

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council meeting held on Tuesday 14 November 2023 at 7pm in the Parish Hall, Chaloners Road, Braunton.

	<u>Present</u>	Cllrs: M Shapland in the Chair, E Spear, D Spear, R Shapland, L Childs, R Byrom, T Kirby, D Relph, G Bell, M Cann, V Cann and A Bryant.
	<u>In attendance</u>	Officers: T Lovell, Parish Clerk & RFO Cllr Simon Maddocks – NDC 4 members of the public
163/2023/24	<u>Apologies</u>	None received.
164/2023/24	<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 those who had attended the Remembrance Service on Sunday 12 November. The Service was well attended by organisations and the public.
165/2023/24	<u>Declarations of Interest</u>	<p>Cllr M Shapland declared a Non-Registrable Interest (NRI) in Minute Ref: 184/2022/23(b), as she is a member on the Parochial Church Council.</p> <p>Cllr M Shapland declared a NRI in Minute Ref: 182/2023/24, as she is the Council's representative on the Braunton Twinning Association.</p> <p>Cllr T Kirby declared a NRI in Minute Ref: 184/2022/23(b), as he is a member on the Parochial Church Council.</p> <p>Cllr T Kirby declared a Disclosable Pecuniary Interest (DPI) in Minute Ref: 175/2023/24(c) – planning application 77318, as he knows the applicant.</p> <p>Cllr R Shapland declared a NRI in Minute Ref: 184/2022/23(b), as he is a member on the Parochial Church Council.</p> <p>Cllr R Byrom declared a DPI in Minute Ref: 175/2023/24(b) – planning application 77023, as a close relative lives</p>

adjacent to the proposed development.

Cllr R Byrom declared a NRI in Minute Ref: 184/2023/24(a), as he is a member of the Braunton Caen Rotary Club.

Cllr M Cann declared a NRI in Minute Ref: 184/2023/24(a), as he will be performing in the choir at the event.

Cllr V Cann declared a NRI in Minute Ref: 184/2023/24(a), as she will be performing in the choir at the event.

Cllr D Spear declared NRI in Minute Ref: 178/2023/24(c), as he is the Council's representative on the North Devon Environment Trust (NDET)

Cllr T Kirby declared a NRI in Minute Ref: 178/2023/24(c), as he is the Council's representative on the NDET.

Cllr R Shapland declared a NRI in Minute Ref: 178/2023/24(b), as he is the Council's representative on the Braunton and District Museum.

Cllr V Cann declared a NRI in Minute Ref: 166/2023/24 and 170/2023/24(c), as she is the Council's representative on the Museum of British Surfing.

166/2023/24

**Public
Participation**

The daughter of the applicant for planning application 77318 addressed the Council. Her farming family have lived at Boode farm for 4 generations. The barn is proposed to be converted into living accommodation to allow her and her family to move back to the area and help on the farm. It has not been used for agricultural use for many years. The Agent is listed as living in London but this is due to using a family friend to help with the planning application. There is no evidence of bats and there are no direct neighbours. There is a cow shed across the road but this is only used for young calves over the winter months, it does not generate any bad smells.

Cllr V Cann declared NRI.

The organiser of the North Devon (ND) Christmas Market Ginger Monkey Events addressed the Council. He thanked the Council for agreeing to host the ND Christmas Market for the eighth year. The Market will be on the same footprint as previous years. It will again support late night shopping in the community and local charities. He expressed his concern regarding an advert for a Christmas Fair to be held on the Museum of British Surfing (MOBS) land on the same day as the ND Christmas Market. The event advertised on social media already has over 500 people attending. It has a TENS Licence for the sale of alcohol and a live music stage. He had tried to approach the MOBS but had been unable to contact any of the Trustees. He was concerned that this event would be

detrimental to the ND Christmas Market which has always been a community event aimed at families. The live amplified music will cause a noise disturbance to the Market traders and drown out the entertainment being provided by Dancing Feet Academy. The bar will also take trade away from the Market bars. The Market organiser expressed his wish to work with the MOBS he did not want to compete with them.

