

BRANSCOMBE PARISH COUNCIL

Year Ending: 31st March 2022

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MINUTES OF THE BRANSCOMBE PARISH COUNCIL ANNUAL MEETING held online via ZOOM platform on **THURSDAY 6th May 2021 at 19.30hrs**

PRESENT: Cllrs Fastnedge (Chair), Cox, Evans, Lambert, Pegler, Pike, Powell and White and Rob Skinner (NT)

MEMBERS OF PUBLIC: Three

PRESS: None

CLERK IN ATTENDANCE: Nicky Langley

- 1) ELECTION OF CHAIR: Cllr Fastnedge was proposed by Cllr White, seconded by Cllr Powell, all in favour and was duly elected Chair of Branscombe Parish Council for year ending 31st March 2022.
- 2) CHAIR TO SIGN DECLARATION OF OFFICE FOR THE ROLE OF CHAIR: Cllr Fastnedge signed a copy of the declaration of office as witnessed by all present, and this will be countersigned at the next face-to-face meeting.
- 3) APOLOGIES: Cllr Bass (Vice Chair), Cllr Shaw (DCC) and Beth Salter (PC 7114).
- 4) ZOOM PROTOCOL: The Chair described the protocol for conduct of this meeting by Zoom, ran a roll call of all present and confirmed the meeting was quorate.
- 5) ELECTION OF VICE-CHAIR: Cllr Pegler was proposed by Cllr Powell, seconded by Cllr Cox, all in favour.
- 6) ELECTION OF REPRESENTATIVES
 - a) Village Hall: Cllr Pike to remain in position proposed by Cllr Pegler, seconded by Cllr Powell all in favour.
 - b) Emergency Sub-Committee: Cllrs Cox, Pegler and Pike to remain in position proposed by Cllr Powell, seconded by Chair, all in favour.
 - c) Seaton and Colyton Traffic Group: Cllr Cox to remain in position proposed by Chair, seconded by Cllr Powell, all in favour.
- 7) PUBLIC SPEAKING: Mr Barlow thanked the Cllrs for all their efforts. He raised a previously considered concern regarding height restriction notices on the road to the beach, as high vehicles cannot pass into the private carpark there. He recommended that the Council raise the precept with a view to spending money on maintenance in the village such as maintaining the churchyard and road gullies. He further mentioned his future intention to stand as Councillor. Chair thanked him for his comments and said they would be addressed in due course.
- 8) MINUTES OF PREVIOUS MEETING: Parish Council meeting held on 15th April 2021, as previously circulated, was approved by Council and will be signed by the Chair as a true record at the next face-to-face meeting.

- 9) DECLARATION OF INTEREST: None.
- 10) MATTERS ARISING:
- a) Parish Emergency Plan – The plan has been printed by Seaton Print and will be circulated per the distribution list.
 - b) Dog Waste Bin at Village Hall – The Council discussed the waste building up by the Village Hall from visitors and the issue with EDDC contractors refusing to empty general refuse bins containing too much dog waste. The Chair proposed that the Parish Council pay for the installation of a bin, with the cost of emptying to the Village Hall, seconded by Cllr Powell, all in favour.
 - c) Post of Tree Warden – Ceri Evans has volunteered for the post of Tree Warden and a meeting has been arranged with Will Jones, Engagement and Participation Officer for Wild East Devon on 26th May.
 - d) Flower beds at War Memorial – Doreen Hayes took care of the beds but has sadly passed away. Cllr Powell proposed to maintain the beds going forward with assistance at no cost except for purchase of any bedding plants required; seconded by Cllr Cox, all in favour.
 - e) Cllr Bass' resignation – Chair read out Cllr Bass' resignation letter. Cllr Pegler suggested that more than 30 years' service to the village should be marked in a lasting way, and Chair recommended a personal tribute such as a glass tankard at the Fountain Head. Cllr Cox has appropriate catalogues and Cllr White suggested a whip round for its purchase. Chair proposed that the tankard should be purchased and a longer lasting commemoration should be considered for the next meeting, seconded by Cllr Cox, all in favour. Clerk will circulate forms to remove Cllr Bass as signatory on our accounts.
 - f) Clerk's resignation – the Clerk is resigning after taking on full time employment. She has drafted an advert for both Clerk and vacant Cllr positions and will post this in the Parish Newsletter.
 - g) Future meetings – subsequent meetings will be face-to-face as Council Zoom meetings are no longer permitted by law. Cllr Pegler will assist with performing the necessary risk assessment. Future meetings will be in the Main Hall for the foreseeable time, in order to not disturb the new Village Shop set up in the Bar.
- 11) PLANNING
- a) Applications, Appeals & Enforcement Actions – None.
- 12) HIGHWAYS/FOOTPATHS
- a) Temporary Traffic Notice for Street (TTRO2140124) – replace joint box frame and cover in carriageway, 21-22 July – noted.
 - b) Temporary Traffic Notice for road from Branscombe Cross to Northern Lane (TTRO2140160) for patching, 2-4 June – noted.
- 13) GENERAL CORRESPONDENCE (as previously circulated)
- a) None.
- 14) FINANCE
- a) Annual review of finance: The Clerk had previously discussed the highlights in the Annual Parish Meeting. She noted that Graham Walford-Howell had performed and signed the audit with no findings, and in the face-to-face June meeting the Council could sign the audit also and approve the period for public rights. Cllr Evans noted that in order to increase the precept, the Council must first widen the cost base. The Chair

agreed and suggested it preferable to help Village organisations raise funds than commit to regular payments. Cllr Powell suggested there be an opportunity to employ a Lengthsman, perhaps shared with other villages.

- b) Councillor Powell has been added to the mandate.
 - c) The Clerk has put in a VAT claim for £643.53 to cover payments made up to 31 March 2021.
 - d) Payments approved and cheques will be circulated for signature.
- 15) MATTERS FOR FUTURE AGENDA WITH PERMISSION FROM THE CHAIR
- a) Chair mentioned the maintenance of Coronation Gardens, which will be added to the next agenda.

The next meeting will be 3rd June, 2021 at 19:30.

Meeting closed at 20.40 hrs.

Signed..... Date