

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council extraordinary meeting held on Monday 4 August 2025 at 7pm in the Parish Hall, Chaloners Road, Braunton.

	<u>Present</u>	Cllrs: M Shapland, V Cann, R Shapland, R Byrom, E Blackmore, E Spear, D Spear, A Bryant and Lorna Childs. Officers: T Lovell, Parish Clerk & RFO
083/2025/26	<u>Apologies</u>	Apologies were received from Cllr T Kirby, health reasons Cllr M Cann, prior engagement Cllr R Shapland reminded members that the Council had agreed to note these not in attendance who had not given their apologies. Noted: Cllrs D Relph and G Bell were not in attendance and had not given their apologies.
084/2025/26	<u>Declarations of Interest</u>	None received.
085/2025/26	<u>Items not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council</u>	The Chairman reminded members that there would be a meeting on the 5 August 2025 at 2pm on Zoom to discuss North Devon Council's Reorganisation consultation.
086/2025/26	<u>Public Participation</u>	There were none.
087/2025/26	<u>Minutes</u>	RESOLVED: That the Minutes of the Council meeting held on 8 July 2025 be approved and signed as a correct record.
088/2025/26	<u>Provision of Public Conveniences at the Recreation Ground</u>	Members considered the Clerk's report, circulated prior to the meeting, regarding the provision of public conveniences on the Recreation Ground during the summer holidays. <div style="text-align: right;">(NC)</div>

Following a request from members of the public to open the Pavilion WCs to the general public during the summer holidays, the Clerk had explored what arrangements would need to be in place.

Insurance

All Employees and volunteers engaged in regulated activities and/or activities that brings them into contact with children or vulnerable adults would need to receive safeguarding training including refresher training.

Employees and volunteers would be covered by the Council's Personal accident cover.

To open the Pavilion WCs to the public would incur an additional charge of £84.62 – this is for the increased risk of vandalism including the potential fire risk and also the slight increase to the Public Liability risk.

Training

The Council would be responsible to provide employees and volunteers with PPE and must carry out training on COSHH for safe use of chemicals.

Risk Assessment

The Council would have to provide a risk assessment.

Contractors

The Clerk approached cleaning and security contractors to obtain quotes for them to operate the Pavilion WCs.

Cleaning – two companies have provided quotes to clean the WCs

To clean and provide cleaning chemicals. Parish Council to provide toilet rolls and hand soap.	£18 + Vat per day
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To clean providing all cleaning supplies.	£34.50 per day
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Security - the Contractor that currently locks the North Devon Council (NDC) Public Conveniences in Caen Street Car Park would charge £10 per lockup. This would be on the proviso that the Council coincide the closure of the Pavilion WCs with the NDC Public Conveniences. This is usually between 6pm – 6.30pm.

Keyholder service – the Council will need someone on standby in the event that an incident happens outside of

working hours. To provide a keyholder service there is an initial cost of £200 per annum, then £35 per call out.

RESOLVED: That the Council

- a. agrees to open the Pavilion WCs to the public for the remainder of the summer holidays until 3 September 2025.
- b. adopts the Safeguarding Policy attached as – **appendix one.**
- c. accepts the quotes from its insurance provider of £84.62 to cover the increased risk of vandalism including potential fire risk and Public Liability.
- d. adopts the risk assessment attached as – **appendix two.**
- e. appoints A-tac Cleaning Services to clean, stock and unlock 2 WCs and 1 disabled WC by 9am. At a cost of £18 per clean.
- f. appoints Guarantor Security to lock the WCs between 6pm -6.30pm. At a cost of £10 per visit.
- g. appoints Guarantor Security to provide key holder service initial annual fee £200, then £35 per hour if called out.

The meeting closed at 7.22pm.

Signed by the Chair:
(Cllr M Shapland)

Date: