

COMBE MARTIN PARISH COUNCIL

Minutes of the Annual Parish Meeting of Combe Martin Parish Council held at the Community Centre on Monday 13 May 2019 at 6pm.

Present: Cllrs Peter James, Ian Lawton, David Woodbury, Chris Wyer, Celia Withers, Helen Mallinder, Martin Worth, Lee Lethaby, Andy Forgan, Keith Wyer, and John Hales.

In attendance: District Cllr Yvette Gubb, nine parishioners, Finance Officer, and the Parish Clerk (minute taker).

County Cllr Andrea Davis arrived at the meeting at 7pm.

The meeting was opened with prayers.

87/19 Apologies for absence

Apologies were received from Cllr Katherine Armitage.

88/19 Declarations of Acceptance of Office

Councillors Declarations of Acceptance of Office were received by the Clerk.

89/19 Election of Chairman

Cllr Peter James was elected Chairman and signed the Chairman's Declaration of Office.

Cllr Celia Withers proposed.

Cllr Chris Wyer seconded.

RESOLVED: All Councillors voted in favour of the election of Cllr Peter James as Chairman.

90/19 Election of Vice-Chairman

Cllr Ian Lawton was elected Vice-Chairman

Cllr Celia Withers proposed.

Cllr Helen Mallinder seconded.

RESOLVED: All Councillors voted in favour of the election of Cllr Ian Lawton as Vice-Chairman.

91/19 Appointments of Committees and Committee Chairmen

Audit Committee

Cllr Celia Withers

Cllr John Hales

Cllr Keith Wyer

Two further Cllrs are required for the Audit Committee

Asset Management Committee

Membership to be considered at June 2019 Council meeting.

Personnel Committee

Cllr Peter James
Cllr Ian Lawton
Cllr David Woodbury
Cllr Helen Mallinder
Cllr Chris Wyer

Planning Sub-Committee

Cllr Ian Lawton
Cllr Chris Wyer
Cllr Andy Forgan

Emergency Committee

Cllr Peter James
Cllr Ian Lawton
Cllr Katherine Armitage
Clerk
Emergency Officer (District Cllr Yvette Gubb and Cllr Ian Lawton)
Gareth Tossell

Hollands Park Working Party

Membership to be considered at June 2019 Council meeting.

RESOLVED: To delay the appointment of members to the Asset Management Committee and the Hollands Park Working Party until the June 2019 meeting in order to consider new or amended Terms of Reference for the Hollands Park Working Party.

92/19 **Appointment of Representatives to Outside Bodies**

Combe Martin Primary School	Cllrs Ian Lawton & Keith Wyer
Friends of the Health Centre	Cllrs Ian Lawton & Katherine Armitage
Friends of the Community Centre	Cllrs Celia Withers & Helen Mallinder
Bowling Club Management Committee	Cllr John Hales
Exmoor Parish and Consultative Forum	Cllrs David Woodbury & Chris Wyer
Combe Martin Business Association	Cllr Helen Mallinder
Village Hall Community Group	Cllrs Martin Worth & Andy Forgan
Ley's Charity	Cllrs Peter James & Keith Wyer
Shammickite	Cllr Celia Withers

Museum Group	Cllrs Helen Mallinder & Lee Lethaby
Coastal Community Team	Cllrs Peter James, Lee Lethaby, & Andy Forgan
Combe Martin Water Watch Group	Cllrs Katherine Armitage, David Woodbury, & Chris Wyer
Combe Martin Community Land Trust (2018)	Cllrs Peter James, Chris Wyer, & David Woodbury

93/19 To approve as a correct record the Minutes of the meeting held on 8 April 2019 and the Minutes of the Extra-ordinary meeting held on 18 April 2019.

Apologies from Cllr Celia Withers to be added to the minutes of the Extra-Ordinary meeting held on 18 April 2019.

RESOLVED: Subject to the above amendment, the minutes of the meeting held on 8 April 2019 and the minutes of the Extra-Ordinary meeting held on 18 April 2019 be approved as a true record of those meetings.

