

## BRAUNTON PARISH COUNCIL



### Minutes of the Braunton Parish Council meeting held on Tuesday 10 August 2021 at 7:00 pm in the Parish Hall, Chaloners Road, Braunton.

	<b><u>Present</u></b>	<p>Cllrs: E Spear in the Chair, D Spear, G Bell, M Shapland, R Shapland, Lord, J Chesters, A Bradford, B Bunyard, A Bryant and E Wood.</p> <p>Officers: T Lovell, Parish Clerk &amp; RFO. A Corner, Senior Council Officer</p> <p>8 members of the public.</p>
27/2021/22	<b><u>Apologies</u></b>	<p>Received and accepted from: Cllr V Cann due to family commitments and Cllr D Relph.</p>
28/2021/22	<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>There were none.</p> <p>The Chair proposed and it was unanimously agreed to bring agenda item 20 – North Devon Housing Crisis: short term lets forward to be considered after item 11 – Braunton and Rural Communities Men's Shed.</p> <p>(NC)</p>
29/2021/22	<b><u>Declarations of Interest</u></b>	<p>There were none.</p>
30/2021/22	<b><u>Public Participation</u></b>	<p>A resident addressed members regarding the housing crisis in Braunton. The resident had been issued with a Section 21 and must move out her privately rented accommodation by the 15 October. There are currently 20 properties on Right Move but all of these have already gone. Over the past eight weeks she has only managed to get one viewing with a private Landlord but due to the high increase in rental prices she was unable to rent the property. She expressed her concern that local people are being pushed out of their local areas due to limited availability and affordability. In addition to this, short term lets such as Air B&amp;B's are resulting in private tenancies being ended. She has raised her concerns with Selaine Saxby, the North Devon MP, who has offered to talk with the Ministry of Defence regarding renting houses at Chivenor to local people. The whole of North Devon is in a</p>

housing crisis if something is not done soon there will be no one from the local area living here in the future.

A representative of Love Braunton addressed the Council regarding BRA03(1) – Local Green Spaces in the North Devon and Torridge (ND&T) Local Plan. Love Braunton were made aware by local residents that the fields which come under Policy BRA03(1) in the ND&T Local Plan were being surveyed for development at the end of the 2020 and beginning of 2021. Love Braunton contacted Heanton Punchardon Parish Council (HPPC) as the land is within their parish boundary. HPPC submitted a Freedom of Information request to North Devon Council (NDC). NDC redesignated the FOI as an Environmental Information Request (EIR) but disclosed enough information to conclude that the land was being considered for development. HPPC have contacted Braunton Parish Council and other local organisations to request they write a joint letter to the Local Planning Authority objecting to the potential loss of green spaces also known as the green wedge to prevent coalescence between Braunton and Wrafton. Both Parishes' emerging Neighbourhood Plans have specific policies addressing this.

31/2021/22	<b><u>Request for Dispensation</u></b>	There were none.
32/2021/22	<b><u>Minutes</u></b>	RESOLVED: That the Minutes of the Annual Council meeting held on 4 May 2021 be approved and signed as a correct record, subject to Minute Ref: 017/2021/22 being amended to 'voting reform'. (NC)
33/2021/22	<b><u>Action Sheet</u></b>	Members were concerned regarding the lack of pharmacy provisions in Braunton.  Cllr Bunyard requested if there was an update regarding the Zebra Crossing on Chaloners Road being upgraded to a Signal Light Crossing. Cllr D Spear reported that he had attended the Devon County Council Highways and Traffic Orders Committee (HATOC) meeting earlier this year, where it was promised to be delivered by the Autumn.  RESOLVED: That: a. Pharmacy provisions in Braunton be added to the action sheet. b. The updated action sheet be noted. (NC)
34/2021/22	<b><u>Police Representation</u></b>	Members noted the latest Police Newsletter, which was circulated prior to the meeting.  RESOLVED: That the Council contacts the Police Crime Commissioner to request if there are any plans to erect signage on the new Police Station hut at the Fire Station, as this would help to deter speeding along the A361. (NC)

