

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
THURSDAY 11th MAY 2022**

AT BUCKLAND BREWER METHODIST CHAPEL

Members Present: Mrs Barbara Babb, Mr Andrew Hewitt, Mr George Heywood, Mr Richard Hooper, Mr Trevor Mills, and Mr Frits Takken

Also in attendance: 2 members of the public. Cllr Phil Pennington (Torridge Council) joined the meeting at 7:45pm

Parish Clerk: Mr P Blosse

KEY: Actions are shown in bold blue type Decisions are shown in bold red type

657. Election of Officers

- a. Chair **Andrew Hewitt was proposed by Richard Hooper, seconded by Barbara Babb and was elected unanimously to the post of Chair for the coming year.**

- b. Vice-Chair **Trevor Mills was proposed by Richard Hooper, seconded by Rosie Beer and was elected unanimously to the post of Vice-Chair for the coming year.**

658. Apologies for Absence Cllr James Morrish (DCC), Jim Lowe and David Watson.
Cllr Phil Pennington hoped to join the meeting later in the evening.

659. Declarations of Interest Rosie Beer in respect of item 679.b, planning application for Barn At Grid Reference 242922 122016.

660. Appointments to Personnel Sub-Committee **The following were elected to sit on the Personnel Sub-Committee for the coming year: Barbara Babb, Andrew Hewitt, George Heywood and Jim Lowe.**

661. Appointments to Fields and Allotments Sub-Committee **The following were elected to sit on the Fields and Allotments Sub-Committee: Andrew Hewitt, Richard Hooper, Chris Kaminski (Allotment Holders' Representative), Jim Lowe and Trevor Mills.**

662. Appointment of Snow Warden **George Heywood was elected to the post of Snow Warden.**

663. Appointment of Parish Council Member to Village Hall Trustees **Trevor Mills was elected to continue as the Village Hall representative.**

- 664. Appointment of Parish Council Member to Playing Field Association** **Richard Hooper was elected to continue as the Playing Field Association representative.**
- 664a. Appointment of Parish Council Member to Community Shop** **Barbara Babb was elected to continue as the Community Shop representative.**
- 665. Appointment of Internal Auditor** **Helen Darch, Parish Clerk to Strete Parish Council, was appointed as Internal Auditor for the 2021/22 accounting period.**
- 666. Review of Dates and Venues for Future Meetings** **It was agreed that monthly meetings for the coming year would continue to be held on the second Wednesday of each month at 7:00pm in the Methodist Church and that the 4th Thursday of each month would be reserved for extra or special meetings if they become necessary.**
- 667. Review of Standing Orders, Financial Regulations, Code of Conduct and Risk Assessments – Note changes to Standing Orders and Financial Regulations regarding removal of references to the European Union** The Clerk reported that NALC had published revisions to the Model Standing orders and Financial Regulations to remove references to the European Union. **It was agreed that these changes would be applied to Buckland Brewer's Standing Orders and Financial Regulations** and that the revised documents would be distributed and published on the community website in due course.
- 668. Minutes of the Meetings of the Parish Council held on 28th April 2022:** The minutes of the Annual Parish and Parish Council meetings held on 28th April 2022 were agreed and signed by the Chair. It was noted that 20 apple trees had been planted and not 12. Item 1.h of the minutes of the Annual Parish meeting were adjusted accordingly.
- 669. Public Participation** Cllr Phil Pennington reported that leisure services had been taken back in house under the name Active Leisure. Park services were also now being run in house. All band D properties will be eligible for a £150 council tax rebate. There is no need to apply for this as it will be processed automatically by Torridge Council. Phil was asked if Torridge are also processing the £200 energy loan. He will find out. Officers at Torridge Council have been assessing families that have volunteered to host Ukrainian refugees. Michael Gove, Secretary of State for Levelling Up, Housing and Communities, had announced today that the general public will have more input to the planning process. There is an Affordable Housing consultation being run at the moment that he suggested the parish council could contribute to. Andrew Hewitt asked about progress with the scheme for Torridge to become a housing provider. Phil said that they had tried to encourage Community Land Trusts but these had not had much take up. Although the affordable housing target for new developments is 30%, they are only achieving 9-10% at present.

670. Clerk's Report

- a. Correspondence: There had been 14 items of correspondence forwarded by email since the last meeting.
- b. Police Report for 2021/22 The Clerk read out a brief report from PCSO Liz Rendle setting out the crimes reported in the previous 12 months:

There were 17 crimes in total for the parish of Buckland Brewer. These include:

- *7 communications related offences.*
- *2 assaults*
- *4 harassment crimes*
- *4 criminal damage (3 of these were self-contained within a property and the offender was already known).*

In a separate matter, we had a report last month regarding persons riding pit bikes at Thorne and Doves Moor SSSI. I have been advised by Natural England that Buckland Brewer Parish council manage/oversee this area. Natural England have suggested that you guys are responsible for permitting recreational and other uses in this area. Are you aware if the use of pit bikes (or similar mechanically propelled vehicles) have been permitted in this area? – The Clerk had received a second complaint about this issue. A resident had taken a short video and a photograph of the offenders' van. These had been passed on to Liz along with confirmation that no permission had been given and that we would appreciate her intervention to prevent it happening again. She has responded to say that she will visit the owner of the vehicle and has advised that we should erect suitable signage and report any future events via the 101 telephone service so that an incident log can be raised.

It was agreed that up to 4 signs would be erected at suitable spots such as laybys and the area next to Nattimoor Farm where the recent complaints had come from.
Andrew Hewitt will decide on the wording.

- c. **The Clerk asked whether the June meeting could be postponed to Thursday 23rd June. This was agreed unanimously.**

671. Thornhillhead Moor: Information Board **It was agreed that the board would be positioned in the layby near the cattle grid.**

672. Tree Planting: Availability of Lower Chetnell (Field 2110) Nothing further to report.

673. Public Consultations:

- a. North Devon and Torridge Draft Affordable Housing Supplementary Planning Document (SPD) No comments
- b. Joint Validation Checklist – Requirements for Planning Applications No comments

674. Defibrillators for Thornhillhead Mark West had kindly agreed to host a defibrillator at Thornhillhead. The Clerk suggested that he should **meet with Mark and an electrician to confirm the best position and the extent of the work needed before ordering any equipment. It was agreed that we should purchase another Powerheart G5 machine from Cardiac Science.**

675. Fitness and Wellbeing: Nicki Wolfe's Classes The grant awarded last year for hall bookings for fitness classes has been applied to 42 sessions costing £462 in total during February, March and April. The training sessions have been popular, but Nicki does not feel that most of them are financially viable without the subsidy from the Parish Council and is now holding most of the classes in the skittle alley at the Coach and Horses. The Clerk pointed out that the Parish Council has a budget of £1,000 this year for fitness and wellbeing. This had been established principally to support the adult fitness equipment scheme but asked the Council if they would like to consider using it to support the continuation of Nicki's classes. **The Clerk will advise Nicki to submit a grant application later in the year.**

676. School Field Rental Agreement and Proposed Licence to Gain Access Nothing further to report.

677. Feedback from DALC AGM – David Watson No meeting to report.

678. Members Reports:

Barbara Babb asked about progress with the telephone box. The Clerk said he was continually being told that it would be completed 'soon' but no work has been done. **It was agreed that, if a specific date cannot be agreed for the work to be done, the Clerk will appoint an alternative contractor.**

Rosie Beer apologised for not having been able to attend some of the recent parish council meetings.

Andrew Hewitt talked about comments made on Facebook recently about horse that the owner felt put it at risk. It was determined that the story had originated from the Community Facebook page and not the Parish Council's.

Richard Hooper i) asked about progress with building the beacon. Andrew had not started it yet. ii) There had been talk of a possible firework display at the BBQ and Beacon event of 2nd June but the Playing Field Association had decided against the idea. iii) Richard suggested that a flagpole should be erected in the village. **The Clerk was asked to put this suggestion on the next agenda.**

Trevor Mills reported that Tythecott Bridge had been damaged again. **The Clerk will ensure that it has been reported.**

679. Planning

- a. Application: 1/0107/2022/FUL. Jimara, Proposed first floor extension to dwelling (Amended plans) – **supported unanimously**
- b. Application: 1/0376/2022/FUL and 1/0377/2022/LBC, Barn At Grid Reference 242922 122016, Two storey and single storey barn conversion, turning and parking – **supported unanimously**
- c. Decision: 1/0267/2022/FUL, Land off Gorwood Road, Outline application for single dwelling and garage (Variation of condition 1 ((Plans Schedule)) of Planning Approval 1/0676/2021/FUL pursuant to application 1/0981/2013/OUT and 1/1329/2014/REM) – Granted permission - Noted

680. Accounts:

- a. Receipts and Payments for April/May 2022
 - i) Bank balances as at 30th April 2022 (£75,869.12):
 - (1) Parish Council Current Account was £19,231.85
 - (2) Thornhillhead Moor Account was £9,327.20
 - (3) Savings Account was £47,310.07
 - ii) Fund balances as at 30th April 2022 (£75,869.12):
 - (1) General Account - £55,541.92
 - (2) Thornhill Head Account - £20,327.20
 - iii) Payments for April/May 2022 (£2,034.38 + VAT)
 - (1) P G Blosse, April salary - £634.95 (including £121.30 PAYE)
 - (2) Torridge Council, Waste Removal - £21.00
 - (3) T R & B K Mills, Hedge cutting, tree planting etc - £425.00 + VAT
 - (4) P Slocombe, Trees for Wellpark Scheme - £150.00
 - (5) Buckland Brewer Hall, Bookings for Fitness Scheme - £341.00
 - (6) Gardeners' Club, Grant - £200.00
 - (7) Playing Field Association, Jubilee Grant - £250.00
 - (8) British Gas, Electricity - £12.43 + VAT

The payment schedule was proposed by Richard Hooper, seconded by Rosie Beer and approved unanimously.

- iv) Receipts for April/May 2022 (£230.00)
 - (1) Field Rents - £230.00

- b. Year End Accounts for 2021/22 The Clerk had distributed a copy of the unaudited year end accounts for 2021/22. He pointed out one or two of the more significant items, including the impact of the transfer of funds between the Thornhillhead Moor account and the General account on the earmarked reserves.
The accounts were approved unanimously.

There being no further business, the meeting closed 8:20 pm

Dates of Future Meetings:

Parish Council Meeting, Thursday 23rd June 2022 (7:00 pm in the Methodist Church).

Signed as a true record:

Chairman: **Date:**