COMBE MARTIN PARISH COUNCIL

Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday, 11 July, 2016, at 7pm.

Present: Cllrs Peter James (Chairman) Julia Clark, Yvette Gubb, Ian Lawton,

Helen Mallinder, Lin Wheelan, Celia Withers.

In Attendance: County Cllr Andrea Davies, PCSO Ade Drury, 11 parishioners, Parish Clerk.

The meeting was opened with prayers.

68/16 **Public Session**

Hugh Monro - said that he had contacted Peter Heaton-Jones, MP, after getting no reply from Devon County Council about the flooding problems at Corner Lane. Hugh Monro had offered financial help towards repairs and had suggested methods successfully used in other parts of the country to address similar problems. He has been assured that a site visit will be held and that the Parish Council will be invited to send a representative. No date has yet been agreed, but it should be within the next month. County Cllr Andrea Davis had no information about a site visit but agreed to follow this up.

Cllr Helen Mallinder declared an interest in the following item.

b Lee Lethaby - asked if a loading bay could be created at Seaside? 19 businesses had signed a petition supporting this proposal. Whilst unloading goods for his business, Mr Lethaby had received three parking charge notices (PCNs) within 16 minutes, but there was nowhere else to park safely. Other businesses had also received PCNs whilst unloading.

County Cllr Andrea Davis agreed to investigate the problem of the PCNs, as to create a loading bay would require an amendment to the On-Street Parking Order. Cllr Peter James advised Mr Lethaby that he would be happy to support Mr Lethaby if he were to appeal the PCNs.

69/16 **Apologies for absence**

Apologies were received from Cllr Wendy Druce.

70/16 **Declarations of Interest**

Councillor Subject Interest

Helen Mallinder Matters arising re Coastal Runs kayak business with husband

Communities Fund

71/16 **County and District Councillors Reports**

a Devon County Council

As many people as possible are asked to complete the consultation to support improvements to the North Devon Link Road.

The individual local authorities who form the Devolution bid for the Heart of the South West are being asked to formally sign up to the principle of creating a Combined Authority during July, 2016 to enable the bidding process to move forward.

Highway schemes are being completed in Combe Martin Parish at the end of July, 2016.

b North Devon Council

District Cllr John Lovering expressed his disappointment that there are no more plans to improve the stretch of the Link Road between South Molton and Tiverton, as the proposals focus on reducing congestion between Bideford and South Molton. The average speed on the Link Road is only 47mph, which is very slow for a 60mph road.

District Cllr Yvette Gubb reported that North Devon Council is reviewing its refuse collections to reduce costs and out of the 3 options being considered, Option 3 is the one being explored at present. This would involve charging for green bin collections, introducing a household food bin collection weekly, permitting more cardboard to be collected but stopping the collection of anything else that is not in the containers, and moving black bin collections to three weekly.

East Devon District Council is currently piloting the three weekly collection scheme in Sidmouth, and NDC's decision has been deferred until the results of this pilot are known.

Around 800 American holiday makers will be cruising into Ilfracombe next week as the MS Prinsendam comes to town again. The 39,000 tonne cruise ship will be anchoring off the harbour at around 7.30am on Saturday 16 July for the day. Passengers will have the opportunity to go ashore and spend time soaking up the town’s unique atmosphere or enjoy excursions to the surrounding countryside. They will then set sail around 3pm heading for Portland.

72/16 **Police and Vandalism Reports**

a Police Report

  During the last four weeks there had been 4 crimes compared with 16 for the same period last year. These were:

1 common assault (domestic)

2 harrassment cases (linked)

1 theft of a bag from a kayak on the Beach.

PCSO Drury was asked about cars speeding in the village and the possibility of carrying out a speed check. PCSO Drury reminded members that in October, 2015 a speed data recorder had been installed by Rock Lane, but within days this had been stolen. As the cost of the recorder was £1,450, the police are reluctant to install another.

b Vandalism Report

The safety matting in Arnolds Plot has had chunks torn out of it. (It has been repaired).

There has been graffiti at Hollands Park dugout and on the shelter and walls at Newberry, and on walls at Parade car park.

County Cllr Davis and PCSO Drury left the meeting at this point.

73/16 **Minutes of the last meeting**

RESOLVED that the Minutes of the meeting held on 13 June, 2016, and the Interim meeting held on 28 June, 2016, be confirmed and signed as a true record, subject to:

* deleting Cllrs Ian Lawton and Celia Withers from the list of attendees at the 13 June meeting.

Cllr Helen Mallinder advised members that, at the meeting on 28 June, 2016, she should have brought to members attention the fact that she had taken no part in the discussion of those sections of the Coastal Communities Fund application which relate to watersports, nor in the completion of the form, and asked that this be noted now.

74/16 **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.

61315 - SUB-DIVISION OF ONE FLAT TO FORM TWO FLATS AT EBERLEIGH HOUSE, CROSS STREET

Applicant - Combe Martin Parish Council

RESOLVED to draw the planning authority's attention to the fact that Combe Martin PC is the applicant and will therefore not be commenting.

61350 - ERECTION OF DWELLING AT PLOT 11 HILLSIDE VIEW Applicant – Mr Tom Boundy

RESOLVED to recommend that the application be REFUSED. The proposal would be an unacceptable intensification of a busy site. The proposed

location is too close to the adjacent shop, the parking bay is so close to the front door that it would restrict access and traffic is already impeded by the amount of parking on the access road, especially at the entrance, where it hinders the visibility splay.

61398 – INSTALLATION OF EXTERNAL WALL INSULATION TO THE SIDE

ELEVATION OF THE PROPERTY IN A NEUTRAL COLOUR (WHITE/CREAM/GREY) AT FLOWERDALE KING STREET

Applicant – RCA Regeneration

RESOLVED to recommend that the application be APPROVED.

61412 - EXTENSION AND ALTERATIONS TO DWELLING INCLUDING RAISING OF ROOF AND CONVERSION OF LOFT SPACE TO FORM ADDITIONAL LIVING ACCOMMODATION AT KNAPP DOWN FARM, SHUTE LANE.

Applicant - Mr Robyn Seldon

RESOLVED to recommend that the application be APPROVED.

b North Devon Council's planning decisions

The following was NOTED:

60954 - Approval of details to comply with Condition 5 of planning approval 58775 at land off Shute Lane

61059 - REFUSAL of installation of external wall insulation to front and rear of Flowerdale, King Street

c Correspondence

Cllr Julia Clark declared an interest in the following item.

i The Planning Inspectorate’s decision to dismiss the appeal against planning decision 60338- Combe View, Shute Lane was NOTED.

ii The notification that the submission date of 10 June, 2016, on which the North Devon and Torridge Local Plan was submitted to the Secretary of State for Communities and Local Government, was NOTED.

75/16 **Matters arising from the minutes of the last meeting**

a Min 38/16a - Mill Weir Lane

The Chairman's report (previously circulated) was NOTED.

It was RESOLVED to accept responsibility for Mill Weir Lane and to fill the worst of the potholes by Friday. This was amended to include "so long as there was an insurable

interest".

Cllrs Peter James, Yvette Gubb, Ian Lawton, Helen Mallinder, Lin Wheelan and

Celia Withers voted for the resolution.

Cllr Julia Clark voted against the resolution.

b Min 40/16 - Football Club lease

The Football Club have been asked again about the lease but no reply has been received. The Club is to be reminded.

c Min 43/16b – Flagpoles

i The reply from the Village Hall Management Committee was NOTED with pleasure.

ii RESOLVED to look at putting the flagpole on the gable end of Seacott, as Cross Street is too narrow to accommodate the flags at the front of the building.

d Min 45/16c - TAP Fund

NDC is not aware of any other parish that wishes to buy play equipment, but will add Combe Martin PC's interest onto the next newsletter. RESOLVED to ask Bishops Tawton PC if it has any plans to extend its play equipment.

e Min 50/16 - Roadsweeper - advice from DALC

The advice from the Devon Association of Local Councils was NOTED and ADOPTED.

The new roadsweeper is very good and is cleaning the toilets during the week. Sadly, over the weekend the toilets were not cleaned and were in a lamentable condition. District Cllr Yvette Gubb has taken this up with NDC. RESOLVED to write to NDC and complain at the lack of cleaning which is a potential health hazard.

f Min 54/d - seats/benches at Shute Lane/Knapp Down

It was NOTED that:

* The bench at the junction of Rocky Lane/Shute Lane was removed about 3/4 years ago because vehicles kept hitting it.
* The seat near Silverdale has had all the wooden slats removed, although the uprights are still in situ.
* The bench near Jenanda Stud has been repaired by someone.
* The bench higher up Shute Lane which was put there for the view was removed several years ago because vehicles kept hitting it, plus the landowner let the hedge in front of it grow so high that there is no view now.

