

COMBE MARTIN PARISH COUNCIL

Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday, 10 July, 2017, at 7pm.

Present: Cllrs Julia Clark (In the Chair), Wendy Druce, Yvette Gubb, Ian Lawton, Doug Seymour, Celia Withers, David Woodbury.

In Attendance: District Cllr John Lovering, Parish Clerk.

The meeting was opened with prayers.

Prayers were followed by a minute's silence to mark the death of Jean Irwin who had been Parish Clerk for 14 years and whose work had been much appreciated, especially by Cllrs Julia Clark and Yvette Gubb.

67/17 **Apologies for absence.**

Apologies were received from Cllrs Peter James, Helen Mallinder and Chris Wyer, and County Cllr Andrea Davis.

68/17 **County and District Councillors' Reports**

a **Devon County Council**

As she was not able to attend the meeting, County Cllr Andrea Davis sent the following report.

Link Road Consultation- Reminder

Devon County Council is putting forward plans to upgrade the route between South Molton and Bideford, and is giving people the opportunity to comment on them before further developing the scheme.

The proposed upgrades would provide between 40% and 50% of the route with alternating overtaking opportunities. Safety would be improved with the removal of all right-turn movements across the link road, and access to development sites at South Molton, Barnstaple and Bideford would also be improved to support economic growth. The estimate cost of the full scheme is £250 million, although it could be built in phases.

The consultation continues until Friday 28 July, after which responses will be considered and amendments made before an application is made to the Department for Transport to fund the scheme.

Working parents - new extended entitlement to free childcare

Working parents of children aged three and four have an entitlement to free childcare and early learning which will rise from 15 hours to a potential 30 hours per week from September 2017. The deadline for applications is 31 August 2017. But before then, parents must apply online to receive an 11 digit code from HMRC to take to a childcare provider who must validate the code with Devon County Council. To be eligible, parents must be in work and earning the equivalent of 16 hours per week at the national minimum wage £120 a week or £6,000 per year.

Waiting restriction Programme

Cllr Davis has put forward the following proposals in response to local representations:

Spurway Gardens

The extension of the double yellow lines (No Waiting At Any Time) on eastern side to match existing length on western side.

To prevent inappropriate and obstructive parking around the bend.

Seaside Hill

Introduction of a loading bay opposite The Dolphin Public House to replace one of the bus parking bays.

To facilitate loading for adjacent businesses.

High Street

Introduction of 30 minutes limited waiting opposite the village hall.

To provide limited waiting for users of the village hall.

b North Devon Council

Cllr Yvette Gubb reported that:

Free events in school holidays

There will be free craft sessions from 10.30am to 3.30pm, every Wednesday during the school holidays, at the Museum of Barnstaple and North Devon, all inspired by the 'Hatched, Matched and Dispatched' exhibition on display at the museum this summer.

Free Finds Identification Day

On Saturday, 29 July, 2017 you can bring along any interesting objects you may have found to a free Finds Identification day at the museum. Share your finds with Will Partridge from the South West Heritage Trust, who will help reveal the history behind your discoveries.

Cllr John Lovering reported that:

Changes to Refuse and Recycling Services

There have been some teething problems with the changes to refuse and recycling services but these are being dealt with. Some households have not had kerbside food caddies delivered to them but this is being resolved.

Nearly 15,000 households out of about 39,000 have signed up to the green wheelie bin paid for collections.

The trial area, which has 3 weekly residual waste collection and unlimited recycling, has worked very well. The average amount of residual waste has reduced from 9 tonnes per week to 4.6 tonnes in the four weeks to date. The amount of recycling collected each week has more than doubled.

Outside the trial area, there have been problems with some of the recycling rounds being uncompleted which meant that there was an accumulation of recycling, including food waste, in some areas. The amount of food waste presented exceeded planned amounts which meant that some lorries were having to return early with full food stillages. The amount of food waste collected in tonnes is: Week 1 - 45, Week 2 - 47, Week 3 - 58, Week 4 – 56.

New £1 coins accepted at all North Devon Council car parks

Following recent reports in the local and national media, North Devon Council confirms that all of its parking machines accept the new £1 coin as well as the old coin until 15 October, 2017. The council's cash counting team has reported that the number of new pound coins being used has now overtaken the number of old pound coins. The current £1 coin will lose its legal tender status at midnight on 15 October 2017. After 15 October, the current round £1 coin can continue to be deposited into a customer's account at most High Street Banks in the UK.

North Devon Museum extension

All the funding is now in place for the extension to the Museum of Barnstaple and North Devon (MBND) extension. The MBND Development Trust has been fundraising and applying for grants, and has secured £187,300 towards the project, including funds from the Heritage Lottery Fund, Coastal Communities Fund and the Arts Council.

69/17 **Minutes of the last meeting**

RESOLVED that the Minutes of the meetings held on 12 June, 2017 and 26 June, 2017, be confirmed and signed as a true record, subject to:

- a Min 44/17d - noting that the ashtray has been stolen but it will be replaced with something that will be fixed to the railings.
- b deleting Min 50/17c.

