

MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in Branoc Hall, Branscombe on **THURSDAY 2nd December 2021 at 1930hrs**

Present	Cllr Fastnedge (Chair), Evans, Lambert, Pellatt, Pike, Powell, and White, Cllr Pook (EDCC), and Rob Skinner (National Trust)
Members of the Public/Press	None
Clerk in attendance	Adrienne Long

21/019	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting.</p>
21/020	<p>Apologies</p> <p>Apologies were received and approved from: Cllr Cox and Pegler, and Cllr Hartnell (DCC).</p>
21/021	<p>Public Question Time</p> <p>None requested.</p>
21/022	<p>Declarations of Interest</p> <p>None declared.</p>
21/023	<p>Minutes</p> <p>The Minutes of the Parish Council Meeting held on 4th November 2021 (previously circulated) were approved by the Council and signed by the Chair as a true record.</p>
21/024	<p>Organisations' Reports</p> <ol style="list-style-type: none"> 1. Devon & Cornwall Police No report received. 2. National Trust Rob Skinner reported on the following: Ash Dieback The Trust was now working on the permissions required to commence work on the removal of the trees in the Branscombe area affected with Ash dieback. It is anticipated that this work will commence in mid-late January. An article will be placed in the Parish Magazine on Ash dieback and the need for the removal of the trees.

<p>3.</p>	<p>Re-routing of Coastal Paths Parts of the coastal path going through West Cliff had now been re-routed, but it was now unlikely that any work would be undertaken on the path through East Cliff.</p> <p>New Interpretation Boards (Beach/Sea Shanty) Work had now commenced on the production of the new interpretation boards at the Beach/Sea Shanty.</p> <p>Location of Sand/Sandbags The Trust had raised the issue of whether the location of the sand/sandbags in the NT yard was practical for the Council given that there was no access when the Forge was closed. Due to previous issues with sand being removed when it was in a 'more accessible' location, it was agreed, that providing the Trust is happy for the sand to remain in the yard, the Council would prefer for it to remain there.</p> <p>Village Hall Cllr Pike reported that the Village Hall Committee had held its AGM on 25th November and all Officers had been re-elected.</p> <p>The Chairman reported that there been some discussion with the Village Hall (VH) on the possibility of returning to the Social Room for council meetings, but the VH did not feel that this was viable at the current time due to the VH Committee's rules on social distancing. There was also some confusion on the hire rates that the Council had been charged during the year. Once all invoices have been clarified, the Chairman will raise the matter again with the VH if necessary.</p>
<p>21.025</p> <p>1.</p> <p>2.</p>	<p>District and County Councillor's Reports</p> <p>Cllr Hartnell (DCC) The December report provided by Cllr Hartnell (and circulated prior to the meeting) was noted.</p> <p>Cllr Pook (EDDC) Cllr Pook reported on the following:</p> <p>Public Toilet Consultation The Public Toilet Review was now at the Cabinet approval stage. Those toilets categorised as category A toilets will be refurbished but then charged for, whilst those categorised as B and C facilities will, if possible, be transferred to the management of local communities.</p> <p>Car Parking Some car parking charges are being increased.</p> <p>Innovation Resilience Fund EDDC had launched its new Innovation Resilience Fund earlier in the Autumn. The £2million fund is a business recovery focussed scheme that allows local businesses and organisations to apply for funding to deliver a specific project. Cllr Pook urged the Council to sign-post any local business to this opportunity for funding. <i>(Action: All)</i></p>

<p>21/026</p> <p>1.</p> <p>2.</p>	<p>Progress Reports</p> <p>New Bins, Village Hall and Bus Stop The Chairman and Cllr Pike reported that it had not been possible to make any further progress on the request for some larger recycling bins at the Village Hall and a larger rubbish bin for the bus stop near the Hall.</p> <p>It was noted that the need for these bins was primarily required due to the number of visitors to the village who park or use the area by the Village Hall.</p> <p>Cllr Pook advised that the issue of recycling and rubbish bins was under review by EDDC, and he would update the Council on any outcomes when possible. <i>(Action: Cllr Pook)</i></p> <p>Bus Stop Benches Cllr Pike reported that since the last meeting when the Council had agreed to purchase two benches from Glasdon, there had been a significant increase in the prices of these benches. It was therefore agreed that Cllrs Pike, Powell and the Clerk should look at some other suppliers to see if it was possible to purchase some cheaper benches. <i>(Action: Cllrs Pike, Powell and Clerk)</i></p>
<p>21/027</p>	<p>Community Project Grants Scheme</p> <p>Cllr Pellatt thanked the Clerk for circulating some examples of grants policies from other parish councils, one of which he felt would provide a good basis to work from. Cllr Pellatt will produce a draft policy for discussion at the January meeting. <i>(Action: Cllr Pellatt)</i></p>
<p>21/028</p>	<p>Neighbourhood Plan</p> <p>The Chairman reported that he had registered to attend the first of the free webinars on Neighbourhood Plans to be presented by Stuart Todd Associates in January 2022. As the Council will be discussing the subject of a Neighbourhood Plan for Branscombe at its meeting in February, the Chairman asked all Councillors to attend at least the first webinar. (Clerk to re-circulate details). <i>(Action: All)</i></p>
<p>21/029</p> <p>1.</p> <p>2.</p>	<p>Planning</p> <p>Parish Planning Update Noted.</p> <p>Application: 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.</p> <p>The Chairman advised that there were four conditions set out in the original planning permission for the Stoneleigh Holiday Park. One of these conditions (condition 3) stated that the bungalows were not intended for permanent residence and could not be used for more than 4 consecutive weeks in the year (28 days out of 31 in one month).</p> <p>Cllr Evans reported that one unit had been granted permission as a permanent residence for the manager of the site, but this unit was more robust and suitable for permanent living, whilst the other units were designed only for holiday occupancy. There were however</p>

	<p>regular attempts by owners to apply for change of use so that the bungalows could be used permanently or rented out. Cllr Evans also referred to the Enforcement Notice 20/FO265 which was served in March 2021 in respect of a breach of condition 3 at 1 Stoneleigh Country Holidays and subsequently upheld on appeal, which clearly reaffirms the conditions of use at Stoneleigh.</p> <p>The Chairman therefore proposed that the Council should not support this application on the basis that condition 3 of the original planning permission still holds. Seconded by Cllr Powell and all in favour. The Chairman will provide the Clerk with the appropriate wording for the response to EDDC. <i>(Action: Chairman and Clerk).</i></p> <p>Cllr Pook also advised that, having heard the above information, he would request EDDC Officers to undertake a thorough investigation into all the permissions relating to this site. <i>(Action: Cllr Pook).</i></p>
21/030	<p>Highways - Road Signs and 'Best Kept Village' Sign</p> <p>Cllr White reported that the 'Best Kept Village' sign had now been removed. It was agreed that the remaining 2 road signs should be held in store until needed.</p>
21/031	<p>Queen's Jubilee Celebrations (2nd - 5th June 2022)</p> <p>In Cllr Cox's absence, the Chairman reported that the previous beacon basket had rusted away and a replacement from the Forge would cost in the region of £200 - £400. Councillors agreed any beacon must be placed in a visible location and ideally this should be on East Cliff. The Chairman therefore proposed that the National Trust should be asked for permission to site the beacon on East Cliff and, providing this is granted, that a new beacon should be commissioned from the Forge. <i>(Action: Cllr Cox)</i></p> <p>It was also agreed that Cllr Cox and the Clerk should organise a meeting of representatives from village groups and other interested individuals, if possible, at the end of January, to take forward the planning of a village event to celebrate the Jubilee. <i>(Action: Cllr Cox and Clerk).</i></p>
21/032	<p>Community Interest Levy (CIL) Receipts and Reporting</p> <p>The Clerk reported that the Council had recently received a CIL payment of £563.12 and she had therefore circulated a summary on what CIL payments were, the restrictions on the use of CIL funds and the reporting requirements.</p> <p>The Chairman requested that all Councillors read the summary so that the matter could be discussed further at the next meeting and in particular whether it might be necessary to place the CIL funds in a separate Council bank account. <i>(Action: All)</i></p>
21/033	<p>Web Site - Preparation of Mourning Pages (For Senior Royals)</p> <p>Councillors were shown the new web site pages that had been created by its web site provider (Aubergine) for use, when required, as mourning pages for 3 of the Senior Royals. The template pages allowed for the inclusion of a message from the Parish Council and the Chairman agreed to draft some appropriate text, so that this is available and can be used immediately it is required. <i>(Action: Chairman)</i></p>

21/034	<p>Devon Climate Emergency</p> <p>The Clerk had circulated a brief presentation on the Devon Climate Emergency (DCE) initiative, its call to local councils to endorse its Devon Climate Declaration and some of DCE’s ideas on what local councils could put in place at local level.</p> <p>The Chairman reported that Cllr Pegler had agreed to act as the lead on this area and suggested that Cllr Pegler should be asked to provide a more in-depth presentation at the next meeting on the impact of climate change, how this might affect Branscombe and what action the Council/Village could realistically undertake. <i>(Action: Cllr Pegler)</i></p> <p>Cllr Evans added that, given the level of Reserves held by the Council, a major project related to this area would be a very appropriate use of some of these funds.</p>								
21/035	<p>Meeting Dates for 2022</p> <p>1. Calendar of Meeting Dates January - December 2022 The calendar of proposed meeting dates was approved with the following amendments:</p> <ul style="list-style-type: none"> • May meeting to be changed to 12th May • No meeting to be held in August <p>2. Date of Annual Parish Meeting The Clerk suggested that it might be more appropriate to hold the Annual Parish Meeting on a different date from the Annual Meeting of the Council, due to the confusion between the two meetings. Councillors were of the view that there was little interest and participation in the Parish Meeting from local groups and the public, and therefore it was best to hold the two meetings consecutively on the same evening.</p>								
21/036	<p>Correspondence Received</p> <p>All correspondence, listed in the appendix to the agenda and previously circulated was noted.</p>								
21/037	<p>Finance - Budget</p> <p>The draft budget for 1st April 2022 - 31 March 2023 had been previously circulated for review. It was resolved that the draft Budget should be adopted with an increase in the figure for the Clerk’s salary from £2,683 to £3,700 to allow for additional hours which may be necessary.</p>								
21/038	<p>Finance Update</p> <p>1. The financial position outlined below was noted:</p> <table border="1" data-bbox="379 1823 1026 1973"> <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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2.	<p>Request to NatWest Bank for Change of Address A letter to NatWest Bank requesting the change of address for bank statements and all communications was noted and signed by all signatories present.</p>																
3.	<p>Payments The following payments were approved and cheques circulated for signature. Cllr Evans drew Councillors' attention to the fact that, whilst the Council had provided a grant to the Village Hall for the new Sports Pavilion, Building Regulations had not yet been issued for the new building.</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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21/39	<p>Councillor's Reports and Items for Future Agenda</p> <p>1. Cllr's White and Pike raised the matter of the state of the brook and culvert grating with a request for an update and indication of costing on this from Cllr Hartnell. (Next agenda).</p> <p>2. Cllr Lambert reported that a resident had enquired how planning applications are notified as an application had recently been approved which the resident would have like to have commented on. The Chairman confirmed the following:</p> <ul style="list-style-type: none"> • EDDC notifies all those near the planning application by means of a notice placed in the vicinity; • Branscombe Parish Council includes all reference details and a very brief description of any planning application on its meeting agenda; • EDDC has an online planning application portal which is available to all members of the public and where all planning application documents and application status can be viewed. 																
21/040	<p>Date of Next Meeting Thursday 6th January 2022 at 1930hrs (Branoc Hall).</p>																
<p>The meeting closed at 2140 hrs.</p>																	

Signed	Date
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