

COMBE MARTIN PARISH COUNCIL

Draft Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 13 August 2018 at 7pm.

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

In Attendance: District Cllr John Lovering, Parish Clerk (minute taker), and three parishioners.

The meeting was opened with prayers.

174/18 **Public Session – to receive, and reply to matters from Parishioners**

Mr Richard Boudier expressed his concern about the reinstatement of the river wall at the Bowls Club, which was damaged by the January 2018 flood. Mr Boudier originally wrote to the Council about this matter and had received a reply. Mr Boudier was concerned about the appearance of the wall from his side of the river and the environmental impact. Cllr Peter James thanked Mr Boudier for drawing this matter to Council's attention and said that he and Cllr Yvette Gubb had visited the Bowls Club to inspect the repairs. The work has nearly finished and there will be planting of some local flora to complete the job.

Mr Clive Richards said that he would like to make representations about Planning Application ref: 65242.

175/18 **Apologies for absence.**

Apologies were received from County Cllr Andrea Davis.

176/18 **Declarations of Interest**

Declarations dealt with per agenda item.

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.

177/18 **To consider any requests for dispensation**

None.

178/18 **Finance**

- a. To receive the reports on the monthly balances.
The Finance Clerk circulated the finance reports prior to the meeting.

RESOLVED: To ask the Finance Clerk for an abridged summary of the accounts for the monthly meetings.

- b. To consider the pricing options for a Fireproof cabinet for Seacott Office.

RESOLVED: To approach a local auction house and make enquiries about fireproof cabinets lots at forthcoming sales.

- c. Proposal to explore the benefits and options of installing Smart Meters in all Council properties.

RESOLVED: To ask the Finance Clerk to explore the proposal and report to Council.

179/18 **County and District Councilors' Reports**

Devon County Council

Devon County Council is currently in recess.

North Devon Council

Cllr Yvette Gubb reported on the following issues.

Consultation set to start on North Devon parish boundaries

A consultation started on Thursday 26 July to review parish boundaries in North Devon.

At North Devon Council's full council meeting on (Wednesday 25 July, Councillors agreed to start a Community Governance Review (CGR), looking at electoral boundaries for some parishes across the North Devon district. This would bring the parish boundaries in line with the district boundaries following a district boundary review, which started last year.

The Council is looking to tidy up parish boundaries to take into account large new planned development within the district, including Westacott and Mount Sandford Green. It is also looking at Gunn and Mill on the Mole.

Residents can find out more and have their say online at www.northdevon.gov.uk/council/consultation. The consultation closes on 26 September 2018.

Draft proposals will be published in late October 2018, when there will a further consultation. The Final Order will be published before the May 2019 district, parish and general election. The Local Government Boundary Commission review of the district boundaries will also be completed in time for district elections.

Man fined for tombstoning from Ilfracombe Harbour

North Devon Council has successfully prosecuted a man for 'tombstoning' from Ilfracombe Harbour.

On 31 July 2018, Magistrates at Barnstaple heard that Luke Harris, aged 24 of Oliver Road, Barnstaple, had been seen naked and in full view of families and children on South Quay on Sunday 8 July. He ignored requests by the Deputy Harbourmaster to get dressed, and instead jumped into the water five metres below. Two other young men were also swimming in the harbour, and all were shouting and swearing.

As a result of his actions, which were in contravention of the swimming byelaw that exists at the harbour, Mr Harris was fined £250 and ordered to pay the victim's surcharge of £30 and £60 costs.

The penalty for jumping off the harbour can be up to a £1,000 fine upon prosecution.

Vision for Barnstaple will guide development and open up funding opportunities

North Devon Council is developing a vision for Barnstaple town centre, to ensure a coordinated approach to regeneration and development in the town.

At an Executive meeting on Monday 6 August 2018, members agreed to the release of £20,000 of Section 106 funds for town centre enhancement from the Anchorwood Bank development to cover the cost of producing the vision document. As with previous allocations of this funding, Barnstaple Town Centre Management will be consulted at their next meeting. Historic England will be contributing a further £10,000 towards a Conservation statement for Castle Mound, which will form part of the vision.

The document will help shape the future of the town centre. A number of regeneration projects are in the pipeline or already underway in Barnstaple and a clear vision for the town will ensure these projects are well coordinated and working towards the same goal.

Having a vision document is also a requirement when bidding for external funding, so the document will unlock opportunities to apply for funds to make improvements to the town. Some of the strategic projects already underway or being planned include:

- the regeneration of Seven Brethren and Anchorwood Bank
- flood defence improvements
- a new car parking strategy
- possible future redevelopment of Queen Street/Bear Street car park
- the museum extension
- a new footbridge/cycle bridge across the Taw
- re-use of the Civic Centre

The emerging Local Plan includes a Barnstaple Spatial Vision and Development Strategy, which is a high-level strategic vision of the town as a whole, focusing on growth to meet housing and employment needs up to 2031. The new vision document will look in more detail at the commercial and historical centre of Barnstaple, including improved movement, public realm and overall design standards.

