

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council meeting held on Tuesday 13 June 2023 at 7pm in the Parish Hall, Chaloners Road, Braunton.

	<u>Present</u>	Cllrs: M Shapland in the Chair, E Spear, D Spear, G Bell, V Cann, R Shapland, L Childs, R Byrom and T Kirby.
	<u>In attendance</u>	Officers: T Lovell, Parish Clerk & RFO County Cllr Pru Maskell.
032/2023/24	<u>Apologies</u>	Apologies received from: Cllr M Cann work commitments. Cllr D Relph unable to attend as away from Braunton. Cllr A Bryant work commitments.
033/2023/24	<u>Items not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council</u>	The Chair informed members that the Council had received a letter of thanks from the Braunton Twinning Organisation for hosting a welcome lunch for visitors from Plouescat. A letter of thanks had also been received from the Braunton Rotary clubs thanking the Chair for opening this year's village fair. The Chairman will be holding her Civic Service on Sunday 17 September 2023. All members are invited to attend and will receive a formal invitation shortly.
034/2023/24	<u>Declarations of Interest</u>	Cllr R Byrom declared a Prejudicial interest in Minute Ref: 057/2023/24, as he is the Chair of the Braunton Mens Shed.
035/2023/24	<u>Public Participation</u>	There were none.
036/2023/24	<u>Request for Dispensation</u>	There were none.
037/2023/24	<u>Minutes</u>	RESOLVED: That the a. Minutes of the Annual Council meeting held on 10 May 2023 be approved and signed as a correct record. b. Minutes of the Finance and Administration Committee meeting held on 6 June 2023 be ratified and adopted

by the Council.

(NC)

- b. Minutes of the Finance and Administration Committee held on the 27 April 2023 be ratified and adopted by Council.

(6.0.6abs)

038/2023/24

Action Sheet

Members considered the action sheet. With regards to air quality members suggested that if the 40mph zones were reduced to 30mph, this would have a positive impact on air quality. The Clerk reported that the North Devon Air Quality Technical Working had not met since October but she would suggest this at their next meeting.

The Clerk informed members that North Devon Council had now appointed an Examiner and his Clarification Note is published on the website. The Parish Council's response will published shortly.

RESOLVED: That the action sheet be noted.

(NC)

039/2023/24

Police Representation

The Clerk reported that she was waiting for an update from the police regarding their proposed community drop-in session in Braunton.

RESOLVED: That the Council notes the June 2023 police newsletter.

(NC)

040/2023/24

Report from Devon County Councillor

The County Cllr reported, as follows:

Proposed On-Street Parking Scheme – the County Cllr had attended a meeting with Devon County Council to hear about their revised proposals to implement 8 on-street parking schemes across Devon, Braunton being one of them. The proposal would see parking charges introduced along the Exeter Road. The first 30 minutes would be free and then the first hour would be at a low rate. Subsequent hours would be a higher tariff to encourage drivers to use the car parks for long stay. The proposal would encourage a high turnover of cars and therefore footfall to the shops. Any revenue generated would be used to subsidise the Braunton Bus services and also to contribute towards the cyclical grass cutting. Payment by cash, card or the parking app Ringo (without charges) would apply. If the Parish Council would like a consultation, then the option is available for a representative to meet with the County Cllr and a County officer.

North Devon Link Services – Adult Health Scrutiny met this morning and the proposed changes to the link services were on the agenda. There were a number of members of the public representing North Devon who spoke. The Committee have voted to have an extraordinary meeting

before this goes to Cabinet in July so that it can see what the consultation responses were and what the resulting proposals are that Cabinet will be debating. Members were unanimously unhappy with the current situation.

District Council Strategy & Resources meeting – members have debated the council's response to the government's consultation on second homes last week. The committee voted in favour of registration of holiday homes and also on the need for planning permission for any future homes being used for holiday letting purposes.

041/2023/24

**Report from
North Devon
District
Councillors**

Members received a report from District Cllr Liz Spear circulated prior to the meeting.

North Devon Council's Corporate Plan – this is one of the Council's most important documents as it sets out how the Council plays its part in making North Devon a place where people want to live, learn, work and visit. It is reviewed every 4 years and sets out the Council's medium term ambitions over the next four years and future potential for our district. All members are involved with the review process which will start soon.

