

**Minutes of the Berrynarbor Parish Council Meeting
Held on Tuesday 13th March 2018 at 7pm at Manor Hall,
Berrynarbor**

Present: Cllrs A Stanbury (Chairman), Mrs G Bacon, Mrs S Barten, A Coppin and Mrs D Reynolds

Cllrs Miss A Davis, Devon County Council, Mrs Y Gubb and J Lovering, North Devon Council, PCSO Ade Drury and PC Chris Mannell
1 member of the public

1803/01

Apologies

Cllrs Mrs J Beer, Mrs J Fairchild, D Kennedy and Cllr Mrs C White.

1803/02

Declarations of Interest

Cllr Mrs Barten declared a Personal Interest in Item 1803/06 Application 64606 as the applicant is a friend.

Cllr Stanbury declared a Disclosable Pecuniary Interest in Item 1803/06 Application 64606 as the applicant is a close family member.

Cllr Mrs Bacon declared a Personal Interest in Item 1803/06 Application 64609 as her family business is within the same industry.

1803/03

Public Participation Period

A member of the public raised concerns about speeding in Barton Lane especially during school drop off and collection times.

The member of the public left the meeting.

1803/04

To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 13th February 2018

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 February 2018 as a correct record. Cllr Stanbury duly signed the minutes.

1803/05

To receive reports from:

- Police
The March newsletter had been circulated PCSO Drury confirmed that there had been no recorded crime and responded to the issue of speeding in Barton Lane, she explained that perception of speed can be quite different from the actual speed and the reduction in Police resources makes it difficult to have a Police presence or monitoring of speed. PCSO Drury explained that a Community Speed Watch scheme could be investigated, which is more about education than enforcement, and they would provide all of the information for the next Parish Council meeting.
- County Councillor Miss A Davis
Cllr Miss A Davis emphasized the importance of reporting potholes on DCC's website.
- District Councillors Mrs Y Gubb & J Lovering
Cllr Mrs Gubb reported on the Plastic Free Campaign and explained that NDC would be asking Parish Councils to consider a Champion to support the project. Cllr Mrs Gubb further reported that a survey was currently being circulated for those in the three-weekly trial for black bag collection areas.

Cllr Lovering explained that NDC is carrying out a reviewing of its car parks within Barnstaple and in the next 10 years they expect there to be 20% more vehicles, they will be looking at the improvements that could be made to the car parks in light of the advancing technology.

- Play Area Inspections. Councillor Mrs J Beer
Recreation Field
It was noted that the bin had still not been moved.
The goal post net nearest the road has large holes.
The shed really needs attention – it was noted that it had been agreed to investigate options for the shed but this had not been progressed yet.

Manor Hall

The bottom of the slide requires attention – quotations were being sought to fix.

One bench is looking tired and worn.

Bins require emptying.

- Councillor Mrs D Reynolds, Manor Hall
It was reported that the TAP fund application for a sound system had been approved.
- Footpaths Report Councillor Mrs Fairchild
None.
- Dog Exercise area Councillor Mrs White
Nothing to report
- Meetings/events attended by Councillors/Clerk
None.

1803/06

Planning & Planning Correspondence

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

6.1 Planning Applications

64481 Erection of garage

Location: Dene Cottage, Birdswell Lane, Berrynarbor, Ilfracombe

Applicant/Agent: Mr and Mrs Hull

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

PCSO Ade Drury and PC Chris Mannell left the meeting.

Cllr Stanbury declared a Disclosable Pecuniary Interest and left the meeting for the following item, Cllr Mrs Barten took the Chair.

64606 Construction of mobile poultry unit to be moved annually between 2 sites

Location: PT Wheel Farm, Berrydown, Combe Martin, Ilfracombe

Applicant/Agent: Mr Nigel Down

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

Cllr Stanbury returned to the meeting and resumed the Chair.

64609 Application for a Lawful Development Certificate for a proposed use of land to sight eight caravans for full residential use

Location: Berrynarbor Park Road from Smythen Cross to Parsons Pightle,
Sterridge Valley, Berrynarbor
Applicant/Agent: Mr H Simmonds

It was **resolved**, with no votes to the contrary, to raise concerns about the volume of traffic this would create and the visual intrusion it could have on an Area of Outstanding Natural Beauty.

64574 Application for a Lawful Development Certificate for the existing use of buildings as one dwelling and land as its garden
Location: Yellaton Garden, Combe Martin, Ilfracombe
Applicant/Agent: Ms D Elbaz Johnston

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

6.2 Planning Decisions: The Planning Authority has given Approval for:
64370 Prior approval for proposed change of use from agricultural building to dwelling house (Class Q(A&B)) at Higher Twitchen, Berry Down, Combe Martin, Ilfracombe.

