

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council meeting held on Tuesday 12 November 2024 at 7pm in the Council Chamber, Chaloners Road, Braunton.

	<u>Present</u>	Cllrs: M Shapland in the Chair, R Shapland, V Cann, E Blackmore, M Cann, L Childs, T Kirby, R Byrom, A Bryant and D Relph.
	<u>In attendance</u>	Officers: T Lovell, Parish Clerk & RFO County and District Cllr Pru Maskell District Cllr Simon Maddocks 4 members of the public.
169/2024/25	<u>Apologies</u>	Received from: Cllr Derrick Spear – personal reasons Cllr Liz Spear – personal reasons Cllr G Bell – work commitments
170/2024/25	<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 thanked the Vice Chairman Cllr Val Cann for standing in for her at this year's Remembrance Sunday.
171/2024/25	<u>Declarations of Interest</u>	Cllr R Byrom declared a Non Registrable Interest (NRI) in Min. Ref: 182/2024/25 (a-79175), as he owns land adjacent to the application site. Cllr R Byrom declared an NRI in Min. Ref: 196/2024/25 (a & b) and 197/2024/25, as he is a member of the Braunton Caen Rotary Club. Cllrs R Shapland, M Shapland and T Kirby declared an NRI in Min. Ref: 194/2024/25 (a & b), as they is member of St. Brannock's Church. Cllr L Childs declared an NRI in Min. Ref: 178/2024/25, as she attended the community meeting.

Cllr V Cann, Cllr M Cann and Cllr R Byrom declared an NRI in Min. Ref: 194/2024/25 (b), as they are taking part in the event.

172/2024/25	<u>Public Participation</u>	None received.
173/2024/25	<u>Request for Dispensation</u>	None received.
174/2024/25	<u>Minutes</u>	<p>a. RESOLVED: That the Minutes of the Council Meeting held on the 8 October 2024 be approved and signed as a correct record. (NC)</p> <p>b. RESOLVED: That the Minutes of the Finance and Administration Committee held on 23 October 2024 be ratified and adopted by Council. (NC)</p>
175/2024/25	<u>Action Sheet</u>	RESOLVED: That the action sheet be noted. (NC)
176/2024/25	<u>Police Representation</u>	There were no police reports received.
177/2024/25	<u>Northern Devon Biosphere</u>	<p>The Chairman welcomed Andy Bell UNESCO World Biosphere Reserve Co-ordinator to the meeting.</p> <p>Andy Bell explained that the Acland Natural Flood Management project is part of a wider management plan to reduce downstream flooding within the North Devon Biosphere. It is a partnership of approximately 30 organisations working towards a 25 Year Environment Plan funded by the Environment Agency, Natural England and Devon County Council.</p> <p>The project includes Natural Flood Management (NFM) at Higher Boode Farm. He explained that NFM strategies work with environmental and natural processes, through an ecosystem based approach, to increase flood resilience of communities downstream. Over the last 50 years Braunton has experienced 12 episodes of flooding effecting 8000 residences and various business enterprises. Therefore, the project area chosen was the Acland stream, a 2km² sub-catchment of the River Caen which runs through Higher Boode Farm. The Acland soil type, consists primarily of clay loamy soils which lead to a slower than average infiltration rate. A combination of soil type and steep valley sides naturally encourage high runoff and therefore flow rate.</p> <p>The Acland stream catchment reduces flood height by several cm using various measures including:</p>

- Leaky dams - helps to delay water reaching downstream reducing the risk of flooding. Water quality is also improved as sediment in the water column is able to be released and deposited.
- Tree planting at Ash Barton – slowing down the flow of rainwater, absorbing rainwater and reducing erosion.
- Hedgerows featuring banks, small baffles and overflow pipes.

The cost to install these measures is ongoing and they need regular maintenance. The measures do not include the introduction of beavers but still might naturally migrate to Braunton.

The Chairman proposed and it was unanimously agreed to suspend Standing Orders.

A member of the public asked if landowners were receptive to the project. Andy confirmed that landowners had been very supportive.

The Chairman thanked Andy Bell and invited him to attend a future Council meeting to discuss other work being done by the Northern Devon Biosphere.

RESOLVED: That Standing Orders be reinstated.
(NC)

Cllr L Childs declared an NRI.

