

**To: Members of Branscombe Parish Council**

You are duly summoned to attend the next meeting of Branscombe Parish Council to be held at 1930hrs on **Thursday 2<sup>nd</sup> December 2021** at Branoc Hall, Branscombe.

**Information for members of the public and press**

Members of the public and press are welcome to attend parish council meetings, as observers. There will also be a maximum of 15 minutes at the beginning of the Council meeting for members of the public to give their views and question the Parish Council on issues on the agenda, or raise issues for future consideration at the discretion of the Chair. Each speaker will be limited to 3 minutes. Members of the public wishing to comment on an item, but not wishing to speak, may submit this in writing to the Clerk by 12 noon the day before the meeting.

**A G E N D A**

1.0	Welcome
2.0	<b>Apologies</b> To receive apologies and approve reasons for absence.
3.0	<b>Public Question Time</b> (if requested)
4.0	<b>Declarations of Interest</b> To declare any personal interests in items on the agenda and their nature and/or to declare any disclosable pecuniary interests (DPIs) in items on the agenda and their nature. (Councillors with DPIs must leave the room for the relevant items).
5.0	<b>Minutes</b> To approve the Minutes of the Extraordinary Parish Council Meeting held on 28 <sup>th</sup> October and the Minutes of the Parish Council Meeting held on 4 <sup>th</sup> November 2021.
6.0	<b>Organisations' Reports</b> To receive reports for information (where provided) from:
6.1	Devon & Cornwall Police
6.2	National Trust To consider the Trust's proposal that the provision of sand and sandbags currently located in the National Trust yard should be moved to the rear of the Village Hall, to enable easier access to the sand and sandbags when required.
6.3	Village Hall

7.0	<p><b>District and County Councillor's Reports</b></p> <p>To receive reports for information (any items raised for decision will appear on the agenda for the next meeting) from:</p>
7.1	Cllr Hartnell, DCC
7.2	Cllr Pook, EDDC
8.0	<p><b>Progress Reports</b> (on matters from previous minutes)</p>
8.1	<p>New Bins, Village Hall</p> <p>To note the outcome of discussions on how best to proceed with the request to EDDC for provision of a large litter bin at the bus stop and larger recycling bins at the Village Hall. (Chair/Cllr Pike)</p>
8.2	<p>Bus Stop Benches</p> <p>To receive an update on the purchase of the two bus stop benches and consider arrangements for installation. (Chair/Cllr Pike)</p>
9.0	<p><b>Community Projects Grant Scheme</b></p> <p>To consider the proposed draft information on the Council's community projects grant scheme and the criteria for the submission of applications and award of grants. (Cllr Pellatt)</p>
10.0	<p><b>Neighbourhood Plan</b></p> <p>To review attendance at the 3 free Neighbourhood Planning webinars in January 2022, which will inform and feed into discussion at the Council's February (2022) meeting.</p>
11.0	<p><b>Planning</b></p>
11.1	<p>Parish Planning Update</p> <p>To note the Update (attached to the agenda).</p>
11.2	<p>Applications, Appeals and Enforcement Actions</p> <p>21/2945/FUL - 22 Stoneleigh Country Holidays Weston. Application for planning permission for change of use from holiday let to permanent residential occupation of the holiday let. No work involved.</p> <p><a href="https://planning.eastdevon.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=R2D8MFGHJ3B00">https://planning.eastdevon.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=R2D8MFGHJ3B00</a></p>
12.00	<p><b>Highways</b></p> <p>Road Signs and 'Best Kept Village' Sign</p> <p>To receive an update on the installation of remaining road signs and removal of outdated 'Best Kept Village' sign (Cllr White)</p>