Cllr L Spear is very pleased to have been elected Chair of the Policy Development Committee. Internally, the committee assists in developing the Budget and Policies of the Council. It also focuses on external issues which may have an impact on the Council or its citizens throughout North Devon. It recommends to Strategy & Resources Committee or direct to Council, policies or strategies in relation to Council functions. It also acts and responds to any general matter of concern affecting the Council's area or its inhabitants.

Cllr L Spear has also been elected to serve on the North Devon Highways & Traffic Orders Committee (HATOC) and the Braunton Marsh Drainage Board. She has also been re-elected to the North Devon Planning Committee.

There have, and continue to be many training sessions, both mandatory and voluntary not only for new Councillors but also existing ones.

Cllr G Bell reported that he had been appointed Lead Member for Housing. The district housing team had been looking into providing 12 homes on the Chivenor base for Afghanistan Service Personnel but there had been little uptake. People prefer to be based in larger towns and cities where they have better access to services.

Middlemarch are very pleased to be working with North Devon. NDC are the most active Council regarding Community Land Trusts and currently have 8 registered.

(a) 77145

Proposal: Variation of condition 2 (approved plans) attached to planning permission 76203 (demolition of existing extension and erection of two storey rear extension, installation of solar panels and alterations to dwelling) to allow for change to the design
Location: 20 Saunton Road Braunton Devon EX33 1HB
Applicant: Mr & Mrs Gatdula

Moved by Cllr D Spear, seconded by Cllr V Cann to recommend approved.

RESOLVED: That the Council have no objections and wishes to recommend approval.

(NC)

(b) 77174

Proposal: Conversion of garage into habitable accommodation with partial pitched roof over together with a rear extension and internal alterations
Location: 42 The Fairway Braunton Devon EX33 1DZ
Applicant: Mr & Mrs Braithwaite

Moved by Cllr G Bell, seconded by Cllr T Kirby to recommend approved.

RESOLVED: That the Council have no objections and wishes to recommend approval.

(NC)

(c) 77190

Proposal: Partial conversion of garage into additional living accommodation and associated works
Location: 3 Bias Lane Braunton Devon EX33 2EB
Applicant: Mr Paul Griffin

Moved by Cllr R Shapland, seconded by Cllr M Shapland to recommend approval.

RESOLVED: That Braunton Parish Council have no objections and wishes to recommend approval subject to the comments made by the Sustainability Officer being taken into consideration.

(8.0.1abs)

(d) 77228

Proposal: Variation of condition 2 (plans) attached to planning permission 71584 (Extension to dwelling) to allow amendment to the roof design over the extension
Location: Willoway Barn Fairlynch Lane Braunton Devon EX33 1BT
Applicant: Mr Ian Copp

Moved by Cllr G Bell, seconded Cllr T Kirby to recommend approval.

RESOLVED: That the Council have no objections and wishes to recommend approval.

The Council wish to comment that it would like to see the consideration of renewable measures such as Solar PV Panels or a biodiversity green roof to help build resilience to climate change.

(NC)

(e) 76990

Proposal: Application under Regulation 3 of the T & C P General Regulations 1992 notification by Devon County Council in respect of construction of new six classroom teaching block, new cycle parking, and associated external work (DCC/4340/2023)

Location: Braunton School and Community College Barton Lane Braunton Devon EX33 2BP

Applicant: Devon County Council

Moved by Cllr D Spear, seconded by Cllr R Shapland to recommend approved.

RESOLVED: That the Council have no objections and wishes to recommend approval.

(NC)

(f) 77173

(For information only)

Proposal: Approval of details in respect of discharge of condition 4 (Phase 2 Intrusive Investigation and Contamination Assessment Report) attached to planning permission 75944 (demolition of existing agricultural building and replacement with 2 no dwellings with garages, parking, access, associated infrastructure and landscaping (fall-back position)(Amended Description)

Location: Branch Farm Lane past Branch Farm Pippacott Barnstaple Devon EX31 4EJ

Applicant: Mr M Brend

Members noted that this application had been approved.

