

COMBE MARTIN PARISH COUNCIL

Draft Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 11 June 2018 at 7pm.

Present: Cllrs Peter James (Chair), Ian Lawton (Vice Chair), Wendy Druce, Julia Clark, Celia Withers, Chris Wyer, David Woodbury, Doug Seymour, and Yvette Gubb

In Attendance: County Cllr Andrea Davis, District Cllr John Lovering, CMPC Finance Clerk, Parish Clerk (minute taker), and two parishioners.

The meeting was opened with prayers.

122/18 **Public Session – to receive, and reply to matters from Parishioners**

Mrs Rachelle Jeffs reported that people were taking crabs off the beach and not returning them. She expressed her concern about this behavior and the potential impact on the local habitat. Cllr Peter James said that Council would investigate to find out what action could be taken to try and prevent this activity.

On behalf of the Coastal Community Team (CCT) and the Parish Council, Cllr Peter James paid his respects to the late Mr Peter Wilkinson. Mr Wilkinson, who passed away very recently, played a leading role in the CCT's Umber Woods Project. Cllr Peter James expressed his appreciation of Mr Wilkinson's work and his condolences to Mr Wilkinson's family.

123/18 **Apologies for absence.**

Apologies were received from Cllr Helen Mallinder.

124/18 **Declarations of Interest**

Cllr Yvette Gubb declared an interest in all planning applications. She 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.

Cllrs Yvette Gubb and David Woodbury declared interests in agenda item 22, Combe Martin Community Land Trust Steering Group.

Other declarations dealt with per agenda item.

125/18 **To consider any requests for dispensation**

None.

126/18 **Finance**

- a. To receive the reports on the monthly balances (to follow).
The Finance Clerk presented and explained the new layout of her finance reports and answered questions on car park takings and uncleared cheques.
- b. Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2018.
Following the review of the effectiveness of the system of internal control and preparation of the AGAR, Council was invited to:
 - (a) consider the Accounting Statements;
 - (b) approve the Accounting Statements by resolution; and
 - (c) Chariman to sign and date the Accounting Statements.

RESOLVED: After consideration, Council approved the Accounting Statements for the year ending 31 March 2018.

Cllr Peter James signed and dated the AGAR.

127/18 **County and District Councilors' Reports**

Devon County Council

County Cllr Andrea Davis circulated her report in advance to Parish Council members. She highlighted the following issues from her report.

A reminder of how to report a highway problem.....

<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>

Phone 0345 155 1004 or 0845 155 1004

North Devon Link Road

Devon County Council's bid for Local Majors Funding to improve the A361 has successfully won the backing of Transport Secretary, Chris Grayling.

The funding will go towards a £93 million scheme which would widen the North Devon Link Road from South Molton to Barnstaple to provide more overtaking opportunities. Junction improvements and safety upgrades will also be carried out from South Molton to Bideford.

Around 70% of the upgraded stretch from South Molton to Barnstaple will feature overtaking lanes, increasing on the current level of 10%. The road would continue to have a 60mph speed limit with the use of average speed cameras recommended to improve safety.

This initial scheme is the first phase of planned improvements. Devon County Council has supported a long-term strategy to upgrade the Link Road in order to improve journey time reliability, improve road safety and support economic growth. This investment will be welcomed throughout North Devon and Torridge where we have been campaigning for years for improvements to the Link Road.

The Local Majors Fund aims to support schemes which tackle congestion and help business growth.

Tour of Britain

The Tour of Britain is the UK's leading professional cycling event and the biggest free to watch spectator event in the country. The race has visited Devon 10 times now and when it last visited in 2016 generated more than £4.26 million for Devon's economy. The whole Devon stage will also be shown live on ITV4 with highlights being watched across the globe, representing a fantastic opportunity to showcase the county to potential future visitors.

The 2018 route takes in a number of communities, starting from Cranbrook the Devon stage covers around 113 miles (182km) of the county before finishing in Barnstaple. The route will visit Ottery St Mary, Honiton, Uffculme, Tiverton, South Molton, Combe Martin, Ilfracombe, Woolacombe, Croyde, Braunton and Barnstaple. The route passes through 3 Areas of Outstanding Natural Beauty (AONB), the North Devon Biosphere reserve and skirts along the western edges of Exmoor National Park.

Detail and timings

A full route map is available by visiting www.devontourofbritain.co.uk . This is the best place to visit for regular updates.

