

COMBE MARTIN PARISH COUNCIL

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

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

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

Cllr Ian Lawton chaired the meeting.

The meeting was opened with prayers.

239/18 Public Session – to receive, and reply to matters from Parishioners

Resident 1 said that she was aghast after reading last month's Council minutes that no one was taking responsibility for the river wall along Bowling Green Lane. Resident 1 repeated her concerns about the structural integrity of the wall after the flooding in January 2018 and said that Devon County Council (DCC) had always maintained the wall. Some evidence of this is a flat valve installed in the wall by DCC and the Environment Agency (EA) several years ago. Cllr David Woodbury advised resident 1 that the Parish Council were working on an Action Plan on flooding issues, which included the river wall, and hoped to share that with DCC and the EA shortly.

Resident 2 raised concerns about the C460. She said that it was becoming increasingly dangerous. There is a lot more traffic, including some larger vehicles, using the road at present because of the Muddiford road closure. Vehicles are speeding, there is shrubbery encroaching the road causing blind spots and a spring damaging the road surface. Cllr Yvette Gubb said that Devon County Council (DCC) had been made aware of these issues. DCC has put money aside to resurface the C460 in 2019.

Resident 3 spoke on behalf of the Combe Martin Water Watch group (CMWW) and gave apologies for two members who could not attend the Council meeting. She said that the CMWW group had not received a response to its email asking for a Parish Councillor to chair the group. Cllr Peter James said that Cllrs have in the past and continue to be involved in bathing water quality issues. He said that because of recent health issues, he could not put himself forward for the position of chair, otherwise he would have done so. Cllr Ian Lawton said that he was very interested in joining the group, but not as Chairman. He said that he was in discussions with Combe Martin Primary School about holding an assembly on

bathing water quality. Cllr Yvette Gubb reminded resident 3 that both she and Cllr David Woodbury are members of the group.

Resident 3 said that the CMWW group was gaining new members and had met twice since the last formal meeting in September. The group has sent comments on a proposed letter to the community about bathing water quality and is planning to meet again soon after the results of the bathing water classifications are published in mid-November. Cllr Gubb asked resident 3 to send the date and time of the meeting to the Clerk, who would pass the details onto Cllrs Gubb and Woodbury.

240/18 **Apologies for absence.**

Apologies were received from Cllrs, Helen Mallinder and Julia Clark. Apologies were also received from County Cllr Andrea Davis.

241/18 **Declarations of Interest**

Declarations dealt with per agenda item.

In relation to planning applications, any decisions or observations made by Cllr Yvette Gubb during 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 District Council's Planning Committee.

242/18 **To consider any requests for dispensation**

None.

All the parishioners left the meeting at 7.20pm.

243/18 **Finance**

a. To receive the reports on the monthly balances.

The Finance Clerk circulated the finance reports prior to the meeting. Cllr Peter James commented on the quality of the reports and said that he felt reassured by the Council's finances to date. Cllr Ian Lawton asked a question about the Bank Reconciliation report, specifically what the earmarked and ring fenced funds were made up of. **ACTION:** Finance Clerk to provide Cllr Lawton with a breakdown of the funds.

There were no further questions raised about the reports on the monthly balances, which includes the list of payments for the month. The list is approved on a weekly basis.

244/18 **Audit Committee**

To elect a member for the Audit Committee and arrange a meeting of that Committee.

RESOLVED: To temporarily suspend the Audit Committee until the elections in May 2019 and give delegated authority to the Asset Management Group to consider matters otherwise reserved to the Audit Committee. Cllr Celia Withers to continue to Chair on Audit matters.

It was agreed to hold the meeting on Audit matters on Tuesday 20 November 2018 at 10.30am at the Parish Council office.

245/18 **County and District Councilors' Reports**

Devon County Council

County Cllr Andrea Davis circulated her report to Council members prior to the meeting.

North Devon Link Road- Planning application ask

A planning application has been submitted for improvements to the North Devon Link Road.

Devon County Council is proposing to widen 7.5km of the road between Barnstaple and South Molton. The Planning Application also includes junction upgrades at Landkey and West Buckland as well as other safety improvements between Portmore Roundabout and Filleigh Cutting, near South Molton. The improvements to this section of the A361 will provide more overtaking opportunities and will improve the safety and the reliability of journey times on the route. The Planning Application is currently out to consultation and responses must be received by **Sunday 2 December 2018**.

These proposals are part of the wider £93 million scheme to improve the North Devon Link Road, which also includes improvements at five other junctions; Buckleigh Road, Heywood Road Roundabout, Westleigh Junction, Bishop's Tawton Roundabout and Borner's Bridge. Proposals to improve the Bishops Tawton junction are currently being consulted on - the consultation ends on Friday 23 November.

The project is currently progressing according to programme with discussions taking place with land owners and contractors who will in due course build the scheme. The submission of the planning application is very welcome news and this is another important step forward in preparing the scheme. This vital project is progressing on schedule and as planned, and work is continuing on the full business case.

The preliminary layouts were approved by the Cabinet earlier this year, and it's hoped the planning application will go before Devon County Council's Development Management Committee early next year.

Devon County Council successfully bid for £83 million of Local Majors Funding earlier this year. This funding is subject to a final decision by the Department for Transport (DfT) once it has reviewed the full business case for the scheme.

The County Council is preparing to submit its full business case to the DfT in summer 2020.

Responses to the link road planning application should be emailed to planning@devon.gov.uk or via the County Council's planning website - planning.devon.gov.uk and search for application DCC/4091/2018

North Devon Council

Cllr Yvette Gubb reported on the following issues:

North Devon Parish Boundaries Consultation has started

North Devon Council is carrying out the consultation to tidy up some parish boundaries to bring them in line with the district ward boundaries following a district boundary review last year. If changes are made it will mean that people living in the areas affected will come within different parishes and will vote for different parish councils from before in future elections. The changes may also impact on the amount of council tax those residents pay.

New Strategy Supports Tourism Growth in Northern Devon

A new strategy has been developed to support tourism in northern Devon. The Northern Devon Tourism Strategy has been developed by North Devon Council, Torridge District Council and North Devon Marketing Bureau, following extensive consultation with local businesses.

The main aim of the strategy is to develop tourism in northern Devon by growing the value of the visitor economy, focusing on the visitors who spend the most money, both those from the UK and overseas. By drawing on the unique environment and cultural assets of the area and providing world-class hospitality, year round. The three themes of the strategy focus on:

- the environmental and cultural assets, facilities and infrastructure upon which tourism depends
- engaging and connecting with visitors
- supporting local businesses and taking advantage of opportunities for growth

New Recycling Bag Trial in Bid to Curb Litter

A trial of a new heavy duty recycling bag is to be introduced by North Devon Council at the end of November in a small area of Ilfracombe.

Approximately 650 homes have been selected to trial the heavy duty recycling bag, which will be used to store recyclable plastic and tin while glass will continue to go in the recycling box. The bag has been designed to increase the capacity for recycling, as well as to prevent recycling from blowing into the street in windy weather conditions. The trial area in Ilfracombe was chosen because it is on high ground with some steep streets, which means wind-blown recycling is currently a problem.

The trial will start on Monday 26 November. Households affected by the trial will be contacted by letter, and will receive a handy 'what goes where' leaflet to help them manage their household waste. North Devon Council will review the trial after three months and again after six months, before deciding on any future use of the heavy duty recycling bags. If you have any queries about the trial please contact the council on 01271 388360 or email customerservices@northdevon.gov.uk.

Garden Waste Collections During Winter

Residents who signed up to North Devon Council's garden waste collection service are being reminded that their green bins will be emptied every four weeks rather than fortnightly during December and January.

Collections are less frequent during this period to account for the reduction in garden waste produced over the winter months. The last fortnightly collections will take place during the weeks commencing 19 and 26 November, with green bins next being emptied four weeks later, then every four weeks until February.

For more information and to check your collection dates online, see North Devon Council's website www.northdevon.gov.uk/collectiondates.

Cllr John Lovering reported on the following issues.

North Devon Council Supports Responsible Gambling Week

Responsible Gambling Week, a cross-industry initiative to promote responsible gambling behaviours, returned on 1 November, supported by North Devon Council.

The week is designed to get people talking about what it means to gamble responsibly, focusing on the tools that are available to keep gambling fun and safe. The campaign also aims to ensure that anyone who needs additional information or support knows where they can find it.

Barnstaple Benefactor Lays Museum's First Brick

Wednesday 7 November marked a significant milestone in the history of the Museum of Barnstaple and North Devon, as the first brick of its new extension is laid.