The Chairman explained that this item could be discussed under agenda 19, which she proposed and it was unanimously agreed to bring forward on the agenda after agenda item 7 – Co-option to fill Vacancy.

(NC)

167/2023/24 **Request for Dispensation**

None received.

168/2023/24 **Minutes**

RESOLVED: That the

- a. Minutes of the Council meeting held on 10 October 2023 be approved and signed as a correct record.
- b. Minutes of the Council meeting held on 24 October 2023 be approved and signed as a correct record.
- c. Minutes of the Property Committee meeting held on 9 October 2023 be ratified and adopted by the Council.
- d. Minutes of the Finance and Administration Committee held on the 7 November 2023 be ratified and adopted by the Council.
- e. Minutes of the Parks and Gardens Committee held on 8 November 2023 be ratified and adopted by Council.

(NC)

169/2023/24 **Co-option to fill casual vacancy**

Members considered two applications received to fill the vacancy, each candidate was asked to address the Council explaining why they wanted to serve as a parish councillor on Braunton Parish Council.

A secret ballot was called by Cllr R Shapland and Cllr T Kirby.

A ballot was held.

With six votes in favour of each candidate the vote was tied

The Chairman used her casting vote.

RESOLVED: With seven votes Elma Blackmore was co-opted on to the Parish Council.

Elma Blackmore signed her Declaration of Acceptance of Office. The Chairman invited her to join the meeting.

170/2023/24 **To ratify decisions taken under delegated**

The Council ratified decisions taken under delegated powers, as follows:

powers from 11
October – 14
November 2023

- (a) White Cross Offshore Wind Farm (OWF):
With 9 votes in favour the Council agreed to hold a public meeting on the 12th October 2023 at the Braunton Countryside Centre to raise public awareness of the White Cross OWF planning application.
- (b) Use of the Village Green:
With 7 votes in favour the Council granted permission for Ask for Jake to use the Village Green on the 4th November 2023 to sell tickets for their Fire Work Display event being held at the Cricket Club.

Cllr V Cann declared NRI.

- (c) North Devon (ND) Christmas Market:
With 7 votes in favour the Council agreed to charge Ginger Monkey Events £275 for the hire of Caen Street Car Park to hold the ND Christmas Market, subject to:
- The organiser to work with Plastic Free North Devon to promote the Council's Environmental Policy with the market traders.
 - Signage is removed from the Village following the event.
 - The organiser to provide the Council with a breakdown of the charitable donations made.

The Council were not aware of the Braunton Christmas Fair event being held at the MOBS on the same day as the ND Christmas Market. Members noted that this event would be in breach of their Lease. There were concerns that two large scale events being held in the same vicinity may put attending public at risk due there being limited space.

RESOLVED: That the Council contacts the Chairman of Trustees to discuss their event.

(NC)

171/2023/24

Action Sheet

Cllr A Bryant requested what had happened to the Active Travel funding for the Tarka Trail extension from Knowle to Willingcott. According to Chris Bordman the National Active Travel Commissioner for England Devon County Council were awarded all the funding to complete this project.

Cllr G Bell requested if there had been any update from North Devon Council regarding their plans to extend the E-scooter trail to Braunton. Cllr A Bryant fully supported Zipp Mobility on a recent visit to London he saw Zippcars which allows public hire of electric vehicles.

It was noted that a new Landlord would be taking over the Ebrington Arms. This was welcome news as it would mean that the building could continue to be used as polling stations for local residents.

