

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council meeting held on Monday 8 July 2019 at 7:00 pm in the Council Chamber, Chaloners Road, Braunton.

Present

Cllrs: E Spear in the Chair, D Spear, Mrs J Chesters, D Relph, Lord, G Bell, V Cann, M Shapland, R Shapland, A Bradford, A Bryant and E Wood.

Officers: T Lovell, Parish Clerk & RFO

5 members of the public.

A member of the public addressed the Council regarding agenda item 13 'Braunton Air Quality Action Plan (AQAP)'. On behalf of Love Braunton she had written to the Council in January 2019 to support the traffic signal lights at the "The Square" being upgraded to "MOVA" (Microprocessor Optimised Vehicle Actuation). The AQAP for Braunton has been agreed and signed off but there is no date for when the actions within the AQAP will be carried out. Love Braunton have been actively campaigning and have received financial support from the local community to purchase and install real-time air quality monitoring equipment in the village. Love Braunton would request that their letter of support is used as evidence to deliver the actions in the AQAP.

A member of the public expressed her deep concern regarding climate change. She explained that she had studied climate change and had in the past worked as an advisor for a non-departmental public body. She thanked the Council for declaring a climate emergency as a mother she is concerned regarding the consequences that climate change will have on the next generation.

A member of the public reiterated the concerns already expressed regarding climate change. She commended the Parish Council for declaring a climate emergency. The intergovernmental panel on climate change (ipcc) Special Report on Global Warming of 1.5°C: Summary for Policymakers provides guidance on the implementation of actions at every level. She informed members that Regen Braunton had been recently established to help support actions at a local level to ensure that Braunton continues

to have to a strong economy and community.

064/2019/20	<u>Apologies</u>	Received and accepted from Cllr Bunyard
065/2019/20	<u>Items not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council</u>	There were none.
066/2019/20	<u>Declarations of Interest</u>	There were none.
067/2019/20	<u>Request for Dispensation</u>	None received.
068/2019/20	<u>Minutes</u>	<p>(a) RESOLVED: That the Minutes of the Annual Council meeting held on 10 June 2019 be approved and signed as a correct record.</p> <p style="text-align: right;">(11.1)</p> <p>(b) RESOLVED: That the Minutes of the Additional Council meeting held on 24 June 2019 be approved and signed as a correct record.</p> <p>(c) RESOLVED: That the Minutes of the Finance and Administration Committee meeting held on 24 June 2019 be ratified and adopted by the Council.</p> <p>(d) RESOLVED: That the Minutes of the Property Committee meeting held on 18 June 2019 be ratified and adopted by the Council.</p> <p style="text-align: right;">(NC)</p>
069/2019/20	<u>Police Representation</u>	<p>RESOLVED: That</p> <p>a. the Council noted the latest Police Newsletter, which was circulated prior to the meeting.</p> <p>b. the Clerk be instructed to contact the police and copy in Devon County Council regarding the following:</p> <p>i. further clarification regarding parked vehicles parked on designated cycle lanes.</p> <p>ii. cyclist cycling the wrong way along one-way streets.</p> <p>iii. Improve signposting for cyclist to the tarka trail as a safer option then cycling on the highway.</p> <p>iv. what plans are there to improve the surface of the Tarka Trail.</p> <p style="text-align: right;">(NC)</p>



070/2019/20	<u>Action Sheet</u>	RESOLVED: That the Action Sheet be noted, attached. (NC)
071/2019/20	<u>Report from Devon County Councillor</u>	<p>The County Councillor Caroline Chugg reported that she had been in discussion with PCSO Andy Frisby regarding the possibility of installing a solar powered flashing speeding sign on Saunton Road. Cllr Cann commented regarding the flashing sign recently installed in Croyde. It was noted that Georgeham Parish Council had contributed to the cost of installing the sign.</p> <p>Surface patching works have been carried out on Lower Park Road and Chivenor roundabout has now been resurfaced. It was noted that subsidence had occurred in the road on Caen Street outside of Warrens Bakery. The County is changing the way in which it carries out repairs to potholes moving forward if there is a cluster of potholes they will be repaired together not just the potholes that meet the defect guidelines. Cllr M Shapland reported a pothole at West Cross at the entrance to two domestic dwellings and that a pedestrian had recently tripped and broken her hip.</p> <p>A new bus shelter has been installed in Knowle on the north bound bus stop on the A361. Members requested when works would start regarding extending the Tarka Trail out towards Willingcott. The County Councillor reported that DCC are still in negotiations with landowners.</p> <p>Cllr D Relph requested clarity regarding the County's budget for air quality improvements in AQMAs. The County Councillor reported that DCC's main priority is the elderly and children she confirmed that the money that had been previously allocated for Braunton had now been spent elsewhere.</p>
072/2019/20	<u>Report from North Devon District Councillors</u>	<p>The Chair invited the district councillors to give their reports.</p> <p>Cllr Mrs Chesters reported that NDC hoped to start the BMX track in the parish of Heanton Punchardon in September.</p> <p>Cllr D Spear reported that the Policy Development Committee's initial Work Programme / Forward Plan would include:</p> <ul style="list-style-type: none"> • Climate change / carbon reduction - Air quality incorporated within climate change • National Health Service (NHS) – Long Term Plan • Management of the Taw & Torridge Estuaries • Fair Funding for Education <p>Cllr D Spear further reported that NDC would be inviting the Chief Fire Officer and representatives of other allied</p>



