

COMBE MARTIN PARISH COUNCIL

Minutes of the meeting of Combe Martin Parish Council held at the Community Centre on Monday 10 June 2019 at 7pm.

Present: Cllrs Peter James (Chairman), Ian Lawton (Vice Chairman), David Woodbury, Chris Wyer, Celia Withers, Helen Mallinder, Martin Worth, Andy Forgan, Keith Wyer, Katherine Armitage, and John Hales.

In attendance: County Cllr Andrea Davis, District Cllr Yvette Gubb, nineteen parishioners, and the Parish Clerk (minute taker).

The meeting was opened with prayers.

118/19.To receive, and reply to, matters raised by parishioners.

The first parishioner to speak, had prior to the start of the meeting presented the Chairman, Cllr Peter James, with a letter about unauthorised parking on the Bowling Green. The parishioner read out her letter. She said that for the last few weeks, a car has been parked on several occasions' half on and half off the Bowling Green. The parishioner said that she and her neighbours were concerned about the unauthorised parking and asked for it to be stopped. Cllr James said that the Council would address the matter.

Four parishioners asked to speak about planning application 66705. They were invited to express any issues about the application when it was addressed by Council at item 10 on the agenda.

The Chairman of the Combe Martin Water Watch Group (CMWWG), Trevor Kibble, asked to speak on item 6.a) of the agenda and was given permission to do so. The CMWWG has requested a grant from the Parish Council to cover administration costs and room hire. Mr Kibble said that the CMWWG was set up at the request of the Parish Council in 2018. Since then, the group has worked very hard to address the issues affecting the bathing water quality at Combe Martin Beach, and individual members have self-funded leaflets, refreshments, stalls, and hosted meetings from their own homes. On behalf of the Parish Council, Cllr James expressed his thanks to the CMWWG and said that the Council would consider the points made in its deliberations.

The seventh parishioner to speak was concerned about weed killer being used around the perimeter of one of the packhorse bridges and Japanese knotweed growing along Park Lane. She also asked what was happening with the café on the Parade. Cllr James said that the Clerk would arrange for the senior workmen to contact the parishioner about the Japanese knotweed and the packhorse bridge. The responsibility of clearing these sites would not necessarily fall to the Parish Council if it did not own the land. Japanese knotweed must be treated by a suitably qualified person. In respect of the café on the Parade, the lease has been assigned to a new tenant and the Council is waiting to hear from the leaseholder about any new proposals for the site and its request to carry out a conditions survey.

A representative from the Combe Martin Carnival Committee, Carl Williamson, provided an update on the Committee's activities.

The ninth parishioner to speak thanked the Chairman for the ongoing correspondence about the ground at the Parade and potential voids. Cllr James is in the process of compiling a report on the issues and was working with Cllr Woodbury on this. The Council will continue to check and investigate the ground and once the final report has been prepared, it will be presented to full Council for a resolution.

119/19. **Apologies for absence.**

Cllr Lee Lethaby was not in attendance.

120/19. **Declarations of Interest.**

Cllrs David Woodbury, Chris Wyer, and Katherine Armitage declared interests in item 6.a) of the agenda

121/19. **To consider any requests for dispensations.**

Dispensations were granted to Cllrs Woodbury, Armtiage, and Chris Wyer in relation to item 6.a) of the agenda.

122/19. **Finance:**

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

The Finance Officer had provided provisional reports on the monthly balances. These were circulated to Council Members prior to the meeting. There were no questions.

b) **To note the Internal Audit Report 2018/19.**

RESOLVED: To approve the Internal Audit Report 2018/19.

c) **Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2019**

Following the review of the effectiveness of the system of internal control and preparation of the AGAR, Council was invited to:

1. consider the Accounting Statements;
2. approve the Accounting Statements by resolution; and
3. sign and date the Accounting Statements.

RESOLVED: To approve the Annual Governance and Accountability Return for the year ending 31 March 2019.

With the approval of Council, the Chairman signed and dated the Accounting Statements.

d) **To seek approval to hold funds on behalf of the Combe Martin Water Watch Group and administer accordingly.**

RESOLVED: Council provisionally agrees to hold funds on behalf of the Combe Martin Water Watch Group subject to checking that there is no liability on the Council given the informal arrangement of the group.

123/19. **Grant/Donation Requests**

a) **Combe Martin Water Watch Group**

Request for a grant towards administration costs and room hire.

RESOLVED: To make a grant of £250.00 to the Combe Martin Water Watch Group (CMWWG) and waive the booking fee for the CMWWG to hire the Community Centre for meetings for the remainder of this financial year.

b) Combe Martin Business Association

Request for a contribution towards the cost of printing new DL leaflet.

RESOLVED: Council provisionally agrees to make a grant of £200.00 towards the cost of printing new DL leaflet, subject to seeing a copy of the Combe Martin Business Association's Constitution.

b) Village Hall Community Group

Request for a contribution towards the costs of the male toilet refurbishment.

RESOLVED: To make a grant of £3000.00 to the Village Hall Community Group towards the cost of the male toilet refurbishment.

124/19. **County and District Councillors' reports.**

Devon County Council

County Councillor Andrea Davis's report was circulated to Council Members prior to this meeting. Cllr Davis highlighted the following issues:

A361 North Devon Link Road – Pedestrian Cycle Crossings at Bishops Tawton and Landkey and Advanced Planting Works

Progress on the North Devon Link Road improvement is going well - planning permission has been granted, there were no objections to the Compulsory Purchase of land, and the tender process has started.

Planning conditions set out the need for advance planting along sections of the route one year prior to the start of works in 2020 so that new planting can mature *before* the existing planting is removed. This work has been given approval by Cabinet to go ahead.

There have been concerns about the proposed improvement of the Bishop's Tawton roundabout and pedestrian/cycle facilities, and as a result, a more detailed consultation was undertaken. It recognised that any structure will have an impact on residents, the recommended option is an underpass. Several suggestions from the consultation have been taken forward for incorporation into the preferred option, such as high-quality lighting and landscaping.

Landkey Parish Council suggested at the planning stage for the main scheme that there should be a segregated pedestrian crossing at Landkey Junction when it is upgraded to a roundabout. Having reviewed this suggestion it is felt that the provision of a pedestrian/cycle facility at Landkey Junction is in line with the ambition to remove, where possible, all uncontrolled pedestrian crossings.

New Devon County Council Grant Schemes (replacing the TAP fund)

1)The new **DCC Doing What Matters Community Grants Fund** is now live on the DCC website at:

<https://www.devon.gov.uk/economy/business-support/doing-what-matters-communities-grants-fund/>

This scheme will feature an intervention rate of 75% (25% match required) – offering one-off grants of between £5k to £20k to successful community project applicants.

This grant is open to legally constituted and registered as not-for-profit organisations. This includes voluntary, community and social enterprises (vcse), town and parish councils, charities and businesses. Applications can also be made by a combination of these groups working together.

2) Crowdfund Devon (extra funding for Devon) – details are on the Crowdfunder website:

<https://welcome.crowdfunder.co.uk/crowdfund-devon/>

Set up to support community groups, start-up businesses, charities and individuals across the County to raise money from the crowd and unlock extra funding from our partners.

“If you have a project that makes an impact to your community, supports well-being, works towards a better environment, rewards innovation or supercharges business ideas, then we want to hear from you”

3) Making the Connection grant fund at:

<https://www.devon.gov.uk/communities/making-the-connection-grant>

Deploying one-off grants of up to £300 with no match funding. The funds purpose is to provide small amounts of grant funding to community-led schemes, benefitting one or more community groups which bring people together to identify and/or achieve relatively quickly the small but important things that matter to them. Encouraging and enabling communities to be stronger; in terms of their independence, ability to respond to issues, resourcefulness and resilience.

North Devon Council

District Cllr Yvette Gubb said that the Chief Executive of North Devon Council, Mike Mansell, was retiring at the end of June 2019. There will no longer be a Chief Executive at NDC, but a Head of Place. The Head of Place is Ken Miles. NDC is in the process of creating a portfolio and is looking to host some Parish Forums. The new Chairman of North Devon Council is Frank Biederman and the new Vice Chairman is Julie Hunt.

125/19. Vandalism and Police Report.

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

Crimes reported in May 2019 were as follows:

Combe Martin

Violence with Injury	1
Violence without Injury	1
Other Theft	1
Criminal Damage	3
Public Order Offences	2

Berrynarbor

Vehicle Offences	1
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East Down

No recorded offences.

126/19. **To approve the Minutes of the meeting held on 13 May 2019.**

Cllr Chris Wyr asked for an amendment to be made to the entry for the Combe Martin Water Watch Group at minute ref: 108/19. She said that she showed the Council a Mind Map from the Combe Martin Water Watch Group and that the Mind Map has since been returned.

RESOLVED: Subject to the above amendment, the minutes of the meeting held on 13 May 2019 be approved as a true record of that meetings.

127/19. **Planning**

a. **Applications:**

**66705 DEMOLITION OF EXISTING AND ERECTION OF NEW DWELLING AT ORCHARD DENE WESTERN GARDENS COMBE MARTIN
Applicant – Mr Bick**

Several parishioners raised their objections to this planning application and District Cllr Gubb advised them to write to the North Devon Council Planning Department.

RESOLVED: To advise the Planning Authority that the Council objects to this planning application on the following grounds:

- Inadequate detail - in particular, no plan locating the new building on the plot.
- No top floor plan.
- Inadequate attention to disposal of both rainwater and foul water, on a site bordering the River UMBER. Also, the issue of protecting the River UMBER during construction, and limiting future downstream flood risk.
- Wholly inadequate Wildlife Survey and report. It is understood that both bats and slow worms (protected species) inhabit the site.
- No consideration is shown for the implications of increased traffic, both during construction and afterwards, on the narrow privately owned lane and blind exit onto the main road. There is significant potential for damage to the road surface, the weak bridge, the bridge walls, and adjacent structures. There is also a need to maintain free vehicular access to properties beyond Orchard Dene. In addition, the wall of the existing building appears to structurally support the roadway.
- The potential for overlooking. The height of the proposed building, with windows and balconies facing them, is likely to compromise the privacy of near neighbours. And
- The scale of the building.

Seven parishioners left the meeting at 8pm and two new parishioners arrived.

**66711 EXTENSION TO DWELLING TOGETHER WITH REMOVAL OF EXISTING PORCH AND REPLACEMENT WINDOWS AND DOORS THROUGHOUT AT 3 FLOODGATE MEADOWS BUZZACOTT LANE COMBE MARTIN
Applicant – Mr and Mrs Hopkins**

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

66731 EXTENSIONS TO DWELLING TOGETHER WITH REPLACEMENT PORCH AND ERECTION OF CONSERVATORY AT TYTHE BARN CASTLE STREET COMBE MARTIN

Applicant – Mr and Mrs Maskell

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

Any planning applications received after preparation of the agenda.

62/19/19/004 PROPOSED ALTERATIONS TO DWELLING INCLUDING CLADDING TO THE EXTERIOR, NEW DORMER AND RAISED TERRACE AT 3 SEA CLOSES, LESTER POINT, COMBE MARTIN

Applicant – Mr and Mrs Hipgrave

The applicants asked to speak and were given permission to do so. Mr Hipgrave said that he was aware of the concerns raised by his neighbour and reiterated at this meeting by the Parish Council Planning Sub-Committee. Mr Hipgrave said that he had arranged for a full structural survey to be undertaken and would be complying with the Exmoor Dark Night Skies policy.

RESOLVED: To note the applicants' response and advise the planning authority that Council has no objections to this planning application.

Two parishioners left the meeting.

b. Planning Decisions

1. 66587 – ERECTION OF ONE DWELLING AT LAND TO REAR OF NEWLANDS, BUZZACOTT LANE, COMBE MARTIN. Planning permission granted subject to conditions. Noted.
2. 66002 – CONVERSION OF PROPERTY FROM TWO ONE BED FLATS, BACK TO THREE BED HOUSE AT 6A PARK CRESCENT, COMBE MARTIN. Planning permission granted subject to conditions. Noted.
3. 66191 – SITING OF MOBILE HOME FOR PERMANENT AGRICULTURAL WORKERS ACCOMMODATION AND RETENTION AND EXTENSION OF EXISTING LIVESTOCK AT JANANDA SMALLHOLDING, SHUTE LANE, COMBE MARTIN. Planning approval granted

128/19. **Reports by Representatives to Outside Bodies, if any**

None.

129/19. **Correspondence:**

1. Notice of Postal Election – Exmoor National Park Authority. **ACTION:** Clerk to circulate papers to Councillors.

2. Email re Voids report – Parishioner. This matter was discussed earlier in the meeting. See minute ref: 118/19.
3. Plastic Free North Devon Summer Ambassador Campaign – request to hold event tent on Combe Martin beach on Wednesday 17 July and Wednesday 31 July 2019 (weather permitting).

RESOLVED: To allow the Plastic Free North Devon Ambassador campaign to take place on the beach on Wednesday 17 July and Wednesday 31 July 2019, subject to sight of the necessary risk assessment and other documentation.

4. Combe Martin Carnival Committee – request to hold events on Parish Council Land.

Cllrs Chris Wyer and Keith Wyer declared interests.

RESOLVED: To allow the Combe Martin Carnival Committee the use of Hollands Park on 10 August 2019 to hold the Carnival's Open Day, and Combe Martin beach on 16 August 2019 for a Water Fun Day and on other days (to be decided) for Duck Races.

The Parish Council will require details of insurances and risk assessments for these events.

5. Exmoor Consultative and Parish Forum Agenda. Noted. Cllr Woodbury is attending the meeting.

130/19. **Motions**

Proposal to cease the practice of saying a Christian prayer at the start of Parish Council meetings. Proposer: Cllr Andy Forgan. Seconder: Cllr Ian Lawton.

