

# BRANSCOMBE PARISH COUNCIL

Year Ending: 31<sup>st</sup> March 2022

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MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in Branoc Hall, Branscombe on **THURSDAY 7<sup>th</sup> October 2021 at 19.30hrs**

PRESENT: Cllr Fastnedge (Chair), Cox, Evans, Pellatt, Pike and Powell.

MEMBERS OF PUBLIC: None

PRESS: None

CLERK IN ATTENDANCE: Adrienne Long

- 1) APOLOGIES: Cllr Pegler, Deputy Chair (unwell); Cllr Lambert (on holiday); Cllr Hartnell, DCC (self-isolating) and Cllr Pook, EDDC (on holiday).
- 2) PUBLIC SPEAKING: None
- 3) MINUTES OF PREVIOUS MEETING  
The minutes of the Parish Council meeting held on 2<sup>nd</sup> September 2021 (previously circulated) were approved by Council and signed by the Chair as a true record.
- 4) DECLARATION OF INTEREST: None.
- 5) ORGANISATIONS' REPORTS
  - a. Police  
The Devon & Cornwall Police Monthly Crime and Incident Figures (for Seaton Town & Rural) for October had been previously circulated, together with copies of the Seaton Neighbourhood Policy Team Newsletter and the East Devon Neighbourhood Police Team Rural Affairs Newsletter. All contents were noted.
  - b. National Trust  
No report provided.
- 6) REPRESENTATIVES' REPORTS
  - a. Cllr Hartnell, DCC  
The October Report provided by Cllr Marcus Hartnell (DCC) had been previously circulated. It was particularly noted that the Traffic Group meetings will no longer be held and will be replaced by a bi-monthly division highways inspection between Cllr

Hartnell and the Neighbourhood Highways Officer (NHO). Cllr Hartnell will then report back to each parish/town council. Councillors agreed that this new approach could prove more beneficial.

- b. Cllr Pook, EDDC  
No report provided.
- c. Village Hall  
No report provided.

7) NEW BINS - VILLAGE HALL

The clerk reported that she had followed up the enquiry made in June with EDDC for the provision of a larger bin by the bus stop near the Village Hall and the possibility of some recycling bins at the rear of the Hall. EDDC had responded confirming that they could look into the provision of a larger bin at the bus stop, but the waste team would need to discuss this with their contractors. There was also currently no capacity to supply any additional recycling bins.

It was reiterated that the Council was willing to pay for a recycling bin(s). Cllr Pike will send further background information to the Clerk so that she can more clearly outline the issue and the Council's position to EDDC copying in Cllr Pook. (*Action Clerk*)

8) CORONATION GARDENS, GRAHAM'S BENCH - REPAIR/REPLACEMENT OF HANDRAIL

Cllr Powell reported that she had obtained a quote from D J Miller Fencing to remove the existing fence and supply and erect a 6.4m post and rail fencing around the bench, and a 3 m handrail on the steps leading to the bench at a total cost of £215.00 (inclusive of all fixtures and fittings and labour costs).

The Chair proposed that the quote should be accepted; seconded by Cllr White; and all in favour. (*Action Clerk*)

9) BUS STOP BENCHES - QUOTES FOR REPLACEMENT

Cllr Pike provided a range of options and costings from Glasdon for benches/seats made from recycled polymer and sustainable materials and which were designed for low maintenance. Cllr Evans suggested it might also be possible to purchase suitable wooden benches from the Donkey Sanctuary which were likely to be lower cost and had a local connection. After a lengthy discussion the Chair proposed that Cllr Evans should enquire as to the possibility of purchasing wooden benches from the Donkey Sanctuary and, if this is not possible, then 2 Countryside Seats (in brown) should be ordered from Glasdon at a cost of £541.34 each, plus whatever fixing will be required; seconded by Cllr Powell; all in favour. (*Action Cllr Evans/Clerk*)

## 10) COMMUNITY PROJECT FUNDING

### a. Development of Council Community Funding Scheme

Cllr Pellatt reported that he is working on the drafting of information on the Council's community grant scheme and the criteria for submitting applications. Cllr Pellatt suggested that the overarching criteria for any grant should be that the project contributes to maintaining and enhancing life in the village. In addition, the Council will need to consider whether there should be a maximum value for each grant and whether funds are dependent on the applicants seeking support from other sources as well.

It was resolved that the overarching criteria was correct and that further information and criteria should be developed for finalisation at the next Council meeting. Members agreed that each grant would need to be considered on its own merits and therefore a maximum amount of grant per application could not be set. *(Action Cllr Pellatt)*

### b. Request for Funding of Sports Pavilion from Branscombe Village Hall

A request had been received from the Village Hall for the Council to consider providing some funding to assist in covering the shortfall of their target project cost of £29,000 for the new Sports Pavilion. Cllrs agreed that the Sports Pavilion will be a very valuable community asset which could be used by many different groups in the village. The Chair therefore proposed that the Council should pledge £2,000 to support the project; Cllr Powell seconded; and all in favour. *(Action Clerk)*

It was also agreed that the grant to the Sports Pavilion and the new community grant scheme should be announced in the next available edition of the Parish Magazine. This should highlight that the Council is keen to support the activities of its community and help to increase awareness of the work of the Council. *(Action Clerk)*

## 11) DEVELOPMENT OF NEIGHBOURHOOD PLAN

The Chair reported that he had not yet had the opportunity to speak to the Community Consultant that had originally contacted the Council re the possible development of a neighbourhood plan.

The Clerk reported that she had attended a session at the recent DALC Conference on the evolution of neighbourhood planning which had examined the current changing environment and factors influencing the development of neighbourhood plans and that it might be helpful to share its contents. It was agreed that, if possible, the video presentation will be shared with those interested immediately before the next meeting. (Further details will be sent out with the meeting agenda).

## 12) IMPROVEMENT OF GRAHAM'S BENCH AREA

It was noted that the area around Graham's Bench required some clearance and tidying up, but that there was a longer-term issue around ongoing maintenance of this area. It was also suggested that the area could be used for other purposes such as car parking or electric charging points. It was agreed that those Councillors who were available on

Tuesday 19<sup>th</sup> October at 1745 hrs should meet by Graham's Bench to look at and discuss what could be done with the area. (*Action All*)

13) COMPLAINTS RE PENALTY NOTICES ISSUED BY PREMIER PARK (BEACH CAR PARK)

Cllr Cox reported that he had spoken to the owners of the Beach Car Park (Anthony and David Sellick) and that they were in discussion with Premier Park re potentially introducing an 'allowance time' in their parking periods to take account of the differences between the timings recorded by the cameras on entry/exit and the timings purchased by visitors on the pay/display machines. The Sellicks were also aware of the issues with the parking machines at busy periods.

Cllr White reported on the recent complaint made by a visitor to the Berry Barton Caravan Park who used the Beach Car Park in August and received a penalty notice for allegedly exceeding his ticket's expiry time.

It was noted that charging at the car park commences at point of entry and exit as recorded by cameras at these points, and not at point of purchase and expiry of the parking ticket from the machines. There is some signage explaining these conditions, but it is not as prominent and clear as it could be.

It was agreed that, whilst the Council could do little in this situation, because of the communications received, the Clerk should write to the Sellicks informing them of the recent complaints, seeking clarification on any allowance times and asking if signage could be improved at the site. (*Action Clerk*)

14) PLANNING

a. Parish Planning Update  
Noted.

b. Applications, Appeals & Enforcement Actions  
None received.

c. 08/2538/FUL Clarification of Planning Condition at Branscombe Airfield  
The Chair reported that, as he had originally sought clarification as an individual from the EDDC Planning Department over some of the conditions in the Airfield Application, he would now go back to Cllr Pook, explain that the matter was discussed at the Council's September meeting and ask Cllr Pook to follow this up with EDDC. (*Action Chair*)

14) HIGHWAYS/FOOTPATHS

a. Road Wardens - installation of road signs  
Cllr White reported that he had installed one road sign and will be installing the remaining signs shortly. (*Action Cllr White*)

Cllr White also reported that the footpath from Berry Barton up-to the South-West Coastal path had become very overgrown. He had cleared and cut out sections of the path to make it more accessible and is in liaison with the team at DCC on the re-opening of the path

b. Branscombe Village signs

Cllr Powell reported that the village signs had been installed, but that the “Best Kept Village” sign which dated from 2001 was still in situ. It was agreed that Cllr White would take down this sign. (*Action Cllr White*).

c. Branscombe signs on main / village roads

An update on these signs is still awaited from Cllr Hartnell.

d. Temporary Traffic Notice TTR02142538

The temporary traffic restriction at Berry Hill, road from Higher Weston Farm to Berry Barton Farm and road from Higher Weston Farm to Weston Cross, Weston from Monday 18<sup>th</sup> to Friday 22<sup>nd</sup> October (inclusive of both dates) was noted.

e. Draft Traffic Management Plan for 2022 Grizzly Running Race

The proposed Traffic Management Plan for the 2022 Grizzly Running Race (which is unchanged from the Race in 2020) was noted.

15) GENERAL CORRESPONDENCE (circulated with Agenda)

a. EDDC Gaming Policy Consultation (deadline for comments 24<sup>th</sup> October)

Noted.

b. Letter of thanks from TRIP and updated leaflet of their services in the parish

Noted.

c. DALC’s Autumn schedule of training and development events

The Clerk reported that she had recently attended Part 1 of the Clerk’s Essential Training and a number of the online sessions at the DALC 3-day Annual Conference, all of which had been very helpful. The Clerk (with the Council’s approval) would like to book Parts 2 and 3 of the Clerk’s Essential Training taking place in October and November at a cost of £30 (plus VAT) per course.

The Clerk also advised the meeting that DALC offers a range of information and support for Councillors including access to the website where there is an extensive Knowledge Bank; publications that can be downloaded free of charge; and a wide range of online and face-to-face courses and training. DALC also issues a very useful information weekly newsletter for Officers and Councillors.

The Chairman reiterated the Council’s commitment to supporting ongoing training for its Clerk and encouraged all members to look at the [DALC website](#) and register for access. (*Action All*)

16) FINANCE

a. Finance Update 2020/21

Total receipts for year	£ 8,494.34
Total payments for year	£ 3,427.07
Difference	£ 5,067.27
Current balance	£ 27,602.36

The Clerk reported that since issuing the Finance Update with the Agenda the bank statements for the War Memorial and Garden Account had been received with interest of 2p on the War Memorial Account and 3p on the Garden Account. These amounts will be included in the next Finance Update (November).

b. Payments Approved

<i>Cheque Issued</i>	<i>Payee</i>	<i>Goods/Services</i>	<i>Amount</i>
1084	Village Hall	Outstanding balance for hire through to end December	£27.40
1085 Cancelled	Incorrect payee		-
1086	HMRC	PAYE (Nicky Langley)	£64.00

The above payments were approved and cheques circulated for signature.

15) MATTERS RAISED AND FOR NEXT AGENDA WITH PERMISSION FROM THE CHAIR

Cllr Cox raised the purchase of a Parish Council wreath for Remembrance Sunday (*next Agenda*) and drew members attention to the picture in memory of Gail Llewellyn which had now been placed in the Village Hall.

The Clerk advised that more details were now available of the national plans for the celebration of the Queen's Jubilee and for the involvement of local communities. It was agreed that a discussion on how Branscombe village could celebrate the Jubilee should take place at the next meeting and that an announcement inviting other organisations to take part should then be placed in the Parish Newsletter (*next Agenda*).

16) DATE OF NEXT MEETING  
4<sup>th</sup> November 2021

Close of meeting: 21.12hrs

Signed: ..... Date .....