

**MINUTES OF THE PARISH COUNCIL MEETING  
OF BUCKLAND BREWER PARISH COUNCIL HELD ON  
WEDNESDAY 8<sup>th</sup> DECEMBER 2021 AT 7:00pm  
AT BUCKLAND BREWER METHODIST CHAPEL**

**Members Present:** Mrs Barbara Babb, Mr Andrew Hewitt, Mr George Heywood, Mr Richard Hooper, Mr Jim Lowe, Mr Frits Takken and Mr David Watson

**Also in attendance:** Councillor James Morrish (DCC)

**Parish Clerk:** Mr P Blosse

<b>KEY: Actions are shown in bold blue type    Decisions are shown in bold red type</b>
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The Chair thanked George Heywood for stepping in at short notice to lay the wreath at the War Memorial as he had been unable to attend the memorial service this year.

**541. Apologies for Absence** Rosie Beer, Trevor Mills

**542. Declarations of Interest** None

**543. Minutes of the Meeting of the Parish Council held on 10<sup>th</sup> November 2021:** The minutes of the meeting held on 10<sup>th</sup> November 2021 were agreed and signed by the Chair.

**544. Public Participation** None

**545. District and County Representatives' Reports:**

- a. Cllr James Morrish, Devon County Council                      i) Councillor Morrish talked about the Link Project that had provided adult mental health facilities in Holsworthy, Barnstaple, Bideford and Ilfracombe. There had been a move to change to service to do all meetings remotely but members had resisted. The budget had been ring-fenced and it had been agreed to reinstate the centres at Holsworthy and Bideford. ii) He had agreed to support a grant application from 1<sup>st</sup> Woolsery Scouts. iii) All monies available for road repairs have been allocated up to the end of March 2022. iv) As Chair of the Investments and Pensions Committee, he had been under pressure to stop investing in any companies exploiting fossil fuels. This had proved to be unfeasible at the present time and DCC is continuing to use them. v) He reported that some members were putting forward motions that were either unworkable or unsuitable for our rural environment, such as stopping all badger culling and banning heavy goods vehicles at certain times of the day.

Jim Lowe asked Councillor Morrish to consider supporting a road widening scheme for Orleigh Hill. He was also concerned that revised plans might be put forward for the housing developments at Southwood Meadows and Orleigh Close that could jeopardise the provision of affordable houses. Andrew Hewitt invited Councillor

Morrish to visit the sites. Jim asked Councillor Morrish to press the Footpaths Department to instigate the footpath redirection at South Church Fields. Andrew Hewitt said that we would need to resubmit the application. Councillor Morrish asked to be copied into the correspondence. Lastly, Jim expressed concern about the poor bus service in Buckland Brewer.

- b. Cllr Phil Pennington, Torridge Council                      Not present

#### **546. Clerk's Report**

- a. Correspondence: There had been 59 items of correspondence forwarded by email since the September meeting. He highlighted:
- I. Devon Transport: Impact on local bus services of road closures The Clerk had written Devon's Highways and Transport Departments to ask for better communication in order to avoid road closures that disrupt the parish's infrequent bus service. The Transport Department had written back to say that a "Bus service Improvement Plan was submitted to the Department for Transport at the end of October, and it included detail of how we will work across DCC to make sure buses are taken account of in short and long term planning".
  - II. Frank Benbow: Buckland Brewer Baseline Carbon Footprint Frank has agreed to attend the February 2022 parish council meeting. In the meantime, he had sent a pie chart taken from the Impact Tool showing the relative contributions of various factors making up this parish's carbon footprint. (see appendix 1)
- b. Meeting Dates for 2022 and Personnel Sub-Committee for 2021 The Clerk had distributed proposed dates for next year's meeting and allotment inspections. (see appendix 2) **The dates were approved unanimously.**
- c. Fireworks Event, 5th November 2022 – Hog Roast The Clerk had provided a link to the website of the company that we hope to book for next November's hog roast. **It was agreed to book the bronze package.**
- d. Devon Communities Together, Annual Membership                      **Members agreed to renew their membership at a cost of £50.00.**
- e. Westcountry Rivers Trust                      A letter of thanks had been received for the parish council's donation of £100.
- f. TTVS AGM                      David Watson said that he would attend this meeting.

- 547. Affordable Housing** Members agreed that it is essential to do everything possible to retain the 17 affordable properties that currently form part of the proposed developments at Southwood Meadows and Orleigh Close. It was agreed that a Community Land Trust was not the right way forward as the Parish Council does not want to give up ownership of the land or control of the project. It was agreed to wait until the 2 new developments were finally agreed before considering whether any more affordable properties were needed. David Watson said that DALC will be holding a mini conference in the Spring on Affordable Housing and that DALC could prove a useful pressure group for lobbying MPs etc.
- 548. Industrial Units** The Clerk has written to 3 firms asking for quotations and assistance for developing plans. Two have so far confirmed that they are interested. The Chair, Vice-Chair, Councillor Lowe and the Clerk will meet with the architects if necessary to progress the project.
- 549. Parish Paths Partnership** The Clerk is waiting for a final agreement to be drawn up by Devon County Council. He will then advertise for volunteers, Richard Hooper offered to be one of the volunteers.
- 550. Amenity Field: Adult Fitness Equipment** The Clerk has submitted a pre-planning enquiry as part of the process of applying for the s.106 grant. A response should be received within the next two weeks. It was thought that further s106 monies could be coming from the development of 5 properties in Capern Park. **The Clerk will check and report back.**
- 551. Tree Planting**
- a. Orchard Scheme and Planting an Oak Tree for the Platinum Jubilee There has been a delay in delivery due to the supplier saying that they had not received payment, but the Clerk has confirmed that their cheque was cashed on 1<sup>st</sup> November. They confirmed this morning that the trees are coming next week. Trevor has acquired an auger to help with the digging but would like volunteers to help with planting. **The Clerk will advertise on the website and Facebook.**
  - b. Devon Wildlife Treescapes Scheme/Creating a Parish Woodland The Clerk has contacted Devon Wildlife Trust. The scheme is outside the scope of their Treescapes scheme but has been referred to another department. A response is still awaited. **The Clerk will pursue whatever avenues are available for grants and supplies for this and the proposal for Phil Slocombe's field.** George Heywood pointed out that there would be no carbon benefit from planting trees for 40 years.
  - c. Offer from Phil Slocombe regarding tree planting in field 6552 The Clerk visited the site last week. Planting needs to cover about 600 square metres and will need to be fenced off with a couple of small gates to provide access to drain covers. **The Council agreed to meet these costs.** He has been in touch with Devon Wildlife Trust and is waiting for a response.

**552. Fields and Allotments:**

- a. Clearance of Plot 10 Matt Fry has been asked to dig over the plot and will lay black plastic. There is no-one on the waiting list at present. When it is ready, the Clerk will advertise the plot in time for it to be taken on by the spring. Matt will also remove the shed from the site. It was reported that Matt might be interested in taking on the plot himself and, although he lives outside the parish, it was agreed that this was acceptable provided that we retained the right to re-allocate it to a resident if we so wished. **The Clerk will discuss the matter with Matt Fry.**
- b. Termination by the tenant of plot 7b The tenant of 7b has given notice with effect from 1<sup>st</sup> January. The plot has been offered to the new tenant of 7a who has been keen to take it on. The shed on this site has, until now, been shared between 7a and 7b and it has been agreed that the new tenant will retain it and take full responsibility for the full deposit.
- c. Hedge cutting and grass cutting Matt Fry has already strimmed the path and the hedges that are the responsibility of the Parish Council have been trimmed by Richard Hooper and Richard Mills. Tenants have been reminded of their responsibilities to keep their own hedges trimmed but some of these are too high and need special equipment. **Jim Lowe will organise for them to be cut at the Parish Council's expense.**
- d. Water supply installation The Clerk has asked Ray Hoyle to do the waterpipe and tap installation in time for next spring.

