

**MINUTES OF THE PARISH COUNCIL MEETING  
OF BUCKLAND BREWER PARISH COUNCIL HELD ON  
WEDNESDAY 12<sup>th</sup> DECEMBER 2018 AT 8:00 IN  
THE PARISH CHURCH SCHOOL ROOM**

**Members Present:** Mrs Barbara Babb, Mr George Heywood, Mrs Elisa Hurley, Mr Jim Lowe, Mr Trevor Mills, Mrs Rosemary Sanders and David Watson.

**Also in attendance** Steve Harding, Village Hall Secretary and Parish Plan Steering Group Secretary, and Chris Fuller, Economic Development Officer, Torridge Council

**Parish Clerk:** Mr P Blossie

<b>KEY: Actions are shown in bold blue type    Decisions are shown in bold red type</b>
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**831.    Apologies for Absence**                      Andrew Hewitt, Marie Douglas and Cllr. Barry Parsons

**832.    Minutes of the Meetings of the Parish Council held on 14<sup>th</sup> and 22<sup>nd</sup> November 2018:** The minutes of the meetings held on 14<sup>th</sup> and 22<sup>nd</sup> November 2018 were agreed and signed.

**833.    Declarations of Interest**                      None

**834.    Public Participation**                              None

**835.    Presentation by Chris Fuller, Economic Development Officer for Torridge Council:** A discussion about the proposed industrial units, forming part of the parish's Settlement Plan and contained within the District Plan, was led by Chris Fuller. A meeting had been held with Chris and Sean Harrington, Senior Planning Officer, on 22<sup>nd</sup> November 2018. It was agreed that a business plan and feasibility study was required and that the Parish Council would investigate a number of management models. It was also agreed that, in the first place, the Parish Council would write to the Clinton Estates as they had originally donated the land for the use of tenant farmers.

Chris also advised the Parish Council about ultrafast broadband initiatives which he was pursuing. He also had attended meetings with Airband about their plans to grow their network. He agreed to keep the Parish Council informed about these developments. The Chair thanked Chris for his contribution.

**836.    Clerk's Report**

- a. **Correspondence:** There had been 42 items of correspondence since the last meeting. The Clerk highlighted: i) a notice from the Pensions Regulator stating that statutory contributions into the pension scheme will increase from 2% to 3% for employers and from 3% to 5% for staff from 6<sup>th</sup> April 2019. This will not immediately affect the Parish Council as the present Clerk has elected not to join the scheme. George Heywood pointed out that the employers' contribution would be increasing to 5% in the following year. **It was agreed that the Council**

would consider establishing a reserve to meet future potential pension costs when it considers the 2019/20 budget. ii) an invitation from Devon Highways to a Highway Winter Service and Traffic Speed Joint Task Group Meeting on 19<sup>th</sup> December. iii) a comprehensive response from Geoffrey Cox, MP regarding broadband provision in the parish, which the Clerk will scan and forward to members, and iv) a letter of thanks from Citizens Advice for the grant that was approved last month. Jim Lowe raised an issue concerning the recent road closure notice for the C461 at Whitehall, which had stated that the work could take place at any time in the next 18 months. He had queried this with Julie Pepworth and was waiting for a reply. He also reported that DCC were very keen to go ahead with the widening of Orleigh Hill to provide extra passing places and that this would be funded by a levy of £500 per property on the housing developments. However, the request for priority signs at Tower Hill had been refused again as it was a 20mph zone.

- b. Purchase of New Tables: A request had been received to help with the purchase of new tables for Church School Room as the ones now in use are very heavy and difficult to manipulate and a member of the Craft Club had recently sustained an injury trying to put one up. It was proposed that the Parish Council should purchase new tables, but the ones proposed by the Crafty Club were thought to be top flimsy. **It was agreed that the Chair and the Clerk would investigate some alternative models.**

**837. Fields and Allotments:** It was noted that the shed on allotment plot 6s had blown away. **The Clerk will write to the tenant asking that, if he replaces the shed, the new one is erected at the far end of the plot, away from the path.** Trevor Mills reported that work has started on the new allotment gate.

- a. Works to Community and School Fields: Trevor Mills and Andrew Hewitt have not yet calculated the final expenses claim. All the work is now completed except for a catch to be fitted on the small gate.
- b. School Field Rental Agreement and Proposed Amendment to Covenant: The Clerk has requested the solicitor to make the amendments agreed at the last meeting, but a response has not yet been received.