		RESOLVED: That the action sheet be noted.
172/2023/24	<u>Police Representation</u>	RESOLVED: That the police's newsletter for November be noted.
173/2023/24	<u>Report from Devon County Cllr.</u>	There was no County report.
174/2023/24	<u>Report from North Devon District Councillors</u>	North Devon Cllr Liz Spear's report was circulated prior to the meeting attached as – appendix one.
175/2023/24	<u>Planning</u>	<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) 77822 Proposed: Raising of roof and insertion of dormers to create additional accommodation and alterations Location: Indiana South Street Braunton Devon EX33 2AS Applicant: Mr and Miss Stapley and Carter</p> <p>Moved by Cllr T Kirby, seconded by Cllr M Cann to recommend approval.</p> <p>RESOLVED: That the Council recommends approval. (NC)</p> <p>Cllr R Byrom declared an DPI and left the meeting.</p> <p>(b) 77023 Proposed: A new development of 10 dwellings with associated parking and gardens and a new access road (amended proposal, layout & plans) Location: Candar Nursery Exeter Road Braunton Devon EX33 2BJ Applicant: Mr Andy Wreford</p> <p>Moved by Cllr G Bell, seconded by Cllr R Shapland to recommend approval.</p> <p>Cllr M Cann moved an amendment that the Council grants consent subject to the mix of affordable housing being reinstated.</p> <p>RESOLVED: That the Council recommends approval subject to the following conditions: -</p> <ul style="list-style-type: none"> • The mix of affordable social rental housing should be reinstated as per the original application 1 x 3 bedroom, 1 x 2 bedroom and 1 x 1 bedroom. The mix of open

market and social housing on the site should reflect the need identified in the Braunton Housing Needs Assessment.

- The open market houses be only for principal residence in accordance with Policy H1 in the Braunton Neighbourhood Plan, a Section 106 Agreement to be in place to ensure this happens.
- All the comments made by the Sustainability Officer are valid points and should be taken on board.
- There are concerns regarding security, the existing street boundaries should be retained or enhanced in accordance with Policy H6 in the Braunton Neighbourhood Plan.
- The development should meet the requirements of Policy H10 and BE3, including the installation of renewable energy and 10% biodiversity net gain.

(NC)

Cllr R Byrom rejoined the meeting.

Move by the Chairman and unanimously agreed to moved agenda item 12(e) – planning application 77318 forward to this point on the agenda.

(NC)

Cllr T Kirby declared a DPI and left the meeting

(c) 77318

Proposed: Prior approval for change of use of agricultural building to dwelling house

Location: Boode Farm Halsinger Braunton Devon EX33 2NN

Applicant: Mr Gavin Fowler

The Council were reassured that this development will not be for use as a holiday let, and that it will be used to house a local family who have work connections to the farm.

Moved by Cllr A Bryant, seconded by Cllr D Relph to recommend approval.

RESOLVED: That the Council recommends approval subject to the comments made by the Environmental Officer being taken on board regarding the west facing windows being triple glazed and sound proofed.

(NC)

Cllr T Kirby rejoined the meeting.

Cllr G Bell left the meeting at 8.28pm

(c) 77659

Proposed: Conversion of double garages into additional

living space and storage and associated works including the replacement of x3 existing velux windows with new larger velux windows

Location: West Saunton Barn West Saunton Braunton Devon EX33 1LS

Applicant: Mr Howard Dawson

Moved by Cllr R Shapland, seconded by Cllr A Bryant to recommend approval.

RESOLVED: That the Council recommends approval.

(NC)

(d) 77845

Proposed: Conversion of loft to additional accommodation to include raising of roof and installation of velux windows and internal balcony detail

Location: 38 The Brittons Braunton Devon EX33 2HF

Applicant: Nathan Spice

Moved by Cllr V Cann, seconded by Cllr E Spear to recommend approval.

RESOLVED: That the Council recommends approval.

(NC)

(e) 77873

Proposed: Erection of maize clamp to store maize silage

Location: Boode Farm Halsinger Braunton Devon EX33 2NN

Applicant: Mr R. Fowler

Moved by Cllr M Cann, seconded by Cllr R Shapland to recommend approval.