35/2021/22	<b><u>Report from Devon County Councillor</u></b>	<p>Members noted the County Councillor's report circulated prior to the meeting.</p> <p>Cllr Bunyard requested when South Street would be resurfaced. The road is in a very poor condition, cyclists have come off of their bikes due to potholes.</p>
36/2021/22	<b><u>Report from North Devon District Councillors</u></b>	<p>Cllr J Chesters had observed that North Devon Council appeared to be approving applications that the Parish had refused. It was agreed to invite the new planning officer Maria Bailey to a Council meeting to discuss this issue.</p> <p>Cllr D Spear informed members that the ND&amp;T Local Plan was currently being reviewed. It would be useful if Maria Bailey could also update members on progress with this review. The Braunton Neighbourhood Plan is making excellent progress, it is important that it is kept up to date with any changes proposed in the Local Plan.</p> <p style="text-align: right;">(NC)</p>
37/2021/22	<b><u>Braunton and Rural Communities Men's Shed</u></b>	<p>a) RESOLVED: That members agreed the notes of the meeting held on the 5 August with Live Well in Braunton to discuss the Braunton and Rural Communities Men's Shed, attached as Appendix A.</p> <p style="text-align: right;">(10.1)</p> <p>b) Members considered the Architect's plan. It was suggested that the parking spaces should be removed. There was a query as to whether they require full planning or only change of use.</p> <p>RESOLVED: That Standing Orders be suspended to allow a representative from Live Well in Braunton to speak.</p> <p>Sophie Heaton, Community Connector, explained that the Architect had not responded prior to the meeting so they were unable to confirm whether it would require full planning or only change of use.</p> <p>RESOLVED: That</p> <ul style="list-style-type: none"> <li>i. the parking spaces be removed.</li> <li>ii. the Clerk to email councillors regarding whether it requires full planning or only change of use. This to be agreed under delegated powers to prevent delaying a decision until the next Council meeting.</li> </ul> <p style="text-align: right;">(9.1.1)</p> <ul style="list-style-type: none"> <li>iii. Standing Orders to be reinstated.</li> </ul> <p style="text-align: right;">(NC)</p> <p>c) RESOLVED: That the Council provides a Letter of Intent (LOI) for the Braunton and Rural Communities Men's Shed to lease the Stoney Bridge Depot. Subject to the lease term being the minimum as required by</p>

funders and the requirement to pay rates and other outgoings to be the responsibility of the Braunton and Rural Communities Men's Shed.

(10.1)

38/2021/22

**North Devon  
Housing Crisis –  
short term lets**

The Council considered a motion received from Cllr G Bell, seconded by Cllr E Wood requesting action due to the North Devon Housing Crisis – short term lets.

RESOLVED: That:

- a. Braunton Parish Council declares a Housing Crisis resulting in local residents being unable to remain within the community, causing
  - i. families to be disconnected
  - ii. support networks to be disrupted or destroyed
  - iii. a loss of community cohesion
  - iv. detrimental mental health effects on residents and their children
  - v. a disruption to the education of affected children
  - vi. an environmental effect caused through increased journey length.
- b. The Parish Council requests that North Devon Council considers the effect that short term lets are having on the ability of North Devon residents to afford and own their own homes in their home towns/villages.
  - i. Limit full property lets to a maximum letting period of 91 consecutive days per calendar year.
  - ii. Require all full property lets and partial property lets to obtain formal planning permission to allow for use as a short term let for the reasons outlined in Cllr Bell's motion, attached as Appendix B. Ongoing short term lets to be registered with North Devon Council as detailed in Cllr Bell's motions.
- c. Braunton Parish Council to request that all residential planning applications (where the habitable area is enlarged or altered) to state clearly whether or not an application is or is not in order to provide a short term let.

(NC)

39/2021/22

**Planning**

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

The Chair requested the Lead Member for Planning Cllr M Shapland, to present the planning applications

(a) 73388

Proposal: Erection of a timber covering structure to the existing care wash.

Location: Oasis Service Station, Exeter Road, Braunton,

Devon, EX33 2BH  
Applicant: Mr Naeem Ahmad

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

RESOLVED: To recommend approval.

(9.2abs)

(b) 73542

Proposal: Erection of a dwelling & access track.

Location: The Stables, Saunton Road, Braunton, Devon, EX33 1HG

Applicant: Peter Caswell

It was moved by Cllr J Chesters, seconded by Cllr E Wood to recommend refusal.

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

- Outside the development boundary.
- Creeping urbanisation in the countryside.
- Further over intensification of the site resulting in cumulative environmental harm arising from the development.
- Inadequate vehicular access to the site off of Moor Lane.
- Adverse impact on the coastal zone and North Devon UNESCO Biosphere Reserve which is a key natural capital asset and has a value to the local community and its economy.
- Sets a precedent for further development in the area.

(9.1.1abs)

(c) 73592

Proposal: Extension and alterations to dwelling & erection of storage shed.

Location: 28 Pixie Lane, Braunton, Devon, EX33 1BW

Applicant: Mr David Weeks

It was moved by Cllr J Chesters, seconded by Cllr G Bell to recommend approval.

RESOLVED: To recommend approval subject to the storage shed remaining ancillary to the main house.

(NC)

(d) 73769

Proposal: Erection of 5 dwellings.

Location: Land off Church Hill Lane, Knowle, Braunton, Devon EX33 2ND

Applicant: Pearce Construction (Barnstaple) Ltd

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

RESOLVED: To recommend refusal on the grounds, as

follows:

- Outside the development boundary.
- The application should be treated as a rural exception site requiring 5 affordable units as a minimum.
- Creeping urbanisation in the countryside.

(10.1abs)

40/2021/22

**North Devon**  
**Council**  
**Planning**  
**Decisions**

73336

Description: Listing building application for replacement of cement render with lime externally, insertion of a new internal steel structure supporting the roof, and removal and replacement of ceiling in bedroom.

Site address: 29 East Street, Braunton, Devon, EX33 2EA

Applicant: Mr Christopher Brand

Decision: APPROVED

Decision Date: 20/07/21

73355

Description: Variation of condition 2 (approved plans) attached to planning permission 66951 to allow for and aid water run off and to regulate temperature in the extension.

Site address: Wincot, West Hill, Braunton, Devon, EX33 1AR

Applicant: Mr & Mrs Sebastian & Miriam Latimer

Decision: APPROVED

Decision Date: 21/07/21

73382

Description: Listed building consent for internal alterations to Entrance Hall only

Site address: The Long House, Nethercott, Braunton, Devon, EX33 1HT

Applicant: Jonathan Rhind Architects

Decision: APPROVED

Decision Date: 23/07/21

73393

Description: Front extension to the annexe on the side of dwelling.

Applicant: Jo Hill

Decision: WITHDRAWN

Decision Date: 23/07/21

71220

Description: Retrospective application for the erection of a log cabin with off street parking and decking area

Site address: Stoneycroft, East Hill, Braunton, Devon, EX33 2LD

Applicant: Mr Russell Myers

Decision: APPROVED

Decision Date: 23/07/21

73222

Description: Erection of a wood clad structure for use as

		<p>equipment store.  Site address: The Old Quarry, Corilhead Road, Braunton, EX33 2EW  Applicant: Mr Scott Delaney  Decision: REFUSED  Decision Date: 21/07/21</p>
		<p>73570  Description: Application for a lawful development certificate for the proposed siting of one mobile home which will be used as ancillary living accommodation.  Site address: 45 Saunton Road, Braunton, Devon, EX33 1HD  Decision: APPROVED  Decision Date: 20/07/21</p>
41/2021/22	<b><u>Finance</u></b>	<p>(a) RESOLVED: That the cheques on the schedule were approved and drawn in the total sum of £2,464.44.  (b) RESOLVED: That the statement of accounts for August 2021 be approved and noted.</p> <p style="text-align: right;">(NC)</p>
42/2021/22	<b><u>Green Space BRA03(1): Prevention of Coalescence</u></b>	<p>RESOLVED: That the Council agrees to write a joint letter with Heanton Punchardon Parish Council (HPPC) and others, informing the Local Planning Authority that development on this land would not be supported. The land is protected in the North Devon &amp; Torridge Local Plan Policy BRA03(1) - Local Green Spaces. BRA03(1) should in planning terms be seen as the green wedge to prevent coalescence between Braunton and Wrafton.</p> <p style="text-align: right;">(NC)</p>
43/2021/22	<b><u>Calendar of Meetings 2021/22</u></b>	<p>RESOLVED: That the Calendar of Meetings 2021/22 be approved, attached as Appendix C.</p> <p style="text-align: right;">(NC)</p>
44/2021/22	<b><u>Standing Orders review</u></b>	<p>RESOLVED: That Standing Order 1(a) be amended to read 'Meetings of the full Council shall normally be held in the Parish Hall at seven o'clock in the evening'.</p> <p style="text-align: right;">(NC)</p>
45/2021/22	<b><u>Ratify decisions taken under delegated powers during Covid19 4 May – 27 July 2021</u></b>	<p>RESOLVED, with no votes to the contrary, to ratify the decisions taken during the COVID-19 pandemic since 2 June 2021 Ref AD/01/2021/22 to AD/64/2021/22, attached.</p> <p style="text-align: right;">(NC)</p>
46/2021/22	<b><u>Merchant Identification Number – Till Payments Offer</u></b>	<p>Members considered options to proceed with Till Payments to enable card payments to be received by the Parish Council when the new pay and display machines are installed.</p> <p>RESOLVED: That the Clerk be instructed to proceed with option two – The Blended transaction processing charge, as detailed below.</p>

This Blended offer (which includes all the bank fees detailed below) is offered at 8p per transaction. (VAT not applicable) The "Blended" transaction fee includes:

- a. Till Payments Processing Fee
- b. Allied Irish Bank Merchant Service Fee
- c. Visa / MasterCard Card Scheme Interchange Fees
- d. Visa / MasterCard Card Scheme Assessment Fees

The Blended method means that the Till Payments 8p per transaction cost does not vary according to card type (Visa, Mastercard, Credit, Debit, Gold, Business, Platinum etc.) ideal for forecasting, nor will it vary depending on the tariff value purchased should that change in the future.

(NC)

- |            |   |  |
|------------|---|--|
| 47/2021/22 | <b><u>Biosphere<br/>Nature Recovery</u></b> | RESOLVED: That the Council supports the Biosphere Nature Recovery and signs up to the Declaration for Nature's recovery.<br><br>(NC)                           |
| 48/2021/22 | <b><u>Parish Hall<br/>Bookings</u></b>      | RESOLVED: That the Council grants permission for Shake the Geek to book the Parish Hall on Saturday 28 August to hold a gig from 7pm to 10pm.<br><br>(10.1abs) |

The meeting closed at 9.35pm.

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



Date: 10/08/2021  
 Time: 12:15:53

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

Date From: 28/07/2021  
 Date To: 10/08/2021

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

Tran No.	Type	Date	A/C Ref	N/C	Inv Ref	Dept	Details	Net Amount	Tax Amount	T/C	Gross Amount	V	B
45460	PI	09/08/2021	SLEES	7300	18967-19	0	sundries	58.49	11.70	T1	70.19	N	-
45461	PI	09/08/2021	BRSVCST	7200	BPC0002	0	fuel	156.29	33.23	T1	199.52	N	-
45462	PI	09/08/2021	JUSTOFFI	7500	INV1110	0	sundries	11.80	2.36	T1	14.16	N	-
45464	PI	09/08/2021	SMW01	7200	112	0	cut3ofA361	803.92	160.78	T1	964.70	N	-
45465	PI	09/08/2021	GEORGINA	7300	July2021	0	service W/H	60.00	0.00	T9	60.00	-	-
45466	PI	09/08/2021	ECOTRICI	7300	7000056	0	sump pump	40.95	2.05	T3	43.00	N	-
45467	PI	09/08/2021	NDDC	7300	SD11347	0	side waste	33.14	0.00	T9	33.14	-	-
45468	PI	09/08/2021	SSE2	7300	6117651	0	Pavillion electric	95.73	4.79	T3	100.52	N	-
45473	PI	09/08/2021	CTRY&GDN	7200	2/CAG/V	0	GardenWorks	590.00	0.00	T9	590.00	-	-
45474	PI	09/08/2021	LOOMIS	7400	0445845	0	coin sorting	44.80	8.96	T1	53.76	N	-
45475	PI	09/08/2021	SSE4	7200	6817652	0	G/Shed electric	41.76	2.08	T3	43.84	N	-
45476	PI	09/08/2021	SSE1	7300	6217664	0	W/H gas	249.16	12.45	T3	261.61	N	-
479	PI	10/08/2021	WEAVER	7500	10/08/21	0	sundries	30.00	0.00	T9	30.00	-	-
<b>Totals</b>								<u>2,226.04</u>	<u>238.40</u>		<u>2,464.44</u>		

Clerk: T. Hall

DATE: 10-8-21

<b>BRAUNTON PARISH COUNCIL</b>	
<b>APPROVED FOR PAYMENT</b>	
CHAIRMAN .....	.....
DATE .....	.....

BRAUNTON PARISH ANNUAL COUNCIL MEETING 10 AUGUST 2021

AGENDA ITEM 14 - SALARIES AND PAYE - GROSS

Staff No.	29/07/2021	05/08/2021	12/08/2021	19/08/2021	26/08/2021	02/09/2021	Total
11					£1,671.83		<b>£1,671.83</b>
16					£3,364.68		<b>£3,364.68</b>
17	£96.35	£96.35	£96.35	£96.35	£96.35	£96.35	<b>£481.75</b>
19					£1,615.79		<b>£1,615.79</b>
20					£619.20		<b>£619.20</b>
22					£1,698.35		<b>£1,698.35</b>
<b>Total</b>							<b>£9,451.60</b>
<b>Pension 06/08/21 - 05/09/21</b>		<b>£2,091.00</b>	<b>£457.37</b>	<b>£2,548.37</b>			
<b>HMRC 06/07/21 - 05/08/21</b>		<b>£1,965.75</b>	<b>£1.66</b>	<b>£1,967.41</b>			

Signed ..... Dated .....

Chair

Signed ..... Dated .....

T Lovell, Parish Clerk and RFO

**BRAUNTON PARISH COUNCIL ACTION SHEET**

33/2021/22.

DATE	TOPIC	PROGRESS
April 2021	Air Quality Action Plan (AQAP)	The TWG meeting 12 <sup>th</sup> April 2021. DCC have not yet appointed an officer to cover James Ansteers role regarding air quality. The next meeting held on 28 July 2021, next meeting to be held in October Deed of Dedication signed by Clerk under delegated powers for control box on parish land to operate Signal Light Crossing on Chaloners Road.
October 2019- Ongoing	Extension of Tarka Trail from Knowle towards Ilfracombe	No updates have been received from the County – refer to October 2019 AS.
April 2021	Section106	£26,000 S106 money awarded for improvements to the Chaloners Road Play Park. The approved new equipment has been ordered due to COVID19 there is a shortage in stock with a 12 week lead time the equipment should be installed by the end of September 2021.
June 2019 - ongoing	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). Councillors have been invited to attend the critical review meetings of each of the themes (Clerk has sent out dates by email). The critical review of the Economy theme was held on the 30 <sup>th</sup> July.
June 2019 – ongoing	Climate Emergency	No updates have been received – refer to March 2021 AS.
February 2020 - ongoing	Men's Shed – Live Well in Braunton	No updates have been received since November 2020 – refer to March 2021 AS. LWIB will attend the 12 July 2021 meeting to report progress with the project. Site meeting took place on the 15 <sup>th</sup> July. Meeting with Men's Shed Comm. held on 5 August.
May 2021	Car Parks	Due to cost efficiency RingGo have refused the Council to set up its own account to offer an alternative payment method. The Council have signed up to the Flowbird alternative payment App which should be available to users in June. This was postponed as waiting for confirmation from NDC that they can still enforce the car parks. Flowbird have agreed to provide the NDC CEO's with training to use the web based enforcement App. The Clerk has investigated applying for a PWLB to purchase new P&D machines but prior to obtaining consent from the Secretary of State the Council must consult the public to evidence local support to borrow money for this purpose. Agreed that the Council would not borrow money to pay for the new P&D machines the Clerk has negotiated a 60 day payment extension with the supplier.
June 2021	Anti social behaviour (ASB) at the Recreation Ground	Neighbouring residents have complained about ASB on the Recreation Ground and in the Illingworth Shelter. The Chair and Clerk to meet with the police and local residents to discuss options to improve the situation and report back to the Council.
July 2021	Pharmacy provisions in the village	The assessment regarding pharmacy provisions in Braunton has been delayed for a further year due to Covid 19.
<b>FINANCE COMMITTEE</b>		
<b>PROGRESS</b>		
May 2019 – delayed due to Covid-19	BPC to apply for the Local Council Award Scheme (aka Quality Council Status).	
May 2019 – delayed due to Covid-19	To upgrade the Council's website.	
<b>PARKS AND GARDENS COMMITTEE</b>		
<b>PROGRESS</b>		
2019 – delayed (waiting for s106)	Install new swing set and communal area in Knowle Play Park. The Clerk has submitted a new S106 application for funding.	

<p>April 2021</p> <p>Managing the grass verges for wildlife (Bumblebee and insect conservation)</p> <p>September 2019 – in progress with NDC</p> <p>Grounds Maintenance Works 29 June to 12 July</p> <p>Criminal damage Recreation Ground</p>	<p>Council to take on the County Urban Grass Cutting contract for 2021/22. April 2021</p> <p>Council staff are working with the Bumblebee Conservation Trust to improve habitat and encourage wildlife diversification. Pilot scheme on Saunton Road - verges included in the pilot can be identified as they have wildlife indicator posts erected. Funding Application submitted to the AONB for £4k towards a pick up mower attachment.</p> <p>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.</p> <p>Hedges: Recreation Ground.</p> <p>Grass Cutting and strimming: Mowstead Park, Knowle verges, Tarka Trial behind Anchor, Velator Way, Village Green and roundabout, Saunton Road, Parish Office, Memorial Gardens, Pixi Dell Stores and Relph Close, Recreation Ground</p> <p>Weeding: Area behind Chaloner Car Park, Bowling Club path, Saunton Road, Village Green nr. J Wensleys, behind Anchor, Chaloners Play Park,</p> <p>Boundary wall (near Pavilion) dismantled and blocks left on ground. Blocks brought back to Parish Council office and temporary fencing erected. Buddleia on the highway cut back to improve visibility of the area. To be rebuilt in house once staffing levels are back to normal. Parish Clerk has reported the incident to the police.</p>
<p><b>PROPERTY COMMITTEE</b></p>	
<p>April 2021</p> <p>June 2021</p> <p>June 2021</p> <p>July 2021</p>	<p><b>PROGRESS</b></p> <p>To review the condition of Caen Street Car Park and bring costs for resurfacing / patching, realigning and drainage to Council for consideration.</p> <p>Look into cashless payment options RingGo have refused to provide this service in Braunton.</p> <p>Alternative payment options have been explored report to the Annual Meeting on the 4<sup>th</sup> May – <b>update above.</b></p> <p>Building maintenance to the Bakehouse Centre.</p> <p>Repaired DCC post and rail adjacent to the Library.</p> <p>Cleared out Committee Room and fitted Covid screen to Parish Office reception.</p>

Notes of the meeting held with Braunton Parish Council (BPC), Live Well in Braunton (LWIB) and the Braunton Men's Shed (BMS) on Thursday 5 August 2021 at 2pm in the Parish Hall.

<b>Present:</b>	Cllr Liz Spear	BPC, Chair
	Cllr Derrick Spear	BPC
	Cllr Marguerite Shapland	BPC
	Cllr Ray Shapland	BPC
	Cllr Jasmine Chesters	BPC
	Cllr Peter Lord	BPC
	Cllr Adrian Bryant	BPC
	Cllr Val Cann	BPC
	Sophie Heanton	LWIB
	Roger Byrom	LWIB
	Beryl Lloyd	LWIB
	Dave Bares	BMS
	Colin	BMS
	Jon Rodney Jones	BMS
	Mr Craig	Torrington Men's Shed
	Tracey Lovell	BPC, Clerk

## History

The concept for the Braunton Men's Shed originally came due to referrals from the Caen Medical Centre, as many men were suffering with social isolation and depression. A men's shed is a good way for people to socialise and improve their mental health. Men, unlike women, find it difficult to express their feelings but it has been proven that when men find themselves with likeminded people and keeping busy they do open up. A men's shed is a great way to reduce social isolation and get out of the house.

In January 2020 LWIB held a public meeting in the Parish Hall over 100 attended and 50 signed up to be involved in the BMS, notes from the public meeting are attached as Appendix A. In February the Parish Council gave permission for the BMS to use the Committee Room and grass area behind the Parish Hall on a temporary basis until they found permeant premises. In March, England went into lock down and plans were put on hold as the Parish Hall had to close under government restrictions. In November 2020 LWIB requested if the BMS could use the Stoney Bridge Depot as its permeant premises. The Council agreed this in principal, the previous reports considered by members at their meetings held on the 12<sup>th</sup> and 27<sup>th</sup> July are attached as Appendix B and C. Since November 2020 LWIB and the BMS have been working on a proposal to enable them to use the Stoney Bridge Depot.

## Benefits for the men and wider community

Colin, Chair of the Torrington Men's Shed and an Ambassador for the Regional UK explained that there are currently over 600 active men's sheds in the UK and many more in the development phase such the BMS. Men's sheds are a great way to improve mental health, physical health and the general wellbeing of its members.

The Torrington Men's Shed was set up six years ago by four retired people. They began using temporary premises and moved onto a permanent location at the Torrington Football Club. The work to set up and build the Men's Shed was done by its members as they had the different skill sets needed. They meet Tuesday and Thursday mornings and Wednesday evenings. To raise funds they do up old tools and sell them on at car boots sales and offer a repair shop where members of the public can bring their items in for repair/refurbishment. The Torrington Men's Shed offers rich, robust banter and whilst working side by side it enables people to open up about their struggles in life.

They have social gatherings such as breakfasts and they encourage young people in the community to learn new skills.

### **Planning**

Members considered the Architects plan which was shared at the Council meeting on the 12<sup>th</sup> July, attached as Appendix D. RB confirmed that the drawing was to scale. SH would find out from the Architect if the planning application is only required for change of use as the porta cabins are temporary structures they may not require planning.

The Clerk explained that the lease needs to be in place before they apply for planning as the Valuation Office will be notified of the planning application and if the lease is not in place the Council could be liable to pay non domestic rates. If the land is leased to a not for profit or charitable organisation they can apply for rate relief. It was agreed that if non domestic rates are due on the land then this cost would be met by the BMS.


The only issue with the site might be access as it is off of the busy A361 and on a bend. It was agreed that TL and SH would contact Paul Young at Devon County Council to ask his advice prior to applying for planning.

It was further suggested that the BMS apply for pre planning advice. They had considered this but as the biggest concern would be highways and this would not be part of the pre planning advice it was felt to be an unnecessary cost.

### **Letter of Intent**

The BMS have identified funding but the funders will not consider an application without a lease or letter of intent from the Parish Council. They also need to carry out an Ecologically Survey in September but cannot justify spending this money without a lease or letter of intent in place.

TL explained that the Council had been quoted £1,000 for legal cost but this might be much cheaper and she would obtain other quotations.

	<b>BRAUNTON PARISH COUNCIL</b> <b>Notice of Motion to Council</b>		
Agenda Item:		Meeting Date:	
To be referred to Committee (if yes, specify which committee)	Braunton Parish Council (BPC)		
Title of Motion	North Devon Housing Crisis - Short Term Lets		
Proposed by	Graham M Bell		
Seconded by	Liz Wood		
Proposed Resolution	<p>1) Braunton Parish Council declares a Housing Crisis which has resulted in Braunton Parish residents being unable to remain within the community, causing:</p> <ul style="list-style-type: none"> <li>• families to be disconnected,</li> <li>• support networks to be disrupted or destroyed,</li> <li>• a loss of community cohesion,</li> <li>• detrimental mental health effects on residents and their children,</li> <li>• a disruption to the education of affected children and</li> <li>• an environmental effect caused through increased journey lengths.</li> </ul> <p>2) Braunton Parish Council requests that North Devon District Council (NDDC) consider the effect that Short Term Lets are having on the ability of North Devon residents to afford and own their own homes in their home towns/vilages. To this end, BPC requests NDCC to urgently introduce licencing that</p> <p style="margin-left: 40px;">A) limits full property lets (as outlined below) to a maximum letting period of 91 consecutive days per calendar year. (91 days = 13 weeks, either in a single block or split into two shorter whole week blocks where one or both blocks include the New Year periods.</p> <p style="margin-left: 40px;">B) requires all full property lets and partial property lets to obtain formal planning permission to allow for use as</p>		

	<p>a short term for the reasons outlined below. Ongoing short term lets to be registered with NDDC as outlined below.</p> <p>3) While waiting for NDDCs positive response, Braunton Parish Council will require all residential planning applications (where the habitable area is enlarged or altered) to state clearly whether or not an application is or is not in order to provide a Short Term Let. This will ensure that neighbours can consider the full implication of a Short Term Let and respond if they feel it is necessary.</p>
Background (provided by the proposer)	<p>A “Short Term Let”, commonly known as “a holiday let” or under the umbrella term an “AirB&amp;B” (although, “AirBnB” is used in a similar manner to a vacuum cleaner being called a “hoover”) is a residential property that is used in full or in part to provide holiday (or similar) accommodation to visitors, normally these lets are sold as a number of nights. Short Term Lets are commonly arranged through the internet or through a holiday letting agency.</p> <p>These short term lets provide a revenue stream to homeowners and also are a novel way for holiday makers to visit an area. They form a small part of North Devons tourist economy. They also provide a business for the domestic companies that clean-up after the holiday makers have left.</p> <p>In February, 2020, research carried out by the Guardian newspaper showed that North Devon has among the highest rates of short term lets in the United Kingdom. Woolacombe, Georgeham and Croyde are the worst hit areas (in the entire country) with 23 per 100 homes being used as holiday lets.</p> <p>Unfortunately, Short Term Lets only have a marginal effect on local businesses as they simply divert visitors away from local hotels and holiday sites and into sheds and roof-spaces. The more significant effect is on the local housing market. Young (and older) Adults who were raised in our community are being forced to leave their homes due to a surge in demand for holiday properties and the resulting inflation of house prices. (A 2-bedroom flat in Woolacombe is a similar price to a similar property in Surbiton).</p>



Currently, the housing crisis in North Devon has become a significant topic with the Housing Crisis Facebook group expanding rapidly and receiving coverage on the BBC and national newspapers.

As well as this damaging effect on our local community, a common secondary effect is the anti-social effect of Short Term Lets in inappropriate locations. At best Short Term Lets increase the traffic on residential streets, can become a significant nuisance to neighbours. At worst, Short Term Lets play an unregulated role in criminal activities.

In 2017 London recognised the increasing problem of rising Short Term Lets and decreasing property availability by introducing a 90 day rule to “full property lets”. This means that a home can only be let for 90 days in the year. Although the global Covid epidemic makes analysis of the effect of these figures difficult to interpret, it appears that many property owners have found simple methods to circumvent the regulations and the number of Short Term Lets has continued to rise since 2017. The proposals made here hope to prevent these loopholes from being exploited in order to ensure that North Devon and Braunton residents are protected.

This proposal would make a more exacting definition of what constitutes a full property and a partial property let. A “full property let” would be a let where the amount of enclosed space available for rental is equal to or greater than 25% of the habitable property space. A “Partial Property Let” would be one where the property is the main residence of the property owner and the available space is less than 25% of the enclosed property space.

With Full Property Lets, property owners would only be able to let the property for upto 91 consecutive days per year (forming 13 full weeks (and a whole day longer than is permitted in London)). The hope is that full properties will be less likely to be used as short term lets and that properties will then be available to the rental market or that property owners will be inclined to switch to a partial property let with the remaining space being used as a long term let. In order to allow remaining Full Property Lets to cover the New Year Period it is expected that the 13 weeks could be split into two to allow one or both

periods to run through the 1<sup>st</sup> January and/or the 31<sup>st</sup> December.

Partial property lets should be recognised as providing a valuable income stream to homeowners. However, they are sometimes placed in locations with inadequate infrastructure to support the additional load or might create a nuisance to neighbours. By requiring that all short term lets are subject to planning regulations we will be ensuring that:

- Neighbours are consulted prior to having a business open in their neighbourhood
- Highways access is not problematic
- Appropriate health & safety standards are considered.
- A short term let is not operating in an inappropriate location (i.e. overlooking a school).

It is expected that as part of these changes, NDDC would license Short Term Lets in the same way that it monitors tattooists or taxi-drivers and that the permission to operate a Short Term Let would be reviewed if local residents felt that it was impinging on their wellbeing. This is in order to ensure that all Short Term Lets are being let sensibly and to ensure the health and wellbeing of people living nearby. Short Term Lets licences could also be reviewed if there was evidence of criminal activity or if any of the above planning regulations came into effect (i.e. highway changes or a school being built adjacent to the property). Given the high profits that can be earned through short-term lets it would not be unreasonable for NDDC to expect Short Term Let owners cover the cost of this service.

As part of the changes, it is expected that Full Property Short Term Lets (where the Let space is greater than/equal to 25% of the habitable area of the property) will be subject to a strict limit per area of "x" per 100 properties. This limit might be set by NDDC or set at a Parish/Town level where other holiday accommodation provision can be considered. While existing short term lets would be expected to continue to operate this might create a situation where further short-term lets would not be permitted until the current number of lets has fallen to a reasonable level. Any short-term let permit would be expected to remain with the property owner and not the property, therefore if the property

owner sells their property, the new owner would need to obtain fresh permission to operate a short term let (this should help ensure that short term lets are released into the local housing market).

