

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 3 March 2020

Dear Councillor,

You are summoned to attend the Full Council meeting of Braunton Parish Council, which will be held on **MONDAY 9 MARCH 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,

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.

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 10 February 2020, attached.
 - (b) Approve and sign Minutes of the Additional Council meeting held on 24 February 2020, attached
 - (c) To receive and adopt Minutes and recommendations contained therein of the Finance and Administration Committee meeting held on 24 February 2020, attached
 - (d) To receive and adopt Minutes and recommendations contained therein of the Property Committee meeting held on 18 February 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 February 2019
12. Royal British Legion (RBL) Braunton Branch Receive Ian Cheesman regarding proposals to hold an event in Braunton for VE Day on the Bank Holiday Friday 8 May 2020.
13. North Devon Council (NDC) Agreement for the Management of Parish Council Car Parks Receive report regarding proposals to revise the existing NDC Agreement for the management of Caen Street and Chaloners Road car parks.
14. Memorial Gardens: Consider options and costs to plant along the boundary of the Memorial Gardens.
15. Utility Provider Consider options to move gas supplies for the Parish Hall/Offices and Pavilion, information attached.
16. Notice of Motion Approve and adopt 'Notice of Motion' procedure and Form, attached.
17. The following motion has been received from Councillor E Wood and is supported by Councillor V Cann:
Braunton Parish Council to ask Devon County Council to put forward Barnstaple area, including Braunton to be the first all electric bus town.
18. The following motion has been received from Councillor E Wood and is supported by Councillor V Cann:
Braunton Parish Council to match fund the installation of a water fountain and refill station on the Countryside Centre building and to budget the annual revenue cost for repair and maintenance, water supply and water quality checks.
19. Upkeep and maintenance of grass verges in the Village Consider costs to part exchange the Kubota flail for a smaller flail cutting deck, report attached.
20. Planting in the Village
 - a. Consider request from Love Braunton to install planters on the Village Green (on the resin area same side as the Foul Water Pump), information attached.
 - b. Approve summer planting in the village.
21. Community Shared Space Consider request to hire the CSS every Tuesday morning starting from the 11 May until 26 September and Bank Holiday Friday 8 May, Monday 25 May and Monday 31 August for the purpose of a table top plant sale in aid of Kidney Research.
22. Braunton Skate Jam: Consider request to use the Skate Bowl and part of the Overflow Car Park on Saturday 15th and Sunday 16th August 2020.
23. Items to Note
 - a. Devon County Council - (Footpath no. 31, Braunton) Public Path Diversion and Definitive Manage and station Modification Order 2020, information attached.
 - b. South West Councils – Associate Member News, information attached.
 - c. Clerk and Councils Direct – Issue 128, March 2020.

10. PLANNING

(a) 71063 Single storey extension to dwelling at 2 Orchard Road, Knowle, EX33 2LY

Applicant: Mr John Garner

Comment:

(b) 71171 Extension & alterations to dwelling together with raised decking at 11 Shortacombe Drive, Braunton, North Devon EX33 1JD

Applicant: Mr & Mrs Blott

Comment:

Approvals

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

Appeals

APP/X1118/W Approved for one agricultural workers supervisory dwelling
/19/3239842 at Gandies, Road to Braunton Burrows Car Park, Braunton, EX33 2NU

7.

BRAUNTON PARISH COUNCIL ACTION SHEET

DATE	TOPIC	PROGRESS MADE
May 2015 ongoing February 2020	Air Quality Action Plan (AQAP)	The Air Quality TWG met with Caen Community Primary School on the 18 June 2019 notes considered at the Council meeting on the 8 July. The TWG meeting to be held on 11 December 2019 – Notes and actions contained therein approved (Minute Ref: 237/2019/20). TWG meeting held on Wednesday 12 February 2020 – draft notes to be circulated for approval at the April full Council meeting.
July 2019	Extension of Tarka Trail from Knowle towards Ilfracombe	No updates have been received from the County – refer to October 2019 AS.
February 2018	North Devon Council: Section 106 Money Communities Together Fund (CTF) ND Councillor Grant	<ul style="list-style-type: none"> • Fitness equipment in the recreation ground –to be considered by the Parks and Gardens Committee. • Informal running track in the recreation ground – to be considered by the Parks and Gardens Committee. • Skate Park facilities on land adjacent Velator quay – Section 106 request submitted. • Provision of public conveniences on Chaloners Road – Section 106 request submitted not eligible for S106. • Replacement play equipment at Knowle Play Park – 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. • Upgrade existing equipment in the Chaloners Road play area identified on the ROSPA inspection - £4,026 S106 applied towards replacing the Spudnik Roundabout. • Trim Trail adjacent Tarka Trail on Parish Council land - £14,628 Section 106 request submitted.
November 2018	Village Green	<ol style="list-style-type: none"> 1. Phase one of the project – completed. 2. Phase two to be completed later in the year once the relevant permissions have been obtained.
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. Funding included in the financial year 2020/21.
June 2019	Climate Emergency	<ol style="list-style-type: none"> 1. Declared a 'Climate Emergency'; 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. 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; 4. Continue to work with partners to deliver this new goal through all relevant strategies and plans; 5. Specifically consider the mitigation of wider climate impacts on Braunton; 6. Engage with surrounding parish and town councils to ascertain what other local areas are doing; 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. 8. Cllr Bell to contact surrounding Parish Council's. 9. Secured District Councillor Grant to plant standard trees in the Recreation Ground as part of the Council tree planting scheme.

		<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. BPC Climate Emergency Working Party to meet on Monday 16 March at 6 pm.</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> <p>3. NDC to carry out a review of its public conveniences.</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. Completed.</p> <p>7. Council to invite Councillor Andrew Leadbetter to future meeting to discuss pharmaceutical needs in Braunton. Completed – He would not refuse but he wonders what more he can say.....</p>
February 2020	Men's Shed – Live Well in Braunton	<p>1. The Council agreed the Men's Shed could use the Committee Room and area at the rear of the premises.</p> <p>2. The first two meetings will not be charged to help the group to become financial established.</p> <p>3. Cllr R Shapland to be the Council's representative on the Men's Shed Committee.</p>
February 2020	Remedial Works to the Memorial Garden Hedgerow	Council to consider options to replant area at its meeting on 9 March.
February 2020	Defibrillators in the Village	<p>The Council to take on the annual costs to replace Pads and batteries in the defibrillators, as follows:</p> <ul style="list-style-type: none"> • The one in the Cross Tree Centre • The one at John Wensley's Newsagents • The one at Pixie Dell Stores • The one at the Old School Rooms in Church St.
<u>DATE</u>	<u>COMMITTEE</u>	<u>PROGRESS</u>
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. Funding allocated in 2020/21.
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.
February 2020	Finance and Admin	Risk Assessment and Review of Effectiveness of Internal Controls and Internal Audit for the year 2019-20 – Completed

February 2020	Finance and Admin Parks and Gardens	Annual review of Standing Orders to adopt the NALC Model – Clerk to the report back to the March Finance & Admin meeting.
February 2020	GDPR	Annual review of compliance – completed no changes required.
January 2019	Parks and Gardens	Install new swing set and communal area in Knowle Play Park. Waiting for S.106 Funding to be released.
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. 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.
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 between the River Caen and Tarka Trail.
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. External funding provided to plant 13 trees on the Braunton Recreation Ground.
November 2019	Parks and Gardens	To negotiate with DCC a long-term agreement / lease to maintain the 32,000 m ² in the parish. Ongoing last chased 21/01/20.
November 2019	Parks and Gardens	<ul style="list-style-type: none"> 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. Application was successful trees will be received in November 2020. The Council to purchase and plant 45 standard trees on its land subject to budgetary provisions. 13 trees planted on the Recreation in January 2020.
September 2019	Property	BPC to reconsider the Rural Community Energy Fund Feasibility Study. This has been uploaded to the 'BPC Climate Emergency Google Drive'.
November 2019	Property	Review of the Braunton Community Work Hub – the following agreed at the Property Committee meeting 03/09/19: <ol style="list-style-type: none"> 1. Introduce new T&C's. Completed 2. Introduce new tariff. Completed 3. Organise a first anniversary relaunch to coincide with launching the Work Hub website. 4. Contact NDC Economics team to research what help is available to SMEs. 5. Contact Princes Trust Programme to involve young people.

February 2020	Property	6. Review changes in 6 months. 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	Electric Vehicle (EV) Charge Point in Caen St. Car Park. <ol style="list-style-type: none"> 1. To apply to the Energy Saving Trust for funding towards installing 22kW EV charge point. 2. Join the Devon Low-carbon Energy & Transport Technology Innovator (DELETTI) 3. Work with North Devon Council to ensure that charge points are compatible