



COMBE MARTIN PARISH COUNCIL

Seacott, Cross Street, Combe Martin, EX34 0DH

Tel: 01271 883403

Email: info@combemartin-pc.gov.uk

Website: www.combemartin-pc.gov.uk

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

You are hereby summoned to attend a meeting of Combe Martin Parish Council which will be held on **Monday 21 June 2021 at 7pm** (or as soon after the end of the Annual Parish Meeting) at the Village Hall for the purpose of transacting the following business.

Please note that COVID-19 measures regarding face coverings, hand washing, and social distancing shall apply at this meeting, and attendance will be limited to sixty-five seated.

Council Members may wish to have a moment of reflection before the start of the meeting.

The meeting may be recorded.

Parish Clerk

Date of issue: 16 June 2021

AGENDA

PART A:

1. Apologies

(Please make any apologies known to the Assistant 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.

5. County and District Councillors' Reports

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

6. Minutes

To approve and sign as a correct record, the minutes of the Annual Combe Martin Council meeting and Combe Martin Parish Council meetings held on:

1. Wednesday 5 May 2021
2. Monday 26 April 2021
3. Monday 12 April 2021
4. Monday 8 March 2021
5. Monday 10 August 2020
6. Monday 13 July 2020
7. Monday 8 June 2020
8. Monday 11 May 2020

7. Police

To receive and consider the monthly Ilfracombe Neighbourhood Police Newsletter.

8. 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. **73079 Proposal:** Extension to existing agricultural building for storage of agricultural equipment at land at Buzzacott Lane Combe Martin Devon EX34 ONL
Grid Ref: 260036;145967
Applicant: Mr Lyndon White

2. **73411 Proposal:** Retrospective application for terracing of rear garden with decking and fencing and summer house at Cloudhill 3 West Challacombe Lane Combe Martin Ilfracombe Devon EX34 OHF
Grid Ref: 258280;146943
Applicant – Mrs Katrina Haines

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. **73075:** Seacroft Cottage, Seaside, Borough Road, Combe Martin EX34 0DQ. Approved – Listed building application for replacement of internal doors and external front door together with installation of plasterboard ceiling.
2. **73258:** 3 Floodgate Meadows, Buzzacott Lane, Combe Martin EX34 0NL. Approved – Erection of detached garage, conversion of existing attached garage into kitchen and new entrance and Porch to front of house.
3. **73199:** Overdale, Buzzacott Lane, Combe Martin EX34 0NL. Withdrawn Invalid – Erection of agricultural storage shed to store tractors and machinery.

10. [Finance \(Finance reports shall be circulated to Members prior to the meeting\):](#)

Finance Reports

1. **Motion:** To approve the May 2021 finance reports on the monthly payments and receipts and June 2021 list of payments to be paid.

2. To note the May 2021 finance reports on the monthly summary balances and bank reconciliation and car park receipts.

Street Lighting Quotation

3. Motion: To approve the street lighting quotation to replace the deteriorated street lighting column at Hollands Park Avenue, Combe Martin.

Grant Requests for Transferable Permits

4. To consider the request received from Combe Martin Museum for a transferable car parking permit for use by its volunteers.
5. To consider the request received from the Combe Martin Community Shop for a transferable car parking permit for use by its volunteers.

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.

Audit and Annual Governance Statement

6. To receive the Internal Audit Report 2020/21 and any actions therefrom.
7. **Motion:** To receive and approve the **Annual Governance Statement (Section 1)** for the year ending 31 March 2021.
8. **Motion:** To receive and approve the **Accounting Statements (Section 2)** for the year ending 31 March 2021.
9. 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.

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

12. To confirm proposed dates for future meetings

Parish Council meeting – Monday 12 July 2021 at 7pm.

13. Correspondence (copied to all Council Members)

1. **Freedom of Information Requests.** To note.
2. **Speeding in the village** – To note the concerns expressed by two members of the public about speeding vehicles in the village.
3. **Modification Order to upgrade Footpath no. 13 to Bridleway no. 13 on the Definitive Map.** To note.

14. Combe Martin Parish Council Development Policy

Motion by Vice Chair, Cllr Walker

That this Council implements the Parish Council's Development Policy for all new project proposals and priorities for one year or, if earlier, until Council adopts a Neighbourhood Plan or a formal set of priorities, into either of which it would incorporate an updated Development Policy.

A covering note by Cllr Walker shall be circulated to Council Members prior to the meeting.

15. Parks and Open Spaces

1. Pump Track

To consider the evaluation report and supporting papers prepared by Cllr Coomber on the pump track proposals.

2. Update for Councillors

- Community Centre
- Combe Martin Football Club MUGA and public toilets
- Hollands Park Work Store

3. Kayaks on Combe Martin Beach

A Council Member has been contacted by a local resident expressing their concerns about the number and positioning of kayaks on the beach.

16. Asset Management

Combe Martin Village Hall

The Combe Martin Village Hall Community Group is seeking Council's approval to carry out improvement works to the bar, bar area and annexe at the village hall.

17. Health and Safety

1. Bridge at Barton Gate Lane

To note the Devon County Council Bridge Inspection report of the condition of the bridge at Barton Gate Lane.

2. Cobblers

To note the report of a member of the public and their dog being bitten by an adder at Cobblers.

18. 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:

19. Asset Management

To consider the correspondence received from Turners Property Centre.

20. Personnel Committee

Chair of the Personnel Committee to update Council Members on Personnel matters.