

**MINUTES OF THE PARISH COUNCIL MEETING**  
**OF BUCKLAND BREWER PARISH COUNCIL HELD ON**  
**WEDNESDAY 14<sup>th</sup> AUGUST 2019 AT 7:30pm**  
**IN THE PARISH CHURCH SCHOOL ROOM**

**Members Present:** Mrs Barbara Babb, Mr Andrew Hewitt, Mr George Heywood, Mr Trevor Mills and Mr David Watson

**Also in attendance:** 2 members of the public and Bridget Cordory, Torrington 100 Coordinator

**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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**55. Apologies for Absence** Cllr. Barry Parsons, Cllr. Phil Pennington

**56. Minutes of the Meeting of the Parish Council held on 10<sup>th</sup> July 2019:** The minutes of the meeting held on 10<sup>th</sup> July 2019 were agreed and signed.

**57. Declarations of Interest** David Watson re item 68.b, 2018 Youth Project and George Heywood re items 73 a and b, planning applications at Barton Court

**58. Public Participation** Margaret Lloyd spoke about the planning applications for the change of use and conversion of Barton Court to 7 separate dwellings. She has objected to the applications and highlighted the difficulties of the shared access with her property via a single-lane road and the impact that the increased traffic will have. She said that the egress is onto the narrowest part of Barton Road. She had contacted Michael Newcombe in the Highways Department who had told her that any dispute over the shared access would have to be dealt with as a civil action. See items 73 a and b.

**59. Presentation by Bridget Cordory, Torrington 100 re ‘Social Prescribing’** Bridget explained that Torrington 100 was jointly funded by Devon County Council and the NHS and managed through a steering group comprising GP surgeries, The Plough, the local councils and Torridge Voluntary Services (TTVS). Its aim is to promote better health and well-being (principally tackling isolation and depression) in the 10 mile radius around Torrington through the introduction of ‘social prescribing’. This will entail a Community Link Worker working alongside GPs to identify suitable activities, groups, organisations or individuals who could offer patients specific opportunities that could enhance their well-being. The current funding will only allow for a link worker working 1 day a week. Their role will be to establish contacts throughout Torrington and its 16 surrounding villages so that patients can be put in touch with suitable organisations. There will be a workshop in September aimed bringing together a couple of volunteers from each village to act as first points of contact with the Link Worker. In the meantime, Bridget asked the Parish Council to compile a list of local organisations and contacts. This will be done by the Parish Clerk and Jane Lowe, the Community Website Coordinator, as far as GDPR regulations permit.

## 60. County and District Councillors' Reports:

- a. Councillor Barry Parsons (Devon County Council): Not present
- b. Councillor Phil Pennington (Torridge Council): Not present

## 61. Clerk's Report:

- a. **Correspondence:** There had been 53 items of correspondence since the last meeting. The Clerk highlighted:
  - i) Jim Lowe: Request for a parish councillor to take on the role of liaison with the Post Office van provider and to consider better parking arrangements. **It was agreed that the Parish Clerk would be the first point of contact and that he would inform Andrew Hewitt if any notices needed to be distributed or put up on the notice board.**
  - b. Grant Funding Available from People's Postcode Lottery – deadline expired today
  - c. Resignation of Internal Auditor: Alison Marshall has audited our accounts for the past 2 years. She has decided to give up this aspect of the services she provides but has recommended another contact, who is also a trainer for DALC, Sarah Jenkins. Sarah will be preparing her documentation for next year's audits in the next couple of months and will forward a copy to us in due course.

**62. Co-option of New Councillors:** Bob Wilson contacted the Clerk this week and has confirmed that he would like to stand as a councillor but that he cannot attend today's meeting. He will be coming to the next meeting on 11<sup>th</sup> September.

**63. Contribution towards a joint defibrillator training unit:** Julia Landolfi, who gives her time freely to provide defibrillator training, not only in Buckland Brewer, but also for Monkleigh, Frithelstock and Littleham Parish Councils, has an opportunity to purchase a training machine at a cost of approximately £300. She has asked if the 4 Parish Councils are prepared to donate £75 each towards the cost of the machine so that it can be shared between them. **Agreed unanimously. It was also agreed that the Clerk will ask Julia if she can do another course in the Autumn.** Members discussed the possibility of installing a third machine for the parish at Thornhillhead. **Andrew Hewitt will write to the residents there to ask if they would like a machine and who among them would be prepared to check it each week.**

**64. Request for cutting grass verges in Tower Hill:** Jim Lowe has been approached by a residents in Tower Hill following the Parish Council decision to pay for the grass cutting in Orleigh Close and its undertaking last month to consider similar requests from other residents. He has provided a sketch map of the verges and banks in Tower Hill that are owned by Devon County Council and are currently maintained by local residents. He has suggested that, if the Parish Council is prepared to take on the responsibility for these area, arrangements are put in place to start from next Spring. Following a discussion about which areas the Parish Council might be prepared to pay for, both in the village and the outlying areas, **it was agreed to defer the item to the next meeting.**

**65. Adoption of BT Payphone Box:** British Telecom has again asked Torridge Council to coordinate their scheme for adopting old telephone boxes. This has been resisted for a number of years. The latest statistics show that the box has been used 5 times in the past 12 months. **It was agreed unanimously that the phone box should be adopted by the Parish Council at a cost of £1.00 and that, provided that the electrical supply will remain in place, the defibrillator will be moved into it from the bus shelter. The Clerk will also investigate the possibility of the Post Office van using the supply for its internet connection.**

**66. Impact of Torridge Council's Declaration to be Carbon Neutral by 2030:** Jane Lowe had written to the Parish Council suggesting that it could be more proactive in meeting the challenge of climate change and noting that Torridge Council intends to be carbon neutral by 2030. She felt that transport issues were of particular concern and could be used as a means to help achieve their target. It was also noted that Fremington Parish Council has established a Climate Emergency Working Party and is planning to hold a public meeting in September. The local bus service was discussed but there was a general consensus that the buses are a commercial activity and that, consequently, rural areas are unlikely to see any improvement in services. Andrew Hewitt suggested that the public should contract to stop using their cars if the government contracted to provide a bus service. **It was agreed that a public meeting would be held at a later date – possibly in the autumn or as part of next year's Annual Parish Meeting.**

**67. Licences to Abstract Water – Change in Legislation:** The Environment Agency had written to the Parish Council asking it to advertise the fact that some people might need a licence in future to abstract water. **The Clerk will scan and distribute copies of the letter from the Environment Agency and will advertise the change in legislation on the website and in Village Scene.**

**68. Grant Applications:**

- a. Buckland Brewer Community Shop      Members were pleased to note the improvement in the shop's financial accounts and approved a grant of £1,000.00
- b. 2018 Youth Project      David Watson had submitted a paper and explained some of the work that has been going on in the past year to rekindle youth activities in the Parish. A 'play in a day' session had been held recently in the village hall and had been well received. It was noted that the grants for the previous youth club had not been distributed for the past 2 years. It was felt that the organisation already had sufficient funds to meet any immediate costs and therefore **approved a grant of £300** (equivalent to 1 year's youth grant budget) pending details of future plans.

**69. Consultation: Devon County Council (Traffic Regulation & On-Street Parking Places)**  
**Amendment Order:**      Noted.

**70. Devon County Road Warden Scheme:** Andrew Hewitt suggested that it could be of benefit to join the County's Road Warden Scheme as it would enable us to undertake some simple drain clearance and sign cleaning works and would get free training and appropriate supplies. He said that the Parish Council would not be filling in potholes. **It was agreed that the Clerk would apply for the Parish Council to join the scheme and Andrew Hewitt would be nominated to undertake the 'Chapter 8' training.**

**71. School Field Rental Agreement and Proposed Amendment to Covenant:** Nothing further to report. David Watson reported that he is now a governor at the school.

## **72. Members' Reports:**

Andrew Hewitt reported damage to the Glen Bridge.

George Heywood asked for an update on the review of the Clerk's salary. **It was agreed that an annual review meeting will be held in the autumn (October or November) and that George Heywood will be added to the membership of the Personnel Sub-Committee.**

David Watson said that he has been invited to his first DALC County Committee meeting and will report back at the next meeting.

## **73. Planning:**

- a. 1/0639/2019/FUL, Barton Court, Proposed sub-division of single dwelling to three dwellings  
Items 73 a and b were taken together. Members noted the comments made by Margaret Lloyd in 'public participation'. Andrew Hewitt said that the increased traffic would cause more problems at the narrowest part of the entrance to the village between Barcott and the vicarage wall. Although the Parish Council raised no objection to the additional dwellings planned for the site, **it was agreed to object to the application on the grounds of the poor access, the unacceptable joint access with the neighbouring property and the impact of the increased traffic flow near Barcott.** It was also agreed that Councillors Hicks and Pennington would be asked to call-in the application.
- b. 1/0669/2019/FUL, Barton Court, Proposed conversion of redundant pool/spa building into two dwellings See above
- c. 1/0624/2019/FUL, Granville Cottage, Creation of new vehicular access It was noted that the access is 'blind'. **It was agreed by 3 votes to 2 to support the application, that the concerns about the access would be included in the consultation submission and that a recommendation would be made for the Highways Department to visit the site.**
- d. 1/0661/2019/FUL, Woodwall, Frithelstock, Creation of new access for existing farm including turning and parking for existing dwelling **Supported unanimously**
- e. Decision: 1/0504/2019/FUL, The Old Village Store, Retention of storage building - resubmission of 1/0339/2018/FUL Granted permission – Noted

## **74. Accounts**

- a. Receipts and Payments
  - i) Bank balances as at 31<sup>st</sup> July 2019 (£48,201.80):
    - (1) Parish Council Current Account was £6,922.61
    - (2) Thornhillhead Moor Account was £7,069.75
    - (3) Savings Account was £34,209.44
  - ii) Fund balances as at 31<sup>st</sup> July 2019 (£48,201.80):
    - (1) General Account - £21,132.05
    - (2) Thornhill Head Account - £27,069.75

iii) Payments due (£2,539.02 + VAT)

The following list of payments was approved:

1. Parish Clerk's salary, expenses and associated PAYE (July 2019): £472.67 including PAYE of £88.70
2. M F Garden Services, grass cutting - £386.50
3. E.on, electricity - £10.03 + VAT
4. ICO, Data Protection Annual Fee - £35.00
5. Buckland Brewer Education Support Fund - £100.00
6. Buckland Brewer Community Shop - £1,000.00
7. Buckland Brewer Village Hall, Defibrillator Electrical Installation - £234.32
8. 2018 Youth Project, grant - £300.00

iv) Receipts (NIL)

**There being no further business, the meeting closed at 9:55 pm**

**Dates of Future Meetings:**

Parish Council, Wednesday 11<sup>th</sup> September 2019 (7:30 in the Parish Church Schoolroom)

**Signed as a true record:**

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