94/19 To receive, and reply to, matters raised by parishioners

The Chairman of the Friends of the Community Centre, Nicky Tossell, said that it was with regret that the Friends group had decided to disband. Anne Bacon, the Community Centre bookings contact and member of the Friends group would cease to take bookings after the end of May 2019.

Cllr Peter James thanked the Friends of the Community Centre for looking after the Community Centre and said that the Parish Council was considering the long-term options for the building.

Doug Seymour MBE, ex-Councillor, suggested that there should be a liaison officer for the Parish Council website. The website suffered a failure recently and had to be reset using an old back-up. Cllr Ian Lawton said that majority of the lost documents had been restored to the website and that it was up and running again. Information about new Councillors need to be added. Cllr Lawton said that he was happy to continue to oversee the website.

Julia Clark, ex-Councillor, said that she was concerned about the bin situation at the Community Centre. This matter was raised at the last meeting and the minutes (ref: 83/19) refer to the bins being located at the back of the building. The bins are actually at the front and there is a concern about the bins attracting vermin and dog waste. One of the bins belongs to the George and Dragon pub raising a further concern about bottles.

Cllr Peter James said that he was in discussion with the Landlord of the George and Dragon and would report back to Council. The bins will be re-located to the back of the Community Centre.

Trevor Kibble, Chairman of the Combe Martin Water Watch Group, raised his concern about displaying the Pollution Risk Forecast (PRF) Notices on the beach

boards. Mr Kibble said that failure to display these notices correctly can affect the results of the bathing water quality classification given to Combe Martin.

The Clerk has spoken to Mr Kibble about funding from South West Water for new boards and is liaising with staff members and representatives who receive the notifications from the Environment Agency on PRFs.

95/19. **Declarations of Interest**

Cllr Celia Withers declared an interest in planning application no. 66587.

Cllr Peter James declared an interest in planning application no. 66183.

96/19 **Requests for Dispensations**

None.

One parishioner left the meeting at 7pm.

County Cllr Andrea Davis arrived at the meeting at 7pm.

97/19 **County and District Councillors' reports (to note)**

Devon County Council

County Cllr Andrea Davis gave the following report.

£100 million has been allocated to improvements along the A361 link road and work will commence in 2020.

Further surface dressing will take place along Rectory Road, Combe Martin in May 2019.

North Devon Council

District Cllr Yvette Gubb congratulated Parish Councillors on being elected. She said that North Devon Council has lots of new Councillors and was busy appointing committees and groups.

98/19. **Finance**

- a) To receive the reports on the monthly balances.

The report on the monthly balances were circulated to Councillors prior to this meeting.

Cllr Celia Withers spotted a typing error with the figure for the car park takings and asked for this to be amended.

RESOLVED: Subject to amending the typing error in the car park takings, the financial reports on the monthly balances were approved as a true record.

- b) Street lighting repairs at Park Lane.

RESOLVED: Following further investigation, to accept the quotation for the street light repairs at Park Lane.

- c) To approve the direct debits for the forthcoming financial year.

RESOLVED: That the direct debits for the forthcoming year be approved.

Four parishioners left the meeting at 7.15pm.

99/19. **Vandalism and Police Reports**

The Police newsletter for May 2019 was sent in advance of this meeting.

Crimes reported in April 2019 were as follows:

Combe Martin

Violence with Injury	1
Violence without Injury	3
Burglary Dwelling	1
Other Theft	2
Public Order Offences	1
Possession of Drugs	1

Berrynarbor

Violence without Injury	1
Other Theft	1
Criminal Damage	1

East Down

No recorded offences.

100/19. **Planning**

a) Applications:

66587: ERECTION OF ONE DWELLING AT LAND TO THE REAR OF NEWLANDS BUZZACOTT LANE COMBE MARTIN ILFRACOMBE

Applicant: Mr Nigel Bower

Cllr Celia Withers had declared an interest in this application earlier in the meeting and left the room while the discussion took place.

RESOLVED: To advise the planning authority that Council has no formal objection. However, Council is concerned about the environmental impact of the loss of trees that will be cut down and the effect on the sewerage system from the extra volume that the new build will generate.

66183: RETROSPECTIVE APPLICATION FOR CHANGE OF USE FROM DWELLING (USE CLASS C3) TO BED AND BREAKFAST (USE CLASS C1) AT LION HOUSE VICTORIA STREET COMBE MARTIN

Applicant: Mr Andrew Bates

Cllr Peter James had declared an interest in this application earlier in the meeting and left the room while the discussion took place.

RESOLVED: To advise the planning authority that Council has no objections to this application.

66617: VARIATION OF CONDITIONS 6,7,11,12,16 AND 17 ATTACHED TO PLANNING PERMISSION 60676 (REINSTATEMENT OF RAILWAY LINE AND ANCILLARY DEVELOPMENT,CHANGE OF USE OF AGRICULTURAL LAND TO TEMPORARY PUB AND STATION CAR PARK) TO FACILITATE WORKS TO BRIDGES 54 AND 55 AT BLACKMOOR GATE (SS64677 43188) TO WISTLANDPOUND RESERVOIR (SS 64684 42080) PARRACOMBE BARNSTAPLE

Applicant: Lynton and Barnstaple Railway Trust, Woody Bay Station, Martinhoe Cross

RESOLVED: To advise the planning authority that Council has no objections to this planning application.

101/19. **Planning Decisions**

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

Planning permission granted subject to conditions. Noted.

102/19. **Planning Correspondence, if any**

None.

103/19. **On-street Parking**

a) Hillside View in Combe Martin

Parked vehicles obstructing bin Lorries and preventing waste collections.

County Cllr Andrea Davis invited residents of Hillside View to write to her about the issue and how it might be resolved.

b) King Street in Combe Martin

On-street parking zone; time limits.

County Cllr Andrea Davis invited residents and businesses to write to her with evidence of why they want the time limits changed.

104/19. **Off-street Parking**

To consider placing a "No Parking Sign" near the recycling container at the Coach Car Park.

Cllr Ian Lawton declared an interest in this agenda item.

Cllr Chris Wyer suggested yellow hatching the area.

Cllr Peter James to investigate further with the Clerk.

County Cllr Andrea Davis left the meeting at 7.35pm.

105/19. **Combe Martin Museum**

Final report from Julia Clark.

The museum's front door is being dealt with by the Parish Council. The museum has received a grant from the Community Shop, and income from the new Combe Martin Business Association for advertising. The museum has applied for an annual grant from E.N.P. The Museum is liaising with the A.O.N.B to find volunteers aged

between 16 and 25 to play GIs who were billeted here during the war. This is for the forthcoming celebrations.

The number of visits from local North Devon schools including West Buckland, is very successful.

Visitors are very complimentary about the museum and what they arrange for the children.

105/19. Parish Council Public Counter Opening times

To consider closing the public counter on a Wednesday.

RESOLVED: To close the Public Counter on a Wednesday on a trial basis for six months. The trial period will commence on 1 July 2019.

106/19. Training Courses for Councillors

Cllr Peter James recommended that Councillors attend the training courses being offered.

107/19. Correspondence

1. Somerset Association of Local Councils – election of Parish Members to serve on the Exmoor National Park Authority. Noted.

2. Combe Martin Girl Guiding Team – request to hold a BBQ on the Beach.

RESOLVED: To allow the Combe Martin Girl Guiding Team to hold a BBQ on the beach on 10 June 2019 subject to sight of the necessary documentation.

3. One Ilfracombe – Combe Martin Health Centre Community Garden, volunteer request. Noted. One Ilfracombe representative to be invited to submit an article for the Shammickite magazine.

4. Combe Martin Community Composting Group planning application – request for help. It was agreed that Cllr Peter James would liaise with the Combe posters about its planning application to operate from a new site.

