

COMBE MARTIN PARISH COUNCIL

Draft Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 9 April 2018 at 7pm.

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

In Attendance: District Cllr John Lovering, CMPC Finance Clerk, 8 parishioners, and the Parish Clerk (minute taker).

The meeting was opened with prayers.

75/18 **Public Session – to receive, and reply to matters from Parishioners**

Mr John Webber enquired about the timescale for tarmacking Hangman Path. He said that the condition of the road was getting worse by the day. Cllr Peter James said that the Parish Council had received three quotes for the work and would be making representations to partners for a contribution towards the repairs. He hoped that work would commence in the next couple of months.

76/18 **Apologies for absence.**

Apologies were received from Cllrs Julia Clark (Vice Chair) and Yvette Gubb, and County Councillor Andrea Davis.

77/18 **Declarations of Interest**

Cllrs Julia Clark (by written correspondence), David Woodbury and Helen Mallinder declared interests in Planning Application 64706.

Cllrs Helen Mallinder and Wendy Druce declared interests in correspondence from the Outdoor Shop and Kayak Centre.

Cllrs Wendy Druce and Celia Withers declared interests in the Shammickite.

78/18 **To consider any requests for dispensation**

None.

79/18 **Finance**

- a. To receive the reports on the monthly balances.
The Finance Clerk said that she had not been able to reconcile the accounts for the whole of March as she was waiting for the bank statement to arrive. There were no questions on the monthly balances.

b. Cllr Helen Mallinder proposed that the list of accounts be approved, seconded by Cllr Peter James.

RESOLVED: That all the invoices be approved for payment.

c. Proposal to purchase a fire proof lockable cabinet to store deeds and other official documents.

Cllr Peter James said that a sum of money had been allocated to the purchase of a safe at the budget meeting. Suitable storage was required to store a variety of deeds and other important documents that were currently spread across the solicitor's office and the Clerk's office.

Cllr Wendy Druce proposed that the Council should purchase suitable storage for deeds and other important documents. Cllr Helen Mallinder seconded the proposal.

RESOLVED: To purchase a fire proof safe.

District Cllr John Lovering suggested contacting NatWest Bank in Ilfracombe as it is closing shortly to enquire about its plans for its safe storage facility and said he would be happy to make the enquiry. **AGREED:** Cllr John Lovering to make enquires with NatWest Bank in consultation with the Finance Clerk.

80/18 County and District Councilors' Reports

Devon County Council

County Cllr Andrea Davis was unable to attend the meeting and circulated her report in advance to Parish Council members. Cllr Peter James highlighted the following issues from her report.

Additional £4.4 million for road repairs in Devon

The funding for Devon is a share of the Department for Transport's (DfT) £100 million nationwide programme for much needed repairs following the severe winter weather.

This latest grant is on top of £2.5 million pledged to reinstate the A379 at Slapton, which was partially washed away by Storm Emma, and the additional £2 million for Devon from the Pothole Action Fund for this year.

In setting its budget for the coming financial year, Devon County Council (DCC) also announced last month that it was putting an extra £6.5 million into road repairs and drainage in 2018/19.

The DCC is already drawing up its latest programme of repairs through the third year of Pothole Action Funding. This is allocated in consultation with local County Councillors to target priority areas.

The additional winter damage funding is expected to be allotted in a similar way, to be spent on pothole repairs, patching, surfacing and drainage improvements in order to improve the resilience of Devon's highways.

The freezing temperatures and snow has also taken its toll on our entire 8,000 mile road network, and we're still assessing the full extent of the damage. This funding is excellent news and will certainly help cover some of the costs we will be facing.

Every effort will be made to ensure this funding has the biggest possible impact to improve the condition of our roads. Local County Councillors will be involved in drawing up the repair programme so that local priority roads benefit from this funding, but with the biggest road network of any authority in the country it's unfortunately impossible to deal with every road which might need attention.

Devon needs around £55 million of capital investment every year to maintain its roads in their current condition. However, only around £23 million is available from its £44 million capital settlement from Government to maintain carriageways – as the funding also has to pay for maintenance of footways, street lighting, traffic signals, bridges, drainage systems, safety barriers and public rights of way, among other work.

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

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

Telephone 0345 155 1004 or 0845 155 1004

Snow events

Thank you to everyone who sent messages of support during and after the two snow event. Cllr Andrea Davis has forwarded them all on, and DCC staff are appreciative of them.

Highways teams worked non-stop to clear routes as quickly as possible, using approximately 7,000 tonnes of salt during the first three weeks of March. So far this winter over 21,000 tonnes of salt have been used on our roads – this compares with 9,000 tonnes used throughout the whole winter season last year. Initial estimates suggest these two snow events may have cost around £1.2 million to deal with.

Construction of a new junction to the east of Tiverton and nearby resurfacing work on the A361 remains on schedule, despite the recent bad weather.

From daytime Friday 23 March 2018, lane closures will be reinstated, restricting traffic to one lane in each direction for around two weeks. The eastbound lane closure will be lifted after this time.

The westbound lane closure between Craze Lowman bridge and Gornhay Cross will remain in place until early summer while junction work continues. The current phase of the new 'left in left out' junction to the east of Tiverton is on track to be completed by June.

The lane closures westbound between Gornhay Cross and Bolham roundabout and eastbound are necessary to complete resurfacing work, which should be finished before Easter. Gornhay Cross junction will be open to traffic while the lane closures are in place.

Work on an acoustic bund, screening neighbouring properties from the new junction, is nearing completion and a two metre high acoustic fence will then be erected on top of the bund.

Works are due to be completed before the summer school holidays.

North Devon Council

District Councillor John Loveirng reported on the following issues.

North Devon Council Annual Council Meeting

A new Chairman was elected by North Devon Council at its Annual Council Meeting on Wednesday 4 April 2018.

Councillor John Moore was elected to serve as Chairman for the next 12 months, taking over the role from previous Chairman, Councillor Sue Croft. Councillor Moore has been a South Molton Independent Councillor at North Devon Council since May 2011. The new Vice-Chairman is Councillor Frank Biederman.

Future Plans for RMB Chivenor

The future of RMB Chivenor is not certain and while there have been reports that it is to close, North Devon Council is meeting on Monday 16 April 2018 to discuss options for keeping it open.

Recycling

People who use the North Devon Council Recycling service can now leave caps and tops on bottles and jars. Even if it's a metal lid on a glass jar, the top can stay on when its goes into the recycling bin.

81/18 **Vandalism and Police Reports**

The Police newsletter for April 2018 has been received.

Crimes reported in March 2018 were as follows:

Combe Martin

Violence without injury	1
Criminal damage	4

Berrynarbor

Violence with injury	1
Violence without injury	1
Other theft	1
Criminal damage	1

East Down

No crime recorded

PCSO Ade Drury arrived at the meeting at 7.50pm to update the Council on the speeding issue mentioned at the last meeting. She said that she had referred the matter to the Community Speed Watch team at HQ. The team has captured data from Combe Martin and is aware of the problem. It is planning to undertake some road safety work in the Summer.

82/18 **Minutes of the last meeting**

To approve as a correct record, the Minutes of the meeting held on the 12 March 2018.

RESOLVED: That the minutes of the meeting held on 12 March 2018 be approved as a true record

83/18 **Planning**

a) Applications

64659 – RETROSPECTIVE APPLICATION FOR SITING OF MOBILE HOME THAT IS USED AS A CLASSROOM FOR THE USE OF EQUINE THERAPY TO SUPPORT INDIVIDUALS WITH SPECIAL REQUIREMENTS AT KNAPPDOWN FARM, SHUTE LANE, COMBE MARTIN. Applicant – Mrs Amanda-Jayne Staddon

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

64706 – CHANGE OF USE OF LAND TO ALLOW SITING OF FOUR GLAMPING UNITS TO SUPPORT A GROWING FORESTRY BUSINESS TOGETHER WITH ASSOCIATED ENGINEERING WORKS (PART RETROSECTIVE) AT FLEXA PARK FIELDS, SHUTE LANE, COMBE MARTIN. Applicant – Ms Clair Rice

Cllrs David Woodbury and Helen Mallinder declared interests in this application and removed themselves while discussion took place. A declaration of interest was received in writing by Cllr Julia Clark prior to the meeting.

Representations were made by:

- The applicant, Ms Clair Rice;
- Residents who live on the boundary to the site, Mr Steve Russell and Mr Peter Piper; and
- Other local residents via Cllrs Peter James, Wendy Druce and Doug Seymour.

Concerns were expressed about access, potential traffic and noise volumes, neighbours being overlooked, and the absence of consultation from/by the planning authority.

RESOLVED: To ask the planning authority for an extension to respond to this application and request a joint NDC and CMPC site visit to address the concerns that have been raised.

62/19/18/001 – PROPOSED DEMOLITION AND REPLACEMENT OF PART OF EXISTING DWELLING NETHERCOMBE, WEST CHALLACOMBE LANE, COMBE MARTIN. Applicant – Miss M Richards.

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

b) Planning Decisions

Ref: 64369 – Erection of conservatory at 5 Springfield Terrace, High Street, Combe Martin – This application has been withdrawn.

84/18 Reports by Representatives to Outside Bodies, if any

None.

85/18 Correspondence

1. Betty Engmann – Damage to car at Cormelles Car Park – Contents noted and reply to be drafted on the same lines as before.
2. Outdoor Shop and Kayak Centre – Requesting permission to place kayak on Combe Martin beach and that CMPC adopt a proper regulatory policy as per other local authorities within the area. Cllrs Wendy Druce and Helen Mallinder declared interests. **AGREED:** To grant permission to the Outdoor Shop and Kayak Centre on the same terms as last year. This will be subject to sight of the necessary documents including insurance and training policies. Cllr Peter James to investigate policy aspect.

Any correspondence received after the preparation of the Agenda.

3. Eric Staff – Concerns about parked vehicles causing an obstruction at the entrance to Highfield Gardens, Combe Martin. Notify DCC of resident's concerns. Write to Mr Staff to advise him of notification to DCC and recent action taken by CMPC to send our Car Parking Enforcement Officer on further training to tackle car parking issues.
4. Coastal Community Team (CCT) – Cllr Peter James said that the CCT had put forward two applications for Leader 5 bids. Unfortunately it is not able to make full applications because of Brexit; CCT would not have had time to complete the work before funding ceased as this date has been brought forward. CCT is now exploring other funding options and breaking its proposals down into smaller bids.

86/18 To Confirm Proposed Dates for Future Meetings

It was agreed to hold the Annual Parish Meeting and the next Parish Council meeting consecutively on Monday 14 May 2018 at 6.30pm at the Community Centre.

87/18 Data Protection

Election of Data Protection Officer

RESOLVED: to appoint Cllr David Woodbury as the Data Protection Officer for CMPC for one year.

88/18 Asset Management Group

To set up an Asset Management Group.

RESOLVED: to appoint Cllrs Doug Seymour, Wendy Druce and Yvette Gubb to form the Asset Management Group.

89/18 **Budget 2018/19**

Cllr Peter James said that Council had had two budget meetings, and it was clear from the figures that the actions taken last year had been successful. The Council's finances were in the black and this year it had been able to allocate monies to address a number of issues including the new workmen's store and Football Clubhouse.

In respect of the Community Centre, an idea was floated about offering it out as office space. It was agreed to look at the feasibility of this and at potential grant schemes to help sustain it.

90/18 **Catchment Walkover with the Environment Agency**

Cllrs Peter James and David Woodbury and the parish Clerk attended a catchment walkover day of the Rosea catchment organised by the Environment Agency (EA). Cllr Peter James said that the day was very successful with lots of information gathering and sharing between the EA and the Council. The EA is very keen to work with the Council to improve the water quality at Combe Martin beach and to explore natural flood prevention measures.

A public meeting is being held on Saturday 28 April 2018 at the Village Hall to discuss the water quality at Combe Martin beach.

91/18 **Action Plan**

Highlights:

Minute ref: 148/17 St Peters Mews

It was agreed to pursue legal action against one leaseholder.

Minute ref: 142/17 & 39/18 Eberleigh House Flats

Cllrs Doug Seymour, Wendy Druce and Julia Clark had a very constructive meeting with Turners letting agent about managing and letting the two flats at Eberleigh House. The two flats are to be advertised for letting very soon. There is to be no canvassing of Councillors for the flats.

Minute ref: 102/17i New building Hollands Park and existing store

The Architect has started drafting the plans for the new building. These should be ready in two weeks after which a public meeting will be arranged.

92/18 **Car Park Sign**

To consider a new car parking charging sign at Marine Drive.

AGREED: To place a new car park charging sign at Marine Drive.

93/18 **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"

94/18 **Update of Financial Standing Orders**

Consideration and approval of the purchase and payment procedures.

Any proposed changes to the Financial Standing Orders (FSOs) should be submitted to Council members three clear working days before Council meetings.

It was noted that the FSOs need to be reflective of the new Data Protection Regulations that come in force at the end of May 2018.

Any proposed changes to be considered at the June 2018 meeting.

Online banking authorisations

RESOLVED: To give the Chairman authority to approve online banking transactions and the Chairperson of the Audit Committee authority as back up.

95/18 **Donation Requests**

Shammickite

Cllrs Wendy Druce and Celia Withers declared interests.

AGREED: To ask the Shammickite group for a business case detailing how much it costs to produce each magazine, its future plans and the impact on the community. Council will consider report at the next Council meeting.

Icon Classic

RESOLVED: To make a donation of £200.00 towards the cost of a second safety boat for the Icon Classic event.

96/18 **Street Lightin Renewal**

Western Gardens. **AGREED:** To quotation for LED lighting.

All street lighting. **AGREED:** To quotation for one year renewal.

The meeting closed at 9.30pm.

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Chairman