The seat outside Hansons Garage needs to be repainted.

g Min 58/16d - Light at Rows Lane

NDC has confirmed that the grant application was successful, and the acceptance form has been returned to NDC. County Cllr Andrea Davis has supported the grant application, but the application now has to go to the Investing In Devon panel for approval and the panel only meets six weekly.

h Min 59/16 - Coastal Communities Fund

The Working Party has not met again, but will need to do so as it will be necessary to flesh out the original application in the second application round. Details of the plans and information such as quotes need to be gathered, and contacts made with partner agencies such as Exmoor National Park Authority.

Chairman reported that he had already received offers of willow cuttings and one person had volunteered to organize the planting. Two landowners had also offered sites for planting on higher ground, which was ideal.

Grants are now available to form new Coastal Communities Teams. RESOLVED to apply for grant funding to form a Combe Martin CCT, which may include neighbouring parishes.

76/16 **Meeting with Housing Enabler**

The notes of the meeting held on 5 July, 2016 with the Housing Enabler, Colin Savage, were ADOPTED. RESOLVED to accept Mr Savage's offer of help with applying for Awards for All funding to pay for a Housing Needs Survey to be completed.

77/16 **Sewage Outfall Pipe**

South West Water has inspected the outfall pipe and agrees that the pipe needs to be repaired. A temporary repair has been made for the moment and further investigation will be carried out to establish the extent of the problem. When this is completed, there will need to be a bid made to obtain funds from SWW's internal capital projects budget.

SWW is to be asked whether this is something that could be done under the Coastal Communities Fund.

78/16 **Representatives to Outside Bodies**

a Museum

Combe Martin Museum is getting together with the Museums in Braunton, Mortehoe, Ilfracombe and Lynmouth and Exmoor in the hope that they will work closer together in the future.

The Museum will be holding a Dementia Awareness workshop on 1 July, 2016, with a view to making the museum dementia friendly.

The coffee mornings, held every other Tuesday, have been doing really well.

b Volunteer Group

The article has been placed in the Shammickite and a couple of offers of help have been received. It was AGREED to follow the article up in the Farmers Market and to distribute leaflets around the village.

79/16 **Automatic Enrolment**

It was NOTED that this Council has complied with the regulations of the Pensions Act 2008.

80/16 **Correspondence**

a The following items were NOTED:

North Devon Council - consultation on changes to Council Tax Reduction Scheme

Heart of the South West Formal Devolution Bid report.

b Devon County Council – Definitive Map Modification Order 2016 - Mill Weir Lane

It was NOTED that Devon County Council has made a Modification Order to add Mill Weir Lane to the Definitive Map of footpaths in Combe Martin.

c Devon County Council - consultation on North Devon Link Road

RESOLVED to respond to the consultation, strongly supporting the £150m scheme of proposed enhancements to the North Devon Link Road.

d Lily Ball - request for defibrillators

RESOLVED to:

i write to the British Heart Foundation to find out how to obtain 2 defibrillators,

ii ask Mr Lethaby if he would be willing to have one on the wall of the Dolphin Inn,

iii ask the Dinosaur and Wildlife Park if it would contribute to the project.

iv reply to Lily Ball, to thank her for her letter and tell her what Council is doing.

e Flower Festival

RESOLVED to take part in the Flower Festival. As the theme is 'the last 90 years and the changes we have seen' to take the theme 'Women in politics over the last 90 years'.

81/16 **Date of meeting**

Interim meeting - 26 July, 2016 at the Community Centre at 6.30pm.

82/16 **Finance**

a Balances

|  |  |  |  |
| --- | --- | --- | --- |
| Balance b/fwd |  |  |  |
| at 1 June 2016 |  | 122917.10 |  |
| less outstanding chq’s |  | 345.78 |  |
|  |  |  | 122571.32 |
| **Income** |  |  |  |
| Rents |  | 17135.00 |  |
| Car parks |  | 1400.00 |  |
| Com Centre |  | 1636.55 |  |
| Interest |  | 0.96 |  |
| Seacott Water |  | 48.97 |  |
| **Total income** |  | **20221.48** |  |
|  |  |  |  |
| **Expenses** |  | **27747.74** |  |
| Balance carried forward |  |  | 115045.06 |
| plus outstanding chq’s |  |  | 3760.83 |
| **Balance in bank** |  |  |  |
| as at 30 June 2016 |  |  | **118805.89** |