178/2024/25

**Wrafton Road
Action Group
(WRAG)**

The Chairman welcomed Helen Cooper on behalf of the WRAG. Helen explained that the group had been created by local residents living on Wrafton Road between the schools and Recreational Ground who were concerned about speeding vehicles. 17 residents had attended the first meeting along with the County Cllr Pru Maskell. The group would like Wrafton Road to be a 20mph limit, they have created a petition '20's Plenty' and have 117 signatories so far. There are two schools in Wrafton Road which makes the road extremely busy during school drop off/pick up times. The residents would like to collect data to evidence the number of vehicles speeding on Wrafton Road. Braunton Community Speed Watch (CSW) team don't currently monitor in this location as they need to a clear view without parked cars. The WRAG requested if the Parish Council would consider installing its Vehicle Activated Speed (VAS) sign to collect data. Cllr V Cann explained that the Council would need to work with Devon County Council to identify a suitable lamppost that the VAS sign could be installed on. Similar to the CSW team they would need to find a straight section of road without parked vehicles. It was suggested if a suitable lamppost could not be identified that the

VAS sign be installed on private land, the Clerk to check public liability cover.

The County Councillor explained that the estimated cost of extending the 20mph from Hill's View to the end of Wrafton Road would be around £10,000. The Traffic Regulation Order alone costs £5,000. It might be more financially viable to look a scheme to cover a larger area in Braunton.

RESOLVED: That the

- a. Council reiterated its support for 20mph limits where supported by residents, an action within its Masterplan.
- b. Council to continue to explore a suitable location in Wrafton Road for its VAS sign.

(NC)

179/2024/25

**North Devon
CCTV Hub**

RESOLVED: That this item be deferred until the next meeting as Hannah Harrington had a prior engagement and was unable to attend the meeting.

180/2024/25

**Report from
Devon County
Cllr**

The County Cllr's report was circulated prior to the meeting attached as – **appendix one**.

The County Cllr Pru Maskell reported that the vegetation on private ground that was blocking visibility of the Saunton Road Zebra Crossing had now been cut back. Devon County Council officers are not happy with the location of the crossing, Cllr Maskell has stressed to the County Council that the community do not want to lose the crossing.

Cllr A Bryant requested an update regarding the extension of the Tarka Trail from Knowle to Willingcott. The County Cllr would chase this up and provide an update.

181/2024/25

**Report from
North Devon
District
Councillors**

North Devon Cllr Graham Bell's report was circulated prior to the meeting attached as – **appendix two**.

North Devon Cllr Simon Maddocks had recently attended a meeting regarding the Local Plan Review. At the meeting they were asked to prioritise the County Council's 10 outstanding projects to extend multi-use paths. The County Council are unable to fund all of the projects and are consulting on which paths are most important to communities. Among the 10 projects was the Knowle to Willingcott extension of the Tarka Trail.

North Devon Cllrs Liz Spear had sent her apologies.

Cllr R Byrom declared an NRI.

(a) 79175

Proposed: Outline application for the erection of 20 dwellings and associated works with all matters reserved

Location: Land at Knowle Braunton Devon

Applicant: Warwick

RESOLVED: That the Council have no objections and wishes to recommend approval of the outline application for 20 homes, including affordable homes, as detailed in the Joint North Devon and Torridge Local Plan Policy KNW01.

The Council were pleased that the applicant had made reference to Policy H2 in the Braunton Neighbourhood Plan when addressing local housing needs. To ensure that local housing needs are met the developer should consider the Braunton Housing Needs Assessment 2022.

The provision of public open space is welcome but there are concerns regarding safe access off of the A361. The Council is keen to hear from Devon County Council the local highway authority, and would support traffic calming measures particularly reducing the speed limit on this stretch of road.

Whilst the application makes generic reference to a high quality of environmental standard for the build, the experience previously has been that these general commitments are made and then changed as an application proceeds to full application with cost issues cited. The applicant should be required to provide a full environmental specification for the properties setting out the measures to be taken – solar, heat pumps, insulation and the standards to be achieved. The Council would draw the applicant's attention to policies BE2 and BE3 in the Braunton Neighbourhood Plan and also the Parish Design Guide.

Additionally, the Council would request that the development is tailored to meet all relevant policies as set out in the approved Neighbourhood Plan, as follows:

NE3 Protecting and Increasing the Parish's Biodiversity

NE4 Protecting Devon Banks, Hedgerows and Trees

NE5 Protecting the Footpath, Bridlepath & Cycle Path Networks

NE8 Water Courses and Drainage

BE1 Built Character and Accessibility

BE2 Sustainable and Healthy Development

BE3 Building Resilience to Climate Change

BE8 Promotion of Active Travel

BE9 Vehicle Movement Assessments

H1 Principal Residence Requirement
H2 Responding to Local Housing Market Needs
H3 Meeting Affordable Housing Needs
H6 Proposals Within Development Boundaries -
Braunton and Knowle
H10 Major Development Proposals

(9.0.1abs)

(b) 78550

Proposed: Change of use of land to provide domestic curtilage and additional parking area together with erection of stable building
Location: Land at Park Farm Lower Park Road Braunton Devon EX33 2LQ
Applicant: Mr and Mrs Wilcox

The Council wishes to express its concern that the application does not meet the requirements of Policy NE3 Protecting and Increasing the Parish's Biodiversity in the Braunton Neighbourhood Plan.

