Hunt
None received.
- Play Area
It was noted that the Clerk had tried to organise a meeting with Devon Communities Together and Cllrs, however, not enough responses had been received for the meeting to proceed, it was agreed to ask Cllr Young to meet with Devon Communities Together (DCT) and take the survey forward directly with officers from DCT.
- Manor Hall
Cllr Joyce confirmed that the WIFI code should be on the noticeboard, however, the Committee is looking at packages as they are close to the data limit.
- Footpaths
It was noted that the footpath at Stowford is not passable and County Cllr Miss A Davis is speaking to the Public Rights of Way Officer.

- Dog Exercise Area
None.
- Grit Bins/Road
None.
- Meetings/Events attended by Councillors/Clerk
None.

2405/15 **Planning & Planning Correspondence**
 Planning Applications: to consider

78540 Application for consent for works to trees covered by a tree preservation order in respect of removal of 1x Sycamore Tree (T1) at Baments Wood Napps Caravan Site Coast Road Berrynarbor
Applicant: Suber Ltd Link to Application

It was **resolved**, with no votes to the contrary, to make no comment.

78529 Extension to an existing agricultural contractors and general agricultural storage building at Kendra Hagginton Hill Berrynarbor
Applicant: Mr and Mrs Adams

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

78482 Conversion of barn to dwelling (Re-submission of approved application 77657) at Land at Bountree Sterridge Valley Berrynarbor
Applicant: Mr Palmer-Fry

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

2405/16 **Payments and Receipts**

PAYMENTS

12. May Salaries	£448.27
13. HMRC PAYE May	£112
14. Pensions Contributions	£162.45
15. Clerks Expenses May	£23.40
16. Tesco Mobile, Phone Charge	£12.01
17. Public Toilet Cleaning, April	£125
18. Source for Business, Water Charges	£97.82
19. British Gas, Electricity Charges	£66.74

Total Payments **£1,092.24**

RECEIPTS

North Devon Council Precept	£12,266.57
9 th April Interest	£12.98
9 th May Interest	£13.44

Total Receipts

£12,292.99

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

2405/17

Insurance

The renewal quotation was circulated prior to the meeting. Members considered the renewal, and it was **resolved**, with no votes to the contrary, to accept the recommendation from Gallagher and renew the Parish Council’s insurance with Hiscox.

2405/18

Recreation Field

a) To consider request from the Manor Hall Trustees to use the Recreation Field for the summer fete.

It was **resolved**, with no votes to the contrary, to approve the request subject to a risk assessment and appropriate public liability insurance, however, member thought it would be the Manor Hall Play Area that would be required and it was agreed to clarify.

b) To consider provision of a toilet (item requested by Cllr Young). It was agreed to defer consideration of this item.

c) To further consider the siting of a pavilion.

Cllr Stanbury provided an update on the location of the pavilion, which would be at the end of the bank in the Recreation Field, a gate could be provided in the fence line for dog walkers, and it was agreed to pursue with the Planning Authority.

d) To consider quotations for installation of the basket swing.

It was agreed to remove this item from the Agenda until it can progress.

2405/19

Highway Concerns

Cllr Boxall would like to see a 20mph speed limit implemented in the village and was asking if the PC would support a scheme. It was noted that evidence would be required for a scheme and a community speed watch would be required to support the case. Members were informed that a coordinator for the speed watch would need to be appointed to undertake the training and progress. Cllr Boxall agreed that she would consider the role.

Meeting ended at 8.05pm.

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