Keith Abraham, local philanthropist and one of the museum's most generous supporters, had the honour of laying the first brick in the £2m Long Bridge Wing extension, which will transform the museum and increase its footprint by 70%. Devon Contractors are the main contractors and building work began in June, with demolition of the old coach house and groundworks. The steel frame has just been completed and a great deal of work has also been going on behind the scenes in the existing building, moving and planning new exhibitions for the future.

Whilst the main museum remains closed, you can visit the Pop-Up museum across the road at Bridge Chambers, where stories and collections are being gathered for the new Social History Gallery. The Pop-Up is open from Monday to Saturday from 9am to 4pm.

For behind the scenes updates and progress of the build, follow the Museum Manager's blog at barnstaplemuseumblog.wordpress.com. You can contact the museum on 01271 346747, museum@northdevon.gov.uk or get in touch on the museum Facebook page.

246/18 **Vandalism and Police Reports**

The Police newsletter for November 2018 was sent in advance of this meeting and circulated to Parish Council members.

Crimes reported in October 2018 were as follows:

Combe Martin

Violence with Injury	1
Violence without Injury	2
Other Theft	3
Criminal Damage	1

Berrynarbor

Violence without injury	2
Other sexual Offences	1
Other Theft	1

247/18 **Minutes of the last meeting**

To approve as a correct record, the Minutes of the meeting held on the 8 October 2018.

RESOLVED: That the minutes of the meeting held on 8 October 2018 be approved as a true record of that meeting.

248/18 **Planning**

a) Applications

No applications received.

b) Planning Decisions

1. Planning application 62/19/18/004LB – Withdrawn
2. Planning application GDO 18/08 – Prior Approval
3. Planning application 65424 – Approval

Planning decisions were noted.

b) Planning Appeals

No planning appeals received.

d) Planning Correspondence

1. Notification of adoption of the North Devon and Torridge Local Plan. Noted.

Any planning correspondence received after the preparation of the agenda.

Planning application 62/19/18/003 – Conditional Permission. Noted.

249/18 **Reports by Representatives to Outside Bodies, if any**

Leys Charity

Cllr Wendy Druce reported.

Cllr Druce said that the Leys Charity had recently held its AGM. The charity makes grants to aid education for residents of Combe Martin. In 2017, the charity awarded grants to local residents that in total exceeded £6,000.00. The charity has recently amended its constitution and now has a wider scope for giving grants. The charity welcomes applications from anyone looking at any form of education, who lives in the Parish. Please contact Jill Sidebottom for more information.

Combe Martin Community Land Trust Steering Group

Cllr David Woodbury reported.

The Combe Martin Community Land Trust is in the final stages of being set up as a legal body. The governing document setting up the Trust will be submitted to the Financial Conduct Authority shortly. This will allow the steering group to communicate with the community, engage with local land owners, identify schemes and access grants and funding. A communication plan will be a priority once the Trust is actually formed.

With community support, the Trust can influence development, deliver affordable secure rental housing for local people and other things the community may want to hold forever in trust. Once the initial details have been worked out villagers will be able to join the Trust by buying a £1 voting share per individual. The Trust will then hold a public meeting and elect the board of directors.

If you have any questions or wish to get involved at this stage please write to; The Secretary, Combe Martin Community Land Trust 2018, and post care of the Parish Council offices.

Coastal Community Team

Cllr Peter James reported.

Cllr Peter James said that the Coastal Community Team should hear shortly whether or not its grant application to the Coastal Revival Fund to enhance Combe Martin beach has been successful. The application covers repairs to the retaining wall (the top bit) on the beach, refashioning the entrance onto the Scar making it wheelchair accessible, and repairing the Greenhill steps.

Combe Martin Museum

Children from Combe Martin Primary School hosted a tea party in their 'sea school' room to say thank you for the use of the Sail Loft in the Museum. Councillors, Andrea Davis, Rodney Cann, Yvette Gubb, and John Lovering were invited. The children will continue to use the Museum facilities throughout the winter months.

A Sea-Changers grant has been applied for to buy equipment for the children to enable them to make films of the changing beach, sea creatures, seaweeds, and marine invasive species for the Museum. The data collected will be available to outside agencies and other interested groups. Success for gaining this grant will be announced at the beginning of December.

250/18 Correspondence

1. Proposed date of Saturday 15 June 2019 for Icon Ski Race- email.

RESOLVED: Date agreed.