13.0	<b>Queen's Jubilee Celebrations (2<sup>nd</sup> - 5<sup>th</sup> June 2022)</b>
13.1	To receive an update on initial contact with the National Trust (re existence of previous beacon) and with other village groups. (Cllr Cox)
13.2	To consider holding a village/community meeting (late January) to discuss ideas and form a Queen's Jubilee Celebrations organising group.
14.0	<b>Community Interest Levy (CIL) Receipts and Reporting</b>
	To receive an update on the recent receipt of CIL monies and the reporting requirements for parish councils. (Clerk)
15.0	<b>Web Site - Preparation of Mourning Pages (For Senior Royals)</b>
	To receive an update on the creation of draft mourning pages (for Senior Royals) on the Council's website (Clerk)
16.0	<b>Devon Climate Emergency</b>
16.1	To receive a brief overview of the Devon Climate Emergency initiative. (Clerk)
16.2	To consider the Council's endorsement of the Devon Climate Declaration - attached at appendix 1. (Clerk)
16.3	To discuss whether the Council should consider developing a project (or projects) to help raise awareness and work towards creating a 'Net Zero Devon'. (Clerk)
17.0	<b>Meeting Dates for 2022</b>
17.1	To consider the proposed Council meeting dates for January - December 2022 - attached at appendix 2.
17.2	To consider a separate date for the Annual Parish Meeting. (Clerk)
18.0	<b>Correspondence Received</b>
	To note the correspondence received and circulated - list attached at appendix 3.
19.0	<b>Finance: Budget</b>
	To review the draft Budget for 1 <sup>st</sup> April 2022 - 31 <sup>st</sup> March 2023 and to consider what additional provisions and projects should be included for the year.

20.0	<b>Finance Update</b>																
20.1	<p>Finance Update To note the current financial position</p> <table border="1"> <tr> <td>Total receipts for year</td> <td>£9,057.66</td> </tr> <tr> <td>Total payments for year</td> <td>£6,118.29</td> </tr> <tr> <td>Difference</td> <td>£2,939.37</td> </tr> <tr> <td>Current Balance</td> <td>£25,474.46</td> </tr> </table>	Total receipts for year	£9,057.66	Total payments for year	£6,118.29	Difference	£2,939.37	Current Balance	£25,474.46								
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20.2	<p>Change of Address for Bank Statements To note the letter to NatWest Bank requesting the change of address for bank statements and requirement for all signatories to sign the letter. (Clerk)</p>																
20.3	<p>To approve the following payments:</p> <table border="1"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Goods/Services</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1091</td> <td>Clerk</td> <td>Salary and expenses (November 2021)</td> <td>£272.59</td> </tr> <tr> <td>1092</td> <td>Branscombe Branch Royal British Legion</td> <td>Supply of Remembrance Day Wreath</td> <td>£22.00</td> </tr> <tr> <td>1093</td> <td>Branscombe Village Hall</td> <td>Grant for Sports Pavilion</td> <td>£2,000.00</td> </tr> </tbody> </table>	Cheque	Payee	Goods/Services	Amount	1091	Clerk	Salary and expenses (November 2021)	£272.59	1092	Branscombe Branch Royal British Legion	Supply of Remembrance Day Wreath	£22.00	1093	Branscombe Village Hall	Grant for Sports Pavilion	£2,000.00
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21.0	<p><b>Councillor's Reports and Items for Future Agenda</b> For Councillors to report minor matters not included elsewhere on the agenda and to raise items for the next or future agenda.</p>																
22.0	<p><b>Date of Next Meeting</b> To confirm the date of the next meeting scheduled for Thursday 6<sup>th</sup> January 2022</p>																

Signed:



Adrienne Long  
Clerk to Branscombe Parish Council

Dated: 26<sup>th</sup> November 2021

## Appendix 1

### The Devon Climate Emergency Declaration

1. This Declaration has been prepared by a consortium of public, private and voluntary organisations collaborating through a Devon Climate Emergency Response Group. It sets out an ambition to tackle climate change that covers all of Devon, including those people who live, work in and visit our county, and those businesses who are based or operate here.
2. We are aware of the significant implications of climate change for Devon's communities; it is already affecting our environment, infrastructure, economy and health & wellbeing. If not addressed, the impact on future generations will be profound and the ability to meet the United Nation's Sustainable Development Goals will be severely compromised.
3. We understand that the Intergovernmental Panel on Climate Change (IPCC) has advised that carbon emissions must reduce globally by at least 45% by 2030 from 2010 levels and reach net-zero by 2050 if we are to avoid the worst effects of climate change by keeping warming below 1.5 degrees.
4. We will lead in the global response to climate change through our collective action, innovation and influence.
5. Individually, we will review (within 6 months) our plans to reduce our organisation's carbon emissions to meet or exceed these targets, including ensuring the people we do business with are doing the same. We will publicly report our carbon emissions annually in accessible formats.
6. In collaboration, we will engage Devon's residents, businesses and visitors to develop and implement a plan to facilitate the reduction of Devon's production and consumption emissions to meet IPCC recommendations at the latest. We will openly report progress on its delivery. We know this transformational change will be challenging and will include:
  - Deploying more renewable, decentralised and smart energy systems
  - Retrofitting energy-efficiency measures into our existing buildings
  - Constructing zero-carbon new buildings
  - Travelling less and using improved walking, cycling and public transport infrastructure more often, and using electric and hydrogen vehicles
  - Changing our consumption to use less, re-use more and choose low-carbon options
  - Challenging all economic sectors to review their practices and the values of those they do business with
  - Divesting from fossil fuels
  - Changing our dietary patterns and reducing food waste

- Changing agricultural practices to reduce emissions associated with farming operations, manage soils sustainably and replenish soil carbon
  - Encouraging carbon storage such as through tree planting, the use of wood in construction and peatland restoration
  - Empowering the people of Devon with the knowledge and skills to act collectively.
7. Additionally, we will work to understand the near-term and future risks of climate change for Devon to plan for how our infrastructure, public services and communities will have to adapt for a 1.5-degree warmer world.
  8. Local organisations and communities cannot do this alone as the national government plays a key role in many of the policy areas that are vital to reducing emissions and adapting to climate change. We call on the government to prioritise decarbonisation and adaptation within decision making and work with us by using its powers to provide the resources and funding necessary to accelerate the transition to a low-carbon and resilient economy and society.
  9. We challenge every organisation, business, community and individual to do the same.

Appendix 2.

Meeting Dates for January - December 2022

January	Thursday 6 <sup>th</sup> January
February	Thursday 3 <sup>rd</sup> February
March	Thursday 3 <sup>rd</sup> March
April	Thursday 7 <sup>th</sup> April
May	Thursday 5 <sup>th</sup> May
June	Thursday 9 <sup>th</sup> June
July	Thursday 7 <sup>th</sup> July
August	Thursday 4 <sup>th</sup> August
September	Thursday 1 <sup>st</sup> September
October	Thursday 6 <sup>th</sup> October
November	Thursday 3 <sup>rd</sup> November
December	Thursday 1 <sup>st</sup> December

Appendix 3

Correspondence Circulated November 2021

1.	DALC Newsletter 64 2021 (Budget Time)	Circulated 03.11.21
4.	DALC Newsletter 67 2021 - Are You Ready for Winter (Information on DCC grants available to fund local initiatives to support communities in the event of any increase in Covid-19 and the need for self-isolation).	Circulated 12.11.21
2.	DALC Newsletter 68 2021 (Including Information on Devon Climate Emergency and on Neighbourhood Planning webinars)	Circulated 12.11.21
3.	DALC Newsletter 69 2021 - DCC Autumn Briefings	Circulated 12.11.21
4.	Email from Graeme Shorthouse confirming granting of Planning Permission for the replacement of the sports pavilion	Circulated 18.11.21
5.	Consultation: Devon and Somerset Fire and Rescue Service - draft Community Risk Management	Circulated 18.11.21
6.	Reminder from DALC re DCC Autumn Briefings	Circulated 23.11.21
7.	Examples of grants policies and application forms used by West Hill, Woodbury and Thorverton Parish Councils.	Circulated 23.11.21
8.	Planning Application b21/2945/FUL - 22 Stoneleigh Country Holidays Weston	Circulated 26.11.21