70/17 **Planning**

a Applications

District Councillor Yvette Gubb drew the meeting's attention to the fact that any observations or decisions which she made regarding planning applications at this meeting were based upon the information available at the time. Such observations and decisions might well change in the light of any information which might come before district councillors when sitting upon North Devon District Council's planning committee.

63121 EXTENSION TO DWELLING AT TANGLEWOOD, KINGSTON AVENUE

Applicant – Mr and Mrs Bourn

RESOLVED to recommend that the application be APPROVED subject to the use of SUDS where appropriate.

Concerns were expressed that it was difficult to see the north west elevation of the building on the drawings as part of the house is obscured by the garage.

b North Devon Council's planning approvals

62762 - retrospective application for extension to dwelling at Westover, Furze Park
63040 - erection of garage at Amberley, Hangman Path

71/17 **Matters arising from the minutes of the last meeting**

a Min 44/17c - Coastal Communities Team update

Cllr Peter James' report on the work available from the Devon Community Rehabilitation Company at a cost of £150 per day for up to 8 people was NOTED. It was NOTED that Item 2 (Coach Park path) had been cleared by Council's workmen and an email of thanks had been received.

b Min 55/17b - replacement of decorative lighting

RESOLVED that Cllr Doug Seymour would carry out some fundraising works and if this was successful, to accept the lowest quotation to replace the decorative lighting at Seaside and the floodlight at the top of the Beach and to sell the old lighting.

District Cllrs Yvette Gubb and John Lovering offered to provide £250 each from their Community Grant funds. Cllr Seymour and the Clerk were granted Power to Act to progress this project.

Cllr Doug Seymour will obtain a sample of the lights which will be left in the office for members to see.

c Min 57/17c - quotation for replacement swings at Arnold's Plot

RESOLVED:

- to accept the quotation for replacement swings and safety matting from Playdale, who had fitted the newest equipment at Arnold's Plot, once funding has been identified.
- Cllrs Wendy Druce and Yvette Gubb will look into making applications to the Tesco Bags for Life, Awards for All and RGB grant schemes.
- The Clerk will ask Lloyds Bank about their Community Projects scheme.
- There is a need to look at resourcing long term projects.

d TAP Fund

RESOLVED to contact Parracombe PC as it is understood that Parracombe PC wishes to install a litter bin in its churchyard and may be willing to be a partner in a TAP fund bid.

The bin donated at the last meeting has arrived and will be installed at the Parade shortly.

e Min 57/17e - Steps at Greenhills

RESOLVED to have a sign made up at Donefast with black lettering on white ground with the same wording as the sign at the top, to fit on a chain across the steps just below the dogleg.

f Min 58/17 - Eberleigh House update

Work was progressing well at Eberleigh House and the top flat has now been boarded out. A sample has been taken of the materials between the Museum ceiling and the floor of the lower flat and Building Control is satisfied that it meets the sound and fire regulations. The staircase to the second floor flat needs to be replaced, but this is included in the quotation.

An engineer has visited the site on behalf of South West Water, to provide a quotation for installing a separate water supply. RESOLVED to go ahead with SWW as supplier, and to pay the fee as soon as possible, as this will be the most efficient option and will not delay progress.

g Min 60/17d - First Aid at Work training

Cllr Helen Mallinder had provided the Clerk with the contact details for the First Aid training course. The cost will be £40 per person if six people attend, and £50 per person if it is less. District Cllr John Lovering will let the Clerk know if he can find two other people to attend. If this is successful, RESOLVED to book the course for a daytime slot in September or October 2017.

h Min 61/17 - Community Centre

The front door lock at the Community Centre has been changed and keys are being distributed to the minimum number of people.

72/17 **Fly-tipping**

It was NOTED that the debris/rubble deposited in the gateway on the A399 had been tamped down to presumably make entrance to the field more accessible.

The email from Jane Hollinshead was NOTED and it was AGREED to respond to her, thanking her for litter-picking, confirming that the mattresses/bed had been removed from the Umber by the Environment Agency and explaining the steps Council regularly takes to keep the Beach free from waste, surplus seaweed and dogs.

73/17 **Environment Agency – Problem at Water Terrace**

The report by Cllr Julia Clark regarding the problem of materials in the Umber causing a flooding risk, and the eroding of the riverbank at Woollamsland, was NOTED.

RESOLVED that Cllr Julia Clark would put an item in the Shammickite explaining the increased risk of flooding caused by letting materials go into the Umber.

74/17 **Reports from Representatives to Outside Bodies**

a Friends of the Community Centre

There will be a quiz night held in the Community Centre on Friday, 14 July, 2017, to raise funds for the Community Centre.

b Museum

The draft minutes of the last meeting were NOTED.

75/17 **Correspondence**

a Community Energy Fund

The letters of support from the Earl of Rone Council and others were NOTED.
Cllr Ian Lawton and the Clerk will look at the application form before it is sent off.

b Devon Communities Together - Housing Needs Survey

The Housing Needs Survey report was NOTED.

