



## **DRAFT MEETING MINUTES**

### **Buckland Brewer Parish Council Meeting Held on Wednesday 11<sup>th</sup> January 2023 Buckland Brewer Methodist Chapel**

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

**Also in attendance:** 7 members of the public

**Parish Clerk:** Mrs Jo Miles

<b>KEY: Actions are shown in bold blue type    Decisions are shown in bold red type</b>
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#### **Business transacted at the meeting:**

- 810. Apologies for Absence: Councillor Pennington
- 811. Declarations of Interest: GH Planning 1/1209/2022/FUL
- 812. Minutes of the Meeting of the Parish Council held on 29<sup>th</sup> December 2022 -  
The Acting Chair (Trevor Mills) did not feel that the meeting minutes fully conveyed the content of the meeting. He was not present as he was unwell but viewed the meeting live. He expressed his disgust at his fellow councillors, regarding the way the meeting was conducted, and strongly felt that an apology should be made to the former Chair. No comment was made to this by the rest of the council.
- 813. Public Participation
- 814. Election of new Chair and/or Vice Chair until May following the resignation of Councillor Hewitt.  
Chair – Jim Lowe proposed by Richard Hooper, Seconded by Barbara Babb  
Vice Chair – Richard Hooper proposed by Jim Lowe, Seconded by George Heywood  
The Acting Chair handed the meeting over to Jim Lowe at this point.
- 815. Clerk's Report:
  - a. Correspondence:
    - i. Barclays Bank – Cheque returned unpaid by Bank as “not signed in accordance with mandate”. This was not correct. A formal complaint has been lodged with Barclays by Jim Lowe for this and the other issues currently experienced.
    - ii. Councillor Pennington provided a written update.
    - iii. BB Shop has requested an additional grant of £500 to upgrade lights.
  - b. Updates:
    - i. Thorne Hillhead defibrillator has been installed and will be registered online as soon as possible. A message will be posted to parishioners when this has been done confirming its availability.



- ii. Exploring alternative email provider and have established that Parish Councils qualify for a gov.uk domain. This will emphasize local government status and may prevent similar problems with Bank in future.
- iii. Website quotation received. £520 for build and year 1 maintenance. Clerk confirmed that she and WA are keen to launch a new website as soon as possible as the existing one is very outdated and does not provide the functionality needed to improve content.

816. Thorne Hillhead Moor – Update from Andrew Heywood. Potential opportunities
- AH introduced himself and provided the background to THHM arrangements.
  - The THHM agreement has been in place from 2011 for 10 years and has had a rolling extension for 12-months at a time since. PC income is £8.8k p.a.
  - The Rural Payments Agency (RPA - part of DEFRA) has offered a 5 year extension to all parties with similar arrangements. All existing terms will remain unchanged and the contract will contain a break clause, which can be invoked if a better option arises.
  - AH confirmed that new contracts currently available do not provide enhanced benefits and Rural funding and subsidies have slipped generally due to economic pressures.
  - Some works are outstanding, e.g. replacement of some stakes and shrub clearance. AH is trying to find a contractor willing to complete the work.
  - Carbon schemes can be “stacked” with the existing agreement if required. Tree planting/other environmental schemes were also queried. AH clarified that the PC could not have the same parcel of land covered by two agreements. If such a scheme was implemented, the area planted would have to be excluded from the existing agreement.
  - AH confirmed SSSI does not apply to the whole of THHM. He estimated in excess of 20 acres are classified as SSSI but approximately 100 acres is not.
  - Councillor Takken confirmed he liked the management scheme that was in place and supported a natural approach to land management.

**It was unanimously agreed to accept the RPA 5-year contract extension.**

817. Emergency Parish Plan: **Deferred to next meeting as assessments are still outstanding.**
- a. Outcome of generator assessments for Buckland Brewer Hall and Methodist Chapel
  - b. Decision to be taken whether to adopt and publish the EPP
818. Update from meeting with Allison Homes (11<sup>th</sup> January) – this meeting was postponed. Area Sales Manager has proposed having a telephone call instead.  
**Proposal rejected. Clerk will liaise with Allison Homes to obtain alternative meeting dates.**
819. Members’ Reports

**George Heywood** – Existing supply of salt will only cover one run (2 tonnes). All bins are currently full. As BBPC has had 5 tonnes delivered already, TDC will not supply more free of charge. GH believes 5 tonnes is needed in case of more bad weather. Cost £275/tonne = £1375.  
**Agreed to see whether sufficient funds are in budget.**

**Frits Takken** – Raised the livestream audio constraints and also highlighted that it can be challenging to hear in person during a meeting. **Options are currently being explored to improve sound.**

