

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
THURSDAY 23rd JUNE 2022**

AT BUCKLAND BREWER METHODIST CHAPEL

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

Also in attendance: 3 members of the public.

Parish Clerk: Mr P Blosse

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

The meeting started with Trevor Mills in the Chair

681. Apologies for Absence Rosie Beer, Jim Lowe, and Cllr Phil Pennington

682. Declarations of Interest George Heywood re item 695.c, planning application 1/0479/2022/FUL

683. Minutes of the Meetings of the Parish Council held on 11th May 2022: The minutes of the Annual Parish Council meeting held on 11th May 2022 were agreed and signed by the Chair.

684. Public Participation A member of the public congratulated the Parish Council on the success of the Jubilee celebrations. He also reported a water leak at Glen Bridge.

685. Clerk's Report

- a. Correspondence: There had been 56 items of correspondence forwarded by email since the last meeting. The Clerk highlighted the DALC Conference scheduled for Wednesday 5th October 2022. **It was agreed to book 3 places, including one for the new Clerk who should be in post by then.**
- b. Progress Report re Telephone Box The box has been cleaned and repainted. The opportunity was taken to repaint the post box at the same time. The contractor is working on building shelves to be installed inside to create a small library. A board is to be erected on the front of the box to house the defibrillator that will be moved from the bus shelter. It is hoped that the work will be completed within the next few weeks.

- c. Progress Report re Flashing Sign The Clerk has been in touch with the supplier who offered some advice over the phone, but it is still not working. He is waiting for an opportunity to try again at a time when the engineer can be on the end of a mobile phone. If this fails, it will be necessary to send the light back to the factory for repair or to get an engineer to visit at a cost of up to £800.
- d. Progress Report on Recruitment of New Parish Clerk and Webmaster The posts have been advertised on the website, local Facebook pages and the DALC site. The advert will appear in the next issue of Village Scene. So far there had been two expressions of interest in the Parish Clerk post but none for the role of Webmaster. **The Clerk asked for confirmation of the rates of pay to be offered and these were approved unanimously.**

686. Report of the Emergency Plan Meeting held on 26th May 2022 Jo Miles gave a verbal report on progress to date. Four members of the public had attended the meeting. It was agreed that a small working party, comprising Jo Miles, Hen & Lu Stavely-Brown (later supplemented by Lee Badger-Honey), would draft an outline plan for presentation to the full sub-committee on 30th June. Jo Miles is chairing the group; she has some years of experience in this area. Hen and Lee are both retired police officers and Lu is a health worker, and also have a wealth of experience in risk assessment and the management of emergency situations. The other members of the Emergency Plan Group are Andrew Hewitt, Trevor Mills, Patrick Blossie and Alan Sutton. Jo reported that the first draft is ready for consideration and asked as many councillors as possible to attend the meeting on 30th June.

687. Fields and Allotments:

- a. **Progress Report on Allotments' Water Supply** Following an engineer's visit last week, the stopcock was located but the chamber had sunk and needed to be replaced. This work was carried out on 22nd June and the water supply is now working.
- b. **Report from Allotments Inspection of 18th June 2022** Trevor Mills said that the allotments were looking the best that he had seen them for many years. There was a blackthorn bush that was encroaching onto the path which he has now removed. There is still some black plastic sheeting available for anyone who needs it.
- c. **Update on Allotment Tenancies and Waiting List** Plot 11 has now been divided into two half-size plots and have been relet with effect from today. There are still 3 people on the waiting list. This is more than ever before, and the interest is mainly from new people moving into the parish. It was suggested that, when another plot becomes available, consideration should be given to splitting it into 3 or 4 plots.

688. Playing Field Grass-cutting: Request for Increase in Fee to Cover Fuel Costs The contractor who cuts the playing field has asked whether the Parish Council would consider an increase of £60 in his annual fee to offset the rise in fuel costs. This would increase the total cost from £990 to £1,050. **This was approved subject to requesting a reduction if the price of fuel falls. The Clerk will offer a similar amount to the person who currently cuts the amenity field for free as their costs will have risen as well.**

689. To Consider Whether to Erect a Flagpole in the Village This had been suggested to Richard Hooper by a parishioner. It was agreed after some discussion that **the idea should be put to parishioners**. Andrew Hewitt said that there had at one time been a Buckland Brewer crest that could possibly be updated for the Parish Council's use of stationery etc.

690. Defibrillator for Thornhillhead Moor Mark West has kindly offered to host a defibrillator at Thornhillhead. The Clerk is hoping that the electrician who will be moving the one to the telephone box will be able to carry out both jobs.

691. Proposal for an all-weather tennis/badminton/netball court in Buckland Brewer Sian Morris, who has recently moved into the village, has suggested that the parish would benefit from an all-weather pitch, either in the Playing Field or the Amenity Field. It was felt that there were quite a few venues in the local towns for a wide range of sports and that the expense (from £40,000 to £100,000 or more) and short life cycle would be difficult to justify or to raise. It was suggested that the village hall might be a suitable venue for practicing in, if not for actual matches. Jo Miles offered to investigate. The suggestion will be reconsidered if at any time a grant or similar opportunity arises.

