

# COMBE MARTIN PARISH COUNCIL

Draft Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 12 March 2018 at 7pm.

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

In Attendance: County Cllr Andrea Davis, District Cllr John Lovering, CMPC Finance Officer, PC Chris Mannell, PCSO Ade Drury, 4 parishioners, and the Parish Clerk (minute taker).

The meeting was opened with prayers.

## 53/18 **Public Session – to receive, and reply to matters from Parishioners**

Mrs N Tossell said that she had met a representative from the Environment Agency (EA) to discuss the river wall beside the Church. She said that there appears to be some confusion over the ownership of the wall. The EA representative explained that beside the Church, half the riverbed belongs to the Church and the other half belongs to Devon County Council (DCC). The same division applies where Parish land meets the River UMBER. Mrs Tossell said that residents need to be clear about who owns what along the river.

Cllr Peter James said that a meeting was scheduled with the EA. He said that the issue of responsibility is complicated. Where the river wall acts as a flood defence it becomes the responsibility of the EA. Any residents whose gardens end at the River UMBER also have a responsibility to keep the river banks in good condition and the river clear. County Cllr Andrea Davis said that it would be helpful if the DCC Flood Team could come to the meeting with the EA.

Mr C Barrow said that he would like to speak about planning application reference 64367. Cllr Peter James suggested that Mr Barrow speak when Council reached Planning on the agenda. Mr Barrow was happy to do that.

## 54/18 **Apologies for absence.**

Apologies were received from Cllr Chris Wyer.

## 55/18 **Declarations of Interest**

Dealt with per agenda item.

## 56/18 **To consider any requests for dispensation**

None.

## 57/18 **Finance**

a. To receive the reports on the monthly balances.

Cllrs thanked the Finance Clerk for her reports. There were no questions.

b. Cllr Wendy Druce said that she had not signed the cheques and would make arrangements with the office to do so.

c. To consider the quotes to provide valuations for Council properties.  
It was agreed to discuss this item under exclusion of press and public.

## 58/18 **County and District Councilors' Reports**

### **Devon County Council**

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

#### **Budget 2018-19 and Unfair Funding**

The unfair funding of rural counties over urban areas has been condemned by the Deputy Leader of DCC, Cllr John Clatworthy. Residents are suffering from historic under-funding. Cllr John Clatworthy said that the budget would have been very different if the County was funded at the national average. Devon is disadvantaged on both revenue and capital funding.

DCC has decided to accept the Government's offer of an increase of 2% in Council Tax to help fund Adult Social Care and Health on top of the 2.99% for general services. With reduced Government support and increased demand and cost pressures on Adult Social Care and Health and Children's Services, DCC need the certainty of income to protect services as caring for the elderly and disabled people together with children are its highest priority. This increase will provide £18 million of additional funding. This represents an increase of £63.27 on a Band D property or £1.22 a week, making it £1331.19.

#### **Major Waste Contract in North Devon and Torridge awarded to Suez**

DCC has awarded a long-term contract to process residual waste collected from households in North Devon and Torridge to SUEZ Recycling and Recovery UK. The contract includes the development of a new waste transfer station at Brynsworthy which will enable waste that is currently landfilled to be bulked up and processed to produce energy.

#### **Killacleave Recycling Centre in Ilfracombe Upgrade**

Improvement works including extensive resurfacing of smooth concrete container areas, tarmac surfacing and associated drainage work will begin at the Killacleave Recycling Centre in Ilfracombe on Monday 19 February 2018. While this work is undertaken, the centre will only open at weekends. The site is expected to fully reopen on Friday 6 April 2018.

### **North Devon Council**

District Councillor Yvette Gubb reported on the following issues.

District Councillor Yvette Gubb thanked Clifford Brookman for his hard work during the very recent cold snap. She said Clifford helped to deliver urgent prescriptions around the village and he cleared all the snow from the Combe Martin Health Centre as well as gritted in other areas. His efforts were acknowledged in a thank you letter from [ ] at the Health Centre.

### **Reducing the Use of Plastic by North Devon Council**

District Councillor Yvette Gubb attended the second meeting of North Devon Council's Reducing the Use of Plastic Campaign. The meeting covered three themes aimed at the Council, communities and local businesses.

The Council is seeking a commitment to reduce the use of plastic by phasing out plastic cups and auditing the use of plastic within the Council; promoting urban cleaning projects through same funding and seeking commitments from Parish/Town Councils to support the plastic free community initiatives set up by Surfers Against Sewage; investigating incentives to encourage businesses to recycle plastic and introducing a certification scheme for food businesses that have adopted a plastic free policy.

District Cllr Yvette Gubb suggested that Combe Martin should have a Beach Clean Champion.