**Addendum, The following paragraph was** added to the proposal as part of the councils deliberations as it was highlighted that there are several powers available to NDC that are currently not being enforced and could potentially help to reduce the number of short term lets and increase the availability of property and/or long term lets:

Braunton Parish Council would like to encourage NDC towards fully implementing existing legislation regarding whether short term let owners should be paying business rates where the letting period is over 210 days. And also towards the legal question of whether homes that accommodate 6+ people from multiple households would require planning permission for a change of use. By ensuring that Short Term Lets are paying the correct taxes this will ensure that holiday lets are contributing towards the local economy in the same manner as hotels and other holiday accommodation and are not gaining an unfair advantage over other businesses. By ensuring that holiday lets with large accommodation sizes have considered a "change of use" we can reduce the risk of nuisance lets in residential neighbourhoods and disincentivise further properties from becoming holiday lets thereby slowing the drain of housing stock. Currently of the 2,630 rentals around 10% have a large occupancy and 500 are in use for over 210 days per year.

-----

Terminology... The proposition defines a "full property let" as one that uses the entire property or equal to/over 25% of the habitable space. Multiple Short Term Lets within the same property would have their Let space added together as opposed to treated separately with any communal areas included in the Let space for each Short Term Let. (example: if one property was divided into five (equal) Short Term Lets then the total amount of habitable space being used as a Let would be  $5 \times 20\% = 100\%$ . If a property was divided into two short term lets each comprising 10%

	<p>of the properties habitable space then the Short Term Let Space would be <math>10\%+10\%=20\%</math> (a Partial Property Let), however, if the Short Term Let also included a communal kitchen and bathroom (which formed 5% of the total habitable property) in addition to the private space, this would then be calculated as <math>(10\%+5\%)+(10\%+5\%)=30\%</math> making the property a Full Property Let.</p> <p>A "partial property let" is one where the property is inhabited by the owners (or a long term let) at the same time as the people letting the property. Evidence shows that letting agencies in other areas have circumvented local letting regulations by locking a single cupboard. Therefore, in this instance a partial property let is defined as occupying no more than 25% of the habitable part of the property. "Habitable" includes the home, any converted loft space and any habitable out-buildings.</p>
Background (provided by the Proper Officer)	
Financial Implication (anticipated by the proposer)	<p>The proposed financial implication will be taken at a district level but should be incorporated into existing licensing departments who may decide to incorporate a fee. This proposal would create a glut of planning applications in the short term but these could be handled sensitively.</p> <p>It is anticipated that BPC Clerk would need to communicate with NDDC to ensure that this proposal is taken forward.</p>
Financial Implication (anticipated by the Proper Officer)	
Legal Implications	
Proposer Signature	Cllr Graham M Bell (by email)
Seconders Signature	Cllr Liz Wood (by email)



## BRAUNTON PARISH COUNCIL

### Calendar of Meeting 2021/22

<u>Meeting</u>	<u>Venue</u>	<u>Time</u>	<u>Day</u>	<u>Date</u>
Full Council Meeting	Parish Hall	7pm	Tuesday	10 August 2021
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	23 August 2021
Full Council Meeting	Parish Hall	7pm	Tuesday	14 September 2021
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	27 September 2021
Full Council Meeting	Parish Hall	7pm	Tuesday	12 October 2021
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	25 October 2021
Full Council Meeting	Parish Hall	7pm	Tuesday	9 November 2021
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	22 November 2021
Full Council Meeting	Parish Hall	7pm	Tuesday	14 December 2021
Full Council Meeting	Parish Hall	7pm	Tuesday	11 January 2022
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	24 January 2022
Full Council Meeting	Parish Hall	7pm	Tuesday	15 February 2022
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	28 February 2022
Full Council	Parish Hall	7pm	Tuesday	15 March 2022
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	28 March 2022
Full Council	Parish Hall	7pm	Tuesday	12 April 2022
Annual Parish Meeting	Parish Hall	7pm	Tuesday	19 April 2022
Additional Council Meeting (virtual planning only)	Zoom	7pm	Monday	25 April 2022
Annual Council Meeting	Parish Hall	7pm	Tuesday	10 May 2022

In accordance with the Schedule of Delegation approved by the Parish Council on the 12th April 2021, the Clerk is required to exercise delegated powers in consultation with the members of the Council.

To ratify decisions taken under delegated powers during Covid 19 Pandemic from 4<sup>th</sup> May to 27<sup>th</sup> July 2021.

<b>Meeting</b>	<b>Minute Ref:</b>
Advisory Discussion Meeting 2 <sup>nd</sup> June 2021	AD/01/2021/22 – AD/11/2021/22
Advisory Discussion Meeting 28 <sup>th</sup> June 2021	AD/12/2021/22 – AD/32/2021/22
Advisory Discussion Meeting 12 <sup>th</sup> July 2021	AD/33/2021/22 – AD/46/2021/22
Finance and Administration Committee Advisory Discussion Meeting 19 <sup>th</sup> July 2021	AD/47/2021/22 – AD/52/2021/22
Advisory Discussion Meeting 27 <sup>th</sup> July 2021	AD/53/2021/22 – AD/64/2021/22