For the majority of the route a rolling road closure will be in place, meaning the roads will only be closed for the time it takes the race to pass by. Some parking suspensions are likely to be necessary at key points on the route. Over the coming weeks there will be more detail of the timings and necessary parking suspensions emerge.

If you have any questions about the Tour of Britain, please contact the Tour of Britain Team by emailing tourofbritain-mailbox@devon.gov.uk.

Highways- Combe Martin Rural

Cllr Andrea Davis has allocated all of her Pothole action fund for the next financial year. £10k which will be used for patching on Rectory road. This will then allow surface dressing the next year. This is a long standing aim to get this road in a better condition.

Whitefield Hill; whilst not in the Parish this is a route heavily used by residents. £16k is being spent on improving the surface and putting in some haunches to allow for better water management.

Highways update

Up until December '17 there were 15 "pothole" gangs operating throughout the County. Last month there were 38 – so significant increase in resources.

In December we had a total of just under 9000 potholes reported in the County – by February this was up to 16,000 and March dropping to 15,000 (equivalents for March 2017 was 9000). Now filling more than is being reported. But still catching up.

Priority is given to repairing safety defects on the A and B Road network due to the potential severity of the consequences of an incident and likelihood.

North Devon Council

District Councillor John Loveirng reported on the following issues.

Link Road Improvements will Unlock North Devon's Economic Potential

The announcement that £83 million has been awarded to improve the A361 has been met with delight by North Devon Councillors.

The first phase of a multi-million pound upgrade to improve the North Devon Link Road will widen the stretch of road between Barnstaple and South Molton and will significantly improve safety along the route. Improving transport links between the M5 and North Devon will also unlock the district's potential for growth and enhance the economic prosperity of the area.

North Devon Council Executive Committee approves over £162,000 to improve community spaces.

At a meeting of the North Devon Council Executive Committee on Monday 4 June, Councillors agreed to approve and release £162,004 S106 public open funds to enhance public open spaces. The money will be spread across five different projects in various areas across North Devon.

North Devon Homes will receive £63,312 towards the cost of new play equipment at Gorwell play area in Barnstaple. The project will provide an innovative and inclusive play area for children. Fremington Parish Council will receive £12,300 towards the cost of replacing Beechfield Centre in Fremington with a purpose built community building and parish council offices. The project already has planning approval and has secured a loan from the Ministry of Housing, Communities and Local Government. Croyde Parish Council will receive £9,015 towards the cost of developing a play area with a range of play equipment based around a sea theme. Pilton Park play area in Barnstaple will benefit from over £32,000 worth of S106 contributions from the Old Glove Factory development. Old equipment will be removed and replaced with new, play equipment and safety surfacing. The old equipment in Princess Avenue play area in Ilfracombe will be removed and replaced with new, inclusive play equipment and a new safety surface. Over £45,000 from S106 contributions from the Shields development will help to fund this.

Section 106 (S106) is money paid to the council by developers as part of the planning conditions of planning applications. The money can only be used for certain things, but is used primarily for public open space projects.

Cllr Yvette Gubb reported on the following issues:

Local School Children Gear Up for another Fun Day at Oceanfest 2018

A day of fun at the beach awaited North Devon school children as Goldcoast Oceanfest returned to Croyde.

Each year, local children across the district are invited to a day of exciting beach activities in Croyde, funded by North Devon Council and coordinated by PETROC in partnership with GoldCoast Oceanfest.

Aimed at Year 6 pupils in North Devon, activities included the coveted Beach Flags competition, mass participation Zumba on the main stage and the code breaker challenge to test physical and mental strength.

Find out more about Goldcoast Oceanfest 2018 at goldcoastoceanfest.co.uk.

Bookings Now Open for the 2018 North Devon FOODfest

North Devon's biggest celebration of local food and drink is back and exhibitors are being urged to get in quick to secure their place at the event.

Online bookings are now being accepted for FOODfest 2018, which takes place on Sunday 21 October at Barnstaple Pannier Market and will feature many local food and drink exhibitors.

Now in its eleventh year, event organisers Barnstaple Town Centre Management and North Devon Council have seen the event increase in popularity and success since it first launched in 2008. With over 10,000 visitors, 100 exhibitors and top chefs from some of North Devon's best local restaurants at FOODfest last year, the annual event is now a firm favourite in the foodie calendar.

The closing date for applications is Tuesday 1 August. Apply online at www.barnstaple.co.uk/north-devon-foodfest, email foodfest@barnstaple.co.uk or call 01271 321049 for more information.

County Cllr Andrea Davis left the meeting.

128/18 **Vandalism and Police Reports**

The Police newsletter for June 2018 has been received and circulated to Parish Council members.

Crimes reported in May 2018 were as follows:

Combe Martin

Violence with Injury	1
Violence without injury	1
Public Order Offences	1

Berrynarbor

Violence with injury	2
Violence without injury	3
Vehicle Offences	1
Other theft	1
Criminal damage	2

East Down

No crime recorded

129/18 **Minutes of the last meeting**

To approve as a correct record, the Minutes of the meeting held on the 14 May 2018.

Cllr David Woodbury raised two points of accuracy:

Minute ref: 99/18, Public Session; the correct spelling of the member of public who spoke is Mr Daukes.

Minute ref: 101/88, County and District Councillors' Reports; Cllr David Woodbury joined the meeting at this point.

Minute ref: 100/18, Declarations of Interest; Cllr Yvette Gubb said that any observations or decisions which she made regarding planning applications at Combe Martin Parish Council meetings 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.

RESOLVED: that subject to the above amendments, the minutes of the meeting held on 14 May 2018 be approved as a true record of that meeting.

130/18 **Planning**

a) Applications

64944 – DEMOLITION OF PART EXISTING GARAGE AND ERECTION OF NEW GARAGE AT TAURUS, BUZZACOTT LANE, COMBE MARTIN. Applicant – Mr Guy Bachell.

The Clerk declared an interest in this application.

RESOLVED: To advise the planning authority that the Council does not have any objections to this planning application.

64632 – ERECTION OF LEAN-TO SHED AT GREENHILLS, ROSEA BRIDGE LANE, COMBE MARTIN. Applicant – Mr John Needham

RESOLVED: To advise the planning authority that the Council does not have any objections to this planning application.

b) Planning Decisions

64761 – ERECTION OF A CABIN FOR USE AS HOLIDAY ACCOMMODATION AT TRUCKHAM FARM TRACK FROM TRUCKHAM FARM, COMBE MARTIN, EX34 0PE. Applicants – Mr & Mrs M Cornish

Planning permission for this application was noted.

c) Planning correspondence

64706 – FLEXA PARK FIELDS, SHUTE LANE, COMBE MARTIN, EX34 0HW. Applicant – Ms C Rice

Cllr Julia Clark declared an interest in this application.

This application has been withdrawn.

Hollands Park - Workman's Store & Football Clubhouse

Cllr Peter James said that the plan for the new workman's store and football clubhouse was ready and thanked Mr Simon Dovell, who was in attendance, for his work. The plan contains two options. Cllr Peter James passed copies of the plan to Council members and questions were asked about layout and cost. The Parish Council will hold a public meeting in due course.

131/18 Reports by Representatives to Outside Bodies, if any

Combe Martin Museum

Cllr Julia Clark gave a report. She said that the museum has been invited by the Arts Council to apply for the biennial accreditation once again. An information leaflet about the village has been funded by District Cllrs, Yvette Gubb and John Lovering. There will be a print run of 1,000 copies. The museum shop continues to do well. Marjorie and John Fuller and the Crafty Ladies Activity Team have attended the North Devon Voluntary Services Awards where they received certificates for their work.

A member of the public has nominated the museum for the Kids in Museum Family Friendly Award. The museum continues to accept work experience students, and has been asked to co-ordinate events for the Tour of Britain cycling event on 3 September 2018.

Chapel Lane and Hollands Park Residents Association

Cllr Yvette Gubb declared an interest.

Cllr Chris Wyer gave a report. She said that the Chapel Lane and Hollands Park Residents Association held its AGM recently. Several issues were raised including the damage to the wall above the entrance to the Football Club. The residents association would like the wall fixed and the sign put back. There has been an issue with black waste collections with nearly 50% being missed in the last year. Cllr Peter James asked Cllr Chris Wyer to send him a note and he will write to North Devon Council.

Coastal Community Team

Cllr Peter James gave a report. He said that the new finger post signs had been erected around the village. The new Combe Martin entrance signs are in the process of being made. The team is now working on a new heritage trail leaflet for the village. The team is also preparing its annual report and will hold a public meeting shortly.

