

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 3 April 2024

Dear members of Braunton Parish Council,

You are summoned to attend the Full Council meeting of Braunton Parish Council, which will be held on **TUESDAY 9 APRIL 2024 at 7pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with The Public Bodies (Admission to Meetings) Act 1960 members of the public and press are welcome to attend.

There will be a period not exceeding 15 minutes for questions by the public. Anyone wishing to ask questions is requested to notify the Parish Clerk by 12 noon on the day of the meeting.

Yours faithfully,

A handwritten signature in blue ink that reads 'T. Lovell'.

Tracey Lovell BA (Hons)
Clerk to the Council & RFO

Public Participation. In accordance with Standing Order 49 a period not exceeding 15 minutes will be set aside at the start of the meeting for members of the public to ask a question or make a statement about, any matter relating solely to any function of the Council or any planning application being considered by the Council. Anybody wishing to ask a question is requested to inform the Parish Clerk prior to the meeting.

AGENDA

Part A – Public

1. **Apologies** - receive apologies and reasons for absence.
2. Receive items for information not on the agenda, which in the opinion of the Chair should be brought to the attention of the Council.
3. **Declarations of Interest** – to receive declarations of personal interest and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests:
 - Should be declared at the beginning of the meeting, and
 - Declared prior to the item being discussed.
4. **Public Participation Period** – members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business and shall not speak for more than 3 minutes. A

question asked by a member of the public during this period shall not require a response or debate at the meeting.

5. **Requests for Dispensation** - consider requests received for dispensation(s).
6. **Minutes** –
 - a. To approve and sign Minutes of the Council Meeting held on the 12 March 2024, attached.
 - b. To ratify and adopt the Minutes of the Finance and Administration Committee Meeting held on 27 March 2024, attached.
 - c. To ratify and adopt the Minutes of the Parks and Gardens Committee held on 3 April 2024.
7. **Action Sheet** – consider updated action sheet, attached.
8. **Police Report** – receive latest newsletters for April 2024, attached.
9. **Report from Devon County Councillor** – receive Devon County Councillor.
10. **Report from North Devon Councillors** – receive North Devon District Councillors.
11. **Ask for Jake** – Receive Marie Ash from Ask for Jake.
12. **Planning** – North Devon Council the determining Authority, has asked for comments from this Parish Council on the following applications (click on the application number to view the Application):

Cllrs E Spear and G Bell 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.

- a) [78141](#) **Proposed:** Erection of games room, sun terrace and area for jacuzzi
Location: Ambridge House 15 Seven Acres Park Braunton Devon EX33 2PD
Applicant: Mr Rocky Huxtable

13. North Devon Council – Planning Decisions

- | | |
|-------|--|
| 77756 | Description: First floor side extension to dwelling
Site Address: 3 Mowstead Road Braunton Devon EX33 1BJ
Applicant: Mrs Diane Daniels
Decision: APPROVED
Decision Date: 19/03/2024 |
| 78086 | Description: Creation of new track, enlarged parking and turning for 3 lodges with turning head and Devon bank (amended description)
Site Address: The Stables Saunton Road Braunton Devon EX33 1HG
Applicant: Pete Caswell
Decision: APPROVED
Decision Date: 20/03/2024 |
| 78217 | Description: Erection of dwelling house & alterations to access Plot 2
Site Address: Land at The Stables Saunton Road Braunton Devon EX33 1HG
Applicant: Pete Caswell
Decision: APPROVED
Decision Date: 19/03/2024 |
| 78322 | Description: Application for a non-material amendment to planning |

permission 76674 (Variation of condition 2 (approved plans) attached to planning permission 57649 to allow amended design) in respect of revised site layout and amended design to plots 21, 22 & 23 and plots 7 - 9 plans and plots 13 and 14
Site Address: Land Adjacent 86 Velator Bridge Braunton Devon EX33 2BG
Applicant: Velator Way Ltd
Decision: APPROVED
Decision Date: 18/03/2024

- 77978 Description: Erection of porch, minor changes to windows and erection of an oak pergola (amended plans)
Site Address: 8 Cross Farm Braunton Devon EX33 1FD
Applicant: Andrew Thomas
Decision: APPROVED
Decision Date: 25/03/2024
- 78251 Description: Demolition of outbuilding and erection of single storey extensions
Site Address: Springhaven Hills View Braunton Devon EX33 2LA
Applicant: Mr and Mrs Hollister
Decision: APPROVED
Decision Date: 27/03/2024
- 78200 Description: Siting of solar panels on weighted, removable bases on flat roof of Brock Lodge holiday let
Site Address: Brock Ash Road Braunton Devon EX33 2EF
Applicant: Mr Antony Palmer
Decision: APPROVED
Decision Date: 26/03/2024
- 78326 Description: Demolition of garage, erection of extensions & loft conversion including dormers
Site Address: 5 Limetree Grove Braunton Devon EX33 1HE
Applicant: Mr and Mrs Burrell
Decision: APPROVED
Decision Date: 28/03/2024
- 78399 Description: Application for consent for works to trees covered by a Tree Preservation Order TPO 176 in respect of height and crown reduction of 1x Beech (T2), 2x Sycamore (TG1 and T3) and height reduction, crown reduction of the other cardinal sides (south, west and north) and tidying of east side of 2x Holm Oak (TG4 and T5)
Site Address: Tyspane Nursing Home Lower Park Road Braunton Devon EX33 2LH
Applicant: Davey
Decision: APPROVED
Decision Date: 27/03/2024

14. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 13 March – 9 April 2024 inclusive – schedule of payments will be issued prior to the meeting.
- b. To examine and agree the revised accounts due for payment for period 14 February – 12 March 2024 inclusive – schedule of payments attached.
- c. To approve direct debit and standing order payments for March 2024 – attached.
- d. To approve PAYE, NI and pension contributions for April 2024 – schedule of payments will be issued prior to the meeting.

15. **Representatives on Outside Bodies –**
 - a. Receive the Council's representative Cllr V Cann on the Mens Shed.
 - b. Receive the Council's representative Cllr M Shapland on the Braunton Twinning Organisation.
16. **To ratify decisions taken under delegated powers from 13 March – 9 April 2024**, information attached.
17. **Live Well in Braunton –** Consider request for a larger office at the Braunton Work Hub.
18. **North Devon Council Off Street Parking Order (OSPO) Consultation –** Consider feedback from consultation and whether to proceed with the changes to the OSPO for the Caen Street and Chaloners Road car parks.
19. **Braunton Recreational Ground Improvements –** To agree quotation to widen gate entrance with new self-closing gate and create pathway.
20. **Parish Council Asset Register –** To consider and review the Council's asset register for 2023/24.
21. **Aged Debtors/Creditors –** To consider and review aged debtors/creditors report.
22. **Bank reconciliation Year End 31 March 2024 –** To consider and agree the Council's bank reconciliation Year End 31 March 2024.
23. **Council Surgeries –** Consider holding future Council Surgeries and setting a programme.
24. **Hire of the Recreational Ground -** Consider request received from North Devon Health Fest to hold their annual event on Sunday 13 April 2025 at the Recreational Ground.
25. **Exclusion of Press and Public**
To resolve under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.

Part B – Confidential restricted information.

26. **Staff Matters –**
 - a. Agree that each member of staff entitled under the Job Evaluation Scheme to incur one incremental point on the National Joint Council Pay Scales from the 1 April 2024.
 - b. Overpayment made to staff number 23.
27. **Acquisition of land –** To consider offer to Lease two parcels of land from DCC for the purpose of a community garden and agree Heads of Terms.