**838. Village Hall Update, Marie Douglas:** In the absence of Marie Douglas, Steve Harding, Secretary to the Buckland Brewer Hall Trustees, was invited by the Chair to update the Parish Council about the hall's current and future developments. It had been agreed by the Trustees that minutes of committee meetings would be made available on the website. A summary set of accounts had been sent to the Parish Council. Stephen will arrange for the full 12-page version to be sent to the Clerk. Stephen said there had been a significant change in usage patterns in the last year, particularly since the pre-school has left. Arrangements are being made for maintenance agreements and some reserves are being set aside for future maintenance. The proposed extension was discussed. Stephen explained that a scheme costing £250,000 was preferred but might not be achievable as, even if all of the s106 monies from the 3 large developments proposed for the parish were donated to the village hall, there would still be a shortfall requiring additional grants. The Trustees have agreed to seek Hallmark Accreditation. The new defibrillator is due to be installed next week. **It was agreed that the Clerk will try to arrange a training session no sooner than 2<sup>nd</sup> week of February 2019.**

**839. 3<sup>rd</sup> Age Activities/Luncheon Club:** A public meeting is being held on 17<sup>th</sup> January 2019 at 11:00 for anyone interested in contribution to establishing a luncheon club. There will be one more meeting of the 4 O’Clock Club in the School Room on 12<sup>th</sup> January 2019 which will include a presentation about the One Small Step scheme.

**840. Flashing Speed Signs and Wireless Monitoring Systems:** Members discussed the quotations obtained by the Chair and agreed unanimously to accept the quote from MessageMaker. **The Chair will inform DCC Highways. The Clerk will speak to Chris Fuller and the Clerk of Abbotsham Council about applying for additional funds from the Community Fund.**

**841. Parish Plan, Progress Report (Steering Group Representatives):** There will be a public consultation meeting on 2<sup>nd</sup> February 2019. **It was agreed that a banner could be erected on the village green.** Flyers will be distributed to every property in the parish, as well as being advertised in public places within the village and at Thornhillhead. It was thought that a second meeting might be held at Thornhillhead Chapel. The Steering Group is still compiling the questionnaire.

**842. Grant Application from Buckland Brewer Village Hall:** **It was agreed that the Parish Council will meet the costs of this year’s insurance for the village hall when that figure is known.**

**843. Future Funding for North Devon Record Office:** David Watson had attended the annual general meeting. It had been stated that £77,000 was needed to continue to run the service but that Barnstaple Town Council could no longer sustain all of its contribution. **It was agreed that this Council’s contribution would be considered in the 2019/20 budget discussions.**

**844. Members’ Reports:**

Barbara Babb said that she thought that the tarmacking of the road around the village green must be done within the next 2 – 3 years and that she felt that some of the potential s106 monies should be used for this. **The Clerk will contact Devon Highways to confirm that it has not been adopted.** This item will be added to the 2019/20 budget discussions. **In the meantime, the Chair and the Clerk will obtain more up to date quotes.**

George Heywood said that the parish’s defibrillator had been used for his father. He also reported that he had obtained 5 tonnes of salt (in 1 tonne bags), which had been delivered to the contractor. He is also due to meet with a representative from Devon Highways about the state of Monkleigh Mill Lane. George also presented a cheque for £2,000, being this year’s contribution from the wind turbine, for which the Chair thanked him.

**845. Planning:** Decision: 1/1001/2018/FUL, Haycroft, installation of 20 x photovoltaic panels on south-facing roof elevation – Granted Permission - noted

**846. Accounts**

**a. Receipts and Payments**

**I. Bank balances as at 30<sup>th</sup> November 2018 (£53,519.27):**

1. Parish Council Current Account was £6,827.24
2. Thornhillhead Moor Account was £12,548.94
3. Savings Account was £34,143.09

II. Fund balances as at 31<sup>st</sup> October 2018 (£53,519.27):

1. General Account - £20,970.33
2. Thornhill Head Account - £32,548.94

III. Payments due (£884.64 + VAT)

The following list of payments was approved:

1. Parish Clerk's salary, expenses and associated PAYE (Nov 2018): £562.28, including PAYE - £88.00 and Virus protection software, £89.99
2. Richard Dorsett, adaptations to notice board - £285.00
3. E.on – electricity - £7.36 +VAT
4. M Fry, village green maintenance - £14.00
5. Buckland Brewer Methodist Church, hall hire - £16.00

IV. Receipts (£10,846.60)

1. RPA, Stewardship Payments, £8,846.60
2. Heywood & Sons, turbine contribution- £2,000.00

**There being no further business, the meeting closed at 9:50 pm**

**Dates of Future Meetings:**

Parish Council (Budget Meeting): Wednesday 9<sup>th</sup> January 2019, 7:30pm, Parish Church School Room

Parish Council: Thursday 24<sup>th</sup> January 2019, 7:30pm, Parish Church School Room

**Signed as a true record:**

**Chairman:** ..... **Date:** .....