

## BRAUNTON PARISH COUNCIL



### Minutes of the Braunton Parish Council meeting held on Monday 11 November 2019 at 7:00 pm in the Council Chamber, Chaloners Road, Braunton.

	<b><u>Present</u></b>	<p>Cllrs: E Spear in the Chair, D Spear, D Relph, G Bell, V Cann, M Shapland, R Shapland and E Wood.</p> <p>Officers: T Lovell, Parish Clerk &amp; RFO. Ben Byrom, Flood Warden.</p> <p>3 members of the public.</p>
161/2019/20	<b><u>Apologies</u></b>	<p>Received and accepted from:</p> <p>Cllr A Bradford due to work and family commitments. Cllr Mrs J Chesters due to being called away. Cllr B Bunyard due to the bereavement of a close relative. Cllr B Bryant due to work commitments Cllr P Lord due to being away.</p>
162/2019/20	<b><u>Items 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 thanked all councillors that had attended the Remembrance Parade and Service on Sunday 10 November 2019 and the two-minute silence on The Square at 11 am on Monday 11 November 2019.</p>
163/2019/20	<b><u>Declarations of Interest</u></b>	<p>Cllr E Spear declared a non Pecuniary interest in Minute Ref: 174/2019/20 and 175/2019/20, as she is a member of the Braunton Caen Rotary Club.</p> <p>Cllr D Spear declared a non Pecuniary interest in Minute Ref: 174/2019/20 and 175/2019/20, as he is a member of the Braunton Caen Rotary Club.</p> <p>Cllr G Bell declared a Pecuniary interest in Minute Ref 167/2019/20, as he is employed by the NHS.</p> <p>Cllr D Relph declared a non Peuniary interest in Minute Ref: 171/2019/20 (70637), as the application is local to him.</p>

164/2019/20	<b><u>Request for Dispensation</u></b>	None received.
165/2019/20	<b><u>Minutes</u></b>	<p>(a) RESOLVED: That the Minutes of the Full Council meeting held on 14 October 2019 be approved and signed as a correct record.</p> <p>(b) RESOLVED: That the Minutes of the Additional Council meeting held on 28 October 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 28 October 2019 be ratified and adopted by the Council.</p> <p>(d) RESOLVED: That the Minutes of the Parks and Gardens Committee meeting held on 4 November 2019 be ratified and adopted by the Council.</p> <p>(e) RESOLVED: That the Minutes of the Property Committee meeting held on 4 November 2019 be ratified and adopted by the Council.</p> <p style="text-align: right;">(NC)</p>
166/2019/20	<b><u>Police Representation</u></b>	<p>RESOLVED: That the Council notes the latest Police Newsletter, which was circulated prior to the meeting.</p> <p style="text-align: right;">(NC)</p> <p>Cllr G Bell declared a non Pecuniary interest.</p>
167/2019/20	<b><u>Action Sheet</u></b>	<p>RESOLVED: That the Action Sheet be noted, attached.</p> <p style="text-align: right;">(NC)</p>
168/2019/20	<b><u>Braunton Community Emergency Plan</u></b>	<p>a. The Chair welcomed to the meeting Ben Byrom the Council's Flood Warden.</p> <p>Mr Byrom explained that he had walked the river Caen with the Chair and Clerk last week and identified the following issues that need attention.</p> <ol style="list-style-type: none"> <li>i. The owner of a property adjacent to the River raised concerns that the river is eroding the bank at the end of her garden making it unsafe. She requested advice regarding what materials she can put in the river to secure the bank and prevent further erosion of her property.</li> <li>ii. The corner bank opposite Cawthones has silted up again and needs removing to improve the flow of the river.</li> <li>iii. The bank beside the Riverside restaurant has silted up and the water is being pushed to the opposite side undermining the bank.</li> <li>iv. The culvert at Hordens Bridge is partially silted.</li> <li>v. The water holding tank in the field at Velator is believed to have last been cleaned out five years ago, request the Environment Agency when it is scheduled to be clean out in the future</li> <li>vi. The second holding tank is the responsibility of DCC but there is no financial provision for ongoing maintenance this needs to be addressed.</li> <li>vii. The drain and culvert in South Street frequently</li> </ol>

blocks up with vegetation causing potential flooding to properties in South Street. It is believed to be located on private land and would need a community led group of volunteers to desilt and clear the drain regularly.

The Clerk has contacted the Environment Agency or relevant authority regarding the issues above.

The community project to desilt Deans Bridge archway to improve the flow of the river was successfully completed last year. Cllr R Shapland explained that there is a build up of vegetation on the western side of Dean's Bridge if this was removed it would further improve the flow of the river.

Mr Byrom is in the process of contacting Tesco to ascertain if they would be willing to transfer the area of land currently being used as an unauthorised BMX pump track to the community. He is aware that there is no vehicular access but believes the area of land has potential to become a wetland and encourage wildlife.

Mr Byrom further explained that he had attended a free two-day course in Exeter provided by Devon Communities Together regarding managing volunteers.

The Council is working on delivering a Neighbourhood Plan which should reflect the importance of flood management and Mr Byrom's expertise on this section of the Plan would be appreciated.

Cllr D Spear explained that the Shoreline Management Plan would be reviewed in the near future and it is important for the Parish Council to engage with this review.

RESOLVED: That the Council to write to the Ben Byrom and thank him for the work he has done as the Council's Flood Warden towards making Braunton flood resilient.

#### b. Community Emergency Plan

The Council noted that Braunton Caen Rotary Club would no longer be able to assist with the CEP. It is becoming more difficult for the Club's members to volunteer.

RESOLVED: That the Council

- i. sets up a Working Party, consisting of the Chair E Spear, D Relph and G Bell, to revise the CEP to removing all reference to the Braunton Caen Rotary Club and ensuring that it is compliant with current legislation such as the General Data Protection Regulations (GDPR).

ii. to write to the Braunton Caen Rotary Club to thank them for their assistance with the CEP.

c. Horsey Island

RESOLVED: That the Council receives and notes the latest update received from the Environment Agency, attached as Appendix A.

169/2019/20	<b><u>Report from Devon County Councillor</u></b>	The County Cllr Caroline Chugg had sent her apologies the Clerk had received an email to be read out at the meeting, it was suggested that this be forwarded to cllrs.
170/2019/20	<b><u>Report from North Devon District Councillors</u></b>	There were no reports received from the district councillors. The Clerk reported that Cllr Barker was unable to attend meetings but would be willing to meet with the Clerk if the Council has any issues it wishes to raise with her.
171/2019/20	<b><u>Planning</u></b>	The Chair requested the Lead Member for Planning Cllr M Shapland, to present the planning applications to the meeting as per the attached sheet.
172/2019/20	<b><u>Finance</u></b>	(a) RESOLVED: That the cheques on the schedule were approved and drawn in the total sum of £6,392.49. (b) RESOLVED: That the statement of accounts for October 2019 be deferred to the Additional Council meeting as waiting for bank statements to arrive. (NC)
173/2019/20	<b><u>Community Governance Review</u></b>	The Council considered an email, circulated with the agenda, received from the North Devon Council Electoral Services Manager regarding them undertaking a Community Governance Review of parishes.  RESOLVED: That the Council a. do not wish to make any changes to its parish areas. b. do not wish to make any changes to its existing electoral arrangements. c. do not wish to make any changes to the name of the parish. d. do not wish to accommodate the grouping together of parishes under a common parish council. (NC)
174/2019/20	<b><u>Braunton Recreation Ground</u></b>	a. RESOLVED: That Council grants permission for the Rotary Clubs of Braunton to use the Recreation Ground on Monday 25 May 2020 for their annual Braunton Village Fair. b. RESOLVED: That Council grants permission for the Braunton Caen Rotary Club to use the Recreation Ground on Sunday 26 July 2020 for their annual Braunton Wheels Event. (NC)

175/2019/20     **Braunton Village Green**     RESOLVED: That Council grants permission for the Braunton Caen Rotary Club to use the Village Green on Saturday 18 and 25 July 2020 to park two cherished/classic vehicles to promote their Braunton Wheels Event, subject to them on being parked on a hardstanding.

176/2019/20     **Items for Information**     Items a) and b) were noted.     (NC)

The meeting closed at 9.20 pm.

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

Date: .....

Date: 11/11/2019

Time: 11:47:20

Braunton Parish Council

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Day Books: Supplier Invoices (Detailed)

Date From: 15/10/2019
Date To: 11/11/2019

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 line items for tickets, Gator repairs, cleaning, wreath, flail trimming, relief caretaker, 100x1st class stamps, water charges, historic, ratchet strap, motor renewal, sundries, FIT contract, coin sorting, roses/bulbs, W/H window, V/G sign, sump pump, m/c collections, sundries, fuel, replace window, relief caretaker.

Totals 5,727.03 622.60 6,349.63
PETTY CASH = 12.86
TOTALS = 5,739.89 6,362.49

Clerk: T. Lovell

DATE: 11-11-19

BRAUNTON PARISH COUNCIL
APPROVED FOR PAYMENT
CHAIRMAN [Signature]
DATE 11/11/2019

**BRAUNTON PARISH COUNCIL ACTION SHEET**

**PROGRESS MADE**

167/2019/20.

DATE	TOPIC	PROGRESS MADE
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>No progress to report – refer to January 2019 AS.</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.</li> <li>• Replacement play equipment at Knowle Play Park – <b>Castle themed climbing tower completed.</b></li> </ul>
November 2018	Village Green	<ol style="list-style-type: none"> <li>1. Phase one of the project - <b>completed</b></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.
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.
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>
June 2019	Public Conveniences and baby changing facilities	<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> </ol>
July 2019	Pharmacy Services in the village	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. <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. Reponse receive from Devon County Council Health and Wellbeing Board 24/09/19.</li> <li>5. 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.</li> <li>6. Council to invite Councillor Andrew Leadbetter to future meeting to discuss pharmaceutical needs in Braunton.</li> </ol>
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 meet 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><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.
May 2019	Finance and Admin	To provide training opportunities for local councillors.
November 2019	Finance and Admin	Parish Grants be awarding in April 2020 totalling £13,475.
November 2019	Finance and Admin	To purchase a new desktop for the Parish Office.
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. <b>The Parks and Gardens Comm. meet with the Braunton Rotary on the 30 September to consider options and costs.</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.



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>Completed.</b>
August 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.
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.</li> <li>The Council to purchase and plant 45 standard trees on its land subject to budgetary provisions.</li> <li>The Clerk to obtain permission to plant trees on DCC grass verges.</li> </ul>
November 2019	Parks and Gardens	The Council to purchase battery powered hedge cutter to comply with its declared 'Climate Emergency'.
June 2019	Property	BPC to carry out maintenance to the Railway Signal in house. <b>Completed</b>
June 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>
September 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>

171/2019/20. PLANNING

Cllrs E Spear and D Spear in their capacity as North Devon Councillors, stated that any opinions expressed during discussions on the following planning application represent a preliminary view and that they will naturally reconsider the application fresh when presented all the facts at principal level.

- (a) 70637 Conversion of barn to create 5 dwellings and associated parking and garaging at Park Farm, Lower Park Road, Braunton, Devon, EX33 2LQ.

Applicant: Mrs Caroline Chugg

It was moved by Cllr M Shapland, seconded by Cllr E Wood to recommend refusal.

Comment: RESOLVED: To recommend refusal on the grounds, as follows:

- The site is situated outside of the development boundary.
- The proposed development would result in an increase in the volume of traffic entering and leaving the highway which is considered to be insufficient for the additional traffic flow, and consequently would result in the risk of additional danger to all users of the road in accordance with Policy DM27.
- Insufficient information has been submitted to demonstrate there would be no impact on protected species, notably the Greater Horseshoe Bat as the site is in close proximity to a flight corridor.
- Inadequate infrastructure, concerned that the proposed drainage and soakaway will not be sufficient to cope with the surface water disposal on the site.
- Concerns that the proposed additional dwellings will increase the risk of severe flooding in Lower Park and exacerbate the existing flooding issues experienced by residents who live in Lower Park Road.
- Concerns regarding inaccuracies within the application leading to misrepresentation regarding the applicants address and ownership of boundaries within the site plan.

(NC)

- (b) 70624 Retrospective application for erection of outbuilding to be used ancillary to the use of The Chalet, at Land adj The Chalet, Saunton, Braunton, Devon, EX33 1LG

Applicant: Col Tester LLP

It was moved by Cllr D Spear, seconded by Cllr G Bell to recommend approval.

Comment: RESOLVED: To recommend approval subject to it remaining ancillary to "The Chalet" the main dwelling

(7.1abs)

- (c) 70667 Extension to dwelling at 5 Stallards, Braunton, EX33 1BP

Applicant: Mr and Mrs Jones

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

Comment: RESOLVED: To recommend approval.

(NC)

(d) 70694 Extension to dwelling at Orchard Cottage Exeter Road, Braunton, Devon, EX33 2JL

Applicant: Mr Nick Butler

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

Comment: RESOLVED: To recommend approval.

(NC)

(e) 70650 Removal of rear wooden window to replace with wooden French opening doors into garden at The Gatehouse, 41a East Street, Braunton, Devon, EX33 2EA.

Applicant: Mr Martin Canning-Matthews

It was moved by Cllr R Shapland, seconded by Cllr G Bell to recommend approval.

Comment: RESOLVED: To recommend approval.

(NC)

(f) 70623 Variation of condition 2 (Approved plans) attached to planning permission 65803 (conversion of workshop to form one dwelling) to allow for an amended design at W Braund and Sons, South Street, Braunton, Devon, EX33 2AN

Applicant: Mr and Mrs Llewelyn

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

Comment: RESOLVED: To recommend approval.

(NC)

### **Approvals**

70408 Outline application for erection of one dwelling (all matters reserved) Garden of the White cottage, Knowle, Braunton.

70412 Application for consent for works to trees covered by a Tree Preservation Order in respect of crown reduction of 1 Holm Oak (T2), removal of 1 Monterey Cypress (T12) and selective branch removal from 2 Monterey Cypress (G7) at Tyspane Nursing Home, Lower Park Road, Braunton, Devon, EX33 2LH.

70481 Extension to dwelling at Beacon Cottage, Braunton, Devon, EX33 1AR.

70482 Listed building consent for extension to dwelling at Beacon Cottage, Braunton, Devon, EX33 1AR.

70216 Listed building consent for replacement of side entrance door to the main building at 41 East Street, Braunton, EX33 2EA.

### **Refused**

70402 Erection of new garage with associated parking for exiting barn converted dwelling at 27 North Street, Braunton, EX33 1AJ.