

## **BRAUNTON PARISH COUNCIL**



### **Minutes of the Braunton Parish Council meeting held on Tuesday 12 September 2023 at 7pm in the Parish Hall, Chaloners Road, Braunton.**

	<b><u>Present</u></b>	Cllrs: M Shapland in the Chair, E Spear, D Spear, R Shapland, L Childs, R Byrom and A Bryant.
	<b><u>In attendance</u></b>	Officers: T Lovell, Parish Clerk & RFO.  County and District Cllr Pru Maskell.  1 member of the public
106/2023/24	<b><u>Apologies</u></b>	Apologies received from: Cllr V Cann – away, Cllr M Cann – away and Cllr T Kirby – away
107/2023/24	<b><u>Items not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council</u></b>	The Chairman updated members regarding the Braunton Neighbourhood Plan Referendum results. The electorate for the referendum was 6428; at the referendum 1156 ballot papers were issued (a turnout of 17.9%). From the 1156 ballot papers issued 1042 (90.1%) voted in favour of the Neighbourhood Plan and 114 (9.9%) voted against.  The Chairman announced the resignation of Cllr Hayden Seymour due to personal reasons.  The Chairman reminded members that the Civic Service would be held on Sunday 17 September 2023 at 4pm at St. Brannock’s Church followed by refreshments served in the Parish Hall.
108/2023/24	<b><u>Declarations of Interest</u></b>	Cllr R Byrom declared a Disclosable Pecuniary Interest in Minute Ref: 123/2023/24, as he is a Trustee on Live Well in Braunton.  Cllr L Childs declared a Disclosable Pecuniary Interest in Minute Ref: 123/2023/24, as she is a Trustee on Live Well in Braunton.
109/2023/24	<b><u>Public Participation</u></b>	There were none.
110/2023/24	<b><u>Request for Dispensation</u></b>	There were none.

111/2023/24	<b><u>Minutes</u></b>	<p>RESOLVED: That the</p> <ol style="list-style-type: none"> <li>a. Minutes of the Council meeting held on 8 August 2023 be approved and signed as a correct record.</li> <li>b. Minutes of the Property Committee meeting held on 15 August 2023 be ratified and adopted by the Council.</li> <li>c. Minutes of the Finance and Administration Committee held on the 29 August 2023 be ratified and adopted by the Council.</li> </ol> <p style="text-align: right;">(NC)</p>
112/2023/24	<b><u>Action Sheet</u></b>	Noted.
113/2023/24	<b><u>Police Representation</u></b>	None in attendance.
114/2023/24	<b><u>Report from Devon County Cllr.</u></b>	The County Cllr's report was tabled at the meeting, attached as - <b>appendix one.</b>
115/2023/24	<b><u>Report from North Devon District Councillors</u></b>	<p>North Devon Cllr Liz Spear's report was circulated prior to the meeting attached as – <b>appendix two.</b></p> <p>North Devon Cllr Graham Bell's report was circulated prior to the meeting attached as – <b>appendix three.</b></p> <p>North Devon Cllr Pru Maskell's report was tabled at the meeting attached as – <b>appendix four.</b></p>
116/2023/24	<b><u>Planning</u></b>	<p><i>Cllrs E Spear in her capacity as North Devon Councillors, stated that any opinions expressed during discussions on the following planning application represent a preliminary view and that she will naturally reconsider the application fresh when presented all the facts at principal level.</i></p> <p>(a) 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</p> <p>RESOLVED: To comment that the Council supports the North Devon Council's Environmental Health response and that it should be taken into consideration.</p> <p style="text-align: right;">(NC)</p>
117/2023/24	<b><u>North Devon Council Planning Decisions</u></b>	<p>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</p>

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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

- 118/2023/24      **Finance Matters**      (a) RESOLVED: That the cheques on the schedule from 9 August to 12 September 2023 were approved and drawn in the total sum of £12,231.42. (NC)
- (b) RESOLVED: That the Council's August 2023 direct debits and standing orders for the sum of £5,765.78 be retrospectively approved.
- (c) RESOLVED: That the PAYE, NI and pension contributions for September 2023 were approved and drawn in the total sum of £16,588.68. (NC)
- 119/2023/24      **Council's Cadet**      RESOLVED: That the Council accepts Flight Lieutenant Phillip Thomas' recommendation to appoint Cadet Corporal Kai Neeson to be the Council's Squadron representative. (NC)
- 120/2023/24      **Surface Water Gully in Caen Street**      The Clerk prior to the meeting circulated information received from a local resident regarding the state of the surface water gully in Caen Street. The resident had arranged a community clean up of the gully and removed approximately one tonne of silt and debris. Under a freedom of information request Devon County Council had been requested to provide information regarding the maintenance that it had carried out on the gully since it was installed. It was noted that the gully was installed as part of the flood prevention works carried out in 2015.
- RESOLVED: That the Council writes to Devon County Council to request its future maintenance schedule for the Caen Street surface water gully. (NC)
- 121/2023/24      **Council Surgeries**      The Chairman suggested that the Council considers carrying out community drop-in events (known as Council Surgeries). This would help to inform the public regarding the work of the Parish Council and provide an opportunity for public feedback.
- RESOLVED: That the Council to approach Devon County Council, North Devon Council and the Police to request if they would be interested in providing a joint public surgery quarterly. (NC)

122/2023/24	<b><u>Section 2 – Accounting Statements 2022/23</u></b>	The Clerk reported that the External Auditor PKF had queried that Section 2 Accounting Statements, Box 9: In box 6, expenditure had fallen by £3,363 however box 9, has increased by £22,340. On investigation the Council had not included the Air Source Heat Pump (£14,000) in its asset register for 2021/22 it had been added the following year 2022/23.
		RESOLVED: That the Council agreed to restate the figure in Section 2, box 6 for 2021/22 to include the Air Source Heat Pump.
		(NC)
		Cllr L Childs declared a Disclosable Pecuniary Interest and left the meeting.
		Cllr R Byrom declared a Disclosable Pecuniary Interest and made the following statement prior to leaving the meeting.
123/2023/24	<b><u>Braunton Community Work Hub Live Well in Braunton (LWIB)</u></b>	Cllr Byrom updated members regarding the work carried out by LWIB. They had just completed updating the Directory which is available in hard copy, funded by the Braunton Caen Rotary Club and Vivian Moon Foundation, as well as on the LWIB website. LWIB are keen to be involved in the community garden initiative. They receive no government funding and appreciate the support given by the Parish Council regarding provision of office space.
		RESOLVED: That the Council agrees to provide a further 12 months office space at the Braunton Work Hub free of charge.
124/2023/24	<b><u>EX33 Subscription</u></b>	RESOLVED: That the Council agrees to renew it monthly subscription with EX33 from April 2024 to March 2025.
		(NC)
125/2023/24	<b><u>Financial Risk Assessment</u></b>	The Clerk, prior to the meeting, circulated the Council's Financial Risk Assessment 2023/24.
		RESOLVED: That the Council's Financial Risk Assessment 2023/24 be approved, attached as – <b>appendix five.</b>
126/2023/24	<b><u>Effectiveness of Internal Controls and Internal Audit for year 2023/24</u></b>	The Clerk, prior to the meeting, circulated the Council's Review of Effectiveness of Internal Controls 2023/24.
		RESOLVED: That the Council's Review of Effectiveness of Internal Controls 2023/24 be approved, attached as – <b>appendix six.</b>
127/2023/24	<b><u>Standing Orders</u></b>	The Council reviewed its Standing Orders.
		RESOLVED: That there be no amendments.
		(NC)
128/2023/24	<b><u>Financial Regulations</u></b>	The Council reviewed its Financial Regulations.
		RESOLVED: That there be no amendments.

- 129/2023/24      **Anti Social Behaviour in the Chaloners Play Park**      The Clerk circulated a report to members prior to the meeting regarding an arson attack on play equipment in the Chaloners Road Play Park which resulted in approximately £5,500 damages. The incident happened on the 23 August and had been reported to police.      (NC)
- RESOLVED: That the Council retrospectively approves the purchase of a replacement Suspension Bridge at a cost of £932.97 excluding vat and new safety surfacing at a cost of £4,250 plus vat.
- 130/2023/24      **Devon County Council Lease of Land**      The Clerk circulated a report to members prior to the meeting. Devon County Council had received other interest in the purchase of the land off of the Tarka Trail and Council would have to bid for it as the County has a duty to obtain best value for the community. The County had offered the Parish Council two alternative parcels of land adjacent to the roundabout at Velator Way and Exeter Road.      (NC)
- RESOLVED: That the Council accepts to lease these parcels of land for the purpose of a community garden and nature area.
- 131/2023/24      **Parish Christmas Tree**      RESOLVED: That the Council purchases a Christmas tree for the Parish at a cost £750 and appoints Bluewave Electrical to install and remove the lights at cost of £377.50 plus vat.      (NC)
- 132/2023/24      **Playing a Key Role in Creating a Green and Resilient Community**      Cllr Adrian Bryant provided members with a PowerPoint presentation regarding the training he attended last September.      (NC)
- 133/2023/24      **To ratify decision taken under delegated powers from the 8 August to 12 September 2023**      RESOLVED: That the decisions taken under delegated powers from the 8 August – 12 September 2023 be ratified and adopted, attached as **appendix six**.
- 134/2023/24      **Parish Hall**      RESOLVED: That the Council approves the hire of the Parish Hall on the 13, 14 and 15 October 2023 for Art Bloc to hold their second music event fundraiser. Music to be finished by 11pm and alcohol will be served on the premises.      (NC)
- 135/2023/24      **Community Shared Space (CSS)**      RESOLVED: That the Council approves the North Devon Environment Trusts request to use the CSS on Saturday 7 October to hold an apple pressing event.      (NC)

The meeting closed at 9.05pm.

Signed by the Chair: .....  
(Cllr M Shapland)

Date: .....