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BRAUNTON PARISH COUNCIL ACTION SHEET

DATE	TOPIC	PROGRESS MADE
February 2020	Air Quality Action Plan (AQAP)	TWG meeting held on Wednesday 12 February 2020 – draft notes to be circulated for approval at the July full Council meeting.
July 2019	Extension of Tarka Trail from Knowle towards Ilfracombe	No updates have been received from the County – refer to October 2019 AS.
February 2018	North Devon Council: Section 106 Money Communities Together Fund (CTF) ND Councillor Grant	<ul style="list-style-type: none"> • Fitness equipment in the recreation ground –to be considered by the Parks and Gardens Committee. • Informal running track in the recreation ground – to be considered by the Parks and Gardens Committee. • Skate Park facilities on land adjacent Velator quay – Section 106 request submitted. • Provision of public conveniences on Chaloners Road – Section 106 request submitted not eligible for S106. • Replacement play equipment at Knowle Play Park – Castle themed climbing tower completed. £7,006 S106 applied for to complete phase two – install double swing set of 2 x flat swings and Birds Nest Swing complete with rubber mulch. • Upgrade existing equipment in the Chaloners Road play area identified on the ROSPA inspection - £4,026 S106 applied towards replacing the Spudnik Roundabout. • Trim Trail adjacent Tarka Trail on Parish Council land - £14,628 Section 106 request submitted.
November 2018	Village Green	<ol style="list-style-type: none"> 1. Phase one of the project – completed. 2. Phase two to be completed later in the year once the relevant permissions have been obtained.
April 2019	Community Led Plan (aka Parish Plan)	To appoint Devon Communities Together to help review the existing Parish Plan for Braunton. To hold a public consultation event in 2020.
June 2019	Braunton Neighbourhood Plan (BNP)	The Council appointed Cllrs M Shapland, A Bryant, D Relph and G Bell as its four representatives to serve on the Braunton Neighbourhood Plan Steering Group (BNPSG) (Min Ref: 075/2019/20). The Council to provide training in Braunton for the BNPSG, Parish councillors and surrounding communities. Funding included in the financial year 2020/21. Councillors and the Clerk attended a webinar training with Stuart Todd Associates on Wednesday 27 th May 2020, slides are available contact the Clerk if you would like a copy.
June 2019	Climate Emergency	<ol style="list-style-type: none"> 1. Declared a 'Climate Emergency'; 2. Pledged to do everything within the Council's power to make the Parish of Braunton carbon neutral, and over the term of this council by 2023 to do as much as possible to achieve carbon neutrality. 3. Work with other local authorities and bodies (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C; 4. Continue to work with partners to deliver this new goal through all relevant strategies and plans; 5. Specifically consider the mitigation of wider climate impacts on Braunton; 6. Engage with surrounding parish and town councils to ascertain what other local areas are doing; 7. To carry out an audit of the Council's activities to define the organisation boundaries and establish where improvements in the Council's energy use can be made. 8. Cllr Bell to contact surrounding Parish Council's. 9. Secured District Councillor Grant to plant standard trees in the Recreation Ground as part of the Council tree planting scheme. 10. Secured Oak tree from the Landmark Tree Scheme to be planted on land behind the Anchor area in the centre of the village.

		11. Secured 420 trees from the Woodland Trust to be planted on parish land in November / December 2020. 12. BPC Climate Emergency Working Party to meet on Monday 16 March at 6 pm.
June 2019	Public Conveniences and baby changing facilities	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. 3. NDC to carry out a review of its public conveniences. 4. Clerk emailed Paul Burton to find out NDC intend to open the public conveniences in Braunton with shops reopen on the 15 th June.
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. 1. Response received from NHS England (South West) 09/08/19. 2. Response received from Devon Local Pharmaceutical Committee 16/08/19 3. Waiting for response from CCG. 4. Response received from Devon County Council Health and Wellbeing Board 24/09/19 and 28/01/20. 5. Response received from Lloyds Pharmacy 18/01/20. 6. Council to issue press release to encourage the community to write to the DCC Health and Wellbeing Board to request an urgent PNA be carried out in Braunton. Completed. 7. Council to invite Councillor Andrew Leadbetter to future meeting to discuss pharmaceutical needs in Braunton. Completed – He would not refuse but he wonders what more he can say.....
February 2020	Men's Shed – Live Well in Braunton	1. The Council agreed the Men's Shed could use the Committee Room and area at the rear of the premises. 2. The first two meetings will not be charged to help the group to become financial established. 3. Cllr R Shapland to be the Council's representative on the Men's Shed Committee.
February 2020	Remedial Works to the Memorial Garden Hedgerow	Council to consider options to replant area at its meeting on 9 March. Quotation received from St. Johns Garden Centre.
February 2020	Defibrillators in the Village	The Council to take on the annual costs to replace Pads and batteries in the defibrillators, as follows: <ul style="list-style-type: none"> • The one in the Cross Tree Centre • The one at John Wensley's Newsagents • The one at Pixie Dell Stores • The one at the Old School Rooms in Church St.
<u>DATE</u>	<u>COMMITTEE</u>	<u>PROGRESS</u>
May 2019	Finance and Admin	BPC to apply for the Local Council Award Scheme (aka Quality Council Status).
May 2019	Finance and Admin	To upgrade the Council's website. Funding allocated in 2020/21.
May 2019	Finance and Admin	To provide training opportunities for local councillors - Ongoing.
November 2019	Finance and Admin	Parish Grants be awarded in April 2020 totalling £13,475. Postponed due to COVID-19.
February 2020	Finance and Admin	Risk Assessment and Review of Effectiveness of Internal Controls and Internal Audit for the year 2019-20 – Completed

