

## Branscombe Parish Council

c/o Higher House, Branscombe, EX12 3BH

01297 680364 / 07903 080411

Email: [clerk@branscombe.eastdevon.gov.uk](mailto:clerk@branscombe.eastdevon.gov.uk)

Web: <http://www.branscombe-pc.org.uk>



**BRANSCOMBE PARISH COUNCIL MEETING to be held ONLINE: (see website for details)**

**29<sup>th</sup> July 2020 at 19.00hrs**

Members of the public and press are invited to attend. If requested, there will be a max. of 15 minutes public participation at the start of the Council meeting. Speakers will be limited to 3 minutes per person. Matters raised should be within the remit of the Agenda of the Council and with the prior permission of the Chair. Requests to speak should be received by noon of the day of the meeting. Members of the public exercising their right to speak will be recorded.

### MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING AS OBSERVERS

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting.

### AGENDA

- 1) APOLOGIES: To receive apologies and to approve reasons for absence
- 2) PUBLIC SPEAKING
- 3) TO CONSIDER MINUTES OF PREVIOUS MEETING: Dated 25<sup>th</sup> June 2020. Minutes to be signed at next face-to-face meeting
- 4) DECLARATION OF INTEREST: Of personal/prejudicial interests in agenda items and their nature
- 5) ORGANISATIONS' REPORTS:
  - a) Police
  - b) National Trust (expected at meetings in Sept, Nov)
- 6) REPRESENTATIVES' REPORTS:
  - a) Cllr Shaw, DCC
  - b) Cllr Pook, EDDC
  - c) Village Hall
- 7) MATTERS ARISING:
  - a) Climate Emergency – DCC update on affects to BPC/it's decision-making processes
  - b) Parish Emergency Plan – draft circulated for review
  - c) Road Wardens – pot holes mapping and repair
  - d) To investigate electric vehicle charging point and submit proposal to Village Hall
  - e) Website accessibility for Town and Parish Councils (Clerk is working with Chris Bass)
  - f) Consider contribution for Branscombe Volunteers payable to Ross Wilmington
- 8) PLANNING
  - a) Update – as attached
  - b) To consider the following Applications, Appeals & Enforcements based on local knowledge;
    - i 20/1212/FUL & 20/2013/LBC - Annexe Higher House Farm Branscombe Seaton. Addition of solar panels to roof
    - ii 20/1418/CPE - Certificate of Lawfulness for Land South of The Bulstone. Change of use of agricultural land for siting of caravan (on site in excess of 10 years)

- c) To discuss renovations at Rainbow End Cottage, for which planning permission has apparently not been obtained (as reported to the Clerk via the BPC website)
- 9) HIGHWAYS/FOOTPATHS
- a) Update on culvert by Village Hall; cost to Village Hall £90
  - b) Proposed road closure from Higher Barn to the Old Cider House on 7-11 Sept 2020
  - c) Temporary closure of Footpath 9a due to landslip.
- 10) GENERAL CORRESPONDENCE (as previously circulated):
- a) Public payphone removal consultation
  - b) TRIP Parish donation request
  - c) Report of damage to retaining wall at bus stop
  - d) Devon County Council's initiative "Doing What Matters"; invitation to Zoom meeting between 21<sup>st</sup> July - mid August
  - e) Emails from Colin Leahy and Cllr Evans regarding speeding and signage in village
- 11) FINANCE:
- a) Finance Update 2019/20 – attached
  - b) Completed and issued wet signatures on AGAR/exemption certificate
  - c) Approved and signed draft accounts
  - d) Schedule for internal / external audit of accounts:
    - i Commenced public inspection date on 01/07/20 (for 30 working days) ending 11/08/20.
    - ii Publication date for final, audited accounts due by 30/11/20
  - e) To consider payments to be made, including:
    - i Chq. No. 1055 - £495.00 – from Branscombe Volunteers fund for face coverings
    - ii Chq. No. 1056 - £5.00 – BPC make-up invoice BC00001 for face coverings
    - iii Chq. No. 1057 - £19.39 – expenses locating samples of face coverings K Orchard
    - iv Chq. No. 1058 - £3.80 – HMRC for PAYE.NIC
    - v Chq. No. 1059 - £14.40 – Gift for Hazel Dixon on 100<sup>th</sup> birthday (payable to Cllr Powell)
  - f) Business banking switch offer from NatWest.
- 12) MATTERS FOR FUTURE AGENDA WITH PERMISSION FROM THE CHAIR

Date of next meeting tba.

Close Meeting.



**Nicky A Langley**

Clerk to Branscombe Parish Council & Responsible Financial Officer

Dated: 24 July 2020

**Reminder for Members**

You must declare the nature of any disclosable pecuniary interests. (Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.

You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered. Make sure you say what your interest is as this has to be included in the minutes. (For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer.'). If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.