**Rosie Beer**

**Richard Hooper:**

- Parish Paths Partnership – PPP have agreed to meet cost of hedge cutting as before. Grant of £550 will be made available when the PPP return is submitted (due by 13<sup>th</sup> Feb). **Clerk to complete the PPP return.**
- Near Miss Reported: While cutting paths RH clipped what looked to be a water pipe. Later discovered that it was an electric cable that had been threaded through a hose pipe. Warning signs installed.
- Reiterated the need to decide whether to install the stock gate discussed at the last meeting. DCC will meet the cost of the gate and installation. **Agreed to install the stock gate at the new location (permissive option).**

**Trevor Mills:**

- Reminded the PC that there is a leak in the playing field (reported early December). Water has been switched off.
- Drains through the main street are being silted up by contractor lorries and the roads are a mess. **Clerk to write to Allison Homes.**

**Barbara Babb** – Post box has been removed from Gorwood Road but a replacement has not been installed. (This was a condition of the post box being removed.) **Clerk to write to RM to query when the new one is being installed.**

**Dave Watson** – Highlighted that DCC has set up a forum to discuss the reduction of bus services due to widespread concerns throughout Devon. DCC is looking for volunteers to participate in the forum.

**Jim Lowe**

820. Planning:

a. Applications:

- i. 1/1174/2022/LBC: Change In Time, Buckland Brewer, Bideford, Devon  
Regularisation of alterations to internal layout and installation of external soil pipe **Agreed: Unanimous**
- ii. 1/1209/2022/FUL Mr And Mrs Way Proposed sub-division of 1no. dwelling to 3no. dwellings - Haywain Barn Barton Court Buckland Brewer Bideford Devon EX39 5LN **1/1 Rejected – Unanimous. Increased traffic and access concerns on a dangerous corner.**
- iii. 1/1068/2022/FUL: Land At Grid Reference 242202 120861, Orleigh Close
  1. Part retrospective application for the construction of attenuation basin and ancillary development, including landscaping in association with planning
  2. permissions 1/1134/2018/FULM & 1/0513/2022/REMM  
**Agreed: Unanimous with caveat. The PC is not opposed but wants to ensure the surrounding fencing is robust due to nearby water.**
- iv. 1/1283/2022/FUL: Little Colling Down, Buckland Brewer, Stationing of a mobile home for elderly parents (Variation of condition 1 of planning approval 1/0611/1982) (Occupancy restriction) **Agreed - Unanimous**

821. Accounts:

- i) Bank balances as at 20<sup>th</sup> December 2022 (£61,775.26):
  - (1) Parish Council Current Account was £27,507.20
  - (2) Thornhillhead Moor Account was £16,945.20
  - (3) Savings Account was £27,322.86
- ii) Fund balances as at 20<sup>th</sup> December 2022 (£85,514.39):
  - (1) General Account - £70,849.19
  - (2) Thornhill Head Account - £15,025.20
- iii) Payments for December 2022/January 2023 (Since last meeting: £598.61 + VAT)
  - (1) J Miles – December salary - £580.80 (inc £112.20 PAYE)
  - (2) W Ainscough – December salary - £146.52 (inc £29.30 PAYE)
  - (3) British Gas – electricity - £12.89 + VAT
- iv) Receipts for December 2022/January 2023 (£13,838.90)
  - (1) On Tower UK Ltd – Mast Rent - £5,000.00
  - (2) RPA – THHM Stewardship Fee - £8,838.90

Proposed: Babb

Seconded: Hooper

822. 2023/24 Budget & Planning Review & Decision re 2023 Precept submission

The PC reviewed the draft budget and documentation prepared by the Clerk and reviewed the options available regarding precept submission. The PC were agreed that they did not want to increase the financial burden on parishioners.

**Unanimously agreed to submit a precept request for £14,720.**

Note: This will result in a small increase to the funding received from council tax (£14,500 in 2022), as the taxbase for the Parish increased very slightly. However, the rate charged to parishioners will not increase. For example, the PC received £41.79 per property rated Band D in 2022 and the PC expect to receive the same in 2023, subject to the proposed precept being accepted by TDC.

**There being no further business, the meeting was formally closed at 8:48pm**

Dates of Future Meetings:

**Allison Homes Meeting, TBC**

**Fields & Allotments Sub-Committee Monday 30<sup>th</sup> January (7pm Church Schoolroom)**

**Parish Council Meeting, Wednesday 8<sup>th</sup> February (7pm, Methodist Chapel)**

**Signed as a true record: ..... Date: .....**