

MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in Branoc Hall, Branscombe on **Thursday 3rd March 2022 at 1930hrs**

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

22/027	Welcome The Chairman welcomed everyone to the meeting.
22/028	Apologies Apologies were received from Cllr Pegler and Cllr Pook (EDDC).
22/029	Public Question Time (if requested) None requested.
22/030	Declarations of Interest None declared.
22/031	Minutes The Minutes of the Parish Council Meeting held on 3 rd February 2022 (and previously circulated) were approved by the Council and signed by the Chair as a true record.
22/032	Organisations' Reports 1. Devon & Cornwall Police The reports previously circulated were noted. 2. National Trust No report. 3. Village Hall No report.
22/033	District and County Councillors' Reports 1. Cllr Hartnell, DCC Cllr Hartnell reported that he will circulate a written report very shortly, but wished to highlight the following: <ul style="list-style-type: none"> The County Council approved its budget on 17.02.22. The DCC element of council tax will increase by 2.99%, equating to 87p or £45 per year on a Band D council tax bill. There was immense pressure to find budget cuts, but some last-minute changes had resulted in the reinstatement of £1m of funds to Highways. In recognition of the close

<p>2.</p>	<p>joint working with the NHS, the Council had also received £10m to offset the high service needs in the Adult Social Care Sector and was currently negotiating with the Department of Education to reduce the deficit in Special Educational Needs. DCC Members' Locality Budgets have been reduced this year to £8,000.</p> <ul style="list-style-type: none"> • The Highways budget will be reducing over the next 3 years and therefore the Council is looking at new and smarter ways of working for highways teams, including for example teams being authorised to carry out repairs as they find them. • The Council has agreed that 20mph schemes can be progressed in 2022/23 and has allocated £100k for these schemes. Any application for a 20mph zone must have the support of the relevant County Councillor and be made by 31st March 2022. • The Council's pension fund had a small amount invested in Russian companies and a strategy has now been put in place to prohibit any new investments in Russian assets and to divest from all Russian-controlled and owned assets, bonds, and equities as quickly as possible. • Cllr Hartnell has not spent all his Locality Budget for 2021/22 and this will therefore roll over to the next year. Any proposals or requests for funding from this budget will be considered. • Cllr Hartnell met with Cllr Cox at the end of January to look at and discuss the key highways issues in the parish. He had subsequently reported 3 potholes, and these have now been filled. The gullies are dealt with on an annual cycle and are due to be cleared in June. It was not clear why no action had been taken on the grating and the debris in the stream, but Stephen Kelly (Highways Officer) is aware of these issues. <p>Cllr Pook, EDDC Cllr Pook had reported in emails to the Clerk that he was following up on the issue of combined waste and recycling bins at the Village Hall. Cllr Hartnell advised that there are issues with the collection of recycling on rural routes and that he would discuss this with Cllr Pook to try to progress the matter. <i>(Action Cllr Hartnell)</i></p>
<p>22/034</p> <p>1.</p> <p>2.</p>	<p>Matters Arising</p> <p>Benches It was noted that the two wooden benches had now been delivered. Cllr Pike offered to assist Cllr White with their installation. <i>(Action Cllrs White and Pike)</i></p> <p>Devon Climate Emergency The Clerk reported that she had written to Cllr Dean Stewart, the former Chair of Ottery St Mary Town Council's Regeneration and Climate Action Committee and co-author of the Greener Ottery Briefing Document (the climate change action plan for Ottery St Mary), asking whether he might be willing to talk to BPC about the Town Council's action on climate change. Cllr Stewart had advised that he had now stepped down from the committee and that the current chair, Cllr Sarah Martin would be better placed to assist.</p> <p>It was agreed that contact should be made with Cllr Martin, inviting her to come and speak at the June or July meeting. <i>(Action Clerk)</i></p>

3.	<p>Return to Social Room at the Village Hall The Village Hall had been asked if the Council could now return to using the Social Room for its meetings given that all Covid-19 restrictions were being lifted and the Village Hall agreed to this request with immediate effect.</p>
22/035	<p>Planning</p> <p>1. Parish Planning Update The Parish Planning Update (circulated with the agenda) was noted.</p> <p>2. Applications, Appeals and Enforcement Actions</p> <p>22/0203/FUL - Village Hall Branscombe EX12 3DB An amendment to the original application, which due to cost and longevity, proposed a change to the roof covering of the new sports pavilion from timber shingles to aluminium corrugated metal.</p> <p>The Chair proposed that this amendment to the application should be supported; Cllr Pike seconded, and all were in favour. <i>(Action Clerk)</i></p> <p>2/0437/FUL - Land Adjacent Watercombe Farm, Branscombe Application for the construction of a slurry store on land adjacent to Watercombe Farm, Branscombe.</p> <p>The following points in the discussion were noted:</p> <ul style="list-style-type: none"> • Watercombe Farm works in partnership with Gatcombe Farm which lacks any site to accommodate a slurry store • There is now a requirement for farms to have slurry storage capacity to house 6 months' supply • The application lacked any information on vehicular access to and from the site at Watercombe Farm and on any vehicle traffic between Watercombe and Gatcombe Farms. <p>Due to the lack of information on tanker access and the filling and emptying of the slurry tank, the Chairman proposed that the Council could not make an informed decision to either support or object to this application; Cllr White seconded and all were in favour. <i>(Action Clerk)</i></p>
22/036	<p>Queen's Platinum Jubilee Celebrations (2nd - 5th June 2022)</p> <p>1. Location and Arrangements for the Beacon Bonfire Cllr Cox reported that the Village Jubilee Committee had agreed the beach would be the best location for the Beacon Bonfire and he would now contact David Miller to discuss arrangements further.</p> <p>Cllr Powell reported that the Sea Shanty will put on a BBQ and the Brewery will supply the beer for this event.</p>