services to address the Council regarding the Devon and Somerset Fire & Rescue Service consultation on its service delivery proposals.

Cllr E Spear reported that Braunton Burrows is a Special Area of conservation (SAC) and also a Site of Special Scientific Interest (SSSI). There is evidence that due to increased visitor pressure, adverse effects on the integrity of the SAC cannot be ruled out. Visitor surveys have identified a robust Zone of Influence (ZOI) – running from Putsborough across to Barnstaple. A Mitigation Management Plan is now being produced through contributions secured from development within the ZOI. The interim position, to cover the period prior to the Plan being finalised, is to seek contributions at a rate of £100 per unit on any development resulting in a net gain in temporary or permanent residential or holiday accommodation within the ZOI. This contribution rate will be reviewed once the Mitigation Plan is publicised.

- 073/2019/20 **Planning** The Chair requested the Lead Member for Planning Cllr M Shapland, to present the planning applications to the meeting as per the attached sheet.
- 074/2019/20 **Finance** (a) RESOLVED: That the cheques on the schedule were approved and drawn in the total sum of £3,389.02.
(b) RESOLVED: That the statement of accounts for July 2019 be received and noted. (NC)
- 075/2019/20 **Braunton Neighbourhood Plan Steering Group (BNPSG)** There were five nominations, Cllrs M Shapland, G Bell, A Bryant, B Bunyard and D Relph. A ballot was held, the results were as follows:
- | | |
|-----------------|----------|
| Cllr M Shapland | 8 votes |
| Cllr G Bell | 9 votes |
| Cllr A Bryant | 10 votes |
| Cllr D Relph | 10 votes |
| Cllr B Bunyard | 7 votes |
- RESOLVED: That cllrs M Shapland, G Bell, A Bryant and D Relph be elected as the Parish Council's representatives to serve on the BNPSG.
- 076/2019/20 **Braunton Air Quality Management Area (AQMA)** The Council considered the notes from the meeting held with the Technical Working Group (TWG) and Caen Primary School on the 18 June 2019, attached as Appendix A.
- RESOLVED: That the notes and actions contained therein be approved by the Council. (NC)
- 077/2019/20 **Consultations** a. Devon County Council Consultations:
i. No waiting at any time on specified lengths of Barnfield Close, Lower Park Road & Seven Acre Lane.

RESOLVED: That the Council has no objection.

- ii. No waiting Monday to Friday 12 pm to 3 pm on a specified length of North Street.

RESOLVED: That the Council expresses its concerns that the proposed no waiting restrictions will not allow emergency vehicles access 24/7.
(NC)

- b. Devon & Somerset Fire & Rescue Service: Service Delivery Operating Model Proposal.

RESOLVED: That the Council accepts the invitation for a member of staff from the Devon & Somerset Fire & Rescue to attend a Council meeting to discuss the proposed options.
(NC)

