

COMBE MARTIN PARISH COUNCIL

Minutes of a meeting of Combe Martin Parish Council held at the Community Centre on Monday 8 April 2019 at 7pm.

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

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

The meeting was opened with prayers.

67/19 **Public Session – to receive, and reply to matters from Parishioners**

The parishioner repeated her concerns about the river wall along Bowling Green Lane. She said that she was disappointed that nothing had been done to maintain the wall and ensure that it would withstand a flooding event. Cllr Peter James said that a group of Combe Martin Parish Councillors had met recently to discuss flooding matters and had identified a number of actions that they were going to pursue with the relevant authorities.

The parishioner expressed her thanks to Cllrs Yvette Gubb and Julia Clark for all their hard work over the years and said that she would be sad to see them go when they step down as Parish Councillors in the May 2019 elections.

On behalf of Combe Martin Parish Council, Cllr Peter James expressed his sincere thanks to the Councillors who were not standing in the May 2019 local elections. In particular, he paid gratitude to Cllrs Yvette Gubb and Julia Clark for their dedication and service to the Council over the last twenty-eight years.

68/19 **Apologies for absence.**

Apologies were received from County Cllr Andrea Davis.

69/19 **Declarations of Interest**

Cllr Helen Mallinder declared an interest in an item of correspondence from the Surfside shop.

In relation to the planning applications considered at this meeting, any decisions or observations made by Cllr Yvette Gubb 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.

Any other declarations dealt with per agenda item.

70/19 **To consider any requests for dispensation**

None.

71/19 **Finance**

- a. To receive the reports on the monthly balances.
Following a period of annual leave, the financial reports were circulated later than usual. It was agreed that if there were any questions, Councillors would contact the Finance Officer directly.
- b. To approve the recommendations of the Asset Management Group incorporating Audit matters in relation to financial documents.

RESOLVED: To approve the following finance documents, subject where specified to clarification/amendment:

Financial Regulations

Point 3.7 - Clarification required in the form of an explanatory note.

Point 7.3 – After Clerk insert ‘in consultation with the Personnel Committee’.

Point 9.3 - Insert ‘following’ after ‘the’ and before ‘year’.

Statement of Internal Control

Point 5.3 – Council to discuss public counter opening times at a future meeting.

NALC Data Protection Policy

Adopt.

Standing Orders

Approved.

Disciplinary Rules

Approved.

Health and Safety at Work

Approved.

Financial and Management Risk Assessments x 2

Adopt both documents.

- c) Street lighting repairs at Park Lane – to note the new information regarding lighting contractors and street licences.

Cllr Doug Seymour explained the situation with the lighting at Park Lane. He said that the poles have overhead electricity cables and no isolators, which means that any work to them can only be carried out by the electricity supply authority and its contractors. Once isolators are fitted to the poles, and this work is included in the repair quotation, any future work may be carried out by other qualified contractors. The Parish Council office has details for three such contractors.

Cllr Peter James asked whether there was any potential in requesting a reduction in the cost of the repair of the two lights given that the boxes that need replacing are old and the material that they are made from is no longer used. **ACTION:** Cllr Doug Seymour to enquire with the lighting contractor.

72/19 **County and District Councillors’ Reports**

Devon County Council

County Cllr Andrea Davis circulated her report to Council members prior to the meeting. In her absence, Cllr Peter James read out the following highlights:

Resurfacing works at:

Rectory Road to Kiln Lane 23 to 25 April 2019.

C460 – Wheel Cross (Rectory Road), programmed for 23 to 25 May 2019.

County Cllr Andrea Davis thanked Councillors for their support over the last four years.

North Devon Council

There were no reports from District Councillors.

73/19 **Vandalism and Police Reports**

The Police newsletter for April 2019 was sent in advance of this meeting and circulated to Parish Council members.

Crimes reported in March 2019 were as follows:

Combe Martin

Violence with Injury 1

Violence without Injury 3

Burglary Non-Dwelling 1

Berrynarbor

Violence without Injury 2

Burglary Non-Dwelling 1

Vehicle Offences 1

Public Order Offences 1

East Down

No recorded offences.

74/19 **Minutes of the last meeting**

To approve as a correct record, the Minutes of the meeting held on the 11 March 2019.

RESOLVED: That the minutes of the meeting held on 11 March 2019 be approved as a true record of that meeting.

75/19 **Planning**

a) Applications

66397 –EXTENSION TO DWELLING AT 30 SPURWAY GARDENS, COMBE MARTIN, ILFRACOMBE.

Applicant – Mr Andy Hill

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

66477 – RETROSPECTIVE APPLICATION FOR CONVERSION OF BARN TO FORM ONE UNIT OF HOLIDAY ACCOMMODATION, DEMOLITION OF OUTBUILDINGS, ERECTION OF EXTENSION TO PROVIDE ADDITIONAL LIVING ACCOMMODATION AND CREATION OF OFF-ROAD PARKING AREA AT SILVER MINES FARM, CORNER LANE, COMBE MARTIN, ILFRACOMBE.

Applicant – Mr Chris & Mrs Georgia Wheeler

RESOLVED: To advise the planning authority that Council is concerned about the possible environmental impact of the new package treatment plant installed in the conversion. Council would like to know whether a license for the effluent disposal method has been obtained and where the discharge is going to.

66002 – CONVERSION OF PROPERTY FROM TWO ONE BED FLATS, BACK TO A THREE BED HOUSE AT 6A PARK CRESCENT, COMBE MARTIN, ILFRACOMBE

Applicant – North Devon Homes Ltd

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

b) Planning Decisions

66145 – ERECTION OF A SINGLE DWELLING (AMENDED PLANS) AT NEWLANDS, BUZZACOTT LANE, COMBE MARTIN, ILFRACOMBE

Planning permission granted subject to conditions. Noted

c) Planning Appeals

None.

d) Planning Correspondence (if any)

None.

76/19 Reports by Representatives to Outside Bodies, if any

Coastal Community Team

For this item, Cllr Peter James relinquished the chair to Cllr Ian Lawton so that he could report on the work of the Coastal Community Team (CCT).

The CCT has received funding from the Coastal Revival Fund following a review of the decisions it made last autumn. The funding will enhance Combe Martin beach in three specific areas:

Repairs to the retaining wall (the top bit) on the beach

The wall will be repaired all the way down as far as the steps, rendered and made water tight.

Repairs to Greenhill Steps

The steps will be fully refurbished and a stainless steel rail will be erected for safety and ease of access. The CCT has approached a Coastal Engineer to draft the plans for this work and will liaise with South West Water about access onto the outfall pipe.

Refashion the entrance onto the Scar making it wheelchair accessible and firm up the BBQ area

The work will reinforce the existing foundations and help prevent flood issues.

Funding to level off the Scar and build a new ramp has been secured from a subsequent application to the Communities Together Fund. This work will go ahead as specified in that application. CCT funding will be spent on the BBQ area.

Mr James has made enquiries about permits to carry out the changes to the beach and has arranged a pre-planning visit for the work to the Scar. On behalf of the CCT, Mr James sought permission from Council to go ahead with the works.

RESOLVED: To approve the CCT's proposals to enhance Combe Martin beach and for the works to go ahead as set out above.

WRAP – Renewable Energy Assessment for Combe Martin

Cllr Peter James reported.

The renewable energy feasibility report for Combe Martin has been completed. The report identified several small-scale renewable energy schemes involving solar, wind and tidal power that could be viable in and around Combe Martin. However, the current economic climate and planning policies do not support such schemes on a community scale. Cllr James will draft an article on the report for the Shammickite magazine.

77/19 Correspondence

1. Email offering assistance to make Combe Martin more environmentally friendly.

AGREED: Cllr Peter James to draft a reply.

2. Request from parishioner regarding a memorial bench.

RESOLVED: To grant permission to the parishioner to site a memorial bench at Hollands Park.

3. Email from parishioner about the Parade and further correspondence from the parishioner about health and safety issues received after the preparation of the agenda.

RESOLVED: That the Chairman of Combe Martin Parish Council responds to all correspondence from the parishioner in consultation with fellow Council Members.

4. Combe Martin Business Association – letter setting out new arrangements. Noted.

5. Village Hall Community Group – request for a contribution towards the cost of the toilet refurbishment at the Village Hall.

AGREED: To defer the decision to the new Council. The new Council will require a full set of accounts from the Village Hall Community Group.

6. Letter regarding the Community Centre Bookings contact. On behalf of Combe Martin Parish Council, Cllr Peter James expressed his thanks to the Community Centre Bookings contact, Anne Bacon, for handling all the bookings for the Community Centre over the last six years. The Chairman of the Friends of the Community Centre has been asked to find a replacement.

The parishioner left the meeting at 8.20pm.

Correspondence received after the preparation of the agenda.

7. Surfside shop – Request to place a kayak and sign on Combe Martin beach.

Cllr Helen Mallinder declared an interest and left the room while discussions took place. Cllr Wendy Druce also declared an interest.

RESOLVED: To grant permission to the Surfside shop to place one kayak and a sign on Combe Martin beach on the same terms as last year. This will be subject to sight of the necessary documents including insurance and training policies.

8. Combe Martin Football Club – Request that Council replace the faulty boiler in clubhouse.

RESOLVED: Without prejudice to the ongoing discussions between Council and the Combe Martin Football Club regarding the lease, Council to carry out an inspection of the boiler and assessment of the costs of replacement. Council Members to carry out the assessment via email discussion. No commitment is given by Council at this time to contribute towards the cost of a replacement boiler.

9. Exmoor National Park Authority – Changes to planning surgeries at Lynton and Lynmouth. From 1 May 2019, planning surgeries will take place at Lynton on the first Wednesday of each month and at Porlock on the third Monday of each month. Noted.

10. Combe Martin Business Association – letter explaining what a DL leaflet is and enclosing three quotes for the cost of printing leaflet.

RESOLVED: To defer the decision for a contribution towards the cost of a new leaflet to the new Council.

78/19 **To confirm proposed dates for future meetings**

RESOLVED: To hold the first Annual Meeting of the new Parish Council followed by the regular Parish Council meeting on Monday 13 May 2019 at 6pm at the Community Centre.

RESOLVED: To hold the Annual Parish Meeting on Monday 20 May 2019 at 6pm at the Community Centre.

79/19 **Action Plan**

Update.

Bathing Water Results – The Combe Martin Water Watch Group is holding regular monthly meetings and is working well with the Environment Agency and

South West Water. The group has carried out a number of tests on the water quality and is embarking on several surveys.

Community Housing Scheme – The Combe Martin Community Land Trust (2018) has been set up and its membership is growing in number. A public meeting is being held at the Village Hall on Sunday 14 April 2019.

Official Council Name Boards – These have been updated and mounted at the Community Centre.

Review of Financial Regulations – New financial regulations have been drafted and approved at this meeting.

NDC Refuse lorries and their use of High Street Car Park - District Cllr Yvette Gubb is monitoring the situation.

80/19 **Parks and Open Spaces**

ROSPA Safety Inspection Reports for Arnolds Plot and Hollands Park.
Noted.

Swings at Arnolds Plot tampered with.

Cllr Celia Withers said that on a recent visit to Arnolds Plot, she spent several minutes untwisting the swings. The Council workmen have to untwist the swings on a regular basis particularly after weekends. Cllr Withers is concerned that the chains on the swings are being weakened by this activity and that it is taking up unnecessary Council workmen time. Cllr Peter James said that he would speak to the workmen about making potential modifications to the swings to stop this from happening in future.

Wall at Adams Hay

Cllr Chris Wyer said that she had been approached by the person who accidentally damaged the wall at Adams Hay recently. The person has offered to have the damage repaired privately. Cllr Wyer asked Council whether this was acceptable.

RESOLVED: To accept the person's offer to repair the damage to the wall at Adams Hay. Council will need to see the builder's insurance details and Method Statement for the works.

81/19 **Beach**

Council recorded its thanks to the Combe Martin Water Watch Group for its strenuous efforts towards improving the water quality at Combe Martin beach.

82/19 **Footpaths**

Water Lane – structural matter.

Cllr Celia Withers raised her concern about a wall along Water Lane that is bulging out into the footpath and may collapse at any time. The lane is privately owned.

ACTION: To make enquiries of the owner of the wall.

Corner Lane and Comers Lane – drainage issues.

One of the new silt traps appears to be angled incorrectly as all the silt collects in one corner of the drain. **ACTION:** Clerk to raise the issue with Devon County Council.

83/19 **Health and Safety**

Bins at the Community Centre.

The owner of the George and Dragon public house has approached Cllr Peter James to seek Council's permission to leave his trade waste bin at the back the Community Centre. The publican is in the process of making enquiries with private waste collectors and has offered to pay for the emptying of the Community Centre bins in exchange for leaving his bin at the back of the Community Centre. Cllr Peter James asked Council whether he could investigate this offer further.

AGREED: Cllr Peter James to investigate offer further.

84/19 **Asset Management Group**

Update on Council Workshop.

The Asset Management Group met up with Cllr Peter James to discuss his proposal for siting the new Council workshop near to the concrete pads at Hollands Park. After a detailed discussion and visual inspection, it was agreed to proceed with the original site. The surveyor has sent the initial plan for the workshop and Cllr Doug Seymour is currently in discussion with him to reduce the size of the hardstanding at the front to avoid having to excavate into the bank.

85/19 **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"

86/19 **Confidential Action Plan**

Parade Toilets – Council has received an email from its solicitor setting out a number of questions and requests from the buyer's solicitor regarding the sale of the Parade toilets.

The meeting closed at 9.20pm.

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Chairman