

MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in Branoc Hall, Branscombe on **THURSDAY 4th November at 1930hrs**

Present	Cllr Fastnedge (Chair), Cox, Evans, Peglar, Pellatt, Pike, and White, and Cllr Hartnell (DCC)
Members of the Public/Press	None
Clerk in attendance	Adrienne Long

21/001	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting and in particular Cllr Hartnell from DCC.</p>
21/002	<p>Apologies</p> <p>Apologies were received and approved from: Cllr Lambert; Cllr Powell and Rob Skinner (National Trust)</p>
21/003	<p>Public Question Time</p> <p>None requested.</p>
21/004	<p>Declarations of Interest</p> <p>None declared.</p>
21/005	<p>Minutes</p> <p>The Minutes of the Parish Council Meeting held on 7th October 2021 (previously circulated) were approved by Council and signed by the Chair as a true record.</p>
21/006	<p>Organisations' Reports</p> <p>1. Devon & Cornwall Police The Devon & Cornwall Police's Monthly Town and Parish Council Report for Seaton Town and Rural, the Rural East Devon Police Rural Affairs Newsletter (November) and the Seaton Neighbourhood Team Newsletter (November) had been previously circulated. All contents were noted.</p> <p>2. National Trust The Clerk reported that Rob Skinner had asked if the Council would consider the re-location of the sand and sandbags currently sited in the National Trust yard to the rear of the Village Hall, so that these can be accessed more easily. As this request was received after the circulation of the meeting agenda, the item will be discussed at the next meeting.</p>

3.	<p>Village Hall Nothing to report.</p>
21.007	<p>District and County Councillor’s Reports</p> <p>Cllr Hartnell, DCC Cllr Hartnell reported that his October report (circulated for the previous Council meeting) had covered a number of areas and, in particular, the changes that he had made to the approach to highways issues. Cllr Hartnell had felt that the Traffic Group meeting had not been productive and therefore was replacing these meetings with visits to parish council meetings and regular visits out around his area with Stephen Kelly (Neighbourhood Highways Officer, DCC). Cllr Hartnell acknowledged that the biggest challenge with highways issues was always budget and resource, but he was hopeful that this new approach would prove more beneficial for all parties. His next highways visit in December will include Branscombe and he would welcome any communication or information on highways issues prior to this visit.</p> <p>In the following discussion, councillors highlighted some of the key issues and discussions that had previously taken place around the two areas prone to flooding in the village, including the use of french drains, the emptying of the sump and clearing of linked drains and the failure to replace the grating on the culvert (by the Village Hall). It was resolved that Cllr Hartnell will meet with Cllr Cox prior to his visit with Stephen Kelly so that he is fully aware of all the highways/flooding issues in the village. <i>(Action: Cllr Hartnell and Cllr Cox).</i></p> <p>Cllr Cox reported that the highways work carried out at Weston was excellent but there had been a lack of any communication on when or how the work would be done. Cllr White also reported that road holes are being repaired but the work is not carried out effectively and therefore the roads require further repair 2 - 3 months later.</p> <p>Cllr Hartnell advised the Council that some of the problems with highways can be attributed to current highways policies and the allocation of work between two different teams with differing priorities. There was however a clear appetite within the County Council for change as evidenced with the recent introduction of ‘Dragon Patchers’ which are able to repair potholes quickly and effectively.</p>
21/008	<p>Progress Reports</p> <p>1. New Bins, Village Hall The Clerk reported that she had received a response from the EDDC Waste and Recycling Team advising that they could look at options for the supply of a larger litter bin to replace the current bin at the bus stop. EDDC may also be able to supply additional waste and recycling containers (under their Schedule 2 chargeable waste collections) but have requested further information on the nature and amount of waste.</p> <p>Due to the difficulty in progressing this matter, it was resolved that the Chair, Cllr Pike and the Clerk should meet with Cllr Pook (EDDC) to try to move the issue forward. <i>(Action Chair, Cllr Pike, Clerk and Cllr Pook)</i></p> <p>2. Coronation Gardens - Graham’s Bench Area It was noted that the new fencing and handrail had now been installed and was an improvement for the area. The Chair thanked Cllr Cox for strimming the overgrowth and</p>

<p>21.08</p> <p>3.</p>	<p>reported that the outcome of discussions from the ‘working group’ meeting held onsite on 19th October was that the Council should just keep on top of the maintenance until there was more clarity on progress with the adjacent development.</p> <p>Bus Stop Benches Cllr Evans reported that he had been in contact with staff at the Donkey Sanctuary re the possible supply of two benches for use at the Village Hall bus stop. The view of staff was that the benches they used would not be robust enough for bus stop benches. Cllr Cox therefore proposed that the Council go ahead with the purchase of two Countryside Seats (in brown) from Glasdon at a cost of £541.34 each, plus whatever fixing will be required; seconded by Cllr Evans; all in favour. <i>(Action Cllr Pike/White/Clerk)</i></p>
<p>21/009</p> <p>1.</p> <p>2.</p>	<p>Community Project Funding</p> <p>Grant for New Sports Pavilion The letter of thanks from the Cricket Club for the Council’s grant pledge of £2k and the request for payment of the funds was noted. It was resolved that the Clerk should inform the Cricket Club that the pledge will not be paid until planning permission for the new sports pavilion has been granted. <i>(Action Clerk)</i></p> <p>Council’s Community Project Grant Scheme Cllr Pellatt reported that no further progress had been made yet on drafting some information on, and the criteria for, a community project grant scheme. The Clerk will circulate some examples of policies from other parish councils and the item will be discussed at the next meeting. <i>(Action Clerk and Cllr Pellatt)</i></p>
<p>21/010</p>	<p>Neighbourhood Plan</p> <p>The opportunity to view a presentation given at the recent DALC Conference on the current context for Neighbourhood Planning was noted (link to presentation previously circulated). The Chair also reported that DALC and Stuart Todd Associates is running 3 free webinars in early 2022 on various aspects of Neighbourhood Planning which might be of help to the Council in its discussions on the need to develop a Neighbourhood Plan. The Clerk will circulate information on the webinars. <i>(Action Clerk)</i></p>
<p>21/011</p> <p>1.</p> <p>2.</p>	<p>Planning</p> <p>Parish Planning Update Noted.</p> <p>Applications, Appeals and Enforcement Actions None received.</p>
<p>21/012</p> <p>1.</p> <p>2.</p>	<p>Highways</p> <p>Road Signs and ‘Best Kept Village’ Sign Cllr White reported that he has still to install one remaining road sign and remove the outdated Best Kept Village sign. <i>(Action Cllr White)</i></p> <p>Road Closures The proposed road closures on the A3052 at Trow Hill on 9th- 10th November were noted.</p>

21/013	<p>Queen’s Jubilee Celebrations (2nd - 5th June 2022)</p> <p>Further details of the national programme of celebrations for the Queen’s Platinum Jubilee and the 3 main areas for local community involvement: Lighting of the Beacons; the Big Lunch; and planting of Tress (The Queen’s Green Canopy); had been previously circulated. It was considered vital that any celebrations should involve all organisations and groups in the village and resolved that Cllr Cox should lead on contact both with the National Trust (re the existence of the previous beacon) and with other village groups to ascertain levels of interest and support. <i>(Action Cllr Cox and Clerk)</i></p>								
21/014	<p>Remembrance</p> <p>It was resolved that a wreath from the Council should be purchased from the Royal British Legion for Remembrance Day at a cost of £22.00. <i>(Action Cllr Cox)</i></p>								
21/015	<p>Correspondence Received</p> <p>1. All correspondence, listed in the appendix to the agenda and previously circulated was noted. Cllr Peglar agreed to attend the Devon Communities Together 2nd Local Councillor Climate Emergency Support Network Event on 30th November 2021, a free online event. <i>(Action Cllr Peglar)</i></p> <p>2. The letter received from the Chair of the Trustees, Village Hall advising of the need to disconnect and reroute the cable for the lighting for the Devon Air Ambulance and requesting the Council to arrange for this to be done was noted. It was resolved that the Clerk should pass the contact at the Devon Air Ambulance to the Cricket Club for them to discuss the matter direct. <i>(Action Clerk)</i></p>								
21/016	<p>Finance</p> <p>1. The current financial position as outlined below was noted.</p> <table border="1" data-bbox="379 1429 1026 1581"> <tr> <td>Total receipts for year</td> <td>£9,057.51</td> </tr> <tr> <td>Total payments for year</td> <td>£3,518.47</td> </tr> <tr> <td>Difference</td> <td>£5,539.04</td> </tr> <tr> <td>Current Balance</td> <td>£28,074.13</td> </tr> </table> <p>2. The Clerk outlined her request to change the payment of the Clerk’s salary and expenses from a 12-weekly basis to a 4-weekly one, to bring the salary payment in line with HMRC requirements. Cllr Evans reminded the Council of the need to ensure that tax payments were made to HMRC each quarter, as some payments had not been made promptly in the past. The Chair proposed that the Clerk’s salary and expenses payment should be made on a 4-weekly basis; seconded by Cllr Evans; and all in favour. <i>(Action Clerk)</i></p> <p>3. The Clerk’s request to be included as a signatory to the account was briefly discussed but it was resolved that the Clerk should not be made a signatory, on the grounds that this was a safer position both for the current and any future Clerk and for the Council.</p> <p>4. The following payments were approved and cheques circulated for signature.</p>	Total receipts for year	£9,057.51	Total payments for year	£3,518.47	Difference	£5,539.04	Current Balance	£28,074.13
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Cheque	Payee	Goods/Services	Amount
1087	Devon County Council	2 village signs	£767.12
1088	Clerk (Previous)	Salary and expenses Aug - Sept 2021	£953.72
1089	Clerk (Current)	Salary and expenses Aug - Oct 2021	£663.98
1090	D J Miller	New fencing and handrail, Graham's Bench area	£215.00

21/017	<p>Councillor's Reports and Items for Future Agenda</p> <p>1. Cllr Cox reported that he had inspected all the grit bins in the village and all were up at around 80% full or over. Several however had overgrown vegetation around and over them.</p> <p>2. Cllr Evans reported that the highways repairs at Weston had been well done and well received by residents there.</p> <p>3. The Clerk reported that she would place a Christmas message from the Council in the next Parish Newsletter and would like to add the following to the next meeting agenda, all of which were fully supported:</p> <ul style="list-style-type: none"> • Condition of Council Notice Boards • Preliminary discussion of items for next year's Budget • The Council's engagement with, and involvement in, the Devon Climate Emergency Initiative <p><i>(Action Clerk)</i></p>
21.018	<p>Date of Next Meeting</p> <p>Thursday 2nd December at 1930hrs. It was resolved that the Clerk should book the Social Room for the December meeting. <i>(Action Clerk)</i></p>
The meeting closed at 2120hrs.	

Signed	Date
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