February 2020	Finance and Admin Parks and Gardens	Annual review of Standing Orders to adopt the NALC Model – Completed
February 2020	GDPR	Annual review of compliance – completed no changes required.
June 2020	Annual Audit	Deadline has been extended to September due to COVID-19.
January 2019	Parks and Gardens	Install new swing set and communal area in Knowle Play Park. Waiting for S.106 Funding to be released.
April 2019	Parks and Gardens	Council to take on the County Urban Grass Cutting contract for 2020/21.
June 2019	Parks and Gardens	To obtain costs to install fitness equipment – to be considered by the new Council following the May elections. Rotary Club of Braunton are keen to develop the area and encourage pentanque. The project to be referred to full Council following the May elections. The Parks and Gardens Comm. meet with the Braunton Rotary Club (BRC) on the 30 September to consider options and costs – no official response received from the BRC regarding proposed plans. Funding for Trim Trail applied to Section 106.
June 2019	Parks and Gardens	To look at opportunities to provide more public open space in the community. The Clerk, the Chair and Chair of Parks and Gardens to be given delegated powers to meet with NDC to begin negotiations regarding acquiring more open space in Braunton between the River Caen and Tarka Trail.
November 2019	Parks and Gardens	To carry out a tree audit of Council owned trees and identify land where trees can be planted in the future. To allocate funds in the Council's budget 2020/21. External funding provided to plant 13 trees on the Braunton Recreation Ground.
November 2019	Parks and Gardens	To negotiate with DCC a long-term agreement / lease to maintain the 32,000 m ² in the parish. Ongoing last chased 21/01/20.
November 2019	Parks and Gardens	<ul style="list-style-type: none"> • To apply for a free pack of trees from the Woodland Trust to be planted by local school children at the Beacon in the Spring 2020. Application was successful trees will be received in November 2020. • The Council to purchase and plant 45 standard trees on its land subject to budgetary provisions. 13 trees planted on the Recreation in January 2020.
September 2019	Property	BPC to reconsider the Rural Community Energy Fund Feasibility Study. This has been uploaded to the 'BPC Climate Emergency Google Drive'.
November 2019	Property	<p>Review of the Braunton Community Work Hub – the following agreed at the Property Committee meeting 03/09/19:</p> <ol style="list-style-type: none"> 1. Introduce new T&C's. Completed 2. Introduce new tariff. Completed 3. Organise a first anniversary relaunch to coincide with launching the Work Hub website.

		<ol style="list-style-type: none"> 4. Contact NDC Economics team to research what help is available to SMEs. 5. Contact Princes Trust Programme to involve young people. 6. Review changes in 6 months.
February 2020	Property	Parish Hall look at options and costs to improve the energy efficiency of the building including replacing doors and windows (Min Ref: PR/22/2019/20).
February 2020	Property	To review the condition of Caen Street Car Park and bring costs for resurfacing / patching, realigning and drainage back to the next meeting.
February 2020	Property	<p>Electric Vehicle (EV) Charge Point in Caen St. Car Park.</p> <ol style="list-style-type: none"> 1. To apply to the Energy Saving Trust for funding towards installing 22kW EV charge point. 2. Join the Devon Low-carbon Energy & Transport Technology Innovator (DELETTI) 3. Work with North Devon Council to ensure that charge points are compatible