b Car Park takings - gross of VAT

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **2013** | **2013** | **2014** | **2014** | **2015** | **2015** | **2016** | **2016** |
| **Gross Takings** |  | 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** |  | 4,649 | **6,094** | 6,948 | **8,253** | 8,713 | **10,643** | 5,259 | **7,129** |
| **May** |  | 8,117 | **9,937** | 8,053 | **11,238** | 9,085 | **10,676** | 8,963 | **11,878** |
| **June** |  | 9,175 | **11,085** | 10,050 | **12,305** | 10,343 | **15,443** | 12,418 | **15,853** |
| **July** |  | 15,497 | **17,177** | 16,380 | **18,266** | 14,660 | **16,630** |  |  |
| **August** |  | 26,407 | **27,467** | 23,512 | **24,796** | 22,436 | **23,127** |  |  |
| **September** |  | 9,286 | **11,016** | 10,285 | **11,325** | 10,810 | **12,160** |  |  |
| **October** |  | 4,366 | **5,151** | 5,111 | **5,251** | 7,071 | **7,466** |  |  |
| **November** |  | 1,497 | **2,657** | 2,747 | **3,572** | 0 | **580** |  |  |
| **December** |  | 1,724 | **1,944** | 1,900 | **2,260** | 2,253 | **3,373** |  |  |
| **January** |  | 853 | **1,513** | 1,423 | **1,923** | 1,545 | **3,260** |  |  |
| **February** |  | 1,004 | **1,144** | 1,460 | **1,715** | 1,554 | **2,114** |  |  |
| **March** |  | 2,840 | **4,215** | 3,785 | **5,915** | 5,466 | **8,431** |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Total Year to Date** |  | **21,941** | **27,116** | **25,051** | **31,796** | **28,141** | **36,762** | **26,640** | **34,860** |
|  |  |  |  |  |  |  |  |  |  |
| **Annual Total** |  | 85,415 | **99,400** | 91,654 | **106,819** | 93,936 | **113,903** | 26,640 | **34,860** |

c Payments

The payments as set out on the attached sheet were approved following recommendation by the Chairman and Cllr Helen Mallinder. Cllr Julia Clark was the second signatory.

d Safety glasses

RESOLVED that Employee A003 should have his essential safety glasses paid for by Council.

e Additions to insurance policy

It was NOTED that there will be no additional charge for the additions to the insurance policy.

f Village Hall bank account closure

As the account now has no balance, RESOLVED to close the account.

g Street lighting - request for shade on light at Shackhayes

RESOLVED to instruct SSE to paint out the relevant part of the shade on the lamp at Shackhayes which shines into a neighbour's bedroom, as it is not possible to have a shade fitted, or to install a part-night lighting cell.

h Supplier review - electricity various

To note that the electricity supplies for the office, car park machine and 2 lighting supplies have been reviewed and the contract taken out with British Gas at a reduced rate.

# 83/19 **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’.**

84/16 **Tenancy Seacott Flat**

The prospective tenant's references had all been satisfactory, and the tenant had requested that the tenancy commence on Friday, 15 July, 2016. RESOLVED to let Seacott Flat to the tenant. The previous tenant had paid the rent until 26 July, 2016, so it will be necessary to refund the rent between 15 and 26 July, 2016.

85/16 **Properties**

The report from the estate agent about the potential sale value of Skirhead and Parade toilets was NOTED, as was the advice from Crosse Wyatt Verney and Ayre regarding the terms of the sale agreement between this Council and North Devon

Council.

RESOLVED to invite reports from two other agents with a view to selling both properties.

86/16 **Cosy Devon energy saving scheme**

Cllr Lin Wheelan's report on the Cosy Devon scheme was NOTED.

Cllrs Julia Clark and Celia Withers declared interests in the following item and left the room.

87/16 **Correspondence**

The advice from the Guides that they would no longer be using the Community Centre and the Chairman's report were NOTED. RESOLVED to write to the guides to acknowledge their letter. The Chairman is authorized to speak to a possible hirer.

88/16 **Standing Orders**

RESOLVED to suspend Standing Orders to enable the business on the agenda to be completed.

89/16 **Advice from Monitoring Officer, NDC**

Following discussion, RESOLVED that the Clerk write to the Monitoring Officer correcting a misapprehension in his report.

Cllrs Yvette Gubb and Helen Mallinder left the meeting.

The tendering process was discussed in the light of the Monitoring Officer's report.

Whilst the report stated that no action would be taken, councillors were unanimous to ensure the tendering process was beyond reproach.

It was AGREED unanimously to terminate the kayak tender for the remainder of the 2016 season, and refund bids. Two bidders would be permitted to operate, under agreed conditions, from the Beach for the remainder of the season. The tendering process will be reviewed during the autumn.

The meeting closed at 10.17 pm.

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Chairman