

# COMBE MARTIN PARISH COUNCIL

Draft Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 10 September 2018 at 7pm.

Present: Cllrs Ian Lawton (Vice Chair), Wendy Druce, Julia Clark, Chris Wyer, David Woodbury, and Yvette Gubb.

In Attendance: County Cllr Andrea Davis, District Cllr John Lovering, Parish Clerk (minute taker), and one parishioner.

Revision made to the Agenda to remove item 25.

Cllr Ian Lawton chaired the meeting.

The meeting was opened with prayers.

195/18 **Public Session – to receive, and reply to matters from Parishioners**

None.

196/18 **Apologies for absence.**

Apologies were received from Cllrs: Peter James, Doug Seymour, Celia Withers, and Helen Mallinder.

197/18 **Declarations of Interest**

Declarations dealt with per agenda item.

In relation to planning applications, any decisions or observations made by Cllr Yvette Gubb during the course of this meeting are based upon the information available at the time. Such observations and decisions might well change in the light of any information which comes before Cllr Gubb in her capacity as a District Councillor when sitting on the North Devon Council Planning Committee.

198/18 **To consider any requests for dispensation**

None.

199/18 **Finance**

a. To receive the reports on the monthly balances.

The Finance Clerk circulated the finance reports prior to the meeting. Cllr Julia Clark said that the report on car park takings was very helpful. There were no questions about the finance reports.

b. To arrange a meeting to discuss the budget 2019/2020.

It was agreed to hold the budget meeting on Monday 19 November 2018 at 7pm at Seacott office. This is not a public meeting.

## 200/18 **County and District Councilors' Reports**

### **Devon County Council**

County Cllr Andrea Davis said that DCC had recently returned from Recess, and therefore the focus of her report was on the 2018 Tour of Britain event.

#### **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 was 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 took in a number of communities. Starting from Cranbrook, the Devon stage covered around 113 miles (182km) of the county before finishing in Barnstaple. The route visited Ottery St Mary, Honiton, Uffculme, Tiverton, South Molton, Combe Martin, Ilfracombe, Woolacombe, Croyde, Braunton and Barnstaple. The route passed through three Areas of Outstanding Natural Beauty, the North Devon Biosphere reserve, and skirted along the western edges of Exmoor National Park.

Thanks to a sterling effort by Pat Chesterton, Manager of Combe Martin Museum, who organised us all, the village looked amazing. Residents really pushed the boat out (or should that be bike?) and went all out to showcase our community and enjoy themselves. It was a wonderful day. Thanks to everyone, it was a fantastic day.

Cllr Yvette Gubb thanked Cllr Andrea Davis for her work and support on the Tour of Britain event.

The Parish Council expressed their thanks to Cllr Andrea Davis and Pat Chesterton.

*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*

*Please make a note of the reference number.*

#### **Road Closures**

**A399 Leigh Road (between the Combe Martin Wildlife & Dinosaur Park and the junction with the A3123 and B3229)**

This road will be closed from Monday 1 October 2018 for approximately four weeks.

**Shirwell Cross to Plaistow Mills, Muddiford**

This road will be closed from Monday 1 October 2018 for approximately two months.

Cllr Andrea Davis left the meeting at 7.20pm.

### **North Devon Council**

There were no reports from Cllr Yvette Gubb.

Cllr John Lovering reported on the following issues.

#### **Houses in Multiple Occupation – Extended Mandatory Licensing Scheme**

North Devon Council is currently in the process of establishing a licensing policy to support the introduction of the extended mandatory Houses on Multiple Occupation (HMO) licensing scheme, which come into force on 1 October 2018.

Under the Housing Act 2004, larger HMOs that are 3 or more storeys and occupied by 5 or more persons forming at least 2 separate households are required to be licensed.

With effect from 1 October 2018 mandatory licensing of HMOs will be extended so that smaller properties used as HMOs in England which house 5 people or more in 2 or more separate households will in many cases require a licence.

New mandatory conditions to be included in licences have also been introduced, prescribing national minimum sizes for rooms used as sleeping accommodation and requiring landlords to adhere to council refuse schemes.

#### **#2minutebeachclean boards**

North Devon Council has been promoting the #2minutebeachclean boards as part of its Plastic Free North Devon initiative. The boards have had a massive impact in many coastal areas and when visiting a beach it is not unusual to see people picking up plastic litter. #2minutebeachclean is now extending its campaign to remove plastics inland and there are a selection of boards available. Community grant funding from North Devon Council might be available to purchase a board. Further details can be found at the #2minutebeachclean website at:

<https://beachclean.net/>.

### 201 /18 **Vandalism and Police Reports**

The Parish Council did not receive the Police newsletter in time for this meeting. However, it arrived the day after and the police statistics for the local area are set out below.

#### **Crimes reported August 2018**

##### **Combe Martin**

Violence With Injury	2
Violence Without Injury	3
Other Sexual Offences	1
Criminal Damage	2
Public Order Offences	1

### **Berrynarbor**

Violence with Injury	1
Violence without Injury	1
Other Theft	1

### **East Down**

No reported crime

### 202/18 **Minutes of the last meeting**

To approve as a correct record, the Minutes of the meeting held on the 13 August 2018.

**RESOLVED:** That subject to the deletion of the first sentence from the second paragraph of minute ref: 176/18, declaration of interests, the minutes of the meeting held on 13 August 2018 be approved as a true record of that meeting.

### 203/18 **Planning**

#### **a) Applications**

**62/19/18/002** – PROPOSED REPLACEMENT DWELLING. Applicant – Mr & Mrs Verney

**RESOLVED:** to advise Exmoor National Park Authority that the Council does not have any objections to this planning proposal.

