

## BRAUNTON PARISH COUNCIL



Council Offices  
Chaloners Road  
Braunton

Date issued: 6 September 2023

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 12 SEPTEMBER 2023 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.*

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### **AGENDA**

#### **Part I**

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 8 August 2023, attached.
  - b. To ratify and adopt the Minutes of the Property Committee meeting held on 15 August 2023, attached.
  - c. To ratify and adopt the Minutes of the Finance and Administration Committee meeting held on 29 August 2023, attached.
7. **Action Sheet** – consider updated action sheet, attached.
8. **Police Report** –
  - a. receive latest newsletter for September 2023.
  - b. Police community drop-in date - Tuesday 12 September 2023 from 11am to 1pm in the Parish Hall.
9. **Report from Devon County Councillor** – receive Devon County Councillor.
10. **Report from North Devon Councillors** – receive North Devon District Councillors.
11. **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) [77587](#) Proposed: Approval of details in respect of discharge of condition 7 (details of proposed pumping station) attached to planning permission 73769 (erection of 5 dwellings)  
Location: Land off Church Hill Lane Knowle Braunton Devon EX33 2ND  
Applicant: Pearce Construction (Barnstaple)Ltd

## 12. North Devon Council – Planning Decisions

77242

Description: Erection of a bat barn

Site Address: East Saunton Farm Saunton Braunton Devon EX33 1LS

Applicant: Christie Devon Estate

Decision: APPROVED

Decision Date: 29/08/23

77111

Description: Approval of details in respect of discharge of conditions 5 and 6 (Landscape and Ecological Management Plan (LEMP and Ground Gas Monitoring & Risk Assessment attached to planning permission 73769

Erection of 5 dwellings

Site Address: Land off Church Hill Lane Knowle Braunton Devon EX33

2ND

Applicant: Pearce Construction (Barnstaple)Ltd

Decision: APPROVED

Decision Date: 30/08/23

13. **Accounts Due for Payment –**
  - a. To examine and agree the accounts due for payment, for the period 9 August – 12 September 2023 inclusive – schedule of payments will be issued prior to the meeting.
  - b. To approve direct debit and standing order payments for August 2023 – attached.
  - c. To approve PAYE, NI and pension contributions for September 2023 – schedule of payments will be issued prior to the meeting.
14. **Council's Cadet** – To agree the appointment of the Council's Cadet.
15. **Surface Water Gully in Caen Street** – Consider writing to Devon County Council to request that the gully in Caen Street be regularly maintained to prevent surface water flooding premises.
16. **Council Surgeries** – Receive Cllr Marguerite Shapland regarding holding future Council Surgeries in the Village.
17. **Annual Governance and Accountability Statement 2022/23** – To approve restated figure in Section 2, Box 9 (Total fixed assets plus long term investments and assets) Annual Governance Statement 2021/22, information attached.
18. **Braunton Community Work Hub** - review arrangements regarding support for Live Well in Braunton and provision of office space at the Braunton Community Work Hub.
19. **EX33 Subscription** – Consider renewing the Council's subscription for the Braunton Express newsletter to be printed on the centre pages of the EX33.
20. **Parish Council Risk Assessment** – annual review.
21. **Effectiveness of Internal Controls and Internal Audit for the year 2023-24** - To review the effectiveness of Braunton Parish Council's system of internal control including the arrangements for the management of risk for the year 2023-24.
22. **Council Standing Orders** – annual review
23. **Council Financial Regulations** – annual review
24. **Anti-social behaviour in the Chaloners Road Play Park** - Retrospective decision to replace damaged equipment and safety surfacing in the Chaloners Road Play Park – briefing note attached.
25. **Devon County Council lease of land** – Consider offer to lease land from the County Council for the purpose of a community garden/allotments, information attached.
26. **Parish Christmas Tree** – Consider quotes to purchase tree and install and remove the lights.
27. **Parish and Town Councillors: Playing a Key Role in Creating Green and Resilient Communities** – To receive Cllr A Bryant to report on the course he attended on 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup> September 2022.
28. **To ratify decisions taken under delegated powers from 9 August – 12 September 2023**, information attached.
29. **Parish Hall** – Approve hire of the Parish Hall on the 13, 14 and 15 October 2023 when Art Bloc will hold their second music event fundraiser. Music to be finished by 11.30pm alcohol will be served on site using an independent licenced bar.
30. **Community Shared Space/Village Green** – Approve request for the North Devon Environment Trust to use the CSS on Saturday 7 October 2023 to hold a community event as part of their Connect 2 Nature project.