District Councillor John Lovering reported on the following issues:

### **Barnstaple Car Parking**

North Devon Council has carried out a review of car parking in Barnstaple. The findings indicate a 20% increase for parking over the next ten years and make recommendations for improvement including improving parking options based on current and future needs, reducing congestion, improving air quality, encouraging sustainable transport and exploring innovative ideas to meet seasonal parking demands.

### **Protect Your Dog – Chip It and Check It**

It is almost two years since microchipping laws came into force, but not all North Devon dog owners are complying, making it difficult to reunite lost dogs with their owners.

In April 2016 the Government introduced legislation making it compulsory for dog owners to microchip their pets and keep the details up to date. Last year the Council's dog wardens picked up 243 lost or stray dogs in the district. As part of its Clear Messages campaign, the Council's Environmental Protection Team is urging local dog owners to keep their pets' microchip details up to date so that lost dogs can be reunited with their owners quickly and in turn cut down on the cost of kennel fees and council time.

### **What can dog owners do to help?**

- Make sure your dog is microchipped – record the number and database name somewhere safe
- Remember to update the database when your contact details change
- Ensure your dog wears a collar and tag in public – postcode and phone number, not the name of the dog
- Avoid leaving your dog tied up and unattended in public areas

- Avoid letting your dog out unaccompanied
  - Ensure your garden and other areas are properly enclosed
  - Be aware of things that could 'spook' or scare your dog when off the lead
  - Report your dog lost soon as you know
  - Send us a photo and microchip number of your lost dog
  - Check the council's Facebook page and consider posting the loss on social media
- There is lots of information about microchipping and other dog related issues on the council's website [www.northdevon.gov.uk/dogs](http://www.northdevon.gov.uk/dogs).

County Cllr Andrea Davies left the meeting at 7.20pm.

#### 59/18 **Vandalism and Police Reports**

The Police newsletter for March 2018 has been received.

PC Chris Mannell and PCSO Ade Drury were in attendance. PCSO Ade Drury said that 11 crimes were committed in February 2018. This compared with 17 in the same month last year. None of the crimes committed had an impact on the community; they were all private matters. PCSO Ade Drury said that there was nothing going on in the village that she was aware of that was a particular concern.

Crimes reported in February 2018 were as follows:

#### **Combe Martin**

Violence with Injury	1
Violence without Injury	4
Other theft	3
Criminal Damage	1
Possession of drugs	1
Other offences	1

#### **Berrynarbor**

No crime recorded

#### **East Down**

No crime recorded

Cllr Peter James said that there were about a dozen cars and a motorbike driving in excess of 60mph through the village using the A399 like a race track. PCSO Ade Drury said that it would be extremely helpful if witnesses could get the registration numbers of the vehicles and pass the information onto the Police.

Cllr Doug Seymour enquired about Speed Watch Groups. PCSO Ade Drury said that there has not been much enthusiasm in the village for such a group although the equipment is there to use. Cllr Doug Seymour said we should try and get a group together and suggested using the Shammackite and the What's On in Combe Martin Facebook page to recruit.

PC Chris Mannell and PCSO Ade Drury left the meeting at 7.30pm.

## 60/18 Minutes of the last meeting

To approve as a correct record the Minutes of the meeting held on the 12 February 2018 subject to amending minute number 30/18 to read:

Combe Martin Parish Council objects to the planning application as it would be a new build in the countryside; it is currently an old barn made of corrugated iron and was turned down in a previous application.

Cllr Julia Clark thanked the Clerk for adding the motion to the agenda.

Cllr Celia Withers said that the two issues that she had raised with Simon Houghton at the last Council meeting were not included in the February minutes and should be as a matter of record.

At the last meeting, Cllr Celia Withers said that water flows along Vellacott Lane and she asked Simon Houghton where the water started. She said that the ditches that provide roadside drainage along the lane were full of silt and needed to be cleared. Simon Houghton said that he would raise the issue with DCC Highways.

Cllr Celia Withers also said that the drains on Corner Lane are not sucked up on a regular basis which means that any water goes onto the surface and in the area of the old butcher's shop you can be knee high in water. Since the last meeting, Cllr Celia Withers noted that the drains have been cleared.

**RESOLVED:** that subject to the above amendments that the minutes of the meeting held on 12 February 2018 be approved as a true record.

## 61/18 Planning

### a) Applications

**64369** – ERECTION OF CONSERVATORY AT 5 SPRINGFIELD TERRACE HIGH STREET COMBE MARTIN – Applicant, Mr K Lamb

Cllr Julia Clark said that the proposed conservatory is not attached to the house and is on the building line. Its proposed position may over-shadow the next door neighbours.

Mr C Barrow was invited to speak. He lives next door to the applicant. Mr Barrow passed around a photo of the existing structure where the conservatory would go. It clearly shows that it is several feet from the house. He said that the application is misleading because the proposed build is not a conservatory. Mr Barrow's kitchen looks out onto the applicant's garden (as their gardens are offset) and he is concerned that light and privacy would be taken away by the build.

Mr Barrow said that both he and his neighbour at no.3 have put in complaints against the application.

Cllr Julia Clark proposed that Council objects to the application on the following grounds:

The conservatory is not attached to the house. It is a large structure that may take light from neighbours. It is on the building line. And as the garden is offset in an L-shape, the conservatory would be directly behind no. 4 Springfield Terrace.

**RESOLVED:** To object to the planning application on the above grounds.

**b) Planning Decisions**

**Ref: 64367**– Refusal Permission for Development - planning permission refused for the conversion of one agricultural building to form one dwelling at Parklands Farm Combe Martin.

**c) Planning Correspondence**

Consultation on North Devon and Torridge Local Plan

A consultation is being carried out on two further Main Modifications of the Local Plan. The modifications relate to the method for calculating the five year housing land supply and the deletion of a non-strategic housing site (land between Staddon Road and Watertown, Appledore). These particular modifications do not affect Combe Martin. However, Cllr David Woodbury said that Council should consider what the draft Local Plan says in relation to industrial land and the River UMBER in Combe Martin.

**62/18 Reports by Representatives to Outside Bodies, if any**

Community Centre

Cllr Julia Clark said that the Youth Club has moved back to the Village Hall.

**63/18 Correspondence**

1. Trinity House – Inspection of Local Aids to Navigation – Notification of inspection and outcome found to be in good and efficient order.
2. Letter from Mr Thwaites – Flooding issue (emailed to Councillors) – Councillors are very aware of the flooding issues and concerns of the residents of Rosea Bridge Lane. These will be raised at the forthcoming meeting with the EA.
3. Christians Together – Permission requested to hold two events on the Beach; a BBQ on 1 April 2018 and a Carnival Songs of Praise Service on 5 August 2018 – **AGREED:** To grant permission for both events.
4. Exmoor Consultative and Parish Forum Agenda – This will be circulated to Councillors. Cllr Peter James said that the Council should get involved in this.
5. Email from NDC – Enforcement Service Update and Consultation – The Enforcement Service's resources will be reduced from 23 March 2018 as two officers are leaving. There will be a recruitment drive, but until new officers are in place there may be some delays in processing requests for investigation. Comments were invited on the draft Compliance and Monitoring Plan.

Any correspondence received after the preparation of the Agenda.

6. Gary Mallinder – Requesting permission to place kayak and sign on Combe Martin beach for the 2018 season. Cllrs Helen Mallinder and Wendy Druce declared interests and the left the meeting. **AGREED:** To grant permission to the request on the same terms as last year; to allow an area the size of a car parking space and the charge thereto. This will be subject to sight of the necessary documents including insurance and training policies.
7. Adam Pickard – Requesting permission to hold scheduled beach cleans on Combe Martin Beach – **AGREED:** To grant permission to beach cleans.
8. Andre Kendrick – Requesting permission for the RNLI Community Safety Team to place a sign or signs on the beach to warn tourists and locals of the dangers of being cut off from the incoming tide – Cllr Peter James agreed to meet with the Community Safety Team to discuss its proposal.

64/18 **To Confirm Proposed Dates for Future Meetings**

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

The Budget Meeting is on Friday 16 March 2018 at 7pm at Seacott.

65/18 **Council Board**

Cllr Julia Clark said that the Council boards should be put back up in the main hall of the Village Hall. They were removed when the Village Hall was decorated. A new board should also be purchased as the existing Council boards are full up with the names of previous Chairpersons. The existing boards will require some restorative work to prevent them from suffering further damage from damp walls.

**AGREED:** To obtain quotes to bring the Council boards up-to-date.

66/18 **Bathing Water Quality**

A date for a Public Meeting on Bathing Water Quality is in the process of being arranged.

67/18 **Hollands Park**

Cllr Peter James said that the pre-planning officer had visited the site without him and made a comment about the proposed development being bulky. The architect, Simon Dovell, has also visited the site and has provided a fee proposal for preparing and submitting a planning application and full plans building regulation application. There is no formal quotes process. The Football Club has provided a wish-list and knows that it will be responsible for kitting out the inside of the new club building.

The next step will involve asking Mr Dovell to produce an architectural plan incorporating the wishes of Combe Martin Parish Council (CMPC) and the Football Club. The budget for this project includes key public grant money of £18.5k which will require allocation approval before it is released. Looking ahead, if approved, the building work will be broken down into stages.

**AGREED:** To proceed with the project as outlined above.

Councillor Doug Seymour suggested that CMPC hold a public meeting once the plans for the building have been drafted.

**AGREED:** To hold a public meeting.

68/18 **Ebberleigh House**

It was agreed to discuss this item under exclusion of press and public.

69/18 **Action Plan**

Highlights:

Minute ref: 142/17, Hang Man Path near the School

It was agreed to discuss the tarmacking quotes at the Budget Meeting. Once agreed, Cllr Julia Clark will write to DCC to ask for a contribution towards the cost of the tarmac.

We will need to find out what services lie beneath the road and liaise with the utility companies before any work commences.

Minute ref: 129/17 & 45/18, Dog Mess

Cllr Peter James to liaise with the Parish Clerk about writing a letter to North Devon District Council concerning Dog Orders.

South West Water (SWW) Repairs to Outfall Pipe on the Beach

SWW has no plans at present to repair the concrete protection on the outfall pipe. Cllr Peter James is concerned about the outfall pipe fracturing and is going to write to the SWW CEO. Were the pipe to fracture, it would be an economic disaster for Combe Martin.

South West Water Compensation Claim

It was agreed to discuss this item under exclusion of press and public.

Minute ref: 159/11, Seacott

It was agreed to discuss this item under the exclusion of press and public.

Minute ref: 102/17a, Community Centre

Any future discussions between CMPC and the Heart Centre about renting the Community Centre are to be put on hold indefinitely following a letter received from The Natural Approach Group.

Minute ref: 102/17a Coastal Community Team

Cllr Peter James said the Coastal Community Team will issue its first Annual Report in April/May this year.

70/18 **Definitive Map Review**

Cllr David Woodbury reported that he had been in contact with Mrs Allison Smith, DCC Definitive Map Review Officer, and had confirmed that there was no particular need for a Councillor to attend the Review meeting on Thursday the 15<sup>th</sup> of March. A summary of the 19 page submission is as follows:

*Agenda item 9. Combe Martin Part 5.*



(a) *Proposal 22. – Recommended that a Modification Order be made to add a Public Footpath between points A-B-C as shown on drawing number HIW/PROW/18/7.*

(b) *Roughly from Woodlands alongside the Combe Martin Holiday park to Adderstable to join footpath number 2.*

(c) *Proposal 24. – Claimed addition of a Byway Open to All Traffic (BOAT) between points D-E as shown on drawing number HIW/PROW/18/8.*

*Recommendation that a Modification Order be made to add a Restricted Byway between points D-E as shown on drawing number HIW/PROW/18/8.*

*Whilst the spread of user evidence would fit the description of a BOAT, ‘The Natural Environment and Rural Communities Act 2006 (NERC Act)’ extinguishes public rights for mechanically propelled vehicles.*

Therefore both recommendations can be supported by the CMPC.

Of particular importance is Recommendation 24, as it is in line with the Resolution made by CMPC at the Extra-Ordinary Parish Council Meeting 20 September 2004 and will allow CMPC to develop with the community the ‘Beach Use policy’ to ensure the best possible access and future use of the beach and harbour.

It should be noted that the Review Officer acknowledged the useful input and engagement of the wider community in this review, notwithstanding the final checks and CMPC dedications that still need to be completed.

#### **71/18 Community Housing Scheme**

CMPC is holding a Community Land Trust Public Meeting on Wednesday 11 April 2018 at 7pm at the Community Centre.

A Community Land Trust is a social enterprise set up to benefit a specific community by owning important local assets.

#### **72/18 Community Centre**

Cllr Julia Clark said that the Friends of the Community Centre group has requested a formal booking form. This request has been passed to CMPC who has prepared a draft booking form for approval.

**Action:** To circulate the draft booking form to Councillors for consideration.

#### **73/18 Exclusion of Press and Public 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 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”**

74/18 **Personnel**

Employee A00? resigned from her post.

Temporary member of staff A00? was offered the post and accepted the position.

Councillors congratulated A00? on her appointment.

57/18c **Finance – To consider the quotes to provide valuations for Council properties**

**AGREED:** To consider the quotes at the Budget Meeting.

68/18 **Ebberleigh House**

A decision was made in principle to transfer the management of the flats to a letting agent.

Further discussion required about tenant considerations.

**69/18 Action Plan Minute ref :159/11, Seacott**

It was agreed to write a formal letter to tenant with offers.

**69/18 Action Plan – SWW Compensation**

To arrange a meeting with the Land Agent.

The meeting closed at 9.15pm.

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Chairman