Council members discussed this proposal in depth raising issues about custom and tradition, parish representation, and contemplation.

Cllr James proposed an amendment to Cllr Forgan's Motion to cease the practice of saying a Christian prayer and replace with a minute's silence before the start of Parish Council meetings. Cllr Forgan accepted this amendment.

Council voted with seven Councillors rejecting the original and amended Motions. The Motion was lost.

Proposal that in accordance with the plain English campaign that the form of the Lord's Prayer that is currently used by Council is changed to use plain English as found in the Common Worship (copyright 2000), The Archbishop's Council. Proposer: Cllr Celia Withers. Seconder: Cllr Helen Mallinder.

Council voted with nine Councillors rejecting the Motion. The Motion was lost.

County Cllr Andrea Davis and four parishioners left the meeting at 8.45pm. Cllr Martin Worth also left the meeting room. There was a temporary pause in proceedings. The meeting resumed at 8.55pm.

131/19. Memberships of the Asset Management Committee and Hollands Park Sub-Committee and Chairmanship of all Committees and Sub-Committees.

To agree the Terms of Reference for the Hollands Park Sub-Committee.

It was agreed that members of the Hollands Park Sub-Committee would review the committee's terms of reference.

To appoint members of the Asset Management Committee and Hollands Park Sub-Committee.

Asset Management Committee

Cllr Ian Lawton

Cllr Celia Withers

Cllr Chris Wyer

Hollands Park Sub-Committee

Cllr Martin Worth

Cllr John Hales

Cllr Katherine Armitage

The Chairman and Vice Chairman of the Parish Council are automatically members of the Hollands Park Sub-Committee. Up to three members of the public with interests in Hollands Park are to be invited to be co-opted members, including a representative from Combe Martin Association Football Club.

Cllr Helen Mallinder agreed to sit on the Audit Committee.

To appoint Chairmen to all Committees and Sub-Committees.

Personnel Committee Chairman

Cllr David Woodbury

Planning Sub-Committee Chairman

Cllr Andy Forgan

Audit Committee Chairman

Cllr Celia Withers

All remaining Chairmen to be decided at first meetings of Committee and Sub-Committees.

132/19. Draft Protocol for dealing with complaints where a Councillor has been implicated in a matter

To approve and adopt the draft protocol.

RESOLVED: Subject to linking the Protocol with the Council's Safeguarding Policy and including a sentence about not dealing with anonymous complaints, Council approves and adopt the Protocol.

133/19. To confirm proposed dates for future meetings

RESOLVED: To hold the Parish Council Meeting the Monday 8 July 2019 at 7pm at the Community Centre.

134/19. **Beach Use Policy for Commercial Enterprises**

Request to use Combe Martin Beach during the holidays to set up a face painting and tattoo stall.

Cllr Mallinder declared an interest.

RESOLVED: To allow Donna Green and Natalie Leigh to set up a face painting and tattoo stall on Combe Martin beach during the six weeks school summer holiday and charge them £5.00 per day of use.

To set up a small working party to review the Council's current Beach use policy.

RESOLVED: That the Asset Management Committee will review the Council's current Beach Use policy.

Two parishioners left the meeting at 9.10pm.

135/19. **Action Plan**

All matters are ongoing. Noted.

136/19. **Parks and Open Spaces**

The junior swings at Arnolds Plot continue to be twisted causing the links to weaken and adding unnecessary work for the Council workmen having to unravel them.

As well as a football pitch, Hollands Park also provides a landing spot for the Air Ambulance. Please could we ask residents that use the pitch for football to move the goal nets to the side of the pitch to allow the Air Ambulance clear access for landing.

137/19. **Beach**

Combe Martin Water Watch Group Update.

Cllr Katherine Armitage said that Combe Martin had passed all of the bathing water quality tests recently. However, while this is good progress, there is still a lot of work to do to achieve good bathing water quality.

138/19. **Footpaths**

Public Bridleway 219BW22, Combe Martin, and 261BW1, Trentishoe will be closed for 21 days starting from Monday 10th June 2019. The closure affects only horse riders and the route remains open to walkers and cyclists. The closure is due to a height restriction due to building works taking place adjacent to the bridleway at Verwill Farm (Exmoor Angus Farm). An alternative route is available for horse riders using the roads via Dean.

139/19. **Health and Safety**

There have been reports of a horse being ridden on Hollands Park. This activity is not permitted and causes a potential health and safety risk for other users.

The remaining parishioners left the meeting at 9.20pm.

140/19. **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”

141/19. **Confidential Action Plan**

Hollands Park Football Club Lease

Council has received legal advice on the Football Club lease.

Land to the rear of the Village Hall

The Clerk has sought legal advice about the land.

The meeting closed at 9.30pm.

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Chairman