<p>2.</p> <p>3.</p> <p>4.</p>	<p>Platinum Jubilee Mugs Cllr Cox reported that a competition was now being held in the village school for the best drawing to be used on the Jubilee mugs. 60 mugs will be required for the school children at a cost of £6.00 per mug (total cost of £360.00). The Branscombe Project has confirmed that it will donate £140.00 towards the cost of the mugs for the school children leaving a total of £220.00 for the Council to fund. It will also be possible for others to purchase the mugs at a cost of £8.00 per mug.</p> <p>Planting of Oak Sapling (from EDDC) The Clerk reported that she had confirmed the Council’s request for an oak sapling from EDDC and the proposed planting location. All planting locations will be assessed by EDDC Greenspace Officers and planting is likely to be carried out by mid-March.</p> <p>Cllr Powell suggested that it would be appropriate to have a small tree planting ceremony with an older village resident assisting with the tree planting. <i>(Action Cllr Powell)</i></p> <p>Additional Proposals from the Village Jubilee Committee Cllr Powell reported that the Village Jubilee Committee had also requested if the Parish Council could consider the following:</p> <ul style="list-style-type: none"> • Installing the two new wooden benches as part of Jubilee commemorations and purchasing two plaques for the benches • Funding a band for an evening dance in the Village Hall at an approximate cost of £400.00 • Request from Cllr Powell for a small budget to cover the refreshing and replanting of the Coronation Garden at an approximate cost of £150.00. <p>The Council considered the above proposals and what should be spent from the allocated fund for the Jubilee celebrations (£1,000.00). Cllr White proposed that at this stage the Council should only commit up to £450.00 for a band for the evening dance; Cllr Powell seconded, and all were in favour. <i>(Action Cllr Powell)</i></p> <p>Note: the purchase of bench plaques and replanting of the Coronation Garden may be considered again at a future meeting.</p>
<p>22/037</p>	<p>20’s Plenty for Devon Campaign As stated by Cllr Hartnell (DCC) in his earlier report to the meeting, DCC has agreed that 20mph schemes can now be progressed in 2022/23.</p> <p>The Chairman raised the fact that there are currently no speed restrictions in Branscombe and therefore in effect the national speed limit applies throughout the village. Cllr Hartnell confirmed that it is not possible to move from a national speed limit to a 20mph speed limit as this must progress from the national limit down to a 40mph limit and from 40mph limit down to 30mph etc. It was therefore not appropriate for the Council to apply through the 20’s Plenty for Devon scheme, but it might be possible for the DCC Highways Team to look at possible traffic management schemes for the village, for example introducing limits or signage around the school area or busy pedestrian points where there are no pavements. Cllr Hartnell will follow this matter up with the DCC Highways Team. <i>(Action Cllr Hartnell)</i></p>

