

**Minutes of the Berrynarbor Parish Council Meeting  
Held on Tuesday 10<sup>th</sup> January 2017 at 7.00pm at Manor Hall,  
Berrynarbor**

- Present:** Cllrs Mrs S Barten (Chairman), Mrs G Bacon, A Coppin, Mrs J Fairchild, D Kennedy and Mrs C White  
Mrs V Woodhouse, Acting Parish Clerk  
Cllrs Mrs Y Gubb and J Lovering, North Devon Council  
Sergeant Andy Peel
- 1701/01      **Apologies**  
Cllrs A Stanbury, Mrs J Beer and Mrs D Reynolds. Mrs A Davis and PCSO Drury.
- 1701/02      **Declarations of Interest**  
None.
- 1701/03      **Public Participation Period**  
None.
- 1701/04      **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 13<sup>th</sup> December 2016**  
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 13<sup>th</sup> December 2016 as a correct record. Cllr Mrs Barten duly signed the minutes.
- 1701/05      **To receive reports from:**
- Police  
It was reported that there were 0 crimes recorded which compared to 1 reported crime the previous year. Members discussed the offence of parking near a junction at night and were advised to report it as and when the offence was being committed.
  
  - County Councillor Miss A Davis  
It was reported that work is due to commence on the new roundabout at the hospital and has been designed to cause the minimum disruption.
  
  - District Councillors Mrs Y Gubb & J Lovering  
Cllr Mrs Gubb reported that in-house training had been arranged for Councillors in the Castle Centre, Barnstaple on 16<sup>th</sup> January at a cost of £25. A search for traveler sites has commenced and landowners are being encouraged to put forward sites for consideration. Cllr Mrs Gubb informed members that applications for Community Cllr Grants need to be submitted before the end of January and there is some money remaining. Cllr Mrs Gubb and Lovering agreed to commit £200 between them towards a community project.  
  
Cllr Lovering reported that the bathing water results were in and had been published on the website and a review of CCTV cameras was being undertaken.
  
  - Play Area Inspections. Councillor Mrs J Beer  
There were not any issues to report, however, the height of the baby swing in the Manor Hall play area had still not been altered and the shed door in the Recreation Field was damaged. It was agreed to try to replace the shed door.

- Councillor Mrs D Reynolds, Manor Hall  
Members were informed that the contractors were due to commence work on the roof in the near future.
- Footpaths Report Councillor Mrs White  
Cllr Mrs White reported that the Annual Surveys had been completed with the help of Cllrs Mrs Fairchild.
- Dog Exercise area Councillor Mrs White  
Nothing to report.
- Meetings/events attended by Councillors/Clerk  
None.

1701/06 **Planning & Planning Correspondence**

Planning Applications: to consider Planning Applications received to date

6.1 Planning Applications: to consider Planning Applications received to date  
None.

6.2 Planning Decisions: to note Planning Decisions received to date  
North Devon Council, the determining authority, has given notice that the following application has been withdrawn:

61893 Demolition, alterations, conversion and upgrading of toilet/shower block to create improved toilet/shower facilities & staff accommodation at Watermouth Valley, Camping Park, Berrynarbor, Ilfracombe.

The following application has been refused:

62151 Conversion of barn to form one residential dwelling together with new vehicular access at Hempsters Farm, Berrynarbor, Ilfracombe.

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

1701/07 **Matters to Note** (correspondence is available from the Clerk unless otherwise stated)

- Completion of monthly defibrillator report.
- Temporary prohibition of traffic, Silver Street, Berrynarbor.

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

1701/08 **To approve payments and receipts to date**

The following payments were received: -

**Payments 14<sup>th</sup> December 2016 – 10<sup>th</sup> January 2017**

|                                                   |                              |           |
|---------------------------------------------------|------------------------------|-----------|
| Clerk's January Salary                            |                              | £238.70   |
|                                                   | (Net)                        |           |
| Expenses: Mileage                                 | 10/01/2076 39 miles @ 0.45 = | £17.55    |
| Postage: 5 x 2 <sup>nd</sup> class stamps @ 055 = |                              | £2.75     |
| Total:                                            |                              | £259      |
| HMRC PAYE                                         |                              | £59.60    |
| Poppy Appeal                                      |                              | £25       |
| Berry Arboriculture                               |                              | £1,822.63 |
| Nicholsons – toilet soap & dispenser              |                              | £27.83    |
| British gas – electricity toilets                 |                              | £29.20    |

|                                  |                  |
|----------------------------------|------------------|
| North Devon Council, Print room  | £38.40           |
| Stone King                       | £706.80          |
| Berrynarbor Community Enterprise | £100             |
| Buckets and Sparkles             | £125             |
| <b>Payments total:</b>           | <b>£3,193.46</b> |

**Receipts 13<sup>th</sup> December 2016 – 10<sup>th</sup> January 2017**

|                                |                |
|--------------------------------|----------------|
| Aviva - returned excess cheque | £250           |
| Interest                       | £0.71          |
| <b>Receipts total:</b>         | <b>£250.71</b> |

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

1701/09 **To receive budget review**

The budget review and bank reconciliation were circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to note the information.

1701/10 **To consider e-mail addresses for Councillors**

Members considered options for e-mail addresses for Councillors it was **resolved**, with no votes to the contrary, to create an e-mail mailbox for each Councillor and to allow the Parish Clerk access to audit incoming and outgoing emails.

1701/11 **To receive details on the Highway Community Enhancement Fund**

Members were informed that DCC had opened a funding stream for applications for community self-help, DCC is unsure what kind of applications will come forward or for what amounts so the funding guidelines are currently very loose. It was **resolved**, with no votes to the contrary, to consider applications that could be submitted to the fund and attempt to obtain funding where appropriate.

1701/12 **To consider specification for grass cutting, garden maintenance and footpath clearance for 2017/2018**

Members considered the specification for 2017/2018 and it was **resolved**, with no votes to the contrary, to amend the specification to reflect the work that the current contractor undertakes, to amend the frequency of cutting the dog exercise area to topping of the field four times a year and to add four pavement clearances to the Sawmills to Watermouth footpath.

1701/13 **To consider request from Village Shop for contribution towards the running and maintenance costs of the Sewage Plant that also services the Public Toilets**

Members considered the estimated costs for the running and maintenance and the contribution and it was **resolved**, with no votes to the contrary, to contribute 50% towards the running and maintenance costs of the sewage plant.

Cllrs Mrs Gubb and J Lovering and the Police left the meeting.

1701/14 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.

PART B

1701/15 **To receive update on legal proceedings**

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

The Acting Parish Clerk left the meeting at 8pm.

Cllr Mrs Barten proposed, Cllr Kennedy seconded and it was **resolved**, with no votes to the contrary, that in lieu of the overtime incurred over the previous six months by the Acting Parish Clerk that the council make an honorarium payment of one month's salary as a good will gesture.

1701/16

**Close**

There being no further business the meeting closed at 8.17pm.

Signed ..... Dated .....