

## BRAUNTON PARISH COUNCIL



Council Offices  
Chaloners Road  
Braunton

Date issued: 2 October 2024

Dear members of Braunton Parish Council,

You are summoned to attend the Full Council meeting of Braunton Parish Council, which will be held on **TUESDAY 8 OCTOBER 2024 at 7pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with The Public Bodies (Admission to Meetings) Act 1960 members of the public and press are welcome to attend.

**There will be a period not exceeding 15 minutes for questions by the public. Anyone wishing to ask questions is requested to notify the Parish Clerk by 12 noon on the day of the meeting.**

Yours faithfully,

A handwritten signature in black ink that reads "T. Lovell".

Tracey Lovell BA (Hons)  
Clerk to the Council & RFO

*Public Participation. In accordance with Standing Order 49 a period not exceeding 15 minutes will be set aside at the start of the meeting for members of the public to ask a question or make a statement about, any matter relating solely to any function of the Council or any planning application being considered by the Council. Anybody wishing to ask a question is requested to inform the Parish Clerk prior to the meeting.*

-----

### **AGENDA**

#### **Part A – Public**

1. **Apologies** - receive apologies and reasons for absence.
2. Receive items for information not on the agenda, which in the opinion of the Chair should be brought to the attention of the Council.
3. **Declarations of Interest** – to receive declarations of personal interest and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests:
  - Should be declared at the beginning of the meeting, and
  - Declared prior to the item being discussed.
4. **Public Participation Period** – members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to

Speak once only in respect of business and shall not speak for more than 3 minutes. A question asked by a member of the public during this period will not receive a response at the meeting.

5. **Requests for Dispensation** - consider requests received for dispensation(s).
6. **Minutes** –
  - a. To approve and sign Minutes of the Council Meeting held on the 10 September 2024.
  - b. To ratify and adopt the Minutes of the Property Committee held on 2 October 2024
7. **North Devon Coast National Landscape (formerly the AONB)** – Receive Louise Reynolds Joint Manager and Eirene Williams Chairman of the ND Devon Coast National Landscape.
8. **Action Sheet** – consider updated action sheet, attached.
9. **Police Report** – receive latest newsletters, attached.
10. **Report from Devon County Councillor** – receive Devon County Councillor.
11. **Report from North Devon Councillors** – receive North Devon District Councillors.
12. **Parish Grants 2024/25** – To approve the Braunton Community Land Trust's grant of £550 towards planning fees.
13. **Planning** – North Devon Council the determining Authority, has asked for comments from this Parish Council on the following applications (click on the application number to view the Application):

*Cllrs E Spear and G Bell in their capacity as North Devon Councillors, stated that any opinions expressed during discussions on the following planning applications represent a preliminary view and that they will naturally reconsider the application fresh when presented all the facts at principal level.*

- (a) [79167](#) **Proposed:** Extension to the rear of existing buildings  
**Location:** 15 – 15a Caen Street Braunton Devon EX33 1AA  
**Applicant:** Carol Carpenter
- (b) [79258](#) **Proposed:** Conversion of redundant garages into a dwelling  
**Location:** Garages East Street Braunton Devon EX33 2EA  
**Applicant:** Mr Milton
- (c) [79013](#) **Proposed:** Removal of existing outbuildings and erection of single detached dwelling, with associate off street parking  
**Location:** 28 Field Close Braunton Devon EX33 1EP  
**Applicant:** Mr C. Ham

#### 14. North Devon Council – Planning Decisions

- |       |  |
|-------|--|
| 78733 | Description: Erection of a dwelling<br>Site Address: 35A The Brittons Braunton Devon EX33 2HF<br>Applicant: Yvonne Tuson<br>Decision: REFUSED<br>Decision Date: 26/09/2024 |
| 78811 | Description: Extension to dwelling<br>Site Address: Boundary View First Field Lane Braunton Devon EX33 1ES<br>Applicant: Mr Ross Maynard                                   |

Decision: APPROVED  
Decision Date: 20/09/2024

15. **Accounts Due for Payment –**
  - a. To examine and agree the accounts due for payment for the period 9 September – 8 October 2024 inclusive – schedule of payments will be issued prior to the meeting.
  - b. To approve direct debit and standing order payments for September 2024 – attached.
  - c. To approve PAYE, NI and pension contributions for October 2024 – schedule of payments will be issued prior to the meeting.
16. **Representatives on Outside Bodies –**
  - a. Receive the Council's representative Cllr R Shapland on Braunton and District Museum and Information Centre.
  - b. Receive the Council's representatives Cllr M Shapland on Braunton Twinning Organisation.
  - c. Receive the Council's representative Cllr T Kirby on Braunton Volunteers.
17. **Annual Governance and Accountability Return (AGAR) 2024/25 –** To note completion of the AGAR year ended 31 March 2024, and note comments made by the External Auditor, attached.
18. **Asset Register –** Review and approval Council's Asset Register 2024/25.
19. **Parish Council Risk Assessment 2024-25 –** annual review of the Council's register of risk.
20. **Effectiveness of Internal Controls and Internal Audit for the year 2024-25 -** To review the effectiveness of Braunton Parish Council's system of internal control including the arrangements for the management of risk for the year 2024-25.
21. **To ratify decisions taken under delegated powers from 10 September to 8 October 2024,** information attached.
22. **North Devon Council Off Street Parking Order (OSPO) –** Consider proposals for the OSPO 2024/25 – information attached.
23. **Utilities Renewal –** Consider renewal of utilities contracts, Clerk's report attached.
24. **EX33 Subscription –** Consider renewing the Council's subscription for the Braunton Express newsletter to be printed on the centre pages of the EX33, information attached.
25. **Ash Die Back Annual Survey –** To consider and approve quote to remove trees suffering with ash die back as identified in the annual survey carried out in August.
26. **Parish Christmas Tree and Lights –**
  - a. Consider quotes to purchase Christmas tree and new lights for 2024.
  - b. Consider arrangements for free parking in Caen Car Park leading up to Christmas 2024.
  - c. Consider Christmas 2024 and New Year 2025 office opening hours.
27. **Communications and Social Networking Policy –** To consider adopting a Communication and Social Networking Policy, attached.
28. **Braunton Remembrance 2024 –** To consider arrangements for Remembrance 2024, information attached.
29. **Twinning 50<sup>th</sup> Anniversary Celebrations 2025 –** Consider arrangements to celebrate the 50<sup>th</sup> Anniversary of Braunton's Twinning with Plouescat, France, information attached.

30. **North Devon Christmas Market** – Consider and approve details of the North Devon Christmas Market on Saturday 7 December 2024 in the Caen Street Car Park.
31. **Letters from Caen Primary School children** – To consider letters from school children regarding various issues in Braunton.
32. **Saunton Road Crossing** – Receive Chairman regarding the status of the pedestrian crossing on Saunton Road.
33. **To consider motion of which notice has been submitted by a Member as per the Council's Procedure.**

**To consider the following notice of motion from Councillor L Childs.**

**Consent to allow the siting of a Free Little Art Gallery (FLAG) on Parish Council Land**

"I was asked by a resident who is a fellow artist if it was possible to create a FLAG in Braunton after seeing pictures of some of these online. This works on the same basis as the Telephone Box Free Books where people leave and take books.

The attached notes explain exactly what a FLAG is and how they started in America. I'm not sure if any exist in the UK so it would be great if we were the first here in Braunton!

We have an active Craft Market here and I'm sure they would welcome this as an addition to the village. I believe the area best suited to place this would be somewhere on the grass area between Jon Wensley's and the Countryside Centre as this is easily seen and managed.

There would be no cost to the council as the art will be provided by any artist, young or old who wishes to add anything.

The actual art box will hopefully be made by volunteers from the Men's Shed. I have already approached them and it seems to be something they can do.

I feel this would be a lovely simple thing we can do which can be enjoyed by many, not just artists but also children who can make art and take something back for themselves. In my research, there was an article in National Geographical about how these kind of projects really help children to express themselves.

Therefore, I would ask the Council to consider this request please."

34. **Hire of Parish Hall -**
  - a. To approval hire of Hall on Friday 18 October for a birthday disco finishing at 11.30pm, alcohol tbc.
  - b. To approve hire of Hall on Saturday 19 October for a birthday disco finishing at 11.30pm, bar with licence.
  - c. To approve hire of Hall on Saturday 26 October for a birthday live band finishing at 11.30pm, bar with licence.
  - d. To approve hire of Hall on Saturday 30 November for a Christmas event with disco finishing at 11.30pm, bar with disco.
  - e. To approve hire of Hall on Friday 20 December for a Christmas party with disco finishing at 11.30pm, bring your own alcohol.
35. **Hire of Village Green -**
  - a. Consider request to use the CSS and Village Green area from 5pm on Saturday 21 December 2024 for the annual Village Carol Service. To also request permission to close off the Caen Street entrance to the car park for the event.

- b. Consider request from the RNLI to use the CSS on 10, 17, 24 & 25 October 2024 to raise funds and awareness for the RNLI.
36. To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item(s) as it involves the likely disclosure of confidential information.

## **Part II**

37. **Station House Lease** – Consider request to amend and transfer existing lease.