5. Exmoor National Park- Rural Worker and Succession Farm Dwelling Guidance. Noted

6. Email – Allotment request. It was agreed to invite author of email to the Annual Parish meeting with others who are interested in having allotments in the village.

7. Email request – Pedestrian Crossing at Seaside. Cllr Ian Lawton is in discussion with County Cllr Andrea Davis about this matter.

8. Letter from one of the school governors at Combe Martin Primary School – “Sparkle Days”.

Combe Martin Primary School is hosting two “sparkle days” on Tuesday 4 June and Wednesday 5 June 2019 where school staff, children, and volunteers will be giving the school a good overall tidy. The school car park will be used to collect the rubbish. The school would like permission to use Kiln car park to park staff cars during this period.

Unfortunately, the Parish Council is unable to grant this request because of the number of cars involved, but is happy for school staff to park at Hollands Park and car share or minibus back to school.

Any correspondence received after preparation of the agenda.

9. Email – Request to set up face painting and tattoo stall on Combe Martin beach during the school holidays. Cllr Helen Mallinder declared an interest in this item. It was agreed to invite the traders to the Annual Parish meeting to give a presentation.

District Cllr Yvette Gubb and three parishioners left the meeting at 8pm.

108/19 **Action Plan**

Update

Combe Martin Water Watch Group

Cllr Chris Wyer said that the Council had been given a Mind Map from the Combe Martin Water Watch group (CMWWG) setting out all the issues being explored by the group. CMWWG met recently and was given a presentation and lots of maps by South West Water.

Combe Martin Community Land Trust (2018)

Cllr David Woodbury said that there were grants available for community land trusts and that the Combe Martin Community Land Trust (2018) was looking for potential housing sites.

Cllr Helen Mallinder and the Finance Officer left the meeting at 8.30pm.

Coastal Community Team

Cllr Ian Lawton chaired this part of the meeting while Cllr Peter James spoke about the work of the Coastal Community Team (CCT).

Mr James said that the CCT had received a quote to refurbish the Greenhill steps and a structural engineer has been out to inspect the sea wall and advise on the proposed repairs.

109/19. **Dates for future meetings**

It was resolved at the last meeting to hold the Annual Parish Meeting on Monday 20 May 2019 at 6pm at the Community Centre.

RESOLVED: To hold the Parish Council Meeting the Monday 10 June 2019 at 7pm at the Community Centre.

110/19. **Parks and Open Spaces (if any)**

Cllr Chris Wyer raised a concern about the portable goal posts being left on the pitch and causing a potential obstruction to the air ambulance. It was agreed to ask the football club to take the goal posts off the pitch when not in use.

Cllr Ian Lawton said that the filler in the wooden obstacle course at Arnolds Plot needs re-doing.

111/19 **Beach (if any)**

None

112/19. **Footpaths (if any)**

None.

113/19. **Health and Safety (if any)**

None.

114/19. **BT Phone Box in Kiln Car Park**

To consider BT's request to enter into a managed contract for the phone box.

The telephone box was last used to make an emergency call five years ago. It was agreed to contact the Coast Guard to obtain their view on the necessity of keeping the telephone box operational. There is another public telephone box near Loverings Garage.

The last parishioner left the meeting at 8.40pm.

115/19. **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"

116/19. **Confidential Action Plan**

Update.

The Parade Café

RESOLVED: An inspection of the property to be arranged and delegated powers given to Cllrs Peter James and David Woodbury to continue.

117/19. **Hollands Park**

Football Club Lease

RESOLVED: To seek legal advice on the Parish Council lease with Combe Martin Football Club.

RESOLVED: To delegate authority to the Chairman and Cllr David Woodbury to work with the nominated legal adviser on an options paper.

RESOLVED: That the Asset Management Committee holds consultative meetings with Combe Martin Football Club to inform the club of the possible outcomes.

The meeting closed at 9.15pm.

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Chairman