22/038	<p>Grant to St Winifred's Church</p> <p>The Chairman reported that the Clerk had written to the Parochial Church Council (PCC) requesting confirmation of how the Council's grant had been used by the PCC. Ross Wilmington (Church Warden) and the PCC Treasurer had responded, supplying a copy of the invoice for the grass cutting during 2021 and confirming that the grants from the Council had been put into restricted funds and used for the sole purpose of contributing towards the cost of cutting the grass.</p> <p>In the following discussion it was noted that the PCC had approached the Council for assistance during the Covid lockdown period when it was impossible for the Church to raise any income. The Council had taken the view at that time that it should try to assist the PCC at a time of difficulty, so that the Church grounds could be kept tidy and well maintained for the benefit of the village and the wider community.</p> <p>As the grounds contractor had presented his invoice for payment at the end of the year only, Cllr Evans proposed and Council agreed, that no further grant should be made to the PCC at this stage. The Council will however reconsider a further grant at the end of the year if the PCC requests assistance.</p>								
22/039	<p>Core Policies and Documents for Parish Councils</p> <p>The Chairman reported that following her attendance at DALC and SLCC training sessions, the Clerk had looked further into the policies and documents that parish councils should have in place and review and approve on an annual basis. BPC was currently lacking a number of the required policies and documents.</p> <p>The Chairman therefore proposed, and Council agreed, that he should convene a small working group with Cllr Evans and the Clerk and that the group will report back to the next meeting with a proposal on how to rectify this position. <i>(Action Chairman, Cllr Evans, and Clerk).</i></p>								
22/040	<p>Appointment of Internal Auditor</p> <p>Council considered the appointment of an Internal Auditor for the year ending 31st March 2022 and agreed that Graham Walford-Howell should be asked if he would be willing to act in this capacity again. <i>(Action Clerk)</i></p>								
22/041	<p>Finance</p> <p>1. Finance Update</p> <p>The current financial position outlined below was noted.</p> <table border="1" data-bbox="379 1675 1046 1899"> <tr> <td>Total receipts for year (Includes £563.12 of CIL monies)</td> <td>£9,058.16</td> </tr> <tr> <td>Total payments for year</td> <td>£9,399.80</td> </tr> <tr> <td>Difference</td> <td>-£341.64</td> </tr> <tr> <td>Current Balance</td> <td>£22,193.45</td> </tr> </table>	Total receipts for year (Includes £563.12 of CIL monies)	£9,058.16	Total payments for year	£9,399.80	Difference	-£341.64	Current Balance	£22,193.45
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2.	<p>Payments</p> <p>The following payments were approved, and cheques circulated for signature.</p> <table border="1"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Goods/Services</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1098</td> <td>Adrienne Long (Clerk)</td> <td>Salary and expenses Expenses include the following paid on behalf of the Council: 1st class stamps - £12.75 Set of printer inks - £49.95</td> <td>£299.29</td> </tr> <tr> <td>1099</td> <td>Reformation Ltd</td> <td>Two wooden benches and fixing kits</td> <td>£978.00</td> </tr> <tr> <td>1100</td> <td>Aubergine 262 Ltd</td> <td>Annual website hosting and quarterly compliance scan and report service</td> <td>£597.60</td> </tr> <tr> <td>1101</td> <td>SLCC</td> <td>Membership renewal for Clerk</td> <td>£98.00</td> </tr> <tr> <td>1102</td> <td>DALC</td> <td>Training for previous clerk in 2019</td> <td>£48.00</td> </tr> </tbody> </table>	Cheque	Payee	Goods/Services	Amount	1098	Adrienne Long (Clerk)	Salary and expenses Expenses include the following paid on behalf of the Council: 1 st class stamps - £12.75 Set of printer inks - £49.95	£299.29	1099	Reformation Ltd	Two wooden benches and fixing kits	£978.00	1100	Aubergine 262 Ltd	Annual website hosting and quarterly compliance scan and report service	£597.60	1101	SLCC	Membership renewal for Clerk	£98.00	1102	DALC	Training for previous clerk in 2019	£48.00
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3.	<p>Future Banking Arrangements</p> <p>The Clerk reported that, although the change of address for the Council had been registered with NatWest Bank, she was still not receiving copies of bank statements and now required a new cheque book. The Clerk had contacted NatWest Bank but had been informed that the Bank could not accept any requests for statements or a cheque book from her as she was not a signatory to the accounts.</p> <p>The Clerk also advised that continuing to bank with a major high street bank was proving more and more problematic due to all banking processes and contact moving online; it was also no longer possible to use the local NatWest branch as this did not deal with business accounts. The major banks also had very little knowledge of the financial regulations governing parish councils as evidenced in their lack of online multiple authorisations required by parish councils for any payment.</p> <p>It was agreed that Cllr Cox, as one of the signatories to the account, should go into the Honiton branch to ask them to place a request for a cheque book and regular bank statements to be sent to the Clerk. <i>(Action Cllr Cox)</i></p> <p>The Clerk would also look into the options for transferring the Council's accounts to an alternative bank that offered appropriate online banking for parish councils. <i>(Action Clerk)</i></p>																								

22/042	<p>Correspondence Received</p> <p>The correspondence received and circulated during February (as listed on the Agenda) was noted.</p>
22/043	<p>Councillors Reports and Items for Next Agenda</p> <p>1. Cllr White reported that there are some footpath signs which need repair and some road holes which are being filled but which still require further repair. The Chairman agreed to investigate how to report these issues and let Councillors know. <i>(Action Chairman)</i></p> <p>2. Cllr Cox reported that the next order period for trees for the Queen's Green Canopy is in October and the Village Jubilee Committee has suggested that an order should be placed for the village for 120 trees (a mixture of species).</p>
22/044	<p>Date of Next Meeting</p> <p>Thursday 7th April 2022.</p>
<p>The meeting closed at 2150hrs.</p>	

Signed	Dated
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