

**BRAUNTON PARISH COUNCIL**



Council Offices  
Chaloners Road  
Braunton

Date issued: 4 February 2020

Dear Councillor,

You are summoned to attend the Full Council meeting of Braunton Parish Council, which will be held on **MONDAY 10 FEBRUARY 2020 at 7 pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with The Public Bodies (Admission to Meetings) Act 1960 members of the public and press are welcome to attend.

Yours faithfully,

A handwritten signature in black ink that reads "T. Lovell".

Mrs T Lovell  
Clerk to the Council

*Public Participation. In accordance with Standing Order 49 a period not exceeding 15 minutes will be set aside at the start of the meeting for members of the public to ask a question or make a statement about, any matter relating solely to any function of the Council or any planning application being considered by the Council. Anybody wishing to ask a question is requested to inform the Parish Clerk prior to the meeting.*

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**AGENDA**

**Part I – Public**

1. Receive apologies and reasons for absence.
2. Receive items for information not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council.
3. Declarations of Interest

Councillors are requested to complete the book provided before the meeting.

**Interests must be re-declared when the item is called.**

4. Requests for Dispensation Consider requests received for dispensation(s).
5. Minutes
  - (a) Approve and sign Minutes of the Full Council meeting held on 13 January 2020, attached.
  - (b) Approve and sign Minutes of the Additional Council meeting held on 27 January 2020, attached
  - (c) To receive and adopt Minutes and recommendations contained therein of the Finance and Administration Committee meeting held on 27 January 2020, attached

6. Police Representation Latest newsletter attached.
7. Action Sheet See attached sheets.
8. Report from Devon County Councillor Receive Devon County Councillor.
9. Report from North Devon Councillors Receive North Devon District Councillors.
10. Planning See attached sheets.
11. Finance (a) Draw Cheques.  
(b) Statement of Accounts January 2019
12. Live Well in Braunton – Men’s Shed Receive and consider a request to support the Braunton Men’s Shed including providing a meeting venue and a Parish Representative to sit on the Committee, information attached.
13. Braunton Rotary Minstrels Walk Receive Glenn and Lotte Farrar from the Braunton Rotary Club to request permission to use Parish Council land / premises on Friday 17 July between 6 pm and 8:30 pm as part of their Minstrels Walk.
14. Police and Crime Commissioner Office Receive Mick Harrison, the Communications and Engagement Officer for the Office of the Police and Crime Commissioner (Presentation will be at 6:30 pm).
15. Braunton Air Quality Management Area (AQMA) Receive and the notes from the Air Quality Technical Working Group (TWG) held on 11 December 2019, attached.
16. Memorial Garden Damage to Hedgerow Boundary Consider options to reinstate boundary which was damaged on the 15 December 2019.
17. Defibrillators in the Village Consider request from the Braunton Caen Rotary Club for the Parish Council to fund replacement PADs and batteries for the defibrillators when required, information attached.
18. Recreation Ground Consider request received from the Braunton Rotary Club to hire the Recreation Ground on Monday 25 May 2020 for their annual fair.
19. Village Green Consider request received from the Braunton Rotary Club to hire the Village Green on the 11 April, 2, 9, 15, 16, 22 and 23 May 2020 to sell Draw tickets.
20. Items to Note
  - a. Clerks & Councils Direct – Receive and note issue 127, January 2020.
  - b. Braunton Volunteers – Receive and note letter of thanks for Parish Grant 2020/21.
  - c. Torridge, North, Mid and West Devon Citizens Advice – Receive and note a letter thanks for Parish Grant 2020/21.
  - d. DCC – Receive temporary prohibition of through traffic and parking on St Marys Road – Georgeham Road, Croyde from 16 to 20 March, information attached.

