

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 13th JULY 2022**

AT BUCKLAND BREWER METHODIST CHAPEL

Members Present: Mrs Barbara Babb, Mr Andrew Hewitt, Mr George Heywood, Mr Richard Hooper, Mr Jim Lowe, Mr Trevor Mills, and Mr David Watson

Also in attendance: 2 members of the public.

Parish Clerk: Mr P Blossie

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

699. Apologies for Absence Frits Takken

700. Declarations of Interest Rosie Beer re item 707.d, planning application re Barn at grid reference 242922 122016.

701. Minutes of the Meetings of the Parish Council held on 23rd June 2022: The minutes of the Annual Parish Council meeting held on 23rd June 2022 were agreed and signed by the Chair.

702. Public Participation None

703. Clerk's Report

- a. **Correspondence:** There had been 43 items of correspondence forwarded by email since the last meeting. The Clerk highlighted:
 - I. **Torridge Council: Settlement Evidence Base surveys** The Clerk had completed a draft response and asked for feedback from members. It was agreed to submit the Clerk's draft with the additions that had been suggested. Dave Watson confirmed that Thornhillhead Chapel was still open but it is planned that it will close soon. The graveyard will continue to be maintained by the Methodist Church Circuit.
 - II. **Torridge Council: Grant Agreement with Buckland Brewer Parish Council – SIGNED – sent by email 12/7/22** The Clerk reported that the documentation for the release of the S106 monies had been signed by both parties and that Torridge's Finance Section has been instructed to transfer the funds. The Clerk will instruct Fresh Air Fitness to start work on site as soon as the money is received.

- III. Webmaster's Report: sent by email 12/7/22 Jane Lowe had submitted a report of activity on the website. May and June saw over 2,500 hits each month on site, the most ever, probably due to people accessing information about the Jubilee celebrations. Otherwise, activity is normally in the range of 1,500 to 2,000 hits per month and rising. The Clerk said that Jane had done an excellent job in managing the website for the past 6 years and hoped that the Council would show its appreciation in some way when she retires in September. **A suitable sum was proposed by Andrew Hewitt, seconded by George Heywood and agreed unanimously. It was also agreed that a social evening (including partners) would be held as a combined leaving ceremony for the Webmaster and Clerk and a welcome to the new appointees.**
- IV. Devon Transport: Impact on local bus services of road closures There will be substantial disruption during the week 1st to 8th August due to patching works. It had been confirmed that the 372 bus will still run but will enter and leave the village via the Parkham road.
- b. Progress Report re Telephone Box An electrician has been appointed and is waiting for **Phil Priest to erect a board in front of the box** to attach the heated box. Phil will also install shelving inside the box for a small library. The power supply in the bus shelter will be left in place and the motion activated light will remain operational.
- c. Progress Report on Recruitment of New Parish Clerk and Webmaster Five applications had been received in total for the vacant posts and short lists had been agreed by the Personnel Sub-committee that had met immediately prior to this meeting. **Interviews are planned for 21st July (Webmaster) and 28th July (Clerk).**
- d. Progress Report re Flashing Sign The VAS has been taken down **and will be returned to the supplier** as a second attempt to affect a repair on site, with an engineer on the other end of a phone, had proved unsuccessful.
- e. Progress Report on Industrial Units Steven Sherry has, in the past few days, appointed a company to carry out a speed survey at a cost of £400 + VAT. The equipment had been installed today and results should be published within 2-3 weeks, so should be available for the next Parish Council meeting. **The Clerk was asked to remind James Morrish to campaign for a reduced speed limit from before the location of the Industrial Units access and into the village.**
- f. Flagpole As requested, the Clerk had asked residents whether they felt a flagpole should be erected. Judging by the initial reaction on the Facebook pages, there is an overwhelmingly positive response. **The Clerk will gather some more evidence and prepare a small report for the next meeting, including estimated costs of purchasing, erecting and maintaining one.** Andrew suggested that a windsock should be erected at the helicopter landing site in the amenity field and this was generally supported. He wondered whether a windsock and flag could be flown from the same pole.

The Clerk and some councillors were doubtful that this would be practical but will be investigated. Andrew Hewitt had mentioned a Buckland Brewer 'logo' at the last meeting, and this had also found its way on to Facebook, again with some positive results. **The Clerk suggested that it should be circulate among the members with a view to either adopting it or adapting it for the 21st century.**

- g. Annual Grants The Clerk reminded members that they would be considering grant applications at their next meeting. This has been advertised on the website, Facebook and Village Scene and applications need to be submitted by 31st July. Members were asked to remind any organisations that they in contact with.

704. Report of the Emergency Plan Meeting held on 30th June 2022 Jo Miles and a small team comprising Hen and Lu Staveley Brown and Lee Badger-Honey had presented an initial draft of an emergency plan. It was quite comprehensive, professionally prepared and omitted much of the features in the Devon Communities Together model that were not relevant to Buckland Brewer. Further work was needed to include some omissions, such as the work done by the Snow Warden and the procedures for inspecting and maintaining the helicopter landing site and equipment. The next stage is to identify the individuals and resources available and willing to actively assist in an emergency and to create a Community Emergency Team with an appointed Team Coordinator. Jo Miles and her team are working on this and will report back when progress has been made. The initial draft had been circulated to members, including a Home Emergency Plan, which it is proposed will be distributed free of charge to all residents. Members were advised to contact Jo directly, or notify the Clerk, if they wanted to make any comments or offer their services, time or equipment etc to the project.

705. Defibrillator for Thornhillhead Moor An electrician has inspected the site and agreement has been reached with Mark West about where it should be positioned, and the work needed to accommodate it. The Clerk had obtained three quotations:

	Heartbeat Trust	Passion First Aid	Reflex Medical
Powerheart G5 (Auto)	£1,160		
Powerheart G5 (Semi-auto)			£1,241
Cabinet	£575		£579
Carry Case	£49		?
Carriage	£26		?
TOTAL	£1,810	£1,700	£1,820
Deliver Time	Next week	9 months	Next week or 6 months for a fully auto

There is a world shortage of semiconductor chips, so most suppliers are unable to supply anything for many months. However, Heartbeat Trust has assured us that they will have a delivery of fully automatic G5s next week. Passion First Aid gave no breakdown of their quotation, which might not include carriage, but could not guarantee delivery until April 2023. Reflex Medical, similarly, could not guarantee delivery of a fully automatic version for 6 months, but has just obtained a semi-automatic one, which they have agreed to reserve for us until Thursday 14th July. The semi-automatic requires the user to press a button to activate the electrical charge. **It was agreed to purchase a defibrillator from Heartbeat Trust.**

706. Members Reports:

Barbara Babb 1) asked the Clerk if he could suggest a suitable grant to cover the cost of a new bread box for the shop, which she thought would cost about £900. **The Clerk will contact Marie Douglas for further details.** 2) She said that Peter Gaydon has 2 bookcases that might be suitable for the telephone box library or for use elsewhere. **The Clerk will contact him.** 3) Barbara also reported large potholes outside 'Lester' and at Bowden Cross. These will probably be repaired as part of the patching works scheduled for the first week of August. Andrew Hewitt suggested that, in future, councillors and others should endeavour to report all problems like this on the Devon County Council 'Report a Problem' website.

Andrew Hewitt 1) noted that DAAT required the names of contacts who could turn on the helicopter landing lights manually in an emergency. Barry Noakes and Richard Self, who both live near the lights on Hillpark are willing to provide that service and have been alerted that they could be called out at any time of the night. Andrew Hewitt suggested that there should be a battery back up for the lights in the event of a power outage. 2) Andrew also reported that the NHS now uses a new medical records system called MyCare, which is available to access online. 3) Andrew said that he plans to mark out a 5-a-side football pitch at the top end of the amenity field, leaving the necessary space for the adult fitness suite and the helicopter landing site. 4) He also suggested and it was agreed that rubbish bins were needed at the amenity field. **The Clerk will order two.** 5) **Andrew said that he will do the work necessary to fix a closer mechanism to the small gate at the top of the amenity field.**

George Heywood 1) noted that the leak at Glen Bridge has not been fixed yet. 2) **He asked if the suggestion that the Parish Council should plant trees in one of its fields should be added to the next agenda for review.**

Richard Hooper reported that he had been on a strimming course relating to managing to the parish paths. He had been told that we can apply for a grant of £150 plus the cost of equipment such as a hedgecutter, strimmer, signage etc. **He will liaise with the Clerk about submitting a grant claim. It was agreed that Andrew Hewitt would buy a couple of safety helmets as Lidl currently has them on sale. The Clerk will check the insurance status for Richard undertaking work on the paths. He will send the Clerk a copy of the certificate from his course.** There was a discussion about the work required at Back Lane, which Richard said could be done with further financial assistance from Devon County Council.

