

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date issued: 6 November 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 12 NOVEMBER 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 8 October 2024.
 - b. To ratify and adopt the Minutes of the Finance and Administration Committee held on 23 October 2024
7. **Action Sheet** – consider updated action sheet, attached.
8. **Police Report** – receive latest newsletters, attached.
9. **Northern Devon Biosphere** – Receive Andy Bell UNESCO World Biosphere Reserve Co-ordinator.
10. **Wrafton Road Action Group** – Receive Helen Cooper regarding speeding vehicles on Wrafton Road.
11. **Northern Devon CCTV Hub** – Receive District Cllr Graham Bell and Hannah Harrington Barnstaple Town Centre Manager, information attached.
12. **Report from Devon County Councillor** – receive Devon County Councillor.
13. **Report from North Devon Councillors** – receive North Devon District Councillors.
14. **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) [79175](#) **Proposed:** Outline application for the erection of 20 dwellings and associated works with all matters reserved
Location: Land at Knowle Braunton Devon
Applicant: Warwick
- (b) [78550](#) **Proposed:** Change of use of land to provide domestic curtilage and additional parking area together with erection of stable building
Location: Land at Park Farm Lower Park Road Braunton Devon EX33 2LQ
Applicant: Mr and Mrs Wilcox
- (c) [79383](#) **Proposed:** Variation of condition 2 (approved plans) attached to planning permission 78648 (Conversion of garage & alterations to dwelling together with erection of disabled ramp access) to allow amended internal layout and change of rear window to single door to access a ramp
Location: 5 Chestnut Close Braunton Devon EX33 2EH
Applicant: Mrs Claire Faulkner

15. North Devon Council – Planning Decisions

CPO/003/2024 Description: Historical planning/listed building application 29442 and 28582 plans/drawings to view online or email a pdf copy
Site Address: The Black Horse 34 Church Street Braunton Devon EX33 2EL
Applicant: Ben Hollington
Decision: ENQUIRY CLOSED
Decision Date: 30/10/2024

16. Accounts Due for Payment –

- a. To examine and agree the accounts due for payment for the period 9 October – 12 November 2024 inclusive – schedule of payments will be issued prior to the meeting.
- b. To approve direct debit and standing order payments for October 2024 – attached.
- c. To approve PAYE, NI and pension contributions for November 2024 – schedule of payments will be issued prior to the meeting.

17. Representatives on Outside Bodies –

- a. Receive the Council's representative Cllr T Kirby on Braunton Volunteers.
- b. To remove Cllr G Bell and appoint Cllr A Bryant as one of the Council's representative on the Taw and Torridge Estuary Forum.
- c. To appoint a representative to the North Devon Coast National Landscape.

18. Internal Auditor's Interim Report – Receive and approve reports from the interim internal audit, attached.

19. To ratify decisions taken under delegated powers from 8 October to 12 November 2024, information attached.

20. Braunton Neighbourhood Plan –

- a. To approve the recommendation put forward by the Braunton Neighbourhood Plan Steering Group (BNPSG) to further explore Georgeham Parish Council's request to combine forces to engage with North Devon Council Planning department regarding consideration of Neighbourhood Plans.
- b. To approve the Chairman of the BNPSG to present at the Parish Forum on the 27 November 2024 regarding the Braunton Neighbourhood Plan.

21. North Devon Council Off Street Parking Order (OSPO) – Consider proposals for the OSPO 2024/25 – information attached.

22. 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.

23. Consultations –

- a. Devon and Somerset Fire and Rescue Precept – communities and businesses are being asked for their views regarding the level of precept (council tax contribution) for the fire and rescue service. More information can be found at the following link [online survey](#). Closing date midday 26 November 2024.
- b. Draft Devon and Torbay Local Transport Plan - more information can be found at the following link [Transport and roads Archives - Have Your Say \(devon.gov.uk\)](#). Closing date 30 November 2024.
- c. Enabling Remote Attendance and Proxy Voting at Council Meetings – parish and town councils are being consulted regarding allowing councils to use virtual attendance at meetings. More information can be found at the following link [consultation paper has been published](#). Closing date of 19 December 2024

24. Budget 2025/26 – Consider draft Budget and Precept request for 2025/26.

25. Braunton Post Office – Receive Chairman.

26. **St. Brannock's Christmas Carols –**
 - a. Consider request to hold carols on the Pixie Dell Green on Friday 20 December 2024.
 - b. Consider request for permission to place Christmas stars with Christmas messages on the on the Parish Christmas tree. Schools and others invited to the Carols on 21 December 2024, a small 'craft table' set up for children and others to write on the stars, two adults to help place them on the tree.
27. **Council Surgeries –** To agree dates for 2025, including 1st February, 5th April and 7th June.
28. **Recreation Ground -**
 - a. Consider request received from Braunton Caen Rotary to hire the Recreational Ground on Monday 26 May 2025 for their annual Village Fair.
 - b. Consider request received from Braunton Caen Rotary to hire the Recreational Ground on Sunday 27th July 2025 for the annual Braunton Wheels event.
29. **Community Shared Space and Village Green –** Consider request from Braunton Caen Rotary Club to hire the Villag Green on Saturday 26th July 2025 to promote their annual Braunton Wheels event.
30. 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

31. **National Joint Council (NJC) Pay Agreement –** To note new pay scales agreed by the NJC.