## **10. PLANNING**

- (a) 70888 Erection of a bungalow at garden of 38 West Park, Braunton, Devon. EX33 1EY

Applicant: Mrs Elizabeth Musselwhite

Comment:

- (b) 71016 Variation of condition 2 (approved plans) attached to planning permission 53945 (erection of double garage, creation of parking/turning area and installation of sewage treatment plant) to enable amended design for garage at Heddon Mill Farm, Heddon Mill, Braunton, Devon. EX33 1HZ

Applicant: Mr Clinton Winfield

Comment:

- (c) 71023 Extensions and alterations to building at Braunton Museum, The Bakehouse Centre, Caen Street, Braunton, Devon. EX33 1AA

Applicant: Braunton Parish Council

Comment:

- (d) 71046 Demolition of garage together with extensions to dwelling & erection of new garage at 16 Burrows Park, Braunton, Devon. EX33 1EU

Applicant: Mr & Mrs Brookes

Comment:

- (e) 71096 Extension & alterations to dwelling at 2 Barton Lane Close, Braunton, Devon. EX33 2AZ

Applicant: Mr & Mrs Grimshaw

Comment:

### **Adjoining Parish**

- (f) 60823 Hybrid planning application (A) full application for the access, scale & layout of site including raising of the ground levels, site access works & highway infrastructure to site, together with purpose-built bat building, (B) outline application for 250 dwellings (use class C3). Space of up to 3000sqm employment (use class B1). Space of up to 250sqm (A1) gross floorspace; space of up to 2000sqm (A3). Gross floorspace; space of up to 250sqm (D1). Gross floorspace; space of up to 250sqm (D2). (c) All the associated infrastructure including removal of any contamination, roads, footpaths, cycleway, drainage (including attenuation works), flood defence works, landscaping & appearance, public open space, utilities & vehicle parking & including demolition of buildings (amended scheme & supporting documents) at Yelland Power Station, Lower Yelland, Yelland, Barnstaple, Devon, EX31 3EZ. Grid Ref: 248009; 132322.

Applicant: Yelland Quay Ltd

Comment:

### **Approvals**

70893 Demolition of garage together with extension to dwelling at Be Traist, Colley Park Road, Braunton, Devon. EX33 2AR

### **Refusals**

70853 Certificate of lawful development for existing use of change of use of agricultural land to domestic garden at The Lookout, Boode Road, Braunton. EX33 2NW

7.

**BRAUNTON PARISH COUNCIL ACTION SHEET**

<b>DATE</b>	<b>TOPIC</b>	<b>PROGRESS MADE</b>
May 2015 ongoing	Air Quality Action Plan (AQAP)	The Air Quality TWG met with Caen Community Primary School on the 18 June 2019 notes to be considered at the Council meeting on the 8 July. <b>Notes and actions contained therein approved (Minute Ref: 076/2019/20). To consult the community: (a) 'MOVA' becoming a medium-term aim in the AQAP. (b) DCC upgrading the Zebra crossing on Chaloners Road and Saunton Road and also other walking and cycling improvements around the village becoming a short-term aim</b>
September 2018	Pedestrian crossing in Braunton	<b>The TWG meeting to be held on 11 December 2019 – draft notes to be circulated at the full Council meeting held on 10 February 2020.</b>
July 2019	Extension of Tarka Trail from Knowle towards Ilfracombe	<b>No updates have been received from the County – refer to October 2019 AS.</b>
February 2018	North Devon Council: Section 106 Money Communities Together Fund (CTF) ND Councillor Grant	<ul style="list-style-type: none"> <li>• Fitness equipment in the recreation ground –to be considered by the Parks and Gardens Committee.</li> <li>• Informal running track in the recreation ground – to be considered by the Parks and Gardens Committee.</li> <li>• Skate Park facilities on land adjacent Velator quay – Section 106 request submitted.</li> <li>• Provision of public conveniences on Chaloners Road – Section 106 request submitted <b>not eligible for S106.</b></li> <li>• Replacement play equipment at Knowle Play Park – <b>Castle themed climbing tower completed. £7,006 S106 applied for to complete phase two – install double swing set of 2 x flat swings and Birds Nest Swing complete with rubber mulch.</b></li> <li>• Upgrade existing equipment in the Chaloners Road play area identified on the ROSPA inspection - <b>£4,026 S106 applied towards replacing the Spudnik Roundabout.</b></li> </ul>
November 2018	Village Green	<ol style="list-style-type: none"> <li>1. Phase one of the project</li> <li>2. Phase two to be completed later in the year once the relevant permissions have been obtained.</li> </ol>
April 2019	Community Led Plan (aka Parish Plan)	To appoint Devon Communities Together to help review the existing Parish Plan for Braunton. To hold a public consultation event in 2020.
June 2019	Braunton Neighbourhood Plan (BNP)	The Council appointed Cllrs M Shapland, A Bryant, D Relph and G Bell as its four representatives to serve on the Braunton Neighbourhood Plan Steering Group (BNPSG) (Min Ref: 075/2019/20). The Council to provide training in Braunton for the BNPSG, Parish councillors and surrounding communities. <b>Funding included in the financial year 2020/21.</b>
June 2019	Climate Emergency	<ol style="list-style-type: none"> <li>1. Declared a 'Climate Emergency';</li> <li>2. Pledged to do everything within the Council's power to make the Parish of Braunton carbon neutral, and over the term of this council by 2023 to do as much as possible to achieve carbon neutrality.</li> <li>3. Work with other local authorities and bodies (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C;</li> <li>4. Continue to work with partners to deliver this new goal through all relevant strategies and plans;</li> <li>5. Specifically consider the mitigation of wider climate impacts on Braunton;</li> <li>6. Engage with surrounding parish and town councils to ascertain what other local areas are doing;</li> <li>7. To carry out an audit of the Council's activities to define the organisation boundaries and establish where improvements in the Council's energy use can be made.</li> <li>8. Cllr Bell to contact surrounding Parish Council's.</li> </ol>



		<p>9. Secured District Councillor Grant to plant standard trees in the Recreation Ground as part of the Council tree planting scheme.</p> <p>10. Secured Oak tree from the Landmark Tree Scheme to be planted on land behind the Anchor area in the centre of the village.</p> <p>11. Secured 420 trees from the Woodland Trust to be planted on parish land in November / December 2020.</p> <p>12. Climate Emergency to be discussed at the 10 February Additional Council meeting.</p>
June 2019	Public Conveniences and baby changing facilities	<p>1. Clerk has reported to NDC the poor state of their public conveniences in Braunton.</p> <p>2. Council to continue to secure external funding to reopen the redundant public conveniences at the side of the Parish Hall.</p>
July 2019	Pharmacy Services in the village	<p>The Clerk to write to the LPC and CCG to express the Council's concerns regarding the closure of the Lloyds Pharmacy on Caen Street and whether the existing pharmacy services in the village will meet the needs of the community.</p> <p>1. Response received from NHS England (South West) 09/08/19.</p> <p>2. Response received from Devon Local Pharmaceutical Committee 16/08/19</p> <p>3. Waiting for response from CCG.</p> <p>4. Response received from Devon County Council Health and Wellbeing Board 24/09/19 and 28/01/20.</p> <p>5. Response received from Lloyds Pharmacy 18/01/20.</p> <p>6. Council to issue press release to encourage the community to write to the DCC Health and Wellbeing Board to request an urgent PNA be carried out in Braunton. <b>Completed.</b></p> <p>7. Council to invite Councillor Andrew Leadbetter to future meeting to discuss pharmaceutical needs in Braunton. <b>Completed – He would not refuse but he wonders what more he can say.....</b></p>
July 2019	Devon & Somerset Fire & Rescue Service (DSFRS)	The Clerk to invite the DSFRS to attend a meeting with Council to discuss the proposed options in their Service Delivery Operating Model consultation. <b>Council submit response to consultation not in favour of the proposed options (Min Ref: 130/2018/19).</b>
July 2019	Parish Field	Caen Community Primary School to be given permission in principle to create an all weather track around the perimeter of the Parish Field subject to the School obtaining the necessary permissions and any legal cost to amend the Lease is met by DCC.
August 2019	Hospital services in northern Devon	The Council put on its website and social media sites the Hospital Services in northern Devon: public survey. The Council write to the local MP to request him to put political pressure on the government to secure more funding for the NDDH in the future. <b>To be considered by Council at its meeting in January 2020.</b>
November 2019	Community Emergency Plan (CEP)	Working Party to meet and update the CEP before the 9 December. <b>Completed.</b>
<b><u>DATE</u></b>	<b><u>COMMITTEE</u></b>	<b><u>PROGRESS</u></b>
May 2019	Finance and Admin	BPC to apply for the Local Council Award Scheme (aka Quality Council Status).
May 2019	Finance and Admin	To upgrade the Council's website. <b>Funding allocated in 2020/21.</b>
May 2019	Finance and Admin	To provide training opportunities for local councillors - <b>Ongoing.</b>
November 2019	Finance and Admin	Parish Grants be awarding in April 2020 totalling £13,475.
December 2019	Finance and Admin	Operation London Bridget to agree draft Policy in principle and bring back to the January meeting to approve

