

BRANSCOMBE PARISH COUNCIL

Year Ending: 31st March 2022

c/o Higher House, Branscombe, EX12 3BH

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MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in Branoc Hall, Branscombe on **THURSDAY 3rd June 2021 at 19.30hrs**

PRESENT: Cllrs Fastnedge (Chair), Cox, Evans, Lambert, Pegler, Pike and Powell, Cllr Pook (EDDC) and Hartnell (DCC)

MEMBERS OF PUBLIC: One

PRESS: None

CLERK IN ATTENDANCE: Nicky Langley

- 1) APOLOGIES: Cllr White, Beth Salter (PC 7114) and Rob Skinner (NT).
- 2) PUBLIC SPEAKING: Mike Pellatt spoke in support of his application for Councillor.
- 3) MINUTES OF PREVIOUS MEETING: Minutes of the Annual Parish and Annual Parish Council meetings held on 6th May, as previously circulated, were approved by Council and signed by the Chair as a true record. All other unsigned minutes from 2020/2021 were also signed as this was the first face-to-face meeting since the first COVID-19 lockdown.
- 4) DECLARATION OF INTEREST: None.
- 5) ORGANISATIONS' REPORTS:
 - a) Police: Apologies received, report not received in time to be circulated for the meeting.
 - b) National Trust: Apologies received.
- 6) REPRESENTATIVES' REPORTS:
 - a) Cllr Hartnell, DCC: Chair welcomed Cllr Hartnell to his first meeting with BPC. Cllr Hartnell stated as this was his first meeting after the recent election there was no report, but he would provide one for subsequent meetings. Cllr Hartnell said his family was originally from Branscombe and he himself was born in Beer. The Clerk was asked to send thanks to Cllr Shaw for all his previous services to the Parish.
 - b) Cllr Pook, EDDC: Report received and circulated prior to the meeting. Cllr Pook stated that EDDC met face-to-face themselves for the first time since COVID-19 last week and an independent Chair was elected.
 - c) Village Hall: The Village Harvest Fair is planned for 18th September.
- 7) MATTERS ARISING:
 - a) Councillor Vacancy – Council voted on the two applicants who had applied for the vacant position of Branscombe Parish Councillor and Mike Pellatt was duly elected.
 - b) New Councillor – Mike Pellatt signed the Declaration of Office and completed the Register of Interests. Clerk will post these on the BPC website.
 - c) COVID-19 Risk Assessment – Chair thanked Cllr Pegler for conducting the risk assessment and Cllr Powell for setting up the Village Hall for this meeting.

- d) St Winifred's churchyard maintenance – to consider further support in 2021/2022; item will be carried over to the next meeting
- e) Exeter Hospital sponsored staff lottery– Cllr Powell thanked Chris Bass for help in preparing the posters and promotional material, which the Chair asked be shared with all members of the Parish Council. RD&E have raised £620.00 in ticket sales so far.
- f) Dog bin at Village Hall – Village Hall is now directly communicating on the application with EDDC. Cllr Pike requested the Clerk ask EDDC for a large bin with part recycling / part general waste; Cllr Pook offered his assistance with progressing this.
- g) Parking issues at Parkfield Terrace – Chair provided a summary of the current situation, which started in June 2019 with cars being parked at the drop off zone. EDDC responded at the time and have been involved in all stages; the situation has since escalated. Cllr Pook said that the COVID-19 situation had previously delayed progress and recommends now following the process including mediation. He asked Cllr Pegler to provide a statement to EDDC regarding the threats reported to him.
- h) Coronation Gardens – Cllr Powell reported on the condition of the garden. Chair proposed that she get a quote from Tom Adkin to initially clear the area, and then an estimate of the cost of regular maintenance. Cllr Powell seconded, All in Favour.
- i) Parish Council AED – now registered with The Circuit, the National Defibrillator Network instead of SWAST. Monthly reports by the Clerk are no longer required.
- j) Purchase of hanging baskets for the Village Hall – the annual purchase of baskets kindly facilitated by Cllr Cox was proposed by Chair, seconded by Cllr Powell, All in Favour. The cost is slightly increased this year as new baskets had to be purchased.

