

COMBE MARTIN PARISH COUNCIL

Minutes of an Interim meeting of Combe Martin Parish Council held at the Community Centre on Monday, 24 July, 2017, at 7.00pm.

Present: Cllrs Peter James (Chairman) Julia Clark, Wendy Druce, Yvette Gubb, Ian Lawton, Doug Seymour, Celia Withers, David Woodbury, Christine Wyer.

In Attendance: District Cllr John Lovering, 2 parishioners, Parish Clerk.

82/17 Apologies for absence

Apologies for absence were received from Cllr Helen Mallinder.

83/17 Declarations of interest

<u>Councillor</u>	<u>Subject</u>	<u>Interest</u>
Yvette Gubb	Bowls Club	Representative to Bowls Club
Wendy Druce	Kayaks on Beach	Member of Tourism Association
Ian Lawton	High Street Coach/ Car Park	Permit holder

84/17 Planning

62/19/17/003 - Proposed extension and alterations to Moorlands Coastal Path Cottage, Holdstone Down

Applicant - Mrs S Baxter

RESOLVED to advise the planning authority that this Council has no objections to this application, subject to:

- the planning authority satisfying itself that the application complies with Exmoor National Park Authority's Dark Skies Policy
- that SUDS are used where appropriate.

It is understood from the plans that the previous application, to change the access, has been carried out.

84/17 **Footpaths**

a Amendments to South West Coast Path

Cllr David Woodbury has written a very well drafted response to Natural England, which will be sent to Natural England, and a copy sent to councillors.

b Footpath at Water Terrace

The Environment Agency has inspected the river between Blackmore Ham Gardens and Water Terrace and advises that the overhanging branches are not a risk. However, there was a mass of debris which has travelled downstream and could potentially block the river at pinchpoints. RESOLVED that Cllr Julia Clark will put an article in the September Shammickite explaining this risk and asking people to be careful not to allow any kind of debris to go into the UMBER.

Whilst the EA was there, it was noticed that there is some slippage of the riverbank at Blackmore Ham Gardens. It was AGREED that councillors would go and look at this to inform a decision at the August meeting.

c Cyclists using Watery Lane

Complaints have been received that motorcyclists are using the footpath at Watery Lane and this has been reported to the police.

d Adderstable Woods

Peter Wilkinson - Combe Martin Community Woodland Project

Mr Wilkinson explained his background in managing parks and green spaces and expanded on his written report. The report from Peter Wilkinson about options for managing Adderstable Woods and the opportunities currently available to maximize its benefits was NOTED.

RESOLVED:

- i that Cllr Yvette Gubb would walk through Adderstable Woods with Peter Wilkinson and ask NDC's Tree Officer to meet them on site.
- ii Combe Martin PC fully supports Mr Wilkinson's proposals and Cllr Peter James is asked as Chairman of the Coastal Communities Team, to talk to Peter Wilkinson about incorporating Mr Wilkinson's proposals in the Team projects.

85/17 **Beach, Seaside and Parade Areas**

Cllr Wendy Druce declared an interest in the following item and left the room.

a Vince Irwin - request for response regarding kayaks

RESOLVED to set up a working group of Cllrs Chris Wyer, Yvette Gubb and Julia Clark to look into the matter and bring a proposal back to Council.

b Kiln toilet block

The report regarding District Cllr Rodney Cann's comments was NOTED and it was AGREED that District Cllr Yvette Gubb would raise the matter with him.

Cllr Celia Withers joined the meeting at this point.

c Rubbish bins

North Devon Council is reviewing its litter bin provision and is planning to replace some of the bins in Combe Martin. Where bins are not being replaced and are in

need of attention, Cllr Yvette Gubb will ask NDC to provide the paint so that volunteers can carry out the work.

It was NOTED that it will not be necessary to contact Parracombe PC about the TAP fund as circumstances have altered.

86/17 Consideration of matters relating to Highways

Hangman Path - Matter arising from the July Parish Council meeting

The terms of the agreement with Devon County Council regarding maintenance of Hangman Path and that DCC would contribute according to use were NOTED.

RESOLVED that the section of Hangman Path owned by Combe Martin Parish Council needs to be completely re-surfaced. Cllr Julia Clark will contact both DCC's Education section and its Highways section, as well as County Cllr Andrea Davis.

87/17 Lighting

a Skirhead Lane

RESOLVED to ask SSE for an update on whether they have the facility yet to fix the light at Skirhead Lane.

b New fairy lights at Seaside

As well as the fundraising Cllr Doug Seymour is carrying out for the fairy lights, it was AGREED to ask the relevant Coastal Communities Team sub-group to assist with fundraising.

88/17 Car Parks

a Meter tickets

It was NOTED that the cost of the meter tickets will be approximately £500.