RESOLVED:

- to ask Colin Savage what the next step should be.
- to send the report to North Devon Council's Housing Unit
- cross reference this report with this Council's hopes for Eberleigh House (Cllr David Woodbury will write a report on this).

c Devon County Council - Consultation proposed improvements to the Link Road

RESOLVED to respond to the consultation, welcoming any improvements to the Link Road, but emphasizing the need for improvements to the road between South Molton and Tiverton.

d Ken Mullins - trailer for volunteers waste at Blackmore Ham Gardens

The email from Mr Mullins was NOTED. Cllr Julia Clark had explained the reasons for the volunteers asking to have the trailer in the gardens to dispose of the weeds dug up and it was AGREED that the trailer could be moved to a less prominent position.

e Lydia Moody - fence repairs

The email of thanks for the swift repair of the fence was NOTED.

f Natural England - England Coast Path consultation on amendments

Cllr David Woodbury will draw up a response to Natural England setting out the work done with Natural England to agree the works required at Combe Martin to make the amendments acceptable to this Council.

g Cormelles le Royal - Twinning 40th anniversary celebration

RESOLVED to ask Jill Sidebottom and Maureen and Bill Richards if they wished to participate in a Twinning anniversary celebration and to then advise the Twinning Association in Cormelles le Royal.

76/17 **Dates of meetings**

Interim meeting - 24 July, 2017 at 7pm in the Community Centre

77/17 Finance**a Monthly balances**

Balance b/fwd at 1 May 2017		137853.17	
less outstanding chqs		13031.35	
			124821.82
Income			
Rents	484.15		
VAT refund	1869.28		
Car parks	10565.00		
Photocopying	4.00		
Sale of surplus stock	20.00		
War Memorial Roses donation	30.00		
Total income		12972.43	
Expenses		17525.26	
Balance carried forward plus outstanding chqs			120268.99 10612.64
Balance in bank as at 31 May, 2017			130881.63
Balance b/fwd at 1 June 2017		130881.63	
less outstanding chqs		10612.64	
			120268.99
Income			
Rents	475.00		
Car parks	13900.20		
Kayaks on Beach	80.00		
Misc Donation	13.05		
Senior Citizens re Com Centre	153.31		
Seat donation	600.00		
Public Works Loan Board	81971.30		
Total income		97192.86	
Expenses		19848.63	
Balance carried forward plus outstanding chqs			197613.22 681.28
Balance in bank as at 30 June, 2017			198294.50

b Car Park Takings

Gross Takings	2014	2014	2015	2015	2016	2016	2017	2017
	Meters Only	Meters and Season Tickets	Meters Only	Meters and Season Tickets	Meters Only	Meters and Season Tickets	Meters Only	Meters and Season Tickets
April	6,948	8,253	8,713	10,643	5,259	7,129	9,900	12,035
May	8,053	11,238	9,085	10,676	8,963	11,878	8,450	10,565
June	10,050	12,305	10,343	15,443	12,418	15,853	10,400	13,900
July	16,380	18,266	14,660	16,630	14,829	17,054		
August	23,512	24,796	22,436	23,127	26,088	27,778		
September	10,285	11,325	10,810	12,160	10,369	11,109		
October	5,111	5,251	7,071	7,466	7,080	8,062		
November	2,747	3,572	0	580	1,053	1,693		
December	1,900	2,260	2,253	3,373	2,801	3,661		
January	1,423	1,923	1,545	3,260	1,382	2,372		
February	1,460	1,715	1,554	2,114	1,721	1,891		
March	3,785	5,915	5,466	8,431	3,477	6,507		
Total Year to Date	25,051	31,796	28,141	36,762	26,640	34,860	28,750	36,500
Annual Total	91,654	106,819	93,936	113,903	95,440	114,987	28,750	36,500

c Payments

The cheques were approved following recommendation by Cllrs Julia Clark and Wendy Druce. It was AGREED that sufficient work had been carried out at Eberleigh House to enable Southcombe Construction to be paid for the second stage payment.

d Table in reception area

RESOLVED that Cllrs Wendy Druce and Julia Clark would organize the obtaining of a smaller table for the reception area and will then sell the existing table.

e Community Centre utilities

RESOLVED to use EDF for the electricity 18 month contract and SSE for the four year gas contract.

Cllr Celia Withers left the meeting at this point.

78/17 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'.

79/17 **Matters arising from meeting on 5 June, 2017**

The Clerk declared an interest in the following item.

Min 65/17 - Lease of Wabasso Café

RESOLVED that Cllrs David Woodbury and Peter James should obtain professional advice. The Clerk's report regarding the rent was NOTED.

Min 66/17 - Community Centre

Cllr Julia Clark's report was NOTED.

80/17 **Incident - Employee A001**

The report was NOTED and it was AGREED that this was not acceptable, and that a formal report should be made. The employee is to be advised not to approach the area when alone.

81/17 **Office Arrangements in school holidays**

RESOLVED that the Personnel Committee should look at the office arrangements during the school holidays.

The meeting closed at 9.26pm.

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Chairman