692. School Field Rental Agreement and Proposed Licence to Gain Access The Clerk was extremely pleased to report that the lease has (at long last) been executed.

693. Feedback from DALC AGM – David Watson David had not attended the recent meeting. He will forward minutes in due course.

694. Members Reports:

Andrew Hewitt reported that Pearce's had completed the work to lay a water main through the amenity field and that he would notify the Air Ambulance that they could use it again. The field should be reinstated in sufficient time for the fete on 9th July.

George Heywood 1) reported that some trees along Orleigh Hill would need to be removed when new passing places were created. 2) He will be doing some hedge-trimming along the road from Buckland to Parkham and down Orleigh Hill for health and safety reasons (sides only, not the tops), and 3) he plans to break through the hedge between his field and South Church Park where the footpath diversion is proposed and will also provide access to the path from the top end of the playing field in due course.

Richard Hooper i) asked whether the Parish Council could consider providing public conveniences. The Clerk will get some quotes and the item will be added to a later agenda. 2) He had met with Ros Davies from DCC re the Parish Paths Scheme. She supported the footpath diversion and will refer it to her manager. She also provided details of how to claim grants for essential equipment.

Trevor Mills reported that Tythecott Bridge had not been repaired. The Clerk confirmed that it had been reported and that the Devon Highways did not consider it an emergency. Trevor also said that the road from Thorne Cross to Scratchface Lane was very broken up and in need of patching.

David Watson 1) asked if it would be possible to move along with the passing places on Orleigh Hill but this is dependent on a s106 agreement for one of the large housing developments in the parish. 2) He also said that the road from Hoopers Water to Abbotsham Cross has become a main thoroughfare for this and other parishes accessing the Clovelly Road area of Bideford. The Clerk was asked to report the condition of the road and its unsuitability for heavy traffic.

695. Planning

- a. Application: 1/0466/2022/FUL, 1 Castle Cottages, FW: North Devon & Torridge Community Safety Partnership - Let's talk Teenagers Programme – **Supported**, TDC notified 20/5/22
- b. Application: 1/0374/2022/FUL, 19 Southwood Meadows, Proposed extension and alterations – **Supported**, TDC notified 23/5/22
- c. Application: 1/0479/2022/FUL, Land adjacent to Tenement Park, Erection of no.3 Bungalows - Variation of condition 2 of Planning Application 1/0353/2021/FUL. (Plans Schedule) – **Supported**, TDC notified 23/5/22
- d. Application: 1/0107/2022/FUL, Jimara, Proposed first floor extension to dwelling (Amended plans) – **Expired, no response made**
- e. Application: 1/0512/2022/FUL, Land adjacent 7 Southwood Meadows, Erection of 1no. dwelling – **Supported unanimously**
- f. Application: 1/0580/2022/FUL, Hillmoor, Demolition and replacement of garage – **Supported unanimously**
- g. Decision: 1/0200/2022/FUL, Higher Thornhill Head, Erection of tap room and shop for the retail of craft beer brewed on site – Withdrawn - Noted

696. Accounts:

a. Receipts and Payments for May/June 2022

i) Bank balances as at 31st May 2022 (£74,560.85):

- (1) Parish Council Current Account was £18,276.08
- (2) Thornhillhead Moor Account was £8,974.70
- (3) Savings Account was £47,310.07

ii) Fund balances as at 30th April 2022 (£74,560.85):

- (1) General Account - £54,586.15
- (2) Thornhill Head Account - £19,974.70

iii) Payments for May/June 2022 (£1,669.61 + VAT)

- (1) P G Blosse, May salary - £929.84 (including £133.50 PAYE and £234.00 mileage)
- (2) D E & R Chance, Northwood Lane resurfacing - £200.00 + VAT
- (3) Community First, Insurance Premium - £246.59
- (4) Helen Darch, Internal Audit - £162.60
- (5) Jane Lowe, Printing costs - £17.69 + VAT
- (6) Allotment Deposit Refund - £100.00
- (7) British Gas, Electricity - £12.89 + VAT

The payment schedule was proposed by David Watson, seconded by George Heywood and approved unanimously.

iv) Receipts for May/June 2022 (£1,554.80)

- (1) Allotment Rents - £15.00
- (2) Openreach, wayleaves - £191.00
- (3) VAT Reimbursement - £1,348.80

697. Internal Audit Report for 2021/22

The Clerk had distributed the Internal Audit Report which had no major findings. Although it referred to a broken link to Standing Orders on the website, when the Clerk checked, it was working so this might have been only a temporary glitch. The Report was noted and will be made available on the community website, together with all the other statutory reports, by 1st July 2022.

698. Annual Returns for 2021/22:

- a. Approval of the Council's Annual Statement of Internal Control **Approved unanimously**
- b. Approval of Annual Governance Statement **Approved unanimously**
- c. Approval of Annual Accounting Statement **Approved unanimously**

There being no further business, the meeting closed 8:50 pm

Dates of Future Meetings:

Emergency Planning Group Meeting, Thursday 30th June 2022 (7:30pm in the Methodist Church)

Parish Council Meeting, Wednesday 13th July 2022 (7:00 pm in the Methodist Church).

Signed as a true record:

Chairman: **Date:**