Jim Lowe said that Torridge has still not achieved its 5-year land supply target. It is currently at about 4.2 years. Consequently, there is little that Torridge Council can do to suppress planning developments. He said that lack of adequate infrastructure is becoming a problem and will get worse after 2031 when the current Local Plan expires. A debate about the need for affordable housing followed. It was noted that the two developments at Orleigh Close and Southwood Meadows are still intended to provide 17 affordable homes.

Trevor Mills 1) noted that parking round the village green was still a problem despite the recent extra signage and road markings. **The Clerk and the Chair will discuss the issue and try to find a solution.** 2) He reported that Coles Contractors had recently topped Thornhillhead Moor.

707. Planning

- a. Application: 1/0513/2022/REMM, Land Adjacent To Orleigh Close, Reserved matters application for appearance, landscaping, layout & scale pursuant to outline planning permission 1/1050/2014/OUTM - erection of 27 dwellings – **Supported unanimously**
- b. Application: 1/0648/2022/REM, Land at Silkland Farm, Reserved matters application for access, appearance, landscaping, layout & scale pursuant to outline application 1/0635/2021/OUT - Erection of 1no. agricultural worker's dwelling – **Supported unanimously**
- c. Application: 1/0620/2022/FUL, 12 Orleigh Close, Single-story extension to the rear of the property – **Supported unanimously**
- d. Re-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 (Amended Red Edge) – **Supported unanimously**
- e. Decision: 1/0374/2022/FUL, 19 Southwood Meadows, Proposed extension and alterations – Granted Permission – Noted
- f. Decision: 1/0107/2022/FUL, Jimara, Proposed first floor extension to dwelling (Amended plans) – Granted Permission – Noted
- g. Decision: 1/0466/2022/FUL, 1 Castle Cottages, Retrospective permission for cladding within a conservation area. – Granted Permission – Noted
- h. Settlement Sustainability Survey (see item 703.a.i) The Settlement Survey comprised two elements. The Clerk felt that the Sustainability Survey should be completed by each councillor individually if they chose to do so and had circulated the document by email.
- i. Additional Item: Application 1/0738/2022/AGMB, Agricultural Building at Babeleigh Barton, Prior notification for the change of use of agricultural building to 1 no. dwelling house and associated building operations under Class Q – **Supported unanimously**

708. Accounts:

a. Receipts and Payments for June/July 2022

i) Bank balances as at 30th June 2022 (£74,079.92):

- (1) Parish Council Current Account was £18,897.65
- (2) Thornhillhead Moor Account was £7,872.20
- (3) Savings Account was £47,310.07

ii) Fund balances as at 30th June 2022 (£74,079.92):

- (1) General Account - £55,207.72
- (2) Thornhill Head Account - £18,872.20

iii) Payments for June/July 2022 (£2,530.77 + VAT)

- (1) P G Blossie, June salary - £658.62 (including £127.40 PAYE)
- (2) M Fry, grass cutting - £157.50
- (3) SLCC, books - £25.56
- (4) Slee Blackwell, legal fees re school field - £940 + VAT (*)
- (5) R Hooper, mileage re strimming course - £54.00
- (6) British Gas, Electricity - £12.46 + VAT
- (7) John Coles, topping at Thornhillhead Moor - £450.00 + VAT
- (8) Andrew Hewitt, Parts for beacon - £232.63

(*) George Heywood said that he thought the Parish Council should not have paid any of the legal fees relating to the school field lease. The Clerk agreed but said that it had been agreed by the Parish Council at the start of the negotiations that each party would pay their own costs.

The payment schedule was proposed by Jim Lowe, seconded by Andrew Hewitt and approved unanimously.

iv) Receipts for June/July 2022 (£884.10)

- (1) Allotment Rent and Deposit - £110.00
- (2) VAT Reimbursement, Thornhillhead Moor - £774.10

There being no further business, the meeting closed 9:15 pm

Dates of Future Meetings:

Parish Council Meeting, Wednesday 10th August 2022 (7:00 pm in the Methodist Church).

Signed as a true record:

Chairman: **Date:**