**553. Thornhillhead Moor: Information Board** The Clerk has asked Devon Wildlife Trust if they could help with or, perhaps, take on this project, giving potential costs of up to £1,500. They have provided some useful information about how to go about the project and possible costs. **The Clerk will design a brief and investigate possible suppliers.** It was reported that the wooden fence by the cattle grid is broken. **The Clerk will look out the agreement to determine who is responsible for the repair.**

**554. Defibrillators for Thornhillhead** Nothing to report. **David Watson will chase up.**

**555. Meeting with Buckland Brewer Hall Chair** No meeting taken place yet.

**556. Grants to Buckland Brewer Hall for Internet Connection and Insurance** The insurance premium this year is slightly over the £1,000 budgeted for this grant. **Members unanimously approved payment of the full amount of the premium of £1,038.01.** The Trustees have advised that their broadband connection was provided free of charge. They have not yet cashed the cheque for £150 for the grant for this project but have asked whether it could be applied to providing a shelf and employing an electrician for secondary installation costs of moving some cabling and installing a new plug. **This was approved unanimously.**

**557. Climate Emergency:**

- a. **Feedback from 3<sup>rd</sup> Devon Climate Emergency Support Group** The Clerk had attended the meeting and had been invited to give a short presentation about Buckland Brewer's Awareness Day – one of 4 case studies focusing on activities by various Town and Parish Councils. There had been a wide range of activities with one parish in particular organising a number of different small-scale activities that involved a large number of residents. The Clerk advised following this example if we were to organise another event in the future.
- b. **Great Big Green Week 2022** The Awareness Day had not coincided with this year's Great Big Green Week, but the Clerk had used their website to advertise our event. He suggested that, if the Council wanted to continue to push awareness about climate change, it should aim to time its activities around 18<sup>th</sup> – 26<sup>th</sup> September 2022.
- c. **Future Presentation by 361 Energy** Frank Benbow, one of the speakers at the Awareness Day, has agreed to attend the parish council meeting on 9<sup>th</sup> February 2022.
- d. **Declaring a Climate Emergency** Nearly 80% of the councils represented on the Devon Support Group have declared a climate emergency. The Clerk suggested that, as Buckland Brewer Parish Council has already demonstrated its commitment to tackling the emergency, it seemed appropriate to follow suit. **This was agreed unanimously.**

**558. Reconnect, Rebuild, Recover Grant Applications:** The Clerk had advertised that this fund of £1,000 was available to support local organisations to 'get back on their feet' and had received some enquiries:

- a. Short Mat Bowls Club This organisation requested £200 toward the cost of repairing and improving their storage area within the village hall – **Approved**
- b. 1<sup>st</sup> Woolsery Scouts This organisation has 7 members who live within Buckland Brewer. They have asked for a contribution of £250 towards replacing a wooden storage shed with a metal at a total cost of about £2,300 – **Approved**

**559. School Field Rental Agreement and Proposed Licence to Gain Access** Emma Reed has left Slee Blackwell Solicitors and this case is now being dealt with by Emma Napper. She is still waiting to hear from Tim Nock at Brewer Harding and Rowe and has chased him up to see if he has now had instructions back from his client (Messrs Babb and Heywood).

**560. Feedback from DALC AGM – David Watson** David reminded members that there will be an Affordable Housing conference in the spring.

**561. Feedback from Highways Town and Parish Meeting – Andrew Hewitt** Nobody had been able to attend this meeting but it had been recorded and was available online.

**562. Playing Field Association: Report by Richard Hooper** Richard reported that it had been difficult to fill the committee positions at the recent AGM and that he had now taken on the role of Chair. There had been a maintenance day at the end of November and some of the recently planted trees had been moved to make maintenance of the hedge easier. Some repainting of play equipment and benches had been done. Richard extended his thanks to the committee members and public who had volunteered their time. Richard suggested that, with the difficulties of finding people to actively manage the Playing Field Association, it should be taken by the Parish Council. It was felt that the difficulties of the terms the 199 year lease and the legal framework of the association made this unfeasible.