043/2023/24

North Devon
Council
Planning
Decisions

76996

Description: Extension to dwelling

Site Address: 51 Pixie Lane Braunton Devon EX33 1BU

Applicant: Mr Mike Trott

Decision: APPROVED

Decision Date: 01/06/2023

76888

Description: Amendment to planning permission 73542 (Erection of a dwelling & access track) to amend the site boundary and the siting of the building

Site Address: Plot 2 in field to the south of Saunton Road and west of Moor Lane Braunton

Applicant: Pete Caswell

Decision: DECLINED TO DETERMINE

Decision Date: 18/05/2023

76970

Description: Erection of Self Build Residential building and

access track on land (resubmission of application 74667)
Site Address: Plot 3 The Stables Saunton Road Braunton
Devon EX33 1HG
Applicant: Mr Peter Caswell
Decision: DECLINED TO DETERMINE
Decision Date: 18/05/2023

77100
Description: Outline application for erection of a single dwelling on self built plot and formation of access track and parking
Site Address: Plot 4 The Stables Saunton Road Braunton Devon EX33 1HG
Applicant: Mr Peter Caswell
Decision: DECLINED TO DETERMINE
Decision Date: 18/05/23

75484
Description: Extension to Greenkeepers Workshops (Amended Description)
Site Address: Saunton Golf Club Saunton Braunton Devon EX33 1LG
Applicant: Saunton Golf Club Limited
Decision: APPROVED
Decision Date: 16/05/2023

72704
Description: Works to trees subject to a Tree Preservation Order in respect of removal of 6 Larch trees (T6, T11, T12, T14, T15, T16)
Site Address: 16 North Street Braunton Devon EX33 1AJ
Applicant: Gavin Hendry Tree Surgery & Grounds Maintenance
Decision: APPROVED
Decision Date: 17/05/2023

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|-------------|---|--|
| 044/2023/24 | <u>Finance</u> | <p>(a) RESOLVED: That the cheques on the schedule were approved and drawn in the total sum of £17,827.90</p> <p>(b) RESOLVED: That the Council's May direct debits and standing orders for the sum of £8,363 be retrospectively approved.</p> <p>(c) RESOLVED: That the PAYE, NI and pension contributions for June 2023 be approved.</p> <p style="text-align: right;">(NC)</p> |
| 045/2023/24 | <u>Councillor Code of Conduct</u> | <p>The Clerk circulated the Local Government Association Model Councillor Code of Conduct 2020, prior to the meeting.</p> <p>RESOLVED: To approve and adopt the Local Government Association Model Councillor Code of Conduct 2020 as presented to the meeting for the coming year 2023-24.</p> <p style="text-align: right;">(NC)</p> |
| 046/2023/24 | <u>General Power of Competence</u> | <p>Members were informed that the Parish Council met the criteria for eligibility to use the General Power of</p> |

	<u>Localism Act 2011</u>	Competence as defined in the Localism Act 2011. The power would enable the Council to continue to have a greater freedom to act for the benefit of the community.
		RESOLVED: That
		a. Braunton Parish Council confirms that it has met the conditions of eligibility to use the General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
		b. Braunton Parish Council having met the criteria resolved to adopt the General Power of Competence from 13 June 2023, until the next relevant Annual Meeting of the Council.
		(NC)
047/2023/24	<u>To ratify decision taken under delegated powers from the 11 May to 13 June 2023</u>	RESOLVED: That the decisions taken under delegated powers from the 11 May to 13 June 2023 be ratified and adopted, attached as appendix one .
		(NC)
048/2023/24	<u>Appointment of Outside Bodies</u>	RESOLVED: That
		a. the Council approves appointment of members to serve on outside bodies, attached as appendix two .
		b. Members to report regularly to Council, the Clerk to provide a schedule to receive reports from September onwards.
		c. a representative on the Small Boats & Angling Association and North Devon Volunteer Service to be agreed at a later date.
		(NC)
049/2023/24	<u>Appointment of Representatives on the Braunton Neighbourhood Plan Steering Group (BNPSG)</u>	There were four nominations Cllrs Liz Spear, Derrick Spear, Marguerite Shapland and Graham Bell.
		RESOLVED: That Cllrs Liz Spear, Derrick Spear, Marguerite Shapland and Graham Bell be elected to serve on the Parish Council's BNPSG
		(NC)
050/2023/24	<u>Appointment of members to the Braunton Community Action Plan Working Party</u>	There were seven nominations Cllrs Val Cann, Liz Spear, Ray Shapland, Derrick Spear, Mark Cann, Tim Kirby and Marguerite Shapland.
		RESOLVED: That the Council
		a. to review the terms of reference for the Working Party, with a view to increasing its membership from five members to seven, as Cllrs had shown a keen interest to be part of this working party.
		