078/2019/20	<u>Village Green Event Saturday 13 July 2019</u>	RESOLVED: That the Council approves expenditure of £192 toward entertainment and the PA System for the Village Green event being held on Saturday 13 July 2019. (NC)
079/2019/20	<u>Pharmacy Services in the Village</u>	RESOLVED: That the Clerk be instructed to write to the Local Pharmacy Committee (LPC) and Clinical Commissioning Group (CCG) to express the Council's concerns regarding the future of pharmacy services in Braunton following the announcement that the Lloyds Pharmacy in Caen Street will be closing. (NC)
080/2019/20	<u>Parish Field</u>	RESOLVED: That Caen Community Primary School be given permission in principle to create an all-weather track around the perimeter of the Parish Field subject to the School obtaining any necessary permission, any costs incurred to amend the current lease being met by DCC and full designs being approved by the Parish Council. (NC)
081/2019/20	<u>Skate Jam Event Sunday 18 August 2019</u>	RESOLVED: That the Council grants permission for the organisers of the Skate Jam event to close off and use part of the Overflow Car Park during their event on the 18 August 2019 subject to them providing a copy of their Public Liability insurance and risk assessment. (NC)
082/2019/20	<u>Recreation Ground</u>	RESOLVED: That the Council grants permission for R&T Tours to use the recreation ground on the 9 and 10 May 2020 subject to them providing a copy of their Public Liability insurance and risk assessment.
083/2019/20	<u>Items to Note</u>	Item (a) – (c) were noted.

The meeting closed at 9:15 pm.

Signed by the Chair:
(Cllr E Spear)

Date:

Date: 08/07/2019

Time: 12:30:31

Braunton Parish Council

Day Books: Supplier Invoices (Detailed)

Date From: 25/06/2019
Date To: 08/07/2019

Supplier From:
Supplier To: ZZZZZZZZ

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

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

Table with columns: Tran No., Type, Date, A/C Ref, N/C, Inv Ref, Dept Details, Net Amount, Tax Amount, T/C, Gross Amount, V, B. Includes a Totals row at the bottom.

Handwritten signature and date lines: Clerk: _____ DATE _____

BRAUNTON PARISH COUNCIL
APPROVED FOR PAYMENT
CHAIRMAN
DATE

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Braunton Parish Council
Opening Balances

Ordinary Account
PI Acc.
Wages Acc.
Car Park Acc.

£
£
£
£
£

15,213.51 Rates
55,051.78 Rates
2,204.60 Rates
26,968.00 Rates
99,437.89

Receipts for June 2019

Parish Hall
PI Acc Interest
Car park
property/rents
Work Hub
Grants
Car Park Permits
Elections
Precept

£
£
£
£
£
£
£
£
£
£

741.05
2.41
11,950.00
202.44
1,190.00
1,034.80

£ 15,120.70

£ 114,558.59

Expenditure for June 2019

Parish Hall
Parks&Gardens
VAT
Wages
Property
Admin
Subscriptions
Car Park
Work Hub
Insurance
Training
Misc
Car Park Rates

£
£
£
£
£
£
£
£
£
£
£
£
£
£

791.60
5,626.14
1,651.29
15,031.79
1,435.29
1,532.48
361.69
1,169.30
93.75
369.88
1,644.00
29,707.21

Closing Balances

Ordinary Account
PI Acc.
Wages Acc.
Car Park Acc.

£
£
£
£
£

£9,315.58
£55,054.19
£2,172.81
£18,308.80
£84,851.38

£ 114,558.59

Standing Orders & Direct Debits for June 2019

Bakehouse 61.00
Parish Hall 471.00
Work Hub 378.00
Memorial Gardens 79.00
SWW PH 70.00
SWW Pavilion 14.50
Daisy 54.22
Eclipse 21.54
EON PH 227.00
Onecom 949.56
SAGE 91.85
Clarity 116.00
Bookers 125.64

BRAUNTON PARISH COUNCIL ACTION SHEET

PROGRESS MADE

DATE	TOPIC	
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.
September 2018	Pedestrian crossing in Braunton	No progress to report – refer to January 2019 AS.
July 2016	Extension of Tarka Trail from Knowle towards Ilfracombe	No updates have been received from the County – refer to December 2018 AS. The Clerk to contact Graham Cornish at DCC for an update.
February 2018	North Devon Council: Section 106 Money Communities Together Fund (CTF) North Devon 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. • Replacement play equipment at Knowle Play Park – Castle themed climbing tower completed.
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. 3. A public event to be held on Saturday 13 July 2019 between 11:30 am and 2:30 pm. <p>To appoint Devon Communities Together to help review the existing Parish Plan for Braunton.</p>
April 2019	Community Led Plan (aka Parish Plan)	The Council at its meeting on the 8 July to appoint up to four representatives to serve on the Braunton Neighbourhood Plan Steering Group (BNPSG).
June 2019	Braunton Neighbourhood Plan (BNP)	<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. To have a full Council Working Party to consider and implement actions identified to achieve carbon neutrality; 9. To issue a press release informing the public of the Council's aspirations to reduce its carbon use.
June 2019	Public Conveniences and baby changing facilities	<ol style="list-style-type: none"> 1. Clerk has reported to NDC the poor state of their public conveniences in Braunton. 2. Council to continue to secure external funding to reopen the redundant public conveniences at the side of the Parish Hall.

<u>DATE</u>	<u>COMMITTEE</u>	<u>PROGRESS</u>
May 2019	Finance and Admin	BPC to apply for the Local Council Award Scheme (acknowledging Quality Council Status).
May 2019	Finance and Admin	To upgrade the Council's website.
May 2019	Finance and Admin	To provide training opportunities for local councillors.
January 2019	Parks and Gardens	Install new swing set and communal area in Knowle Play Park.
April 2019	Parks and Gardens	Council to take on the County Urban Grass Cutting contract for 2019/20.
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.
June 2019	Parks and Gardens	To look at opportunities to provide more public open space in the community.
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.
June 2019	Property	BPC to carry out maintenance to the Railway Signal in house.
June 2019	Property	BPC to reconsider the Rural Community Energy Fund Feasibility Study.

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073/2019/20. PLANNING

(a) 66798 Creation of new access at Rhu House, Saunton, Braunton.

Applicant: Mr M Ijaz

Comment: RESOLVED: That the Council defers making a comment regarding planning application 66798, as it would like to request the Local Planning Authority to provide clarity regarding how much of the boundary hedgerow will be removed and the make-up, length and height of the proposed wall.

(NC)

NOTICES OF DECISION

Approvals

- 66472 Listed building consent for replacement of windows at 1-4 Town Farm Court, Braunton. EX33 1QJ.
- 66471 Replacement of windows 1-4 Town Farm Court, Braunton. EX33 1QJ.
- 66669 Demolition of garage/conservatory together with extensions to dwelling & increased parking and erection of boundary fence at 5 Greenacre, Braunton.
- 66666 Extension & alterations to dwelling at 21 Homer Road, Braunton. EX33 1DS
- 66689 Prior approval for a proposed change of use of agricultural barn to a dwelling house (class C3) & for associated development at Higher Winsham Farm, Winsham, Braunton. EX33 2LX.
- 66721 Demolition of existing garage & utility room together with extensions & alterations at 15 Kingsacre, Braunton.
- 66684 Prior approval for change of use from agricultural building (barn £) to one dwelling house (class Q(A)(B)) at Higher Halsinger, Halsinger.
- 66606 Erection of new porch and new WC/Cloakroom at 11 Goodgates Road, Braunton.



Braunton Air Quality Management Area

**Technical Working Group (TWG) Meeting with
Caen Community Primary School**

Tuesday 18th June 2019

1400-1500, Council Chamber, Braunton Parish Council

Present: Andy Cole (AC) – Environmental Health and Housing Services, North Devon Council (NDC)

James Anstee (JA) – Highways – Devon County Council (DCC)

Tracey Lovell (TL) – Parish Clerk, Braunton Parish Council (BPC)

Sam Page (SP) – Head Teacher, Caen Community Primary School (CCPS)

1. AC gave a brief summary of the position to date.

The AQMA in Caen Street, Braunton was declared in 2011. NDC are responsible for monitoring the air quality levels across the district. The threshold limit value of 40 ug/m³ was exceeded for Nitrogen Dioxide at sites 12 and 13 (Caen Street) in Braunton. To reduce levels to 10% below this threshold limit value (this being the target objective as advised by DEFRA i.e. 36 ug/m³) a 22.30% reduction in Road NO_x is required.

A TWG was formed to develop the Air Quality Action Plan (AQAP) its members originally consisted of staff from NDC Environmental Health and Housing and DCC Highways, Transport and Planning. In July 2018 the Parish Clerk at Braunton Council joined the TWG. The AQAP identified 14 measures that could potentially help to achieve the required 22% reduction in Road NO_x.

In December 2018 DCC requested BPC to prioritise the AQ measures to be implemented with the aim of identifying support and funding for DCC to take forward. BPC prioritised the AQ measures, as follows:

- i. Upgrading of the traffic signals at “The Square” to “MOVA” (Microprocessor Optimised Vehicle Actuation) (AQAP measures 1 & 3).
- ii. Upgrading the Zebra crossing on Chaloners Road to a signal-controlled crossing to be synchronised with the MOVA traffic signals on “The Square” in conjunction with the removal or re-siting of the School Crossing Patrol (SCP) on Caen Street with alternative access via signal controlled crossings on Caen St and Chaloners Road. BPC strongly disagreed with the removal of the SCP as this would cause further safety issues for parents and children accessing CCPS.
- iii. Improving parking management including the prevention of parking associated with blocking bus stops – Removal of loading on Caen Street

and installation of a delivery hub or alternative loading provision. (AQAP measures 5, 6 & 8)

JA clarified that the air quality benefit in the Caen Street AQMA from upgrading the Zebra crossing on Chaloners Road was originally being associated with the removal of the SCP. This was being proposed to help improve the traffic flow on Caen Street when the signals on this approach are running on green. And this would be particularly important if MOVA is being considered to maximise green times.