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

1803/07 **Matters to Note** (correspondence is available from the Clerk unless otherwise stated)

- Completion of Monthly Defibrillator report
- Thank you letter from St Peter's Church (copy enclosed for Cllrs)
- DALC's February newsletter
- Clerks & Councils Direct March 2018
- ICO March newsletter
- Letter from South West Water Reference Property Portfolio Management (copy enclosed for Cllrs)

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

1803/08 **To approve payments and receipts to date**
The following payments were received: -

Payments 14th February 2018 – 13th March 2018

Clerk's March Salary	£300 (Net)
Expenses: Mileage 13/03/2018 39 miles @ 0.45 =	£17.55
Stationery	£22.76
Total:	£340.31
HMRC PAYE	£75
British Gas, Electricity Public Toilets	£7.04
Berrynarbor Manor Hall Trust, Hall Hire	£132
A & B Contractors, Installation of Village Signs	1,779.60
Wicksteed, Removal of Basket Swing	£948
Really Red, AONB Signs	£391.64
Payments total:	£3,673.59

Receipts 14th February 2018 – 13th March 2018

Interest	£0.74
Groundwork UK, Funding Towards Replacement Bus Shelter	£1,000
Receipts total:	£1,000.74

Members were not happy that Wicksteed had charged an "abortive costs for

swing installation” when the installation was aborted on the hasty and poor advice of its contractor and through no fault of the Parish Council. It was **resolved**, with no votes to the contrary, to approve the payments subject to the Clerk querying the invoice from Wicksteed.

1803/09 **To receive budget review**

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

1803/10 **To note that the Basket Swing could not be installed at the School and consider the future of the Swing and Frame and reimbursement of donations towards the installation**

Members were informed that the provider of the equipment had visited the school and confirmed that, subject to confirming a few logistics, the swing could be installed at the school and the contractor had been too hasty in his decision and the information given. It was **resolved**, with no votes to the contrary, to continue with the donation and update those that had provided an anonymous donation towards the installation.

Cllrs Miss Davis, Mrs Gubb and Lovering left the meeting.

1803/11 **To consider Traffic Sensitive Street Review Consultation**

The information was circulated prior to the meeting. It was **resolved**, with no votes to the contrary, to note the information.

1803/12 **To consider consultation on the Main Modifications of the North Devon and Torrington Local Plan 2011- 2031**

The information was circulated prior to the meeting. It was **resolved**, with no votes to the contrary, to note the information.

1803/13 **To consider annual contribution towards the Sewage Plant**

Members considered the annual donation and it was **resolved**, with no votes to the contrary, to provide a donation of 50% of the running costs at £243.47.

1803/14 **To receive further information on the future lease of the defibrillator** (Cllr Mrs White to report)

Members received two options from the South West Ambulance Service on how to proceed with the defibrillator once the lease ends in 2020, the first option would be to purchase a defibrillator which would be a one-off cost for the purchase and the cabinet but would also have ancillary costs associated such as having to provide and pay for annual training and maintenance. The second option is to continue with the fully supported package on a four-year agreement. Members were in favour of option two which is fully supported and it was **resolved**, with no votes to the contrary, to allow a budgetary provision towards the renewal in the 2019-2020 accounts.

1803/15 **To receive costings for signage for the Dog Exercise area**

Members considered the costings received, it was noted that permission had not been received yet to add to the finger post and therefore it was resolved, with no votes to the contrary, to defer consideration of the purchase of a finger sign. Members considered the cost for a sign at the entrance to the Dog Exercise Area and it was **resolved**, with no votes to the contrary, to purchase 1 x A3 aluminium sign on a post and to accept the cheapest most appropriate quotation.

1803/16 **To receive update on the storage of minutes and associated documents**

Members were informed that since agreeing to Cllr Mrs Barten depositing the minutes up to 2014 with the records office and asking the North Devon Council to

store the other records the minutes had been transferred to the Clerk after a request from a member of the public to inspect the minutes and the Manor Hall had offered a secure space within the Manor Hall. It was **resolved**, with no votes to the contrary, for the Clerk to deposit the minutes up to 2014 with the Records Office and for the ancillary paperwork to be securely stored in the Manor Hall.

1803/17

To consider article for Newsletter

Members considered the article and it was agreed to place a piece in the article about the adverse weather conditions and vulnerable people/places and a request for a memorial bench to replace the broken bench in the Manor Hall Play Area. Members were concerned about the accuracy of an article recently published in the newsletter and it was **resolved**, with no votes to the contrary, to highlight this to the Editor.

1803/18

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

1803/19

To receive staff appraisal and review staff salary

It was **resolved**, with no votes to the contrary, to note that the annual staff appraisal had been completed. It was further **resolved**, with no votes to the contrary, to increase the salary in line with SCP33.

1803/20

Close

There being no further business the meeting closed at 8.33pm.

Signed Dated