

**Minutes of the Berrynarbor Parish Council Meeting
Held on Tuesday 12th December 2017 at 7pm at Manor Hall,
Berrynarbor**

Present: Cllrs A Stanbury (from Minute No.1712/05 Chairman), Mrs G Bacon, Mrs S Barten, Mrs J Fairchild, D Kennedy and Mrs D Reynolds
Cllrs Mrs Y Gubb and J Lovering, North Devon Council

Cllr Mrs Barten took the Chair and opened the meeting.

1712/01

Apologies

Cllrs A Coppin, Mrs J Beer and Mrs C White. Cllr Miss A Davis, Devon County Council. Cllr Stanbury had given his apologies he would be late to the meeting.

1712/02

Declarations of Interest

None.

1712/03

Public Participation Period

None.

1712/04

To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 14th November 2017

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 14th November 2017 as a correct record. Cllr Mrs Barten duly signed the minutes.

1712/05

To receive reports from:

- Police
The December newsletter had been circulated.
- County Councillor Miss A Davis
Attached as Appendix One.

Cllr Stanbury entered the meeting at 7.13pm and took the Chair.

- District Councillors Mrs Y Gubb & J Lovering
Cllr Mrs Gubb gave details of the Christmas recycling service and of the Surfers Against Sewage Plastic Free Campaign that the North Devon Council would be supporting. Cllr Mrs Gubb explained that the recommendations following the boundary review for North Devon Council had been received and Berrynarbor would remain within the Combe Martin ward. Cllr Mrs Gubb explained that the North Devon Council had agreed that if you move house you can now transfer your permit for green waste collection and it would be a rolling programme.

Cllr Lovering gave details about the tender process for the new leisure centre and explained that it was hoped it would make a profit once constructed. Cllr Lovering also gave details of the facilities such as the swimming pool, gym and hall. Cllr Lovering gave an update on the management of the Landmark Theatre and reported on the new Gull Guards that were being used in Ilfracombe for recycling boxes.

- Play Area Inspections. Councillor Mrs J Beer
Nothing to report.
- Councillor Mrs D Reynolds, Manor Hall
Cllr Mrs Fairchild reported that the CIO had gone through and explained

that a funding bid would be submitted in January 2018.

- Footpaths Report Councillor Mrs Fairchild
Cllr Mrs Fairchild reported that there was an overhanging branch on footpath 19 which was dangerous, it was agreed to ask the Parish Council's contractor to remove.
- Dog Exercise area Councillor Mrs White
None.
- Meetings/events attended by Councillors/Clerk
None.

1712/06

Planning & Planning Correspondence

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

6.2 Planning Decisions: The Planning Authority has given Approval for:
63872 Siting of café boat at Watermouth Harbour, Berrynarbor, Ilfracombe

It was **resolved**, with no votes to the contrary, to note the decision notices and appeal decision.

1712/07

Matters to Note (correspondence is available from the Clerk unless otherwise stated)

- Completion of Monthly Defibrillator report
 - DALC's November newsletter & annual report
 - Notification of external auditor appointments for the 2017/2018 financial Year
- Surfers Against Sewage Plastic Free Campaign
Notice of Additional Hearing Sessions for the Examination of the North Devon and Torridge Local Plan
Thank you letters for the Christmas Lights

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

1712/08

To approve payments and receipts to date

The following payments were received: -

Payments 15th November 2017 – 12th December 2017

Clerk's December Salary		£300(Net)
Expenses: Mileage	21/11/2017 39 miles @ 0.45 =	£17.55
	12/12/2017 39 miles@ 0.45 =	£17.55
Total:		£335.10
HMRC PAYE		£75
Buckets and Sparkle, October Toilet Cleaning		£125
Fremington Parish Council, Photocopying		£11.50
Citizens Advice		£50

Payments total: £596.60

Receipts 15th November 2017 – 12th December 2017

Interest	£0.74
Receipts total:	£0.74

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

- 1712/09 **To consider draft budgets and set the precept for the financial year 2018/2019**
Members considered the draft budgets which had been circulated prior to the meeting and had been prepared to take into account the 50% reduction of the Parish Grant and the reduction of the Council Tax Support Grant which would be received in 2018/019 and a general increase in costs and it was **resolved**, with no votes to the contrary, to accept the draft budgets and to increase the precept by 5% to £16,044 for 2018/2019. It was noted that this was an annual increase of approximately £2.11 a year or 0.04p a week based on a Band D property.
- 1712/10 **To consider consultation on draft ward boundaries for North Devon**
It was noted that Berrynarbor would remain within the Combe Martin Ward and it was **resolved**, with no votes to the contrary, to note the information.
- 1712/11 **To consider depositing minutes and associated documents with the Records Office**
Members were asked to consider the safe storage of signed sets of minutes and associated documents. It was **resolved**, with no votes to the contrary, to deposit all signed minutes up to 2014 with the Records Office and to ask the North Devon Council to safely store the associated documents, Cllr Mrs Barten will action but requested help with transporting the documents. It was further **resolved**, with no votes to the contrary, to dispose of the old filing cabinet and obtain costs for a small fire proof storage cupboard for the Clerk's current documents and records.
- 1712/12 **To consider Tenders for fencing the play area at the Recreation Field**
Cllr Stanbury reported that South West Water was still considering the request and although it seemed there might not be any funds available in this financial year there might be next year. It was **resolved**, with no votes to the contrary, to defer this item and to continue to pursue financial assistance with South West Water.
- 1712/13 **To consider options and details for the future management/ownership of the car park and public toilets**
It was noted that options had still not been received from the North Devon Council and the Car Parks Manager was now trying to pursue the issue. Cllr Mrs Gubb offered to take up the issue with NDC. It was **resolved**, with no votes to the contrary, to defer this item until the options from NDC had been received for consideration.
- Cllr Stanbury left the meeting at 7.45pm and Cllr Mrs Barten took the Chair.
- It was reported that a complaint had been received about the storage of large vehicle and motorhomes in the car park which had been reported to the North Devon Council and enforcement was now underway, it was noted that members of the community had not been able to park for functions such as funerals due to the storage of these vehicles and it was **resolved**, with no votes to the contrary, to place an item in the next newsletter about how the Parish Council is saddened by the abuse of the car park which is not a storage facility.
- 1712/14 **To consider growing a Christmas Tree for the village** (Cllr Stanbury to report)
Cllr Stanbury had left the meeting prior to the item and it was **resolved**, with no votes to the contrary, to defer the item.
- 1712/15 **To consider quotations for works to trees in the Recreation Field**
It was noted that the contractors had been asked to amend their quotations following the site visit with the Landscape and Countryside Officer and had the

amended quotations had not yet been received and it was **resolved**, with no votes to the contrary, to defer the item. It was further noted that approval was being sought through the North Devon Council for the works as the trees are in a Conservation Area.

Cllrs Mrs Gubb and Lovering left the meeting and did not return.

1712/16 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.

PART B

1712/17 **To receive correspondence arising from a recent Freedom of Information Request and a request for an Internal Review of the FOI request**

Correspondence had been received by the Chairman requesting a review of the FOI request and the information that the Parish Council holds, it was noted that the Parish Council does not hold the information that has been requested and the Chairman would respond following the internal review. It was **resolved**, with no votes to the contrary, to note the information and correspondence.

1712/18 **Close**
There being no further business the meeting closed at 8pm.

Signed Dated