

## BRAUNTON PARISH COUNCIL



### Minutes of the Braunton Parish Council meeting held on Monday 12<sup>th</sup> October 2020 at 7:00 pm by video conference call.

	<b><u>Present</u></b>	<p>Cllrs: E Spear in the Chair, D Spear, M Shapland, R Shapland, E Wood, G Bell (part), J Chesters P Lord, A Bryant and V Cann,</p> <p>Officers: T Lovell, Parish Clerk &amp; RFO.</p> <p>1 members of the public.</p> <p>The Chair welcomed those in attendance and thanked everyone for joining the meeting. Technical checks were undertaken, the Chair read out the procedures for virtual meetings.</p>
125/2020/21	<b><u>Apologies</u></b>	Received from Cllrs B Bunyard, A Bradford and D Relph.
126/2020/21	<b><u>Declarations of Interest</u></b>	None received.
127/2020/21	<b><u>Receive items for information not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council.</u></b>	<p>The Chair informed members that there had been an attempted burglary at the Gardener's Shed over the weekend. She thanked the staff for coming into work on Sunday to secure the building.</p> <p>The Chair thanked Cllrs Val Cann and Graham Bell for the work they have done in setting up Braunton Together.</p>
128/2020/21	<b><u>Public Participation</u></b>	There was no public participation.
129/2020/21	<b><u>Minutes</u></b>	<p>RESOLVED: That the</p> <p>a. Minutes of the Council meeting held on 14<sup>th</sup> September 2020 be approved and signed by the Chair as a correct record.</p> <p>b. Minutes of the Council meeting held on 28<sup>th</sup> September 2020 be approved and signed by the Chair as a correct record.</p>

- c. Minutes of the Finance and Administration Committee meeting held on the 28<sup>th</sup> September 2020 be ratified and adopted by Council subject to Cllr G Bell's apologies being recording under Minute Ref: 12/FA/2020/21.
- d. Minutes of the Property Committee meeting held on the 21<sup>st</sup> September 2020 be ratified and adopted by Council.

(NC)

130/2020/21      **Action Sheet**      RESOLVED: That the updated Action Sheet attached to these minutes be noted

(NC)

131/2020/21      **Police Report**      RESOLVED: That the Police newsletter for October 2020 be noted.

Members discussed the increase in anti social behaviour over the past few weeks. Cllr E Spear would speak to North Devon officers as they had set up a Committee to deal with anti social hotspots during the summer holidays.

Cllr G Bell joined the meeting at 7:12 pm.

(NC)

132/2020/21      **Reports from the Devon County Councillor**      Members noted the County Cllrs report circulated prior to the meeting.

Cllr V Cann requested if the County Cllrs funding could be spent on providing flashing speeding signs similar to the one in Croyde. It was agreed that Cllr Cann would forward information regarding the signs to the Clerk for further investigation.

Cllr D Spear asked if the County had responded to the Knowle Petition regarding speeding vehicles along the A361. The Clerk to chase the County regarding this matter. Cllr G Bell commented that perhaps the Council could suggest that the Speed Watch team carries out checks in more random locations.

Cllr A Bryant requested if there had been any updated regarding the extension of the Tarka Trail from Knowle to Willingcott. He had contacted numerous County Cllrs but had not heard back.

133/2020/21      **Reports from the North Devon Councillors**      Cllr E Spear reported that North Devon Council and Torridge District Council are the first principle authorities to adopt a Supplementary Planning Document (SPD) on Air Quality. There was a slight delay in adopting the document to allow the effects of ammonia pollution to be included but this has strengthened the SPD.

Cllr D Spear informed members that the North Devon Leisure Centre had lost a considerable amount of money due to Covid19. North Devon Council have allocated

emergency funding as the Leisure Centre is important regarding our local economic growth and tourism as well as general fitness and peoples wellbeing.

134/2020/21      **Planning**

- (a)    72156  
Proposal: Extension to dwelling.  
Location: Glen Ayr, Chaloners Road, Braunton  
EX33 2ES  
Applicant: Mrs D Cohen

It was moved by Cllr D Spear, seconded by Cllr R Shapland to recommend approval.

RESOLVED: That the Council recommends approval.

(NC)

- (b)    72211  
Proposal: Extension to dwelling.  
Location: 21 Silvan Drive, Braunton EX33 1EU  
Applicant: Mr & Mrs Stuart Broadbent

It was moved by Cllr J Chesters, seconded by Cllr D Spear to recommend approval.

RESOLVED: That the Council recommends approval.

- (c)    72137  
Proposal: Extension to bed and breakfast business to provide additional owners accommodation.  
Location: The Brookfield, 45 South Street, Braunton, EX33 2AN  
Applicant: Mr Chris Wassall

It was moved by Cllr J Chesters, seconded by Cllr D Spear to recommend approval.

RESOLVED: That the Council recommends approval.

- (d)    71593  
Proposal: Retrospective application for the continued siting of one mobile home to be used as a rural workers dwelling.  
Location: Meadowsweet, Saunton Road, Braunton, Devon, EX33 1HG  
Applicant: M Nichol

It was moved by Cllr J Chesters, seconded by Cllr R Shapland.

RESOLVED: That the application be deferred due to additional information received from Cllr J Chesters.

(NC)

135/2020/21	<b><u>North Devon Council – Planning Decisions</u></b>	<p>North Devon Council, the determining Authority, has APPROVED the following applications with conditions as filed:</p> <p>71999 Proposal: Demolition of garage and conservatory and erection of single storey extension. Location: 24 Burrows Park, Braunton, EX33 1EU Applicant: Mr and Mrs Wallace Decision: APPROVED Decision Date: 21/09/2020</p> <p>71389 Proposal: Demolition of existing &amp; erection of new extension to rear of dwelling. Location: 31 Heanton Street, Braunton, EX33 2JS Applicant: Ms Jane Squire Decision: APPROVED Decision Date: 22/09/20</p> <p>71429 Proposal: Notification of works to trees in a Conservation area in respect of selective branch removal from 1 Willow Tree. Location: Pikkeston Court, Church Street, Braunton, EX33 2EL Applicant: Mr Martin Tringham Decision: APPROVED Decision Date: 01/10/20</p>																
136/2020/21	<b><u>Accounts due for Payment for the period 29<sup>th</sup> September to the 12<sup>th</sup> October 2020.</u></b>	<p>RESOLVED: That the</p> <p>a. Payments totalling £3696.87 be approved and paid as detailed on the attached list.</p> <p>b. PAYE, NI and Pensions for October 2020 be approved as detailed on the attached list. (NC)</p>																
137/2020/21	<b><u>Review of North Devon Off Street Places Order</u></b>	<p>a. Parking Permits</p> <p>RESOLVED: That the review of the parking permits in Caen Street Overflow Car Park be deferred until a future meeting when the Council sets its budget for 2021/22.</p> <p>b. Off Street Places Order (OSPO)</p> <p>RESOLVED: That the Council amends its OSPO for Caen and Chaloners Road car parks, as follows:</p> <p style="text-align: center;">Monday to Saturday (including Bank Holidays) 09:00 to 18:00</p> <table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td>Up to 20 minutes</td> <td style="text-align: right;">20p</td> </tr> <tr> <td>Up to 1 hour</td> <td style="text-align: right;">70p</td> </tr> <tr> <td>Up to 2 hours</td> <td style="text-align: right;">£1.40</td> </tr> <tr> <td>Up to 3 hours</td> <td style="text-align: right;">£2.20</td> </tr> <tr> <td>Up to 4 hours</td> <td style="text-align: right;">£2.70</td> </tr> <tr> <td>Up to 5 hours</td> <td style="text-align: right;">£3.20</td> </tr> <tr> <td>Up to 6 hours</td> <td style="text-align: right;">£3.70</td> </tr> <tr> <td>Up to 7 hours</td> <td style="text-align: right;">£4.20</td> </tr> </table>	Up to 20 minutes	20p	Up to 1 hour	70p	Up to 2 hours	£1.40	Up to 3 hours	£2.20	Up to 4 hours	£2.70	Up to 5 hours	£3.20	Up to 6 hours	£3.70	Up to 7 hours	£4.20
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Up to 8 hours                      £4.70  
Up to 9 hours                        £5.20

The above changes to come into effect from the 1<sup>st</sup>  
April 2021.

(NC)

138/2020/21

**Items for  
Information**

Members noted th Clerk Magazine, Vol 51, No 5,  
September 2020.

The meeting closed at 8.20 pm.

Signed by the Chair: .....  
(Cllr E Spear)  
Date: .....

