



**DRAFT Minutes of the meeting of Combe Martin Parish Council held on
Monday 12 July 2021 at 7pm at the Combe Martin Village Hall.**

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

In attendance: Clerk (minute taker), District Cllr Y Gubb, and fifteen members of the public

The Chair, Cllr Woodbury, read out a personal statement prior to the start of the meeting. The personal statement does not form part of the minutes.

PART A:

[146/21 Apologies](#)

Apologies were received from County Cllr Andrea Davis. Cllr Boyce had given his apologies to Cllr Coomber.

[147/21 Declarations of interest](#)

Cllr Mallinder declared interests in planning application 73426 and in agenda item 19.2., commercial gazebos on the beach.

Cllrs Coomber, Seldon, and Worth declared interests in agenda items 22. and 24., relating to the Village Hall.

[148/21 To consider any requests for dispensations](#)

Two formal dispensation requests were received from Cllrs Seldon and Worth. Dispensations were not granted to these councillors nor to Cllr Coomber.

Cllr Mallinder did not request a dispensation.

149/21 Public Participation Period

Parade Building – A member of the public requested a copy of the lease for the Parade building. The Chair said that the lease was commercially sensitive and not available publically. The member of the public said that they did not want to see the building used for residential purposes.

Combe Martin Football Club – A member of the public spoke on behalf of Combe Martin Football Club and said that the club was concerned about the negative support it was receiving from some councillors who appear to be putting obstacles in the way of the progress it is trying to make.

MUGA – A member of the public queried the two different proposals for the MUGA. They also asked whether the MUGA pitch was going to be free to use as the proposals include fencing the area off. The Chair said that the member of public would receive a written reply to their questions.

150/21 Minutes

1. Annual Parish Meeting held on Monday 21 June 2021

RESOLVED: Subject to removing the first sentence and the first word of the second sentence from minute ref 5.7 to read ‘Once the trust was fully organised, options for the Community Centre would be explored.’, the minutes from the Annual Parish meeting held on Monday 21 June 2021 were approved.

All Councillors voted in favour of the resolution.

Parish Council Meeting held on Monday 21 June 2021

RESOLVED: To approve and sign as a correct record, the minutes of the Parish Council meeting held on Monday 21 June 2021.

All Councillors voted in favour of the motion.

Annual Council Meeting held on Wednesday 5 May 2021

RESOLVED: To approve and sign as a correct record, the minutes of the Annual Council Meeting held on Wednesday 5 May 2021.

Seven Councillors voted in favour of the motion. Two Councillors abstained from voting.

Extraordinary Parish Council Meeting held on Monday 26 April 2021

RESOVLED: To approve and sign as a correct record, the minutes of the Extraordinary Parish Council Meeting held on Monday 26 April 2021.

Seven Councillors voted in favour of the motion. Two Councillors abstained from voting.

Parish Council Meeting held on Monday 12 April 2021

RESOVLED: To approve and sign as a correct record, the minutes of the Parish Council Meeting held on Monday 12 April 2021.

Seven Councillors voted in favour of the motion. Two Councillors abstained from voting.

Parish Council Meeting held on Monday 8 March 2021

RESOVLED: To approve and sign as a correct record, the minutes of the Parish Council Meeting held on Monday 8 March 2021.

Seven Councillors voted in favour of the motion. Two Councillors abstained from voting.

Parish Council Meeting held on Monday 10 August 2020

RESOVLED: To approve and sign as a correct record, the minutes of the Parish Council Meeting held on Monday 10 August 2020.

Two Councillors voted in favour of the motion. Seven Councillors abstained from voting.

Parish Council Meeting held on Monday 13 July 2020

RESOVLED: To approve and sign as a correct record, the minutes of the Parish Council Meeting held on Monday 13 July 2020.

One Councillors voted in favour of the motion. Eight Councillors abstained from voting.

Parish Council Meeting held on Monday 8 June 2020

RESOVLED: To approve and sign as a correct record, the minutes of the Parish Council Meeting held on Monday 8 June 2020.

Two Councillors voted in favour of the motion. Seven Councillors abstained from voting.

Parish Council Meeting held on Monday 11 May 2020

RESOVLED: To approve and sign as a correct record, the minutes of the Parish Council Meeting held on Monday 11 May 2020.

Two Councillors voted in favour of the motion. Seven Councillors abstained from voting.

2. The notes and minutes of the Finance and Policy Committee meeting held on Tuesday 23 March 2021 were noted.

[151/21 County and District Councillors' Reports](#)

North Devon Council

District Cllr Yvette Gubb provided the following report.

Campaign against polystyrene bodyboards

Plastic Free North Devon, Plastic Free Torridge and Keep Britain Tidy's Ocean Recovery Project are campaigning to raise awareness of, and reduce the amount of plastic waste being discarded at beaches across the region. One of the significant contributors to this problem is the single-use, polystyrene bodyboards, which are freely available to buy.

North Devon Council recognises the adverse effect of these bodyboards on the natural environment and fully supports the campaign's aim to persuade retailers to remove the boards from sale.

North Devon Council has written a letter to local businesses asking them to remove polystyrene bodyboards from sale in their shops.

District Cllr Gubb has delivered the letter to the local businesses in the seaside area of Combe Martin.

Devon County Council

The Chair read out County Cllr Andrea Davis' report.

Coronavirus updates from Devon County Council

Devon County Council has set up a Coronavirus information page (below web link) on its website which provides data on confirmed coronavirus cases in Devon, and information about testing, and track and trace.

www.devon.gov.uk/coronavirus-advice-in-devon/coronavirus-data/

Seaside Streetlights

There was a positive development with the Combe Martin Seaside streetlight project. A Mobile Elevated Work Platform contractor has said that they would be able to access the area to replace the street light columns and wiring. Subject to that being the solution and the availability of the machine, this is what will be happening. However, this will require a complete road closure and work is unlikely to start until at least October/November.

Newberry Road

Cllr Davis has been asked about residents parking for this area, and has contacted the Traffic Orders Team to enquire about the way forward on this.

Exmoor Coastal Bus Services

There are **two** bus service developments along the North Devon & Exmoor coast which will increase leisure travel opportunities this year.

The Exmoor Coaster is a commercial initiative by First, linking Lynmouth and Countisbury with Porlock and Minehead. First's timetable and further details are available on-line. In combination with the revived Service 300, journeys will be possible along the whole Devon and Somerset coast between

Ilfracombe and Minehead. The 300 is operated under contract by Taw & Torrington Coaches and is financially supported by Devon County Council using new government funding allocated in early 2020, but unfortunately put on hold due to the COVID pandemic. The revived 300 service will run Sundays & Bank Holidays 30th May to 31st October and Monday to Friday 26th July to 3rd September. Both timetables are attached separately.

Reminder about reporting a highway problem

Website: www.devon.gov.uk/roadsandtransport/report-a-problem/

Telephone: 0345 155 1004

152/21 Police

The monthly Ilfracombe Neighbourhood Police Newsletter for July 2021 was received and circulated to Councillors prior to the meeting.

Number of crimes reported in June 2021

Combe Martin

Violence with injury	2
Violence without injury	6
Stalking and harassment	3
Sexual offences	2
All other theft offences	1
Criminal damage	1
Non-notifiable offences	1

Berrynarbor

Violence with injury	1
Criminal damage	1

East Down

None

153/21 North Devon Council – Planning Applications

1. **73514 Proposal:** Replacement of detached workshop with garage and garden room/home office on first floor extension on main house at Crackalands Combe Martin EX34 OAZ

Applicant: Mr David Atkins

RESOLVED: To inform the planning authority that Combe Martin Parish Council supports this planning application provided that the professional wildlife report requested by the Sustainability Officer is satisfactory.

2. **73426 Proposal:** Extension and alterations to dwelling to form additional living accommodation at 2 Floodgate Meadows Buzzacott Lane Combe Martin EX34 0NL

Applicant: Mr and Mrs Coombs

Cllr Mallinder did not vote on this planning application.

RESOLVED: To inform the planning authority that Combe Martin Parish Council supports this planning application.

3. **73591 Proposal:** Replacement windows and entrance door at Flats 1A and 1B Belmont Avenue Combe Martin EX34 0PR

Applicant: Mr and Mrs Atkins and Brook

RESOLVED: To inform the planning authority that Combe Martin Parish Council supports this planning application.

154/21 North Devon Council Planning Decisions

73237 Proposal: 7 Park Crescent Combe Martin Ilfracombe Devon EX34 0LN. **Approved** - Certificate of lawful development for proposed vehicle hardstanding. This was noted.

155/21 North Devon Council Planning Correspondence

Alleged unauthorised change of use – storage of metal container at Coach Park, High Street, Combe Martin EX34 0ET.

RESOLVED: To approve the motion to delegate authority to the Asset Management Committee to review Council's previous decisions and to take action to resolve.

156/21 Finance:

Finance Reports

1. **RESOLVED:** To approve the June 2021 finance reports on the monthly payments and receipts and July 2021 list of payments to be paid:
 - The list of payments made between 01/06/2021 and 01/07/2021 totalling £14,519.68.
 - The cash received between 01/05/2021 and 01/07/2021 totalling £31,291.82
 - The list of payments for July 2021 totalling £10,971.18.
2. The June 2021 monthly summary balances and bank reconciliation (cash balance £198,919.42) and the car park receipts (nett takings £43,829.00) were noted.
3. **RESOLVED:** To approve the Q1 summary income & expenditure statement, forecast reserve movement for the year, and balance sheet as at 30 June 2021.

157/21 To consider and respond to Government announcements on coronavirus lockdown measures.

None. The Government is making an announcement this evening about the COVID-19 restrictions.

158/21 To confirm proposed dates for future meetings

RESOLVED: To hold a Parish Council Meeting on Monday 9 August 2021 at 7pm. Location to be confirmed and dependant on the Government's decision about COVID-19 restrictions.

159/21 Correspondence

1. **Member of the Public** – The letter about the Public Consultation on 'Wollams Land', and Parish Council expenditure was noted.
2. **Plastic Free North Devon** – To consider the request from Plastic Free North Devon to set up an outreach stand in Combe Martin on a suitable outdoor green space.

RESOLVED: To delegate authority to the Clerk to take forward request and liaise with Plastic Free North Devon.

160/21 Cllr Resignation and Membership of Committees

1. The resignation from Cllr Davidson was noted and she was thanked for her work on the Council.
2. To confirm existing membership of committees.
3. To appoint three members to serve on the Finance and Policy Committee and a Chair.
4. To appoint one member to serve on the Parks and Open Spaces Committee.
5. To appoint one member to serve on the Asset Management Committee.
6. To appoint one member to serve on the Personnel Committee and a Chair.
7. To appoint one member to serve on the Emergency Committee.

Agenda items 10.2 to 10.7 were deferred following the Chair's announcement of his and Cllr Walker's intention to step down from their positions of Chair and Vice Chair at the end of this meeting.

161/21 Planning Applications

It was agreed that planning applications would continue to be dealt with at full council meetings.

162/21 Parish Council Representatives

To confirm current representatives, and appoint representative to:

1. Exmoor Parish and Consultative Forum
2. Combe Martin Coastal Community Team
3. Combe Martin Bowling Club

This item was were deferred following the Chair's announcement of his and Cllr Walker's intention to step down from their positions of Chair and Vice Chair at the end of this meeting.

163/21 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.

This motion was not supported.

Cllr Daukes put forward an amended Motion and it was **RESOLVED**: That the Parish Council's Development Policy be urgently reviewed by the Asset Management Committee and adopted to make it a workable project assessment policy.

164/21 Parks and Open Spaces (if any)

1. Bollards on the Slipway

A Council Member had received a complaint about the bollards on the slipway and whether there installation was legal.

The erection of the bollards on the Slipway is not illegal. The Slipway has no recorded highway status and the Parish Council is entitled to control vehicle access onto the beach via the slipway by bollards or gates.

The Parish Council does support local residents rights to access the beach for the purpose of launching small vessels, but will not in general terms grant access across the beach in peak holiday times and jet skis shall be directed elsewhere. Anyone wishing to access the beach for this purpose should contact the Parish Council office via email at: info@combemartin-pc.gov.uk or telephone on: 01271 883403.

2. Commercial Gazebos on the Beach

Cllr Mallinder left the meeting room while this item was discussed and voted on.

RESOLVED: To approve the Motion not to allow commercial gazebos on Combe Martin Beach.

3. Hollands Park

Cllr Worth gave a verbal report expressing his concern about the amount of litter at Hollands Park, particularly following what he perceived to be events held by the football club. Cllr Worth suggested that the football club might like to give a pep talk to the kids about litter. He also suggested the need for litter bins in the area.

Combe Martin Football Club has said that it does its best to clear up as much as possible, but it cannot be responsible for litter when the club is not open.

Cllr Worth also expressed his concern about the amount of brambles at Hollands Park and would like to see them cleared.

165/21 Footpaths

None.

166/21 Health and Safety

1. Bridge at Barton Gate Lane

The Devon County Council Bridge Inspection report of the condition of the bridge at Barton Gate Lane was noted.

Signs have been erected to inform local residents and members of the public about the condition of the bridge and the office has been liaising with South West Water.

2. Cobblers

The report of a member of the public and their dog being bitten by an adder at Cobblers was noted.

Signs have been erected in the area of Cobblers and placed on the office notice board to inform members of the public.

167/21 Asset Management

Combe Martin Village Hall

Cllrs Coomber, Seldon and Worth left the meeting room while this item was discussed and voted on. Cllr Worth requested a recorded vote.

The Combe Martin Village Hall Community Group (CMVHCG) is seeking formal approval from the Council to carry out improvement works to the bar, bar area and annexe at the village hall.

RESOLVED: To grant approval conditional upon the outcome of agenda item 24.1, correspondence received from the Combe Martin Village Hall Community Group.

Cllrs, Woodbury, Richards, Mallinder, Cossey, and Daukes voted in favour of this resolution. Cllr Walker abstained from voting.

168/21 Exclusion of Press and Public

RESOLVED: a. That, under section 1(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”.

Part A of the meeting closed at 9pm.

PART B:

169/21 Asset Management

1. To consider the correspondence from the Combe Martin Village Hall Community Group.

Cllrs Coomber, Seldon and Worth left the meeting room while this item was discussed and voted on. Cllr Worth requested a recorded vote.

RESOLVED: That this Council shall make a grant to the Village Hall Community Group for 2020 and 2021 equal to the rent and insurance demanded for those periods, and in addition, in good faith, shall enter into negotiations for a new lease.

Cllrs, Woodbury, Richards, Mallinder, Cossey, and Daukes voted in favour of this resolution. Cllr Walker abstained from voting.

2. To consider the correspondence received from Turners Property Centre.

RESOLVED: To accept the recommendation from Turners Property Centre to increase the rents for the property that it manages on behalf of the Council.

Cllr Coomber left the meeting at 9.25pm.

170/21 Personnel Committee

The Chair provided an update on Personnel matters and it was **RESOLVED:**

1. That the Personnel Committee consider and consult with existing employees on a new staffing structure and potential changes in roles and responsibilities, and report to full Council.
2. That existing job descriptions, roles and responsibilities and any changes will be subject to a job evaluation process and the salary grade will be confirmed.
3. That the Personnel Committee investigate the employment of an admin apprentice with PETROC and report back to full Council.

The meeting closed at 9.35pm

Chair of Combe Martin Parish Council