RESOLVED: That the Council recommends approval.

(NC)

(f) 77792

Proposed: Creation of additional car parking spaces

Location: Caen House Caen Street Braunton Devon EX33 1AH

Applicant: North Devon Homes

Moved by Cllr M Cann, seconded by Cllr D Relph to recommend refusal.

RESOLVED: That the Council recommend refusals as the creation of additional parking spaces would result in the loss of amenity space for residents. The Braunton Neighbourhood Plan Policy BE1 iii), iv), v) and vi) should be taken into consideration.

(NC)

(g) 77778

Proposed: Application for a Lawful Development

Certificate seeking confirmation that development under planning application 70312 has commenced within the required timeframe
Location: Saunton Sands Hotel Saunton Braunton Devon EX33 1QL
Applicant: P. R. Brend & Sons (Hoteliers) Ltd.

The Chairman proposed and unanimously agreed to suspend Standing Orders.

District Cllr Maddocks confirmed that this application was within his Ward and that the development had commenced.

Council reinstated Standing Orders.

RESOLVED: That the Council understand from Cllr Maddocks that the development had commenced and Certificate of Lawfulness should be granted.

(NC)

176/2023/24

**North Devon
Council
Planning
Decisions**

76478

Description: Part change use to C1 Hotel Rooms in relation to reconfiguration of 1st floor function room/indoor skittle alley into 3 new double roomed rental accommodation.

Site Address: The London Inn 17 Caen Street Braunton Devon EX33 1AA

Applicant: Mr Miles Chapman

Decision: WITHDRAWN

Decision Date: 17/10/2023

77640

Description: Variation of condition 2 (approved plans) and 3 (materials) attached to planning permission 77190 (partial conversion of garage into additional living accommodation and associated works) to allow for removal of window on South Elevation and change of roofing materials back to existing and garage door

Site Address: 3 Bias Lane Braunton Devon EX33 2E

Applicant: Mr Paul Griffin

Decision: Delegated Decision

Decision Date: 31/10/23

177/2023/24

Finance Matters

- (a) RESOLVED: That the supplier payments on the schedule from 11 October – 14 November 2023 were approved and drawn in the total sum of £14,536.59. (NC)
- (b) RESOLVED: That the Council's October 2023 direct debits and standing orders for the sum of £6,828.68 be retrospectively approved.
- (c) RESOLVED: That the PAYE, NI and pension contributions for October 2023 were approved and drawn in the total sum of £28,048.06.

178/2023/24 **Representatives on Outside Bodies** (a) Members considered a rota for representatives on outside bodies to report to Council. (NC)

RESOLVED: That the

i) representatives report to Council, as follows:

Meeting	Cllr(s)	Organisation
12/12/23	D Spear T Kirby	North Devon Environmental Trust
	L Childs	Friends of Braunton Library
09/01/24	R Byrom	Braunton Youth Club
	E Spear	Vivian Moon Community Centre
13/02/24	G Bell M Cann	Taw and Torridge Estuary Forum

ii) Clerk to schedule the remaining representatives to report to Council and bring the rota back to the next meeting for approval.

(NC)

Cllr R Shapland declared an NRI.

(b) Cllr R Shapland updated members regarding the Braunton and District Museum, report attached – **appendix two.**

Cllrs D Spear and T Kirby declared NRI.

(c) Cllr T Kirby reported that the Braunton Volunteer Bureau had met on the 17 October. The Braunton Volunteer Bureau are reliant on grant funding to be able to provide they valuable service within the community. They have requested if the Council would be reinstated its parish grants.

Cllr D Spear and Cllr T Kirby to report at the next meeting regarding the North Devon Environmental Trust.

179/2023/24 **DCC's Proposed Introduction of On-Street Parking Scheme, Exeter Road** The Clerk reported that she and the other clerks from the affected communities had been invited to attend a meeting on the 22 November in Exeter with County officers. The purpose of the meeting is to restore relationships due to the County's lack of communication regarding its on-street parking proposals.