DATE	TOPIC	
February 2020	Air Quality Action Plan (AQAP)	TWG meeting held on Wednesday 12 February 2020 –NDC have adopted the Air Quality SPD.
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> To be promoted in the Parish Council's Active Travel Plans submitted to DCC. To request update on status of the project and remind the County that their planning consent will lapse
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> <li>• Trim Trail adjacent Tarka Trail on Parish Council land - <b>£14,628 Section 106 request submitted. Developer has requested clarification of site and that consultation be carried out with neighbouring residents.</b></li> </ul>
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 – <b>Postponed due to COVID-19.</b>
June 2019	Braunton Neighbourhood Plan (BNP)	The Council appointed Cllrs M Shapland, A Bryant, D Relf 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 BNPSG to report at September Council meeting.</b> Stuart Todd Independent Consultant to carry out a workshop during October with the BNPSG members to reinvigorate the BNP.
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> <li>9. Secured District Councillor Grant to plant standard trees in the Recreation Ground as part of the Council tree planting scheme.</li> <li>10. Secured Oak tree from the Landmark Tree Scheme to be planted on land behind the Anchor area in the centre of the village.</li> <li>11. Secured 420 trees from the Woodland Trust to be planted on parish land in November / December 2020.</li> </ol>



June 2019	Public Conveniences and baby changing facilities	<p>12. BPC Climate Emergency Working Party to meet on Monday 16 March at 6 pm.</p> <ol style="list-style-type: none"> <li>1. Clerk has reported to NDC the poor state of their public conveniences in Braunton.</li> <li>2. Council to continue to secure external funding to reopen the redundant public conveniences at the side of the Parish Hall.</li> <li>3. NDC to carry out a review of its public conveniences.</li> <li>4. Clerk emailed Paul Burton to find out NDC intend to open the public conveniences in Braunton with shops reopen on the 15<sup>th</sup> June. <b>Braunton public conveniences were opened on the 15<sup>th</sup> June.</b></li> </ol> <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> <ol style="list-style-type: none"> <li>1. Response received from NHS England (South West) 09/08/19.</li> <li>2. Response received from Devon Local Pharmaceutical Committee 16/08/19</li> <li>3. Waiting for response from CCG.</li> <li>4. Response received from Devon County Council Health and Wellbeing Board 24/09/19 and 28/01/20.</li> <li>5. Response received from Lloyds Pharmacy 18/01/20.</li> <li>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></li> <li>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></li> </ol> <ol style="list-style-type: none"> <li>1. The Council agreed the Men's Shed could use the Committee Room and area at the rear of the premises.</li> <li>2. The first two meetings will not be charged to help the group to become financial established.</li> <li>3. Cllr R Shapland to be the Council's representative on the Men's Shed Committee.</li> </ol> <p>Council to consider options to replant area at its meeting on 9 March.</p> <p>Quotation received from St. Johns Garden Centre. Insurance money received w/c 28/09/20 Parks and Gardens to consider options for remedial works.</p> <p>Reintroducing charging in the Council's car parks. NDC only working with contactless payment method RingGo confirmed to charge to be added to NDC existing account. Waiting for response from NDC.  <b>NDC will resume the Parish Council's car parks cash collections on Monday 13<sup>th</sup> July 2020. NDC will allow the Parish Council to be added to its existing RingGo account they hope to be able to offer this by October. Council to review Off Street Parking Order for next April.</b></p> <p>DCC and NDC have supported the Council making the pavements in Caen Street one way. <b>Signage implemented by Council staff. Council approve additional signage at each end of Caen Street and by pay and display machines. Clerk to mock up sign and circulate for approval.</b></p> <p>DCC are considering a 20 mph limit in Caen Street, The Square, Exeter Road and Ilfracombe Road.</p> <p>DCC are considering synchronising the pedestrian signal lights on out the Anchor with the lights on The Square.</p> <p>Council to consider more permanent measures to be including the second tranche of DCC Active Travel bid.</p> <p>Clerk to write to DCC and the North Devon MP expressing the Council's disappointment on how the County consulted with communities regarding the Active Travel Fund. <b>Received no response.</b></p> <p>Council approved risk assessments and proposals to reopen Council building and services including: Car Parks, Community Work Hub, Play Areas and Parish Office.</p> <p>Council to provide signage so that the Skate Bowl can reopen.</p> <p>Risk assessment for the Parish to be deferred until the August meeting. Clerk to ascertain if hirers intend to start</p>
July 2019	Pharmacy Services in the village	
February 2020	Men's Shed – Live Well in Braunton	
February 2020	Remedial Works to the Memorial Garden Hedgerow	
June 2020	Car Parks	
June 2020	Measures to reopen the village	
June 2020	COVID-19 Measures to reopen Council buildings and Services	

July 2020	Racial issues	using the Hall again. <b>To be updated in accordance with Government guidance.</b> The Chair, Cllr V Cann, Cllr G Bell and the Clerk to meet with the Police Diversity Officer and ND Sunrise and report back to future meeting. Publication in EX33 and local media next meeting to be held on the 13 October.
July 2020	Life on the Verge	Council to accept the Life on the Verge Equipment. To issues a press release encourage community groups to plant wildflower verges in the Autumn. To loan the Life on the Verge equipment to other communities. To work in partnership with Countryside Centre.
July 2020	Office IT	Council to accept Integra's proposal for a FTTC (Fibre) internet connection. Council on waiting list as insufficient capacity at the exchange. Router to be installed on the 9 October.
	<b><u>DATE</u></b>	<b><u>COMMITTEE</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 postponed to 2021/22 due to COVID. Accessibility Statement to be approved by 23<sup>rd</sup> September 2020.</b>
May 2019	Finance and Admin	To provide training opportunities for local councillors - Ongoing.
November 2019	Finance and Admin	Parish Grants be awarded in April 2020 totalling £13,475. <b>Postponed due to COVID-19.</b>
June 2020	Annual Audit	Deadline has been extended to September due to COVID-19.
February 2020	Parks and Gardens	Install new swing set and communal area in Knowle Play Park. <b>Waiting for S.106 Funding to be released.</b>
June 2020	Parks and Gardens	Council to take on the County Urban Grass Cutting contract for 2020/21.
January 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. Funding for Trim Trail applied to Section 106.</b>
April 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 between the River Caen and Tarka Trail..
June 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. To request permission to plant trees on County verge at Coril Head met with DCC in August proposal to be considered.</b>
June 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 last chased 21/01/20.</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> </ul>
November 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>
November 2019	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>
November 2019	Property	Parish Hall look at options and costs to improve the energy efficiency of the building including replacing doors and windows (Min Ref: PR/22/2019/20).
February 2020	Property	To review the condition of Caen Street Car Park and bring costs for resurfacing / patching, realigning and drainage back to the next meeting.
February 2020	Property	<p>Electric Vehicle (EV) Charge Point in Caen St. Car Park.</p> <ol style="list-style-type: none"> <li>1. To apply to the Energy Saving Trust for funding towards installing 22kW EV charge point.</li> <li>2. Join the Devon Low-carbon Energy &amp; Transport Technology Innovator (DELETTI)</li> <li>3. Work with North Devon Council to ensure that charge points are compatible</li> </ol>

Date: 12/10/2020  
Time: 15:25:55

**Braunton Parish Council**  
**Day Books: Supplier Invoices (Summary)**

Page: 1

Date From: 29/09/2020  
Date To: 12/10/2020

Supplier From:  
Supplier To: ZZZZZZZZ

Transaction From: 1  
Transaction To: 99,999,999

<u>Tran No.</u>	<u>Item Type</u>	<u>Date</u>	<u>A/C Ref</u>	<u>Inv Ref</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>	
43530	1	PI	12/10/2020	GEORGINA	99	Cleaning Work Hub Sept 20	60.00	0.00	60.00
43531	1	PI	12/10/2020	JUSTOFFI	INV1110641	Office stationery	29.30	5.86	35.16
43532	2	PI	12/10/2020	ALTER	114513	Resistors 12v	20.20	4.04	24.24
43534	1	PI	12/10/2020	BRSVCST	BPC000206	Petrol / deisel	220.08	44.00	264.08
43535	1	PI	12/10/2020	NDDC	071670	Trade Waste collections Feb	58.46	0.00	58.46
43536	1	PI	12/10/2020	NDDC	112339253	Trade waste collections Oct	38.82	0.00	38.82
43537	1	PI	12/10/2020	NDDC	11278046	Machine collections 15.07.20	1,224.00	244.80	1,468.80
43538	1	PI	12/10/2020	NDDC	11278135	Dog waste bin emptying July	705.25	141.05	846.30
43539	1	PI	12/10/2020	SLEES	10000017	Sundaries	76.52	15.30	91.82
43540	2	PI	12/10/2020	WPSINSUR	19581734	Fleet insurance renewal	440.00	49.80	489.80
43542	1	PI	12/10/2020	SSE1	621766474/	Gas Work Hub	242.86	12.14	255.00
43543	1	PI	12/10/2020	LOOMIS	0402349	Coin sorting	53.66	10.73	64.39
<b>Totals</b>						<b>3,169.15</b>	<b>527.72</b>	<b>3,696.87</b>	

Parish Clerk: T. Lovell,

Date: 12/10/20

<b>BRAUNTON PARISH COUNCIL</b> <b>APPROVED FOR PAYMENT</b>
CHAIRMAN .....
DATE ..... 12-10-20 .....

