



COMBE MARTIN

PARISH COUNCIL

Seacott, Cross Street, Combe Martin, EX34 0DH

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To: Cllrs D Woodbury (Chair), C Wyer (Vice Chair), H Mallinder, P Walker, M Richards, A Cossey, C Davidson, S Daukes, and S Coomber

You are hereby summoned to attend **a virtual meeting** of Combe Martin Parish Council, which will be held at **7pm** on **Monday 12 April 2021**, using **the Zoom platform to provide video and audio conferencing** for the purpose of transacting the following business.

Note: Please note that prayers will be said at 6.55pm prior to the meeting for any Council Member who wishes to attend.

Virtual attendance by members of the public

If members of the public wish to attend virtually, please contact the Parish Council office on 01271 883403 or info@combemartin-pc.gov.uk by 12 noon on the day of the meeting.

The meeting may be recorded.

Parish Clerk

Date of issue: 7 April 2021

AGENDA

PART A:

1. Apologies

(Please make any apologies known to the Clerk)

2. 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.

3. To consider any requests for dispensations

Section 33 of the Localism Act 2011 makes provision for the granting of a dispensation allowing a Member with a disclosable Pecuniary Interest in a matter to speak and/or vote on that matter.

Standing Orders require dispensation requests to be made in writing and submitted to the Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

4. Public Participation Period

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 30 minutes and a member of the public shall speak for not more than three minutes.

Members of the public who have requested to attend the meeting will be sent a link to the online meeting.

5. County and District Councillors' Reports

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

6. Police

To receive and consider the monthly Ilfracombe Neighbourhood Police Newsletter.

7. North Devon Council – Planning Applications

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

1. **73058 Proposal:** Extension to dwelling at Morsha King Street Combe
Martin Ilfracombe Devon EX34 0DA
Grid Ref:258069;147025
Applicant: Mr R Lethaby
2. **73113 Proposal:** Conversion of garage into a single dwelling at Garage
Rosea Bridge Lane Combe Marin EX34 0DP
Grid Ref: 257890;147159
Applicant: Mr N Hinsley

8. Exmoor National Park – Planning Applications

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

1. **62/19/21/002 Proposal:** Application under Regulation 3 of the Town & Country Planning General Regulations 1992 for proposed improvements to footpath at Cobblers Park, Hangman Path, Combe Martin, EX34 0DL

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.

9. [North Devon Council planning decisions \(to note\)](#)

1. **72613:** Approved – Variation of condition 2 (approved plans) attached to planning permission 71922 Conversion of redundant rural building to form one dwelling) to allow for a change of design (Amended and Additional Plans) at land at Park Lane Combe Martin Ilfracombe Devon EX34 0LL
2. **72394:** Approval of details in respect of discharge of conditions 3 (landscape proposals), 6 (Written Scheme of Investigation archaeological work) & 14 (lighting scheme & impact assessment) attached to planning permission 70696 (Erection of convenience store (with ATM & associated plant and machinery) and diversion / re-alignment of road) (additional information) at Hansons Garage Castle Street Combe Martin Ilfracombe Devon EX34 0JE

10. [Exmoor National Park](#)

1. **62/19/21/001:** Proposed extension to existing access ramp together with installation of additional ramp and turning area to allow wheelchair/pushchair access to beach at bottom of footpath (resubmission of application number 62/19/20/003). To note the delay in the decision of this planning application.

11. Finance (Finance reports shall be circulated to Members prior to the meeting):

1. **Motion:** To approve the March 2021 finance reports on the monthly payments and receipts and list of payments to be paid.
2. To note the March 2021 finance reports on the monthly summary balances and bank reconciliation and car park receipts.
3. To receive and approve the Q4 summary income & expenditure statement, forecast reserve movement for the year, and balance sheet as at 31st March 2021. Finance Officer to report.
4. **Motion:** To approve the quotation to carry out a temporary repair to the wet pour surface at Hollands Park play area. This will enable the standing roundabout to become operational again and will meet the requirements of the ROSPA report.

Longer term, Members should consider the future of the Hollands Parks play area and the cost of carrying out major refurbishment works to the surface and play equipment.

5. **Motion:** To approve the payment of a Section 137 grant of £830.00 to the Combe Martin Village Hall Community Group to maintain and purchase replacement pads for the three defibrillators in the village.

Section 137 of the Local Government Act 1972 enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory expenditure. The basic power is for a local council to spend money (subject to the statutory limit) on purposes for the direct benefit of its area, or part of its area, or all or some of its inhabitants.

12. Finance and Policy Committee

Motion: To approve the Terms of Reference for the Finance and Policy Committee.

Terms of Reference describe the purpose, scope and authority of a committee.

Motion: To delegate authority to the Clerk/RFO to authorise expenditure in line with the approved budget.

Motion: To approve this Council's Standing Orders subject to including the Terms of Reference for the Finance and Policy Committee.

Motion: To approve this Council's Financial Regulations subject to the above motion relating to delegated authority to the Clerk/RFO and including a sentence relating to Credit/Debit card receipts under the heading of Banking Arrangements and Cheques (highlighted in red in the regulations).

Motion: To approve this Council's Anti-fraud and Corruption Policy subject to including references to the Finance and Policy Committee and its Terms of Reference where appropriate.

Motion: To approve the draft Statement of Internal Control and Annual Review of Effectiveness of Internal Control for the year ending 31 March 2021.

Motion: To approve this Council's Financial Risk Assessment subject to including references to the Finance and Policy Committee and its Terms of Reference where appropriate.

13. To consider and respond to Government announcements on coronavirus lockdown measures.

The legislation enabling remote meetings will not be extended beyond the 6 May 2021. Members are asked to consider holding face to face meetings from 7 May 2021 onwards.

Members should refer to the COVID-19: Guidance for the safe use of council buildings, and the DALC briefing on Decision Making from 7 May 2021 (copies shall be circulated to all Members prior to the meeting).

14. To confirm proposed dates for future meetings

Virtual Annual Council Meeting – Wednesday 5 May 2021 at 7pm.

15. Correspondence (copied to all Council Members)

1. Department for Environment Food and Rural Affairs (DEFRA): To note that the Secretary of State has approved the proposals for the coast path from Minehead to Combe Martin.
2. OSKC Watersports: To note the proposal to erect a gazebo on Combe Martin Beach.
3. North Devon Council: To note the update on the Dog Control Public Space Protection Order.
4. Member of the public: To note the enquiry about access.
5. Member of the public: To note the Freedom of Information request.

16. Parks and Open Spaces (if any)

1. Overnight parking of camper vans and enforcement.
2. Launching of small vessels from Combe Martin beach.

17. Footpaths (if any)

18. Health and Safety (if any)

19. NHS, Social Care and Frontline Workers Day – 5th July 2021

To consider proposals for celebrating the NHS, Social Care and Frontline Workers' Day in Combe Martin.

The first NHS, Social Care and Frontline Workers' Day takes place on Monday 5 July 2021 with a series of events involving every aspect of society and raising money for two excellent causes – NHS Charities Together, which supports 250 hospitals and their charitable trusts, and the National Care Association, representing 1.6 million workers caring for some of society's frailest citizens.

20. Exclusion of Press and Public

To resolve under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of confidential information.

PART B:

21. Personnel Committee

Chair of the Personnel Committee to report.