JA further explained the safety request to upgrade the Chaloners Road Zebra crossing to a light controlled crossing originated from the previous head teacher and governors at CCPS and BPC. DCC had made contact with the current head teacher to revisit this safety request and discuss access arrangements for the school.

2. The purpose of this meeting is to discuss with CCPS what impact the prioritised measures as detailed above would have on the School.

SP had previously confirmed that CCPS would not support the removal of the SCP as this is the preferred point of crossing. He requested what evidence there is to show the impact the SCP has on the air quality in Caen Street. From his own observations he would expect this to be negligible as the SCP will in most cases stop traffic whilst the lights are on red. He suggested that loading / unloading caused a much greater obstruction to the flow of traffic on Caen Street when the main signals are running on green. Additionally, tourist change over times which do not coincide with school pick up / drop off times would also have a significant impact on the Road NOx levels in Caen Street.

JA explained that when considering MOVA, there would be little anticipated benefit at peak tourist times, when there is strong competing traffic demand from both Ilfracombe and Saunton. The benefits of MOVA are derived from continuously adapting signal timings throughout the year in response to changes in competing traffic demands. Outside of the peak tourist periods the biggest delays in Caen St would typically occur during the morning commute. The efficiency of the current signals and the benefits of introducing MOVA control are reduced if traffic on Caen Street is held up by the SCP or by loading. TL advised that the SCP would only cause minimal obstruction to the flow of traffic for approximately 1 hour a day Monday to Friday. The benefit of MOVA could be justified as it would be 24/7, seven days a week including peak pm traffic and the tourist season in the summer when the School is closed.

JA clarified that by improving alternative access options to CCPS the air quality benefit of upgrading the Zebra crossing on Chaloners Road was linked with the AQAP measure to remove or re-site the SCP. However, upgrading this Zebra crossing can still be considered as an AQAP measure to promote long term walking in the village and support travel to school. This could still be supported by DCC and also other walking and cycling improvements around the village like the Zebra crossing on Saunton Road. Introducing MOVA at the Square could



also still be supported by DCC. But this would become a lower priority for funding across the Air Quality Management Areas in Devon.

SP requested how much it would cost to implement these measures. JA estimated that MOVA would cost in the region of £80-90k and to upgrade the Zebra crossing to a signal crossing approximately £50k. JA suggested that the MOVA could become a medium term aim as opposed to a short term aim which would allow DCC to possibly secure development money (S106) or deliver MOVA at a reduced cost in conjunction with any signal maintenance.

TL requested how much DCC had allocated in its budget for 2019/20. JA confirmed it had allocated £100k towards air quality. He explained that other AQMA areas in Devon have a greater air quality issue than Braunton and that DCC has to consider funding for air quality improvements across the County. His understanding was that the adjusted air quality data reported in the NDC Annual Status Report (ASR) 2018, approved by Defra, showed levels below 36 ug/m³ in both 2016 and 2017 and could potentially lead to the AQMA in Braunton being revoked. AC stated that JA's understanding of the data was incorrect, and that revocation would only be considered when at least 2-3 years worth of data, showing levels below 36ug/m³ had been obtained. AC agreed to provide clarity regarding this in the NDC ASR for 2019.

Action	To provide clarity regarding the air quality recorded data at sites 12 and 13 in Braunton during 2016 and 2017.
Organisation	NDC
Timeframe	Before the next TWG meeting.

TL advised that BPC would like the measures to upgrade the lights on 'The Square' to MOVA, and the Zebra crossing on Chaloners to a signal-controlled crossing to remain as a short-term aim. She requested if alternative funding could be secured would DCC deliver these measures with the caveat that the SCP remained. JA confirmed that DCC would implement these measures if alternative funding could be secured and there is evidence of community support. BPC are in the process of reviewing its Community Led Plan and will be carrying out a community wide consultation shortly.

Action	To consult the community: <ul style="list-style-type: none">i. 'MOVA' becoming a medium term aim in the AQAP.ii. 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.
Organisation	DCC and BPC
Timeframe	Autumn 2019