Cllr Ian Lawton declared an interest in the following item.

b Permits for spaces at High Street Coach/Car Park

The email enquiring about how permits for High Street Coach/Car Park are allocated was NOTED. RESOLVED to place the matter on the agenda of the August meeting so that the matter may be discussed in detail.

89/17 Matters relating to Parks

a Ken Mullins – email regarding Council's trailer in Blackmore Ham Gardens

Cllr Peter James will draft a reply to Mr Mullins' email, which will then be circulated to members before being sent.

b Devon and Dorset Community Rehabilitation Company volunteers

RESOLVED to ask Devon and Dorset Community Rehabilitation Company to bring the volunteers to Combe Martin to carry out works on 10 days, at a cost of £1,500.

Cllr Peter James will circulate a document for councillors to consider and agree what the works will be at the August meeting.

90/17 **Properties**

a Bowls Club

Chairman had been unable to progress his report as he was awaiting information.

b Eberleigh House

Work is progressing well and is on schedule. The top flat is being skimmed this week and fire precautions are being put in place. Fire extinguishers will need to be provided in the public areas and smoke alarms installed through the building.

Cllr Yvette Gubb will ask North Devon Homes for information about letting.

b Parade toilets

The purchaser has advised that he is now able to proceed, and Council's solicitor has been asked to proceed with the sale. Arrangements are in hand for separation of the utilities.

c Skirhead toilets

The purchaser is now back in the country, has been contacted and has provided details of his solicitor and Council's solicitor has been asked to progress the sale.

d Minutes of meeting held on 17 May, 2017

The minutes of the meeting held on 17 May, 2017 and the accompanying report were ADOPTED, subject to adding the Administration Officer as being present on the report.

e New building at Hollands Park

The existing building has been checked and the footings are satisfactory for Council to carry out improvements as required. The planning application has been submitted and additional information provided. Cllr Peter James will bring a report to the August Council meeting.

91/17 **Correspondence**

a The following items were NOTED:

North Devon Council – Boundary Commission's Electoral Boundary Review - request for contact details of relevant local groups/organisations.

Ben Eardley - Community energy grant application

South West Coast Path - SWCP 2017 Challenge - request for people to enter

b Exmoor National Park – Consultation: Exmoor national Park Draft Landscape Assessment Supplementary Planning Document

RESOLVED to leave the matter on the table. If councillors wish to respond to the consultation they are asked to advise the Clerk within the next two weeks.

c David Richardson - co-option to Parish Council

RESOLVED:

i to write to Mr Richardson, thanking him for his interest and inviting him to attend the next parish council meeting to observe what takes place.

ii advertise the current vacancies for co-option.

d Daniel Wilson - permission to sample Combe Martin Beach

There were no objections to Mr Wilson taking samples from Combe Martin Beach for his dissertation, subject to receiving copies of his insurance and risk assessment.

e Des Mottram - enquiry regarding land for composting

Combe Composters is looking for additional space for composting. RESOLVED that the Chairman would look at whether Normans Ham is suitable.

f SOHS - Community Care Beds survey

RESOLVED to leave the survey forms in the office for anyone who wishes to fill out.

g Barbara Martin - Car sharing

The Chairman will circulate the letter he has received to members.

h Twinning anniversary

RESOLVED to contact Jill Sidebottom and Maureen and Bill Richards to find out whether they wished to participate in a meeting with the Twinning Association in Cormelles le Royal to mark the 40th anniversary. The Chairman will then reply to Cormelles le Royal.

92/17 **Community Centre**

RESOLVED that the Chairman would write formally to the group interested in the Community Centre, to give them a deadline by which to make a formal proposal for the use of the Community Centre, and to consider alternative means to address the funding shortfall for the building in case this is not forthcoming.

Cllr Doug Seymour will continue to explore the position regarding the ownership of the property with the Charity Commission.

93/17 **Internet Banking**

RESOLVED that Cllr Doug Seymour and the Clerk set up internet banking to allow staff members to view and carry out transactions online, after a protocol has been set up to ensure compliance with Council's Financial Regulations. Members wishing to view the accounts online and/or carry out the Audit functions will be able to do so in the office.

94/17 **Internal Auditor's Report**

The Internal Auditor's final report for the year ended 31 March, 2017 was considered and NOTED. The adjustments to the figures on the Annual Return were APPROVED.

95/17 **Exclusion of Public and Press and Restriction of Documents**

RESOLVED

a That, under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information, and the items contain exempt information as defined by the Local Government Act 1972 Schedule 12a Part 1.

b That all reports and documents relating to the items be confirmed as 'Not for publication'.

96/17 **Riverside Walk**

RESOLVED that councillors will make enquiries to find the contact details of the landowner.

The meeting closed at 9.12pm.

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Chairman