(NC)

(c) 79383

Proposed: Variation of condition 2 (approved plans) attached to planning permission 78648 (Conversion of garage & alterations to dwelling together with erection of disabled ramp access) to allow amended internal layout and change of rear window to single door to access a ramp
Location: 5 Chestnut Close Braunton Devon EX33 2EH
Applicant: Mrs Claire Faulkner

Moved by Cllr L Childs, seconded by Cllr V Cann to recommend approval.

RESOLVED: That the Council recommends approval as the application will improve accessibility and meets the requirements of Policy BE1 in the Braunton Neighbourhood Plan.

(NC)

183/2024/25

**North Devon
Council
Planning
Decisions**

CPO/003/2024

Description: Historical planning/listed building applic: 29442 and 28582 plans/drawings to view online or err pdf copy

Site Address: The Black Horse 34 Church Street Brau Devon EX33 2EL

Applicant: Ben Hollington

Decision: ENQUIRY CLOSED

Decision Date: 30/10/2024

184/2024/25

Finance Matters

(a) RESOLVED: That the supplier payments on the schedule from 9 October to 12 November 2024 were approved and drawn in the total sum of £18,903.02.

(b) RESOLVED: That the Council's October 2024

		direct debits and standing orders for the sum of £6,559.67 be retrospectively approved.
		(c) RESOLVED: That the PAYE, NI and pension contributions for November 2024 were approved and drawn in the total sum of £24,440.30.
185/2024/25	<u>Representatives on Outside Bodies</u>	<p style="text-align: right;">(NC)</p> <p>a. Members considered and noted Cllr T Kirby's report as the Council's representative on the Braunton Volunteers attached as – appendix three.</p> <p>b. RESOLVED: That Cllr G Bell to resign as the Council's representative on the Tav and Torridge Estuary Forum and Cllr A Bryant be nominated to replace him.</p> <p>c. RESOLVED: That Cllr E Blackmore be elected to represent the Council on the North Devon Coast National Landscape.</p>
186/2024/25	<u>Internal Auditor's Interim Report</u>	<p>Members considered the Auditor's Interim Report for 2024/25, circulated prior to the meeting, attached as – appendix four. The Clerk went through each item explaining the recommended actions. It was noted that the Minutes on the Council's website were now correct. The Clerk had been unable to find the signed Minutes for the 9 January 2024.</p> <p>RESOLVED: That the</p> <p>a. Internal Auditor's Interim Report 2024/25 be noted and that the recommended actions be implemented.</p> <p>b. Council approves the Chairman to resign the Council Minutes for the 9 January 2024, which had been formally approved at Full Council on the 13 February 2024 Minute Ref: 234/2024/25(a).</p> <p style="text-align: right;">(NC)</p>
187/2024/25	<u>To ratify decision taken under delegated powers from the 9 October to 12 November 2024</u>	<p>RESOLVED: That the decisions taken under delegated powers from the 9 October to 12 November 2024 be ratified and adopted, attached as – appendix five.</p> <p style="text-align: right;">(NC)</p>
188/2024/25	<u>Braunton Neighbourhood Plan</u>	<p>The Clerk explained that this item had been put on the agenda at the request of members at the Advisory Discussion meeting.</p> <p>RESOLVED: To approve</p> <p>a. the recommendation put forward by the Braunton Neighbourhood Plan Steering Group (BNPSG) to further explore Georgeham Parish Council's request to combine forces to engage with North</p>

Devon Council Planning department regarding consideration of Neighbourhood Plans.

- b. the Chairman of the BNPSG to present at the Parish Forum on the 27 November 2024 regarding the Braunton Neighbourhood Plan.

(NC)

189/2024/25

North Devon
Off-Street
Parking Order
(OSPO)

Members considered a report, circulated prior to the meeting, exploring the pros and cons of introducing parking for oversized vehicles and motor homes to camp overnight in Caen Street Car Park. It was felt that more consideration of the impact and costs was needed prior to making any changes.

The Clerk explained that the Council had increased its tariff this year by 10% and also introduced parking on Sundays. She advised that due to the cost involved with upgrading the pay and display machines software and signage that the Council considers not increasing its tariff for 2025/26.

RESOLVED: That no changes be made to the OSPO 2025 for Caen Street or Chaloners Road car parks.

(NC)

190/2024/25

North Devon
Christmas
Market

Members considered the following documentation provided by Ginger Monkey Events for the North Devon Christmas Market 2024 on Saturday 7th December.

- notice/sign to close the car park.
- Risk Assessment • Public Liability Insurance (Min of £5 million)
- Waste Management Plan • Fire Risk Assessment • Event Safety Plan/Event Management Plan
- Safeguarding Policy
- Environmental Policy Also please provide:
- Confirmation that you have a PRS/PLL licence for the event.
- Confirmation that you have a TENs licence for the event.