**GDO 18/08** ADDITIONAL PLANS AND/OR INFORMATION 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 Exmoor National Park Authority that the Council does not have any objections to the revised details for this planning proposal.

#### **b) Planning Applications Determined by North Devon Council**

Planning app – 65455 (ENP 62/19/18/002), Mr & Mrs Verney – no observations.  
Planning app – 65480 (ENP GDO 18/08), Mr Christopher Lerwill – no observations.

These were noted by Council.

Any applications received after preparation of the Agenda.

**65424** – EXTENSION TO DWELLING TOGETHER WITH EXTERNAL LANDSCAPING AT HIGHVIEW, KING STREET, COMBE MARTIN. Applicant – Mr Richardson

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

### 204/18 **Reports by Representatives to Outside Bodies, if any**

None.

### 205/18 **Community Land Trust**

Cllr David Woodbury made the following Motion on behalf of the Community Land Trust Steering Group:

The Steering Group for the Community Land Trust request the permission of the Parish Council to allow the use of the Parish Council office as the registered office (address) for the receipt of correspondence.

**RESOLVED:** To allow the Community Land Trust Steering Group to use the Parish Council office as the registered office (address) for the receipt of correspondence.

### 206/18 **Correspondence**

1. Cross Street, Combe Martin - Road closure application from South West Water (SWW) (email). **ACTION:** To ask SWW whether it has notified local residents and businesses about the closure and find out what, if any, measures it has put in place for those residents and businesses whose parking may temporarily be restricted.

2. Parking issues in Combe Martin (email). Contents noted. **ACTION:** To reply to the email advising the parishioner to write to the County Council with her concerns.

3. Storm Gate and year round access to Western Beach, Lynmouth – request for a letter of support to proposal (email). **RESOLVED:** To send a letter of support for the proposal.

4. Exmoor Consultative and Parish Forum Agenda for meeting at Withypool on Thursday 13 September 2018 at 7pm. Noted.

5. Flooding at Bowling Green (answerphone message). The road at the rear of the Castle Inn pub was pooling recently. There are a number of potholes and the drainage is very poor. **ACTION:** To write to the County Council and request that the road is inspected and any necessary remedial work is undertaken.

6. River UMBER near the church running white (email with photo). Contents noted. **ACTION:** To inform the Environment Agency and contact North Devon Council Planning department.

7. DCC (Various Roads, North Devon) (Traffic Regulation) Amendment Order proposals. **ACTION:** To circulate the proposals to Councillors for comments.

The parishioner left the meeting at 7.50pm.

### 207/18 **To Confirm Proposed Dates for Future Meetings**

It was agreed to hold the next Parish Council meeting on Monday 8 October 2018 at 7pm at the Community Centre.

### 208/18 **Action Plan**

Minute ref: 126/17 & 38/18 Bathing Water Results – The Environment Agency has recently carried out some further investigative work at Rosea Bridge Lane. The

second meeting of the Combe Martin Water Watch Group will take place at the end of September 2018.

SWW repairs to the outfall pipe – repairs planned for the end of September 2018. The Council has received a verbal response to its letter about the repairs; it is understood that the top of the surface covering the pipe will remain flat with a mitered edge.

209/18 **Parks and Open Spaces** (if any)

None.

210/18 **Beach**

None

211/18 **Footpaths**

None.

212/18 **Asset Management Group**

Cllr Wendy Druce reported.

The Asset Management Group made the following Motions (these were circulated to Councillors prior to this meeting):

The Asset Management Group recommend the purchase and installation of new central heating pumps for the Community Centre as per recommended quote.

Cllr Julia Clark declared an interest.

**RESOLVED:** To grant Cllr Julia Clark dispensation to vote on the Asset Management Group's recommendation.

**RESOLVED:** To purchase and install new central heating pumps for the Community Centre as per recommended quote, and to obtain quotes for a maintenance plan for the central heating system.

The Asset Management Group recommend that it investigates the costs, by obtaining quotes, of creating a separate office for the Clerk.

**RESOLVED:** To allow the Asset Management Group to investigate the costs, by obtaining quotes, of creating a separate office for the Clerk.

213/18 **Car Parks**

To arrange a meeting to discuss car parking issues.

It was agreed to hold a meeting to discuss car parking issues on Monday 1 October 2018 at 7pm at Seacott office. This is not a public meeting.

214/18 **Smart Meters**

To consider the Finance Clerk's email regarding Smart Meters and proposal for installation

**RESOLVED:** The Council does not have any objection to the installation of Smart Meters at any of its properties should any of its tenants wish to fit them. The Finance Clerk to write to Combe Martin Parish Council tenants informing them of Council's decision on Smart Meters.

Cllr John Lovering left the meeting at 8.20pm.

215/18 **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”

216/18 **Possible Land Purchase in Combe Martin**

Cllr Julia Clark reported.

There is a piece of Council land that appears to have been claimed by a third party. The padlock on the access gate looks as if it has been changed.

**RESOLVED:** To confirm Council’s legal position over the land and write to third party about access.

217/18 **Personnel**

The Chairman of the Personnel Committee, Cllr Wendy Druce, reported.

Employee A009’s working hours have increased by 5 hours a week.

Employee A003 has had a staff appraisal.

A job description has been drafted for employee A008.

Employee A004 has requested a temporary increase in hours to carry out jobs that could not be done over the summer.

**RESOLVED:** To grant Employee A004 a temporary increase in hours to carry out jobs that could not be done over the summer months. The Chairman of the Personnel Committee to liaise with the Clerk about the total amount of hours to award.

218/18 **Barton Gate Lane**

Cllr Julia Clark reported on parking issues at Barton Gate Lane.

**RESOLVED:** Council to consider parking issues at Barton Gate Lane.

The meeting closed at 8.51pm.

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Chairman