**563. Members Reports:**

George Heywood said that an emergency plan was needed. He needed to know which farmers are willing to help if people were snowed in. A comprehensive contact list was needed. He would also like to know Devon County's emergency plans. He also suggested that the parish council should invest in some emergency gas hobs. **It was agreed that a working party comprising the Clerk, George Heywood, Jim Lowe and Andrew Hewitt would meet to progress it.** No salt has been delivered yet. **The Clerk will chase it up.** **Richard Hooper offered to check all the salt bins.**

Jim Lowe i) said that the parish council had been offered 40 metres of bunting for free which could be used for the Platinum Jubilee. **It was agreed that the Parish Council would buy another £200 worth now and order a further £200 worth for deliver after 1<sup>st</sup> April 2022 to come out of next year's budget.** ii) Jim and the Clerk had been invited to meet with Nicki Barrass, who is keen to set up a Health and Wellbeing Project for the village. She already runs some classes at the Village Hall. The Clerk said that this sounded like a scheme suitable for Reconnect, Rebuild, Recover Grant and members were supportive of the idea. **Jim will report further at the next meeting.**

**564. Planning**

- a. Application: 1/1292/2021/FUL, Taw Cottage, Erection of two-storey side and rear extension – **supported unanimously**
- b. Application: 1/1331/2021/FUL, Thorne Farm, Proposed cabin for holiday accommodation – **supported unanimously**
- c. Decision: 1/1040/2021/FUL, East Hele, Proposed roof over existing silage stores as part of a Mid-Tier Countryside Stewardship – Granted permission - noted
- d. Decision: 1/0850/2021/FUL, 18 Southwood Meadows, single-storey extension – granted permission - noted

- e. Decision: 1/0635/2021/OUT, Land at Silkland Farm, Outline planning permission with all matters reserved for 1no. agricultural worker's dwelling – granted permission - noted

**565. Accounts:**

- a. Receipts and Payments for October/November 2021
  - i) Bank balances as at 30<sup>th</sup> November 2021 (£62,763.17):
    - (1) Parish Council Current Account was £12,132.38
    - (2) Thornhillhead Moor Account was £3,325.45
    - (3) Savings Account was £47,305.34
  - ii) Fund balances as at 30<sup>th</sup> November 2021 (£62,763.17):
    - (1) General Account - £31,437.72
    - (2) Thornhill Head Account - £31,325.45
  - iii) Payments for November/December 2021 (£1,010.37 + VAT)
    - (1) P G Blossie, November salary - £618.55 (including £119.20 PAYE)
    - (2) Source for Business, Water charges - £14.09
    - (3) Michael Vanstone Plant Hire, road markings - £265.00 + VAT
    - (4) Mrs L Layton, allotment deposits - £62.50
    - (5) B Banks, perspex - £33.10 + VAT
    - (6) Eon, electricity - £17.13 + VAT

**The payment schedule was proposed by Barbara Babb, seconded by Jim Lowe and approved unanimously.**

- iv) Receipts for October/November 2021 (£222.50)
  - (1) Blights Motors, donation towards Climate Change Awareness Day - £150.00
  - (2) Allotment rent and deposits - £72.50

Jim Lowe reported that the recent Quiz Night in the Coach and Horses had raised £400 for the Education Support Fund.

- b. Preparation for 2022/23 Budget The Clerk reminded members that the meeting scheduled for 12<sup>th</sup> January 2022 will be dedicated to drafting the budget for 2022/23 and discussing the precept for that financial year. The final budget and precept will be approved at a meeting on 27<sup>th</sup> January 2022 or earlier, if necessary. Torridge Council has not yet issued its documentation or timetable for precept setting yet and it will be necessary to approve the precept prior to whatever final deadline is supplied by Torridge. Members were asked to submit any requests for additions or substantial changes to the annual budget by no later than 31<sup>st</sup> December 2021 so that the Clerk can prepare a draft for the next meeting.

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

**Dates of Future Meetings:**

Parish Council, Wednesday 12<sup>th</sup> January 2022 (Budget and Precept setting meeting only)

Parish Council, Thursday 20<sup>th</sup> January 2022 (Main monthly meeting and final approval to budget and precept)

**Signed as a true record:**

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