RESOLVED: That the Clerk to report back to the next Council meeting.

(NC)

180/2023/24	<u>Community Emergency Plan</u>	RESOLVED: That this item be deferred until the December Council meeting to allow members to read the Community Emergency Plan, and the Clerk to obtain any comments from the Council's Flood Warden.
181/2023/24	<u>Interim Audit 2023/24</u>	<p>Members considered the Auditors Interim Report for 2023/24, circulated prior to the meeting, attached as – appendix three. The Clerk went through each item explaining the recommended actions.</p> <p>RESOLVED: That the Internal Auditor's Interim Report 2023/24 be noted and that the recommended actions explained in the comment's column be implemented. (NC)</p> <p>Cllr M Shapland declared an NRI.</p>
182/2023/24	<u>Braunton Twinning Association</u>	<p>The Chairman read out to members a letter received from the Braunton Twinning Association. In 2025, the Braunton Twinning Association will be hosting and celebrating their 50th Anniversary of Twinning between Braunton and Plouescat, Brittany. The Braunton Twinning Association have requested if the Council would help with the celebration by hosting an event to welcome our friends from Plouescat in May 2025. Next year Braunton will visit Plouescat and the Twinning Association would like to extend an invitation to all councillors to join them in Plouescat in May 2024.</p> <p>RESOLVED: That</p> <p>(a) Council to budget £2,000 in 2025/26 to host a welcome event to celebrate the Braunton Twinning Association's 50th Anniversary with Plouescat, Brittany.</p> <p>(b) Councillors interested in attending the visit to Plouescat next May to contact the Clerk for further details. (NC)</p>
183/2023/24	<u>Arrangements for Christmas 2023</u>	<p>(a) RESOLVED: That the Council to provide free parking in Caen Street Car Park on Saturday 9th, 16th and 23rd December to encourage people to shop locally. (NC)</p> <p>(b) RESOLVED: That the Council office will close at 12pm on Friday 22nd December and reopen at 9am on Tuesday 2nd January 2024. (NC)</p> <p>Cllrs R Byrom, M Cann and V Cann declared an NRI.</p>
184/2023/24	<u>Christmas Events</u>	<p>(a) RESOLVED: That the Council grants permission for the Braunton Caen Rotary Club to use the Village Green on Saturday 16 December at 4pm to hold their annual Christmas Carol Concert.</p>

Cllrs M Shapland, R Shapland and T Kirby declared an NRI.

(b) RESOLVED: That the Council grants permission for St. Brannock's Church to use Ralph Close Green on Friday 22 December at 6.30pm to hold their annual community Christmas Carols.

185/2023/24 **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(1). (NC)

186/2023/24 **Draft Budget and Precept 2024/25**

The Council considered its draft budget proposal for 2024/25, circulated prior to the meeting. Members noted that principal councils are confronting unprecedented financial pressures, resulting in more services being passed over to town and parish councils. Braunton Parish Council have agreed to take on the asset and servicing of the public conveniences from April 2024. The Council also has plans to invest in the community providing more play equipment and improve facilities in its community buildings. Further to the Finance and Administration Committee meeting held on the 7 November, the Council accepts the recommendation that it increases its precept by 72%. Based on the 2023/24 Council Tax Base (3091) this would equate to an increase in the Band D Equivalent of £2.03 pence per week. (NC)

RESOLVED: That the
a. Council's budget for 2024/25 be set at £582,241 as detailed in – **appendix four**.
b. Council's precept to be set at £327,698. (NC)

187/2023/24 **NJC Pay Agreement 2023/24**

RESOLVED: That the Council notes and approves the National Joint Council Pay Agreement 2023/24. (NC)

The meeting closed at 9.17pm.

Signed by the Chair:
(Cllr M Shapland)

Date: