

# COMBE MARTIN PARISH COUNCIL

Draft Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 12 February 2018 at 7pm.

Present: Cllrs Julia Clark (Acting Chair), Wendy Druce, Yvette Gubb, Celia Withers, David Woodbury, Doug Seymour, Helen Mallinder and Chris Wyer

Cllr Peter James arrived at 7.25pm and took over as Chair.

In Attendance: County Cllr Andrea Davis, District Cllr John Lovering, Simon Houghton DCC Areas Rights of Way Warden (North), Combe Martin Parish Council Finance Clerk, 8 parishioners, and the Parish Clerk (minute taker).

The meeting was opened with prayers.

## 22 /18 **Public Session – to receive, and reply to matters from Parishioners**

Mrs N Tossell thanked Cllr Yvette Gubb for coordinating the flood relief effort and her team's thoroughness during the clean-up operation afterwards.

Mrs Tossell said that she was very concerned about the volume of flood water and debris coming down Corner Lane and the impact it had on Church Lane and Bowling Green Lane. The flood has left the drain full on Bowling Green Lane and appears to have weakened the river wall running alongside the Church.

Jo & Des Hume thanked Cllr Yvette Gubb and her team for their tireless work during and after the flood. Mrs Hume said that although their house was not flooded, the perceived risk of flood, impacted on the sale of their home and they lost their buyer. Mr and Mrs Hume have had to take their house off the market and would like to know what action is being taken to address the problem of water coming down Corner Lane.

Mr T Walthow said that he had heard reports that water is being diverted down the old mine shafts and would like to know whether there is any truth in these rumours.

Laura Lethaby, speaking on behalf of Combe Martin Youth Football, asked whether the Council would support and make a contribution towards a multi-use games area on part of the existing Hollands Park grass sports area. Combe Martin Youth Football has forty children registered and aims to provide training every Saturday morning. However, the current training facility has not been fit for purpose over the winter months and out of twenty training sessions, only six have

been able to go ahead. Cllr Julia Clark asked Ms Lethaby to write to the Parish Council with her concerns.

**23/18 Apologies for absence.**

Apologies were received from Cllr Ian Lawton.

**24/18 Declarations of Interest**

Declarations were dealt with per agenda item.

**25/18 To consider any requests for dispensation**

None.

**26/18 Finance**

a. To receive the reports on the monthly balances.

Cllrs made a request to have the financial information before the meeting.

b. Cllr Julia Clark proposed that the list of accounts be approved, seconded by Cllr Wendy Druce.

**RESOLVED:** That all the invoices be approved for payment.

c. To consider the quotations for Seacott roof.

**AGREED:** To consider the quotations at the Budget meeting.

d. To consider the recommendation and quote from S&B Services Ltd to replace twin pump – Wabasso.

It was agreed that this item should be discussed under exclusion of press and public.

**27/18 County and District Councilors' Reports**

**Devon County Council**

County Cllr Andrea Davis circulated her report to Council members in advance of the meeting. She opened by introducing Devon County Council (DCC) official, Simon Houghton, and asking him to update Council on the works planned for Corner Lane.

Simon Houghton said that following the November 2015 flood (which badly damaged the surface of Corner Lane), DCC instructed engineers and a flood risk officer to carry out a site survey to assess what could be done to prepare the lane to an acceptable standard and make it safe for public use. The survey considered how water coming down the lane at times of extreme rainfall could be regulated. This examination has resulted in a scheme of works that includes:

- Formalising the cross drains at the higher part of the lane. The gullies are cross-fed and will be made more robust with pipes and haunches, making them easier to look after.

- Casting up haunch work where the lane narrows as there is serious erosion and no formal surface.
- Installing three silt traps along the lane to disrupt water flow and velocity. These will be at least two cubic metres in capacity. The silt traps will be cleared and maintained by Combe Martin Parish Council.
- Installing retainers along the bankside and a gate system in the rock-cut area that can be shut at times of heavy rainfall.

Work started at Corner Lane on Thursday 8 February 2018 and is estimated to take six weeks to complete (although this timeframe is weather dependent). Mr Houghton will provide an update on the works on a weekly basis to the Parish Council.

Cllr Andrea Davis thanked Simon Houghton for his report. She said that DCC was collecting data for a report on the January 2018 floods and encouraged parishioners to send accounts and photos to the Parish Council which could be forwarded onto DCC.

Simon Houghton left the meeting at 7.55pm.

Cllr Andrea Davis highlighted the following issues from her report.

#### **A399 above Combe Martin**

Some of the embankment has come away on the A399 above Combe Martin requiring stabilisation work. The damaged area is currently traffic light controlled. However, a full road closure will be necessary to carry out a full repair.

#### **Muddiford Road**

The Muddiford road will be closed just above the Plaistow Mill Fishery from the 1 October 2018 for 8 weeks.

#### **Major Waste Contract in North Devon and Torridge awarded to Suez**

DCC has awarded a long-term contract to process residual waste collected from households in North Devon and Torridge to SUEZ Recycling and Recovery UK. The contract includes the development of a new waste transfer station at Brynsworthy which will enable waste that is currently landfilled to be bulked up and processed to produce energy.

#### **Killacleave Recycling Centre in Ilfracombe Upgrade**

Improvement works including extensive resurfacing of smooth concrete container areas, tarmac surfacing and associated drainage work will begin at the Killacleave Recycling Centre in Ilfracombe on Monday 19 February 2018. While this work is undertaken, the centre will only open at weekends. The site is expected to fully reopen on Friday 6 April 2018.

#### **North Devon Council**

District Cllr Yvette Gubb reported on the following issues:

#### **Electoral Review of North Devon District Council**

The Boundary Commission for England is carrying out an electoral review of North Devon District Council. The aim of the review is to recommend ward boundaries that mean each Councillor represents approximately the same number of voters. It also aims to ensure that the pattern of wards reflects the interests and identities of local communities as well as promoting effective local Government.

The consultation closes on Monday 19 February 2018, with the commission's final recommendations to be published in May. Cllr Yvette Gubb thanked people for responding to the consultation.

### **Link Road Litter Pick Returns**

An annual litter pick event on the North Devon Link Road returns on 12 February 2018. North Devon Council's clean-up of a 34 mile stretch of the link road will take place over six weeks until the start of Easter. The litter pick coincides with environmental charity, Surfers Against Sewage 'Plastic Free Coastlines Campaign'. Last year's clean-up efforts resulted in 1265 bags of rubbish being collected by the Council in six weeks.

The Council offers advice and loans litter pick equipment to anyone interested in organising their own litter pick event. The Council may also collect rubbish collected during clean-ups by prior arrangement.

For more information, or to borrow equipment for litter pick events, please email [brett.waldron@northdevon.gov.uk](mailto:brett.waldron@northdevon.gov.uk). More information about Surfers Against Sewage 'Plastic Free Coastlines' campaign is available on its website at [www.sas.org.uk](http://www.sas.org.uk).

District Councillor John Lovering reported on the following issues:

### **Pannier Market closes its doors on Anti-Social Behaviour at Night**

The Pannier Market doors will be closed at 6pm each evening and reopened at 5am each morning under a Public Space Protection Order (PSPO). The PSPO has been put in place to reduce anti-social behaviour and criminal damage to the Grade II listed building. The PSPO will not affect authorised evening events in the market.

### **Future Plans for North Devon's Theatres Agreed**

North Devon Council is extending its temporary contract with Parkwood Theatres for the management of North Devon's theatres. At a meeting of the Executive on 5 February 2018, Councillors agreed to extend the existing contract with Parkwood until January 2019.

## **28/18 Vandalism and Police Reports**

The Police newsletter for February 2018 has been received and was circulated to members.

Crimes reported in January 2017 were as follows:

### **Combe Martin**

Criminal Damage	1
Other theft	2

Violence with Injury	2
Violence without Injury	2
Vehicle Offences	1
Possession of Weapons	1

#### **Berrynarbor**

Criminal Damage	4
Other Offences	1
Violence without Injury	1

#### **East Down**

No crime recorded

#### 29/18 **Minutes of the last meeting**

To approve as a correct record the Minutes of the meeting held on the 8 January 2018.

**RESOLVED:** that the minutes of the meeting held on 8 January 2018 be approved as a true record.

#### 30/18 **Planning**

##### **a) Applications**

**62/19/170061b** – LISTED BUILDING CONSENT FOR PROPOSED REMOVAL OF EXISTING OIL TANK AND INSTALLATION OF AIR SOURCE HEAT PUMP SYSTEMS TOGETHER WITH UPGRADING AND REPLACEMENT OF INTERNAL HEATING SYSTEM – Applicant, Mr Graham Waddall, National Trust

This application has already been dealt with.

**64367** – CONVERSION OF ONE AGRICULTURAL BUILDING TO FORM ONE DWELLING AT PARKLANDS FARM – Applicants, Mr & Mrs Prideaux

The advice received on this application is that the proposed dwelling would have an industrial look and would be very visible. In addition, there are no plans to connect the drainage to the main drainage system.

**RESOLVED:** to advise the planning authority that the Council objects to the application.

Any planning applications received after the preparation of the agenda

##### **b) Planning Decisions**

**Ref: 61439**– Permission for Development - planning permission granted for extension to dwelling at Libra Gardens, King Street, Combe Martin

**Ref: 64283** – Permission for Development – planning permission granted for erection of balcony at Combe-Mere, 5 Buzzacott Close, Combe Martin.

### 31/18 Reports by Representatives to Outside Bodies, if any

#### **Combe Martin Museum**

Cllr Julia Clark provided an update on the Museum. She said that the Museum team is working as hard as ever. The Museum Christmas raffle made £800.00 and the tombola made £218.00 profit.

Work has been done decorating the Sail Loft and all the floors have been steam cleaned. Forward planning meetings have been held as part of the accreditation process. Coffee mornings are going well as is the shop. The Museum can now be found online at: [www.combemartinmuseum.co.uk](http://www.combemartinmuseum.co.uk).

#### **Combe Martin Community Centre**

Mrs Tossell said that the Friends of the Community Centre met the week commencing 5 February 2018. The Friends have received a quote to assess the roof leak. The Council will consider this at the Budget meeting.

#### **Tourism Association**

Cllr Helen Mallinder said that the Tourism Association met on 6 February 2018. Twenty-one people attended. Five of those were members. Issues that were discussed included bathing water quality, the benefits and approval of a new website, recruiting new members, and working together with the Coastal Communities Team.

Cllr Helen Mallinder said that Steve Hill would like to analyse the bathing water results. It was agreed that a copy of the bathing water review of 2017 would be sent to Mr Hill.

Cllr Wendy Druce left the meeting at 8.20pm.

### 32/18 Correspondence

1. OANB– request to hold a beach clean on Combe Martin Beach on Sunday 18 March 2018.

**AGREED:** To allow the request. Future OANB beach clean events to be agreed by the Parish Clerk.

2. Hugh Munro – planned works at Corner Lane and offer to inspect and empty silt traps on a voluntary basis.

**ACTION:** To write to Mr Munro and thank him for his offer and advise him that permission will have to be sought directly from Devon County Council.

3. Royal Marines – request for land clearance to conduct beach survey training.

**AGREED:** To allow the request.

4. J Davey – Permanent slipway on beach.

Cllr Peter James agreed that a permanent slipway on the beach was a good idea and that moves are afoot to try and accommodate this.

5. Mark Ressel – request to hold the Icon Ski Race on Saturday 23 June 2018 and for a donation towards the cost of hiring a second boat.

**AGREED:** To allow the request. Donation request to be considered at the Budget meeting.

Any correspondence received after the preparation of the Agenda.

6. Cllr Ian Lawton – request on behalf of the Twinning Association (TW) for the TW to have a page on the Combe Martin Parish Council website.

**AGREED:** For the Twinning Association to have a page on the website. Cllr Peter James to speak to Cllr Ian Lawton about the idea of links on the Council's website to the agencies who attended the Fresh Start, Fresh Fair event.

7. P J Blackman – Parking without tickets and shortage of parking spaces at Cormelles Car Park and the condition of the footpath in front of Cormelles Court.

**AGREED:** To investigate the ticket issue. Cllr Peter James to speak to the Car Parking Enforcement Officer. North Devon Homes is responsible for the footpath outside of Cormelles Court and any representations should be made to them.

8. T Knollman – Parking without tickets and shortage of parking spaces at Cormelles Car Park.

**AGREED:** As above – to investigate the ticket issue.

9. Devon County Council Definitive Map Review – Notification of Parish Report to the Public Rights of Way Committee. The Public Rights of Way Committee meeting is on Thursday 15 March 2018 starting at 2.15pm.

**AGREED:** To circulate the letter to Councillors and invite a representative to attend.

### 33/18 **Flooding**

Events of 21 January 2018 and related correspondence from Christine Nelson and Jo and Des Hume.

It was agreed that the January 2018 flood was one of the worst to affect Combe Martin in recent times.

Christine Nelson said that she would like the river wall running alongside the Church on Bowling Green Lane inspected for structural damage and strengthened if it was considered to be at risk of giving way. She said that the wall withstood immense pressure on the day of the flood; the water level was almost as high as the wall and flowing at intense speed. Christine Nelson also asked whether the River UMBER could be dredged.

Jo and Des Hume said that they felt some reassurance after listening to Simon Houghton explain how the scheme of works planned for Corner Lane would minimise the amount of water and debris flowing out of the lane at times of extreme rainfall.

Cllr Peter James said that flood prevention had been dealt with on a piecemeal basis and what was needed was a meeting of all involved bodies. **ACTION:** Cllrs Peter James, Yvette Gubb, David Woodbury and the Parish Clerk to meet discuss an action plan on the way forward.

**34/18 Umber Woods Project**

To consider a request to hold Community Conservation events at Adderstable Woods.

**AGREED:** Permission granted. Umber Woods Project Manager to liaise with the Parish Clerk.

**35/18 Community Housing Scheme**

To consider whether to support the development of a local Community Land Trust in Combe Martin.

There is a shortage of housing in Combe Martin, particularly affordable housing. This could be provided by a Community Land Trust (CLT). A CLT is a not-for-profit organisation created to benefit the community by owning and sometimes developing land and property. It is operated by a locally elected body.

The Council has met with the Wessex Community Land Trust Project, which is an advice service for communities interested in leading the development of affordable homes for local people by setting up a CLT.

Cllr Peter James proposed that the Council support the development of a local CLT and invite Wessex CLTP to deliver a presentation at a public meeting.

**RESOLVED:** To support, in principle, the development of a local CLT and hold a public meeting.

**36/18 Insurance Working Party**

Cllrs Helen Mallinder and Chris Wyer to provide an update.

Cllr Helen Mallinder said that she and Cllr Chris Wyer have studied the insurance policy and there are discrepancies throughout, particularly the rebuild valuations for Council properties. They have looked at the insurance company's online tool for calculating rebuild values and this is only suitable for standard houses.

Cllrs Helen Mallinder and Chris Wyer sought permission to obtain quotes for a surveyor to carry out the rebuild valuations.

**RESOLVED:** Permission granted to obtain quotes for rebuild evaluations.

**37/18 To Confirm Proposed Dates for Future Meetings**



It was agreed to hold the next Parish Council meeting on Monday 12 March 2018 at 7pm at the Community Centre.

38/18 **Bathing Water Quality**

Update, if any.

A briefing provided by Tamsin Appleton from the Environment Agency and Combe Martin Beach Champion, was circulated to Council Members prior to the meeting. It contains a brief summary of the investigations that have happened in Combe Martin to date, last year's monitoring results, and a draft work programme for 2018.

Cllr Peter James proposed that the Council hold a public meeting on bathing water quality and invite Tamsin Appleton to give a talk.

**RESOLVED:** To hold a public meeting on bathing water quality.

39/18 **Eberleigh House**

To set up a Properties Working Party and arrange meeting.

**RESOLVED:** To set up a Properties Working Party.

There was a discussion about the flats at Eberleigh House.

**AGREED:** To rent out the flats at Eberleigh House for twelve months.

40/18 **Football Club**

Cllr Peter James attended a pre-planning application meeting on the proposed development at Hollands Park. He was advised that the plan look a bit massey. He is meeting Simon Dovell to discuss the plan further. Once Cllr Peter James has received full advice, he will present a draft plan to full Council.

41/18 **Action Plan**

Update on Action Plan.

**New Car Parking Charge at Cormelles Car Park**

The new charge of £2 for up to 4 hours was adopted on 5 February 2018 and will come into force on 15<sup>th</sup> March 2018.

**SWW Repairs to Beach Outfall Pipe**

The Council has seen the proposed sign that SWW intends to use for the outfall pipe on the beach.

**SWW Compensation Claim**

A Land Agent has been instructed.

42/18 **Coastal Community Team**

Cllr Peter James said that, unfortunately, the new Combe Martin entrance sign that he designed has been rejected by the Highways Agency because it would distract drivers. He has raised his objection to this decision and is in discussions.

The Team is looking at beach refurbishment.

43/18 **TAP Funding**

Local community initiatives.

The Council had recently made some enquiries about whether it could apply for funding for the start-up costs for the new Community Shop from the TAP Fund. Unfortunately, the Community Shop does not presently meet the eligibility criteria and the closing date for applications is at the end of February 2018.

44/18 **Parish Paths Partnership Fund**

Corner Lane Silt Traps

The Council may be eligible for funding for maintaining the new silt traps on Corner Lane from the Parish Paths Partnership Fund. One of the criteria for applying to this fund is a survey of the footpaths on the parish map of Combe Martin. This is being undertaken by one of the workmen.

45/18 **Dog Fouling**

To consider ways of tackling dog fouling in the village.

**AGREED:** To arrange a meeting with Ray Jones, Neighbourhood Officer for North Devon Council.

46/18 **Parade Toilets**

To pass a resolution for the Chairman to have Power to Act to sign all legal paperwork relating to the sale of the Parade Toilets.

**RESOLVED:** To give the Chairman Power to Act to sign all legal paperwork relating to the sale of the Parade Toilets.

47/18 **Shammickite**

Cllr David Woodbury – suggestion to publish a short monthly statement in the Shammickite on priority issues.

Cllr Peter James – suggestion to publish a monthly Chairman’s letter in the Shammickite.

**AGREED:** As there is currently limited space in the Shammickite magazine, it was agreed that the Council should publish a shortly monthly statement and re-visit Cllr Peter James’ suggestion at a later date.

District Councillor John Lovering left the meeting at 9.57pm.

48/18 **Exclusion of Press and Public and Restriction of Documents.**

**RESOLVED a. That, under section1(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 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”**

49/18 **St Peters Mews**

Rent arrears

**AGREED:** To pursue the matter.

50/18 **Adderstable Woods**  
Tree Disposal

**AGREED:** To the removal of the fallen tree.

51/18 **Personnel**

Cllr David Woodbury – a proposal to consider Councillor and workforce engagement.

The Council would like to find another mechanism for proactive engagement.

Enforcement Academy Training

**AGREED:** To decline the offer of training at the present time because of the costs involved.

52/18 **Combe Martin Community Shop**

Storage for Community Shop Donations.

Cllr Yvette Gubb declared an interest.

**AGREED:** To the proposal for the storage container.

26/18 **Finance**

d.To consider the recommendation and quote from S&B Services Ltd to replace twin pump – Wabasso.

**AGREED:** To send the paperwork to the leaseholder.

The meeting closed at 10.15 pm.

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Chairman