8) PLANNING

- a) Parish Planning Update – Noted.
- b) Applications, Appeals & Enforcement Actions
 - i 21/1245/FUL Erection of car port with storage barn and log storage - Hole Mill Branscombe Seaton EX12 3BX. The initial notification was not received by the Clerk in time for comments online, but EDDC kindly granted an extension. Cllr Pegler presented a summary of the application, Cllr Lambert proposed the Parish Council support, seconded by Chair, All in Favour.

9) HIGHWAYS/FOOTPATHS

- a) Culvert by Village Hall – Chair gave a summary of activity to date for the benefit of Cllr Hartnell, who has requested a schedule of works from Steve Kelly and will check where this fits on the schedule. BPC are waiting for DCC to replace the grating.
- b) DCC “Doing What Matters” project – Cllr Hartnell offered to meet with Cllr Cox prior to the next traffic group meeting to review BPC issues with roads. Cllr Evans noted some potholes were marked for attention on Grammar Lane and a section skipped that might be due for resurfacing. Cllr Cox said the work done this week in the Bulstone area was well done.
- c) Restricted width signs for Northern Lane – These are all with Cllr White to be installed.
- d) Weston Hamlet and Branscombe Village signs – We are awaiting DCC to order them.
- e) Branscombe Signs on Main Village Roads – Cllr Hartnell was asked to assist with our request for BPC Road Wardens to purchase fittings to attend to these. Cllr Hartnell reported there were several signs in the same stretch of road with a similar issue, and was corresponding with DCC to see if it is an issue with the installing contractor and will follow up with Stuart Hughes.

- 10) GENERAL CORRESPONDENCE (as previously circulated)
- a) Received letter from Airband extending an invitation to present on fibre installation in the village at a BP meeting or otherwise. Clerk will pursue a Zoom meeting with them.
- 11) FINANCE
- a) Finance Update 2021/22:
- | | |
|-------------------------|-------------|
| Total receipts for year | £ 4,568.82 |
| Total payments for year | £ 1,267.55 |
| Difference | £ 3,031.27 |
| Current balance | £ 25,836.36 |
- b) Annual Governance and Accountability Return (AGAR):
- i Draft account and Sections 1 and 2 of the 2020/21 AGAR were approved and the AGAR and exemption certificate were signed by the Chair and the Clerk.
- ii The signed AGAR will be returned to external auditor PK Littlejohn by the Clerk.
- iii The 30 working days for exercise of public rights will commence on 8 June 2021.
- iv The approved Sections 1 and 2 of the 2020/21 AGAR will be published on the BPC website by the Clerk.
- c) Update on internet banking: NatWest have removed John Bass from the mandate. The application has been progressed by the Clerk, however online Business Banking Request does not have two-to-sign capability; Cllrs Evans and Cox believe this is necessary protection. Chair asked the Clerk to see how other Councils (e.g. Beer) manage their online banking affairs.
- d) Payments approved and cheques circulated for signature:
- i Cheque No. 1077 Thomas Westcott (payroll) - £300.00
- ii Cheque No. 1078 Bon Gout Deli (raffle prize) - £100.00
- 12) MATTERS FOR FUTURE AGENDA WITH PERMISSION FROM THE CHAIR
- a) The Clerk had no suitable applicants for her replacement and will continue to advertise the post as directed at the last meeting.
- b) A Parishioner had reported to Cllr Lambert that their bins had not been collected after the Bank Holiday, but these have since been collected. Cllr Pook reminded all that the most efficient way to raise this with EDDC was through the mobile application.

The next meeting will be 1st July 2021.

Meeting closed at 21.00 hrs.

Signed..... Date