Cllr Ian Lawton suggested tendering for a BBQ on the day of the race to fundraise for a local cause. He said that this year's race was very popular. Cllr Peter James agreed that it was a good idea and that an ideal time to publicise such a fundraiser would be at the Fresh Start Fair, which is taking place on Saturday 2nd February 2019 at the Village Hall.

2. Letter of thanks to District Councillors for donation – Combe Martin Youth Football Club. Noted.
3. Request for a donation to run services – Torridge, North, Mid & West Devon Citizens Advice. **AGREED:** To consider the donation request at the forth coming Parish Council budget meeting.
4. Public Consultation on the Draft Management Plan for the North Devon Coast Areas of Outstanding Natural Beauty – AONB. Noted.
5. Fallen fence – email from resident.

Cllr Yvette Gubb declared an interest and left the room.

The contents of the email were noted. This matter has been passed to the Parish Council's insurance company to investigate.

6. Combe Martin Water Watch Group – email from group Secretary. **ACTION:** To reply to the email informing the group that at the present time the Parish Council is unable to fulfill their request. However, the Parish Council is interested in the work of the group and in addition to Cllrs Yvette Gubb and David Woodbury who already sit on the group, other Councillors have expressed individual interests in becoming members of the group. The Parish Council will provide comments on the draft letter to the community on bathing water quality.

7. Newberry Parade – email from resident. **ACTION:** To reply to the resident to let him know that Council is considering the matters he has raised.

8. Exmoor Consultative and Parish Forum – agenda for November 2018 meeting. Cllr David Woodbury has attended several of these forums and plans to attend the November meeting.

RESOLVED: To give authority to Cllr David Woodbury to speak and raise matters on behalf of Combe Martin Parish Council at the Exmoor Consultative and Parish Forum.

9. North Devon Records Office, November meeting for funders and supporters – email from Head of Archives and Local Studies. Noted.

10. Polling District Review – email from North Devon Council. Noted.

11. Rosea stream – letter from resident. Noted.

RESOLVED: Where the Parish Council is forced to undertake emergency action or repair on riverbanks, the costs of the work may be charged to the riparian owner.

A riparian owner is someone who has any watercourse within or adjacent to any boundary of their property. Where a watercourse is sited between two or more property boundaries each owner may be equally responsible. Riparian owners are responsible for maintaining the river bed and banks within their section of the

watercourse. It is their duty to work towards minimising pollution and preventing obstruction to the water flow.

Further information about Riparian Ownership can be found on the Gov website at: www.gov.uk/guidance/owning-a-watercourse.

Any correspondence received after the preparation of the agenda.

12. Royal British Legion wreath donation – email.

RESOLVED: To donate the sum of £50.00 towards the wreath.

13. Combe Martin Parish Council request for a contribution towards the cost of the tarmacing at Hangman Path – email from Devon County Council (DCC).

RESOLVED: To accept DCC's contribution offer.

251/18 **Action Plan**

SWW repairs to the outfall pipe – work has started on the repairs to the outfall pipe on Combe Martin beach.

252/18 **Parks and Open Spaces** (if any)

None.

253/18 **Beach**

None

254/18 **Footpaths**

Cllr Ian Lawton has started the survey of the footpaths for the Parish Paths Partnership Scheme. He has come across issues about accessibility on the footpaths that he has surveyed so far. These will be reported to Devon County Council.

255/18 **Emergency Numbers**

To provide Combe Martin Museum with emergency telephone numbers for the fire and intruder alarms.

ACTION: Cllr Doug Seymour agreed to contact Cllr Clark to discuss this issue.

Cllr John Lovering left the meeting at 8.55pm.

256/18 **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”

257/18 **Newberry Parade Building**

Cllr David Woodbury reported.

The Parish Council is waiting to hear from the other party in this matter. If no action is taken, Council will need to decide on the way forward. Item to be added to the January 2019 agenda.

258/18 **Hollands Park Working Group**

Cllr Doug Seymour reported.

At the request of Cllr Peter James, Cllr Seymour called a meeting of the Hollands Park Working Group on Thursday 25 October 2018. The meeting raised several issues, which are being investigated by the Asset Management Group.

259/18 **Asset Management Group**

Cllr Doug Seymour reported.

RESOLVED: To allow Combe Martin Youth Football Club (CMYFC) to flatten and make tidy the area of grass with the basketball nets, and use the area for its training sessions. An agreement setting out the terms and conditions of use to be constructed and signed by Combe Martin Parish Council and CMYFC.

The meeting closed at 9.35pm.

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Vice Chairman