

BRANSCOMBE PARISH COUNCIL



MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in the Branscombe Village Hall, Branscombe on **THURSDAY 11th April 2019 at 19.30hrs.**

PRESENT: Cllrs Fastnedge (Chair), Bass (Vice Chair), Cox, Evans, Lambert, Pegler, Pike, Powell, White and Pook (EDDC). Co-opted Cllr David Pegler was welcomed by the Chair.

APOLOGIES: None.

MEMBERS OF PUBLIC: None.

PRESS: None.

CLERK(S) IN ATTENDANCE: Gail Llewellyn and Nicky Langley.

PUBLIC SPEAKING: None.

MINUTES OF PREVIOUS MEETING: Parish Council meeting held on 14th March 2019, which were previously circulated, were agreed and signed by the Chair as a true record.

DECLARATION OF INTEREST: None.

POLICE AND NATIONAL TRUST REPORT:

a) Police: PC Speers is working on the 2018/2019 report for the Annual Parish Meeting.

b) National Trust: No report.

REPRESENTATIVES' REPORTS:

a) DCC: Annual report received and previously circulated.

b) EDDC: Cllr Pook discussed the EDDC report on Environmental Sustainability and Climate Change Emergency, written to explore, highlight and refresh their environmental commitments and contributions towards addressing climate change, in order to ensure that Devon is carbon neutral by 2050. Also, EDDC is promoting affordable housing with a local connection, which may allow the use of excepted sites e.g. farm land.

c) Village Hall: Grant application for replacing picnic tables in front of Hall has been actioned by Cllr Shaw, but will not be paid until after elections due to purdah. Clerk will check that BPC do not have to make a contribution to the payment.

MATTERS ARISING:

a) Devon Air Ambulance (DAA) Night Landing: Toby Russell had offered two dates in May for the PR event; the same date as the annual meeting was chosen. The PR event will be just prior to the start of the meeting on the 9th May at Branoc Hall.

b) Allotments: Chair and Cllr Lambert gave thanks for the efforts made to clear the allotments, which anecdotally are in improved condition than when originally handed over, however NT wish to revisit and confirm vacant possession. The original signed documents have also not yet been received by the NT. Cllr Bass proposed that Clerk advise NT our obligations have been fulfilled, seconded by Cllr Powell, all in favour.

c) Council Road Wardens: training will be discussed with DCC for Cllrs Pike, Powell and White.

d) GDPR: Clerk wrote to all on our mailing list with only 6 replies (3 from individuals and 3 from companies) so the mailing list will not be continued at this time. Information will continue to be posted on the website, Facebook and Parish noticeboards in a timely manner.

e) Council Elections: There are no contested seats at the upcoming local Parish elections.

f) Cllr Contact Details: Were passed around and updated.

g) Clerk Vacancy: With only one application, Nicky Langley was proposed by Cllr Bass and seconded by Chair, all in favour. An advert will be placed in the Parish Magazine for an Assistant Clerk.

h) Old People's Bungalows: Cllr Pook advised Section 106 Agreements were not applicable.

i) Clerk as Bank Signatory: Proposed by Cllr Evans for administrative purposes only; no cash transactions. Seconded Cllr Bass, all in favour.

j) Annual Internal Audit: Graham Walford-Howell agreed to conduct the annual financial audit; proposed by Cllr Bass, seconded by Cllr Lambert, all in favour.

k) Annual Meeting / Annual Parish Meeting: Agendas approved and invitation letters to be sent out by Clerk.

PLANNING:

a) Planning Update: Noted.

b) Applications, Appeals & Enforcement:

- i) APP/U1105/W/19/3221978 Land East of Two Bridges, Sidford; no representations required.
- ii) 19/0400/FUL The National Trust Rangers Office, Branscombe; Council supports application, propose by Cllr Bass, seconded by Cllr Lambert, all in favour

c) Correspondence: EDDC confirmed that a planning application is being collated to retain the field shelter already built at Little Bulstone.

HIGHWAYS:

- i) Cllr Shaw wrote a firm letter to DCC Traffic Group and the Parish Council noted that action had been taken, particularly in areas on Street, which are in process of being addressed. The Council wishes to pass thanks to Cllr Shaw and DCC for this.
- ii) Cllrs Fastnedge and White met with Cllr Shaw, DCC and NT to address maintaining the culvert by the Village Hall and the Council awaits their report.

FOOTPATHS:

Clerk to check if fallen trees previously reported have now been removed.

CORRESPONDENCE:

- a)** Invite to Community Resilience Forum – noted.
- b)** East Devon AONB Heritage Conference – noted.
- c)** Renew SLCC membership, proposed by Cllr Bass, seconded by Cllr Powell, all in favour.
- d)** Renew DALC membership, proposed by Cllr Bass, seconded by Cllr Lambert, all in favour.
- e)** Devon archives being worked by Clerk; records retention policy to be drafted.
- f)** Great British Spring Clean – Cllr. Powell to spring clean garden at Fountain Head by telephone box. Credit will be taken for clearing the allotments.

g) Landmark trees invitation – noted.

h) Merchant Navy “Fly the Red Ensign Day” – supported (to discuss nearer the date of event, 03/09/19).

i) Parking on grass verge past Mill Lane – Clerk will report to DCC.

FINANCE:

a) Finance Update 2018/19 (final figures to be confirmed on receipt of missing statements):

Total receipts for the year	£ 7,574.03
Total payments for the year	£ 10,077.11
Difference	£ (2,503.08)
Current balance	£ 23,649.05

b) Cheques

Clerks Wages/Expenses Dec-Feb 2019	£645.11 – Cheque No. 1008
Three DALC training sessions for Clerk	£128.98 – Cheque No. 1009
ICO GDPR Registration	£ 40.00 – Cheque No. 1010
Asst. Clerks Wages/Expenses Jan-Mar	£827.93 – Cheque No. 1011
HMRC	£129.60 – Cheque No. 1012

c) A contract will be drafted for the new Clerk.

MATTERS BROUGHT FORWARD WITH PERMISSION FROM THE CHAIRMAN:

a) Cllr Evans raised the recent vehicular break-in at Weston carpark; he has discussed the high number of events with PC Speers. Although warning notices are in place, a more specific notice stating “Thieves are targeting this car park” may be suggested.

The next meeting is planned on 9th May 2019 @ 19:30, in Branoc Hall (Village Hall).

This will be preceded by the Annual Parish Meeting on the same date @ 18:30.

Meeting closed at 21.15 hrs.

Signed..... Date