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**To: Cllrs D Woodbury (Chairman), C Wyer (Vice Chairman), A Forgan, H Mallinder, C Withers, and K Wyer**

You are hereby summoned to attend **a virtual meeting** of Combe Martin Parish Council, which will be held at **7pm** on **Monday 10 August 2020, using the Zoom platform to provide video and audio conferencing** for the purpose of transacting the following business.

Members of the public are welcome to attend this meeting and, to do so, must notify the Clerk of their request at least the last working day before the meeting and provide an email address or telephone number for the Zoom platform. Upon receipt, the Clerk will send out an invitation to join the meeting. Members of the public do not need to sign up to Zoom to join the meeting.

The meeting may be recorded.

Prayers will be said before the commencement of the agenda items. Anyone not wishing to be present at Prayers will be advised that they are about to start and may request to be put in the virtual waiting room.

**Parish Clerk**

Date of issue 5 August 2020

**AGENDA**

**PART A:**

1. **Apologies**

(Please make any apologies known to the Clerk)

1. **Declarations of interest**

To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests:

* Should be declared at the beginning of the meeting.
* Should be declared prior to the item being discussed.
* Must be declared on the “Register of Interests”, form at the meeting, when making a declaration.

1. **To consider any requests for dispensations**
2. **Public Participation Period**

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council.

Members of the public who have requested to attend the meeting will be sent a Zoom invitation that will include joining instructions.

If before, or at the start, or during the meeting, any attendee experiences any technical difficulties using the Zoom platform, please contact the parish council office by telephone on 01271 883403.

1. **County and District Councillors’ Reports**

To receive the reports from the County Councillor and District Councillor.

1. **North Devon Council – Planning Applications**

**North Devon Council, the determining Authority, has asked for comments from this Parish Council on the following planning applications:**

**71736 Proposal**: Erection of 3 dwellings together with parking, landscaping and entrance works at land adjacent to Arley House, High Street, Combe Martin, Ilfracombe, Devon EX34 0EB.

Applicant: Mr D Collacott

**71706 Proposal**: Re-instate garden and parking from current parking/hardstanding area. Create new terrace garden, pond, shed and boundary treatments, and new raised/retained parking area at 3 Summerland Terrace, King Street, Combe Martin, Ilfracombe, Devon EX34 0BU.

Applicant: Mr & Mrs R Kitchen

**71829 Proposal**: Prior Notification for erection of agricultural building for storage of dung at Strawberry Fields Shute Lane Combe Martin Ilfracombe Devon EX34 0HW.

Applicant: Mr R Turner

**Exmoor National Park – Planning Applications**

Exmoor National Park, the determining Authority, has asked for comments from this Parish Council on the following planning applications:

**62/50/20/004 Proposal:** Proposed reinstatement of railway line, creation of cutting and embankment previously removed together with new railway bridge (amendment to approved application ref 62/50/16/001). Location: Land in Field to the North of the A39 West of Holwell Wood, and Land on Access track to Rowley Barton.

Applicant: Lynton and Barnstaple Railway Trust

**ANY MEMBER OF THE PUBLIC WISHING TO MAKE REPRESENTATIONS REGARDING ANY OF THE PLANNING APPLICATIONS TO BE CONSIDERED MUST NOTIFY THE PARISH CLERK BY TELEPHONE OR EMAIL NO LATER THAN 12 NOON ON THE DAY OF THE MEETING.**

1. **Planning Appeals (Decision)**

**APP/X1118/C/19/3231836 & 3231837:** Strawberry Fields, Shute Lane, Combe Martin, Devon EX34 0HW. Appeals by Mr Roger Turner and Mrs S Turner. To note the appeal decision.

1. **Finance:**
2. To receive and approve the July 2020 finance reports on:
3. The monthly payments and receipts.
4. The monthly summary balances and bank reconciliation.
5. The car park receipts.
6. The list of payments for approval.
7. Following clarification from the Internal Auditor, to accept the Internal Audit Report 2019/20 and any actions therefrom.

1. To receive and approve the Annual Governance Statement (Section 1) for the year ending 31 March 2020.
2. To receive and approve the Accounting Statements (Section 2) for the year ending 31 March 2020.
3. Following approval, the Chairman and Clerk of the meeting to sign the Annual Governance Statements and Chairman signs the Accounting Statements.