The Vision will be prepared with the engagement of key stakeholders, including Barnstaple Town Council, Barnstaple Town Centre Management, Barnstaple Chamber of Commerce, Devon County Council, Historic England, Natural England and the Environment Agency. A wider consultation will also take place when the draft document has been produced, giving local residents and businesses the chance to comment on the vision.

Cllr John Lovering reported on the following issues.

Council uses new powers to clean up our streets

A Barnstaple resident has been issued with a fine for leaving their household waste on the street.

The householder, from Sunflower Road, Barnstaple, was handed a £60 fine after ignoring advice by North Devon Council about how to present their waste for collection, leading to complaints by neighbours.

Neighbourhood Officers are using new powers under S46 Environmental Protection Act 1990 to fine occupiers if they fail to present their household waste correctly or at the right times. Where a resident does not comply with the council's system of waste collection, the authority can serve a legal notice on them, which explains how to store, dispose of and present their waste for collection. If this notice is ignored, a fixed penalty notice (FPN) will be issued as a last resort.

The council has reminded customers that waste bins, bags and boxes should be placed out on collection days before 7am, or after 7pm on the day before. At all other times waste and recycling should be kept on your premises.

Fines for flytipping and littering are going up

If you're caught littering or flytipping in North Devon, you'll soon be facing an even bigger fine.

At a meeting of its Executive on Monday 6 August 2018, North Devon Council members agreed to increase the fixed penalty notice (FPN) fines for environmental offences, such as littering, graffiti and flyposting.

From September the council will also be able to issue fines for flytipping for the first time. Previously all those caught flytipping would face prosecution at court, which is time consuming and can be costly. The council will now be able to issue fines from £150 to £400 for small-scale flytipping offences. Large scale flytipping, repeat offenders, operators in the waste management industry and those tipping hazardous substances will still be dealt with through prosecution in court, where fines can reach £50,000 or 12 months in prison.

The new FPN fines come into effect on 1 September 2018, with maximum fines of:

- £150 for littering (including littering from cars)
- £150 for graffiti or flyposting
- £200 for abandoned vehicles
- £400 for flytipping

The council is also working towards the introduction of a Public Space Protection Order (PSPO) for dog fouling, which will see the fine increase from £75 to £100. You can report flytipping or littering online at www.northdevon.gov.uk/litter, call 01271 388870 or email customerservices@northdevon.gov.uk.

Landlord of HMO fined by council

A landlord has been fined for his failure to have a licence in place for the House in Multiple Occupation (HMO) in Barnstaple which he owns and manages.

Mr Franco Capocci was found guilty on 31 July 2018 at North and East Devon Magistrates Court of failing to obtain a licence in relation to The Gables at 4 Albert Villas, New Road, Barnstaple from June 2017 until July 2018.

The court fined Mr Capocci £500 and ordered him to pay a victim's surcharge of £50, as well as North Devon Council's cost of £624.

The Housing Act 2004 requires landlords of HMO properties that have three or more storeys, which are occupied by five or more people forming two or more households, and have shared facilities or are converted into self-contained flats without a building regulations approval, to have a mandatory licence.

In October 2018 the rules are further changing to remove the three-storey rule for HMOs requiring a mandatory licence. This means all HMOs that meet the criteria for inclusion, including single and two-storey properties, will require a licence. The council is looking at adopting powers that will enable them to issue 'civil penalties' of up to £30,000 and fixed penalty notices for the failure or absence of smoke and carbon monoxide alarms.

180 /18 **Vandalism and Police Reports**

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

Crimes reported in July 2018 were as follows:

Combe Martin

Violence with Injury	1
Violence Without Injury	1
Rape	1
Vehicle Offences	1
Other Theft	1
Criminal Damage	2
Public Order Offences	1
Possession of Drugs	1
Other Offences	1

Berrynarbor

Theft from Motor Vehicle	1
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East Down

No reported crime

Council members raised their concern about the level of crime recorded for Combe Martin. **AGREED:** To ask PCSO Ade Drury for an in-depth breakdown of the statistics.

181/18 **Minutes of the last meeting**

To approve as a correct record, the Minutes of the meeting held on the 9 July 2018.

RESOLVED: That subject to the deletion of the fourth sentence of the report on the Community Land Trust (minute ref: 156/18, reports by representatives to outside bodies), the minutes of the meeting held on 11 July 2018 be approved as a true record of that meeting.

182/18 **Planning**

a) Applications

65242 SITING OF TEMPORARY RURAL WORKERS TIMBER CABIN TOGETHER WITH ERECTION OF ONE STORAGE SHED AND ERECTION OF ONE HAY BARN AT HIGHER MEADOWS CORNER LANE KNAPP DOWN COMBE MARTIN
Applicant – Ms A May

Mr Clive Richards made representations on behalf of this planning application.

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

GDO 18/08 PRIOR NOTIFICATION FOR PROPOSED EXTENSION OF BUILDING TO PROVIDE COVER FOR HAY AND STRAW. VERWILL LANDS, HUNTERS INN ROAD, COMBE MARTIN
Applicant – Mr Christopher Lerwill

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

b) Planning Decisions

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

Planning permission for this application was noted.

64737 – EXTENSION TO DWELLING TOGETHER WITH ERECTION OF DOUBLE GARAGE AT TANGLEWOOD, KINGSTON AVENUE, COMBE MARTIN.

Planning permission for this application was noted.

183/18 **Reports by Representatives to Outside Bodies, if any**
Community Land Trust Steering Group

Cllr David Woodbury said the Community Land Trust (CLT) Steering Group was in the process of formulating the legal form of the CLT.

Combe Martin Museum

Cllr Julia Clark gave a report. She said that the Museum had received letters from The Lampard Community School in Barnstaple and Ilfracombe Academy thanking the Museum for the worthwhile experience of their pupils while on work experience.

Fundraising for a World War II celebration has been secured. The Museum would like any information from Combe Martin regarding World War II.

The Museum expressed its appreciation to the Parish Council for the parking permit grant.

The Museum held an event every day for the 2018 Carnival week.

The Museum is organising the Combe Martin part of the Tour of Britain event. Funding is being provided by County Cllr Andrea Davis.

Combe Martin Library Home Library Service

The Home Library Service delivers library books and audio books to people who through ill health, injury or disability cannot visit a library, or who are too frail to carry heavy books. There is no charge for this service. The Home Library Service is a partnership between Devon Libraries and the Royal Voluntary Service (RSV).

To find out more about the Home Library Service, please contact the RVS Service Manager on 0778 663 5163, or email:

CornwallDevonHub@royalvoluntaryservice.org.uk

184/18 Correspondence

1. Ken Miles – Community Governance review (email) – contents noted.

2. Tour of Britain Newsletter July 2018 (email). Cllr Doug Seymour provided an update. He said that details of race timings, clearways, black bin collection, and safety have been publicised. The Tour of Britain Working Party is holding its next meeting on Tuesday 14 August 2018. A letter drop is being planned. County Cllr Andrea Davis has organised a Tour of Britain banner and made a request for it to be put up at Seaside Hill.

RESOLVED: To grant permission to put the Tour of Britain banner up at Seaside Hill.

3. Mrs G Eastman (letter) – Table Top sales. Cllr Julia Clark declared an interest. Council members expressed their appreciation. **AGREED:** To draft a letter of thanks to Mrs Eastman.

4. Jenny Shepherd – Water quality email – contents noted. A formal note was made at the Combe Martin Water Watch meeting that the Chairman of Combe Martin Parish Council would respond directly to media enquiries. So far, none have been received.

Any correspondence received after the preparation of the Agenda.

5. Amanda Mugford – Beach Plastic Survey at Combe Martin beach on 6 September (email) – there were no objections to this survey being carried out.

6. Ken Mullins – various issues (email) – Cllr Peter James to respond to Mr Mullins.

185/18 To Confirm Proposed Dates for Future Meetings

It was agreed to hold the next Parish Council meeting on Monday 10 September 2018 at 7pm at the Community Centre.

Cllr Celia Withers to organise an Audit Committee meeting.

Cllr Wendy Druce to organise a Personnel meeting.

186/18 Action Plan

Minute ref: 142/17 Hangman Path – Tarmacing work completed. Cllr Julia Clark has written to Devon County Council to seek a contribution towards the cost of the tarmacing.

SWW repairs to the outfall pipe – repairs planned for September 2018.

RESOLVED: To seek confirmation from SWW that the top of the surface of the damaged area of the pipe will remain flat when the repairs are carried out in September.

Minute ref: 142/17 & 39/18 – Both flats at Ebberleigh House have now been let.

Minute ref: 102/17i Proposal for new building at Hollands Park – The Architect is drafting the final plans for the new building following public consultation.

187/18 Parks and Open Spaces

Artificial flower hanging baskets for Seaside Hill.

RESOLVED: To ask the supplier for a flower sample before making a decision on this issue.

188/18 Beach

Watercraft and boat activity on Combe Martin Beach.

To consider Council's current Code of Conduct for users of boats and personal watercraft in Combe Martin Harbour.

RESOLVED: That this Council adopts the Code of Conduct for users of boats and personal watercraft in Combe Martin Harbour.

189/18 Footpaths

No reports.

190/18 Asset Management Group

The Asset Management group met on 6 August and the minutes of that meeting were circulated to Council members prior to this meeting.

RESOLVED: That the minutes of the Asset Management Group be approved by full Council.

191/18 **Official Parish Council Name Boards.**

To consider relocating the Parish Council Name Boards to the Community Centre

RESOLVED: To undertake any repairs and update the Parish Council Name Boards and relocate them to the Community Centre.

Cllr John Lovering and the three parishioners left the meeting at 8.30pm.

192/18 **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”

193/18 **Asset Management Group**

To consider the recommendation by the Asset Management Group in respect of the Bowls Club. Recommendation circulated to Council Members prior to this meeting.

Cllr Yvette Gubb declared an interest and left the room while discussion took place.

RESOLVED: To seek legal advice via NALC.

194/18 **South West Water**

To consider the email received from South West Water (SWW).

RESOLVED: Cllr David Woodbury to write to SWW seeking clarification of its proposal.

The meeting closed at 8.55pm.

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Chairman