		Appendices - <b>Completed.</b>
January 2019	Parks and Gardens	Install new swing set and communal area in Knowle Play Park. <b>Waiting for S.106 Funding to be released.</b>
April 2019	Parks and Gardens	Council to take on the County Urban Grass Cutting contract for 2020/21.
June 2019	Parks and Gardens	To obtain costs to install fitness equipment – to be considered by the new Council following the May elections. Rotary Club of Braunton are keen to develop the area and encourage pentanque. The project to be referred to full Council following the May elections. <b>The Parks and Gardens Comm. meet with the Braunton Rotary Club (BRC) on the 30 September to consider options and costs – no official response received from the BRC regarding proposed plans.</b>
June 2019	Parks and Gardens	To look at opportunities to provide more public open space in the community. The Clerk, the Chair and Chair of Parks and Gardens to be given delegated powers to meet with NDC to begin negotiations regarding acquiring more open space in Braunton.
November 2019	Parks and Gardens	To carry out a tree audit of Council owned trees and identify land where trees can be planted in the future. To allocate funds in the Council's budget 2020/21. <b>External funding provided to plant 13 trees on the Braunton Recreation Ground.</b>
November 2019	Parks and Gardens	To negotiate with DCC a long-term agreement / lease to maintain the 32,000 m <sup>2</sup> in the parish. <b>Ongoing.</b>
November 2019	Parks and Gardens	<ul style="list-style-type: none"> <li>• To apply for a free pack of trees from the Woodland Trust to be planted by local school children at the Beacon in the Spring 2020. <b>Application was successful trees will be received in November 2020.</b></li> <li>• The Council to purchase and plant 45 standard trees on its land subject to budgetary provisions. <b>13 trees planted on the Recreation in January 2020.</b></li> <li>• The Clerk to obtain permission to plant trees on DCC grass verges. <b>Clerk sent email on 21 January 2020 chasing response.</b></li> </ul>
September 2019	Property	BPC to reconsider the Rural Community Energy Fund Feasibility Study. <b>This has been uploaded to the 'BPC Climate Emergency Google Drive'.</b>
	Property	<p><b>Review of the Braunton Community Work Hub – the following agreed at the Property Committee meeting 03/09/19:</b></p> <ol style="list-style-type: none"> <li>1. Introduce new T&amp;C's. <b>Completed</b></li> <li>2. Introduce new tariff. <b>Completed</b></li> <li>3. Organise a first anniversary relaunch to coincide with launching the Work Hub website.</li> <li>4. Contact NDC Economics team to research what help is available to SMEs.</li> <li>5. Contact Princes Trust Programme to involve young people.</li> <li>6. Review changes in 6 months.</li> </ol>