The Annual Governance Statement is a statutory document which explains the processes and procedures in place to enable the Parish Council to carry out its functions effectively. The statement is produced following a review of the Parish Council's governance arrangements and includes an action plan to address any significant governance issues identified.

1. **To consider and respond to Government announcements on coronavirus lockdown measures** (if any)
2. **Police**

To receive and consider the monthly Ilfracombe Neighbourhood Police Newsletter.

1. **2020 Public Space Protection Order Dog Control**

To support the retention of the dog controls in Combe Martin.

All of the current Dog control for the village (in place since 2014) naturally expire in October 2020. Combe Martin Parish Council jointly with the Combe Martin Water Watch Group recently conducted a village consultation on existing dog controls in Combe Martin. The consultation ended on 31 July 2020. North Devon Council (NDC) is in the process of carrying out a district wide consultation on dog controls and this ends on 9 August 2020.

The purpose of the village consultation was to draw attention to the NDC consultation, and to gather local opinion on local dog controls.

1. **Cashless Parking App for Council Car Parks**

To agree to the arrangements with North Devon Council (NDC) to join their ‘Cashless car parking scheme’ covering all relevant Parish Council car parks for the admin cost of £50.00 per calendar month. The Parish Council will ask NDC for a review and adjustment of actual costs after six months.

1. **Combe Martin Football Club**
2. To note that the Council has received estimates to carry out works to replace the windows and doors in the football clubhouse building and repairs to the clubhouse roof, and to delegate authority to Cllr Chris Wyer and the Clerk to choose which estimates to accept.

The Parish Council has recently submitted an Expression of Interest (EOI) to North Devon Council (NDC) requesting the release of the Section 106 funding that has been allocated for the enhancement of the football club. The EOI request will now undergo a process of NDC Committees for approval.

1. To consider the Structural Engineer Report on the ground conditions at the site of the proposed new all-weather pitch at Hollands Park.
2. **To confirm proposed dates for future meetings**

Virtual Parish Council Meeting – Monday 14 September 2020 at 7pm.

1. **Correspondence** (copied to all Council Members)
2. **Email from a Member of the Public**: To consider a proposal to site a dog litter bin at the Coach/Car Park, High Street, Combe Martin.
3. **Emails from two Members of the Public**: To note the concerns raised separately by two members of the public about the availability of parking at the seaside and their requests for reserved parking bays for local residents, and the Chairman’s response.
4. **Email from a Member of the Public**: Follow-up on memorial bench requests from the July 2020 meeting. To develop a new memorial bench policy in consultation with current donors.
5. **Email from a Member of the Public**: To note the work that the member of public has done to clear the overgrowth at Mill Weir Lane, and their concerns about the absence of regular Parish Council maintenance of that area.
6. **Park and Open Spaces**
7. To note the reports of unauthorised intrusion and damage to Normans Ham land, and to delegate authority to the Chairman, Vice Chairman and the Clerk to instruct a solicitor to provide legal advice on the matter.
8. To welcome the boat owner and their boat, which has recently moored in Combe Martin bay.
9. **Footpaths** (if any)
10. **Health and Safety**
11. Removal of Unauthorised Tree Swings at Hollands Park

To note that the Parish Council has not yet been approached to discuss alternative approved provision at Hollands Park.

The Parish Council removed the unauthorised tree swings at Hollands Park for Health and Safety and Public Liability reasons.

1. Street lighting in the Seaside Area

In the absence of adequate Highway street lighting, to identify a local contractor to install the Parish Council’s replacement decorative lighting to the existing Parish Council poles and make temporary fixings to the Devon County highway lighting standards.

The Parish Council is concerned about the continuing delay by Devon County Council and its contractors to repair and replace the defective street lighting in the seaside area. COVID -19 has obviously had an impact as it has also delayed the installation of the replacement set of Parish Council decorative lights. In addition, the Parish Council is waiting for an answer to the historic use of the (new) columns to support the lightweight decorative lighting.

1. Bonfires on the beach.

To note the recent reports and email received of people having bonfires on Combe Martin beach.

These beach bonfires pose a risk to public safety and raise a number of issues including:

* Anti-social behaviour that’s upsetting to other beach users and nearby amenities.
* Fires that are not being extinguished properly or turned into an invisible danger when they are buried under the sand, still burning.
* Associated debris, such as nails from wood, which can then become a hidden hazard in the sand.

Bonfires are not permitted on Combe Martin beach.