132/18 Correspondence

1. Graham Miller – Parking Issues – Contents noted. The Parish Council is aware of the demand for car parking in Combe Martin and the difficulties associated with it.
2. Finance Clerk – Transferable Permits – It was agreed to consider this matter at the next in-depth review of car parking permits.
3. Tour of Britain Information – The Parish Council is delighted that the Tour of Britain is coming through Combe Martin and will help out with the preparations where it can.

4. Exmoor Consultative and Parish Forum – Date for meeting noted.

Any correspondence received after the preparation of the Agenda.

5. Combe Martin Museum – A concern about planks of wood causing a hazard at Sail Loft fire exit at night time. **ACTION:** Clerk to speak to workmen about moving the planks or making them visible at night time.
6. Devon Mobile Library and Outreach Service Consultation 2018 – Closing date 28 July 2018. Have you say at devon.cc/librariesoutreach.
7. The future of North Devon Council Records Office – this information was circulated to Council members in advance of this meeting. Date of meeting noted. **AGREED:** To draft a letter of support.

133/18 **To Confirm Proposed Dates for Future Meetings**

It was agreed to hold the next Parish Council meeting on Monday 9 July 2018 at 7pm at the Community Centre.

134/18 **Asset Management Group (AMG)**

Proposal by the AMG to approve the Asset Management Plan.

RESOLVED: Subject to minor amendments on terminology, the Asset Management Plan be approved.

135/18 **Agenda Items**

To consider the addition of ‘Councillors Questions’ to the agenda for future meetings.

After a short discussion, Cllr Wendy Druce withdrew the question.

RESOLVED: To add matters pertaining to health and safety, parks, beach, and open spaces, and footpaths to future agendas.

136/18 **Civil Enforcement Officer**

Cllr Peter James congratulated the Civil Enforcement Officer (CEO) on completing the course and passing the exam. He said that the Clerk was liaising with North Devon Council about the protocols for the CEO to exercise her new powers on littering, dog fouling and fly-tipping.

137/18 **Action Plan**

Minute ref: 142/17 Hangman Path – Tarmacing work scheduled for August 2018. Additional tarmacing quote obtained on behalf of and sent to local residents for their consideration. Those residents to fund additional tarmacing.

Minute ref: 126/17 – Cllr David Woodbury and the Clerk met with the Environment Agency (EA) on 6 June. The EA has the Rapid Bac kit for use in the village. There was a discussion about installing a rain gauge in the village in a secure spot. The local primary school was considered as a prime location. **ACTION:** To put this on the agenda for the next meeting.

SWW Outfall Pipe – Cllr Peter James said that from his initial investigation, there is no indication that a public right of way existed before or after the outfall pipe was built in the mid-1930s. He said that the Parish Council should campaign for a public right of way over the outfall pipe. **ACTION:** To liaise with Devon County Council.

Cllr Ian Lawton said that the concrete surrounding the outfall pipe has suffered further damage and the knuckle where the pipes join together is now exposed.

Minute ref: 159/11 - Seacott Roof – Work has started on the repairs to the roof.

138/18 **South West Water Outfall Pipe**

This was discussed under the Action Plan.

139/18 **Hangman Path**

This was discussed under the Action Plan.

District Cllr John Lovering left the meeting.

140/18 **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”

141/18 **Ebberleigh House**

To approve the proposal by the Asset Management Group to adjust rent levels.

RESOLVED: To reduce the rent and install a TV aerial and telephone lines.

142/18 **Fencing panels stored at the Community Centre**

To invite a discussion on the future of the fencing panels.

RESOLVED: To sell the fencing panels.

Cllr Ian Lawton left the meeting at 8.50pm.

143/18 **Combe Martin Community Land Trust (CLT) Steering Group**

To consider the CLT Steering Group’s request for a grant for the start-up costs associated with setting up the CLT and the first few meetings.

Cllrs Yvette Gubb and David Woodbury declared an interest.

RESOLVED: To make a grant of £200.00 to the Community Land Trust Steering Group.

144/18 **Museum**

To consider the pricing for the Museum's car parking permit for volunteers.

Cllr Julia Clark declared an interest and left the room.

ACTION: To gather information on the permit and consider at the next Council meeting.

145/18 **Personnel**

Personnel Chairman to provide a report.

The Chairman of the Personnel Committee, Cllr Wendy Druce, said that all staff had received a pay rise and arrangements were being made for the Clerk and Finance Clerk to visit Barnstaple Town Council and Fremington Parish Council for training.

146/18 **Playground Equipment**

Plans were going forward to secure new play equipment for Arnolds Plot.

The meeting closed at 9.00pm.

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Chairman