RESOLVED: That the Council approves the documentation provided.

(NC)

191/2024/25

Consultations

- a. The Council considered the Devon and Somerset Fire and Rescue Precept – communities and businesses were being asked for their views regarding the level of precept (council tax contribution) for the fire and rescue service. The closing date for comments is midday on 26 November 2024.

RESOLVED: Members to individually comment prior to the closing date, if they wish to.

- b. The Council considered the draft Devon and Torbay Local Transport Plan 4 (LTP4). The closing date is the 30 November 2024.

(NC)

Cllr A Bryant was disappointed that the Devon and Torbay LTP4 was not more supportive of the Northern Devon Cycling Campaign. He had approached Devon County Council on many occasions about supporting community projects to create traffic free paths such as the Strawberry Line in Somerset. These paths can be done to a lower specification than the County's multi-use trails. If there was more support for community projects there would be more cycle paths available for people to use.

RESOLVED: Members to email the Clerk with any comments, the Clerk to collate all comments and email members for approval prior to submitting on the 30th November.

(NC)

- c. The Council considered the Government consultation on Enabling Remote Attendance and Proxy Voting at Council Meetings. The close date is 19 December 2024.

RESOLVED: That the Council is supportive of allowing parish and town councils to meet remotely. It was agreed that this item be deferred until the next Council meeting on the 10 December.

(NC)

192/2024/25

Budget 2025/26

The Clerk, prior to the meeting, circulated the Council's draft budget 2025/26.

The draft budget recommended an increase of 26% in the Council's precept. Based on the 2024/25 Council Tax Base (3108.18) this would equate to an increase in the Band D Equivalent of 41 pence per week.

The Clerk advised that the second homes premium will increase the council tax for qualifying properties by up to 100%. This will impact the Council's precept due to the number of second homes in Braunton.

The Clerk further advised that the budget did not include:

- Changes to the Off Street Parking Order
- Increase in parking permits
- The Chairman's Chain of Office

		RESOLVED: That the Council defers setting its precept and budget 2025/26 until its next meeting to enable the Clerk to find out from North Devon Council what impact the second homes premium will have on Braunton council tax base.	(NC)
193/2024/25	<u>Braunton Post Office</u>	RESOLVED: That the Chairman on behalf of the Council to write to the new owners of the Braunton Post Office to congratulate them on their new business venture.	(NC)
		Cllrs R Shapland, M Shapland and T Kirby declared an NRI.	
194/2024/25	<u>St Brannock's Christmas Corals</u>	a. RESOLVED: That the Council approves St. Brannock's Church request to hold Christmas Carols on the Pixie Dell Green on Friday 20 December 2024.	(NC)
		Cllrs R Shapland, M Shapland, T Kirby, R Byrom, V Cann, M Cann declared NRI.	
		b. RESOLVED: That the Council approves St. Brannock's Church request for permission to place Christmas stars with Christmas messages on the Parish Christmas tree. Schools and other children in the community will be invited to the Christmas Carols on the 21 December 2024 at the Village Green. The Church will provide a small 'craft table' set up for children to write on the stars, two adults will place them on the tree.	(NC)
195/2024/25	<u>Council Surgeries</u>	RESOLVED: That the Council to hold its community drop-in surgeries on 1 st February, 5 th April and 7 th June 2025.	(NC)
		Cllr R Byrom declared an NRI.	
196/2024/25	<u>Recreational Ground Hire</u>	a. RESOLVED: That the Council grants permission for the Braunton Caen Rotary to hire the Recreational Ground on Monday 26 May 2025 for their annual Village Fair.	
		b. RESOLVED: That the Council grants permission for the Braunton Caen Rotary to hire the Recreational Ground on Sunday 27 July 2025 for their annual Braunton Wheels event.	(NC)
		Cllr R Byrom declared an NRI.	
197/2024/25	<u>Community Shared Space and Village Green</u>	RESOLVED: That the Council grants permission for the Braunton Caen Rotary Club to hire the Village Green on Saturday 26 July 2025 to promote their annual Braunton Wheels event.	

(NC)

198/2024/25 **Exclusion of Press and Public** RESOLVED that, in view of the confidential nature of the business to be transacted, the following matters be taken in the absence of press and public (Public (Admissions to Meetings) Act 1960) as the items contain exempt information as defined by the Local Government Act 1972 Sch. 12a Pt. (3).

199/2024/25 **National Joint Council Pay Agreement** RESOLVED: That the Council notes and approves the National Joint Council Pay Agreement 2024/25. (NC)

The meeting closed at 9.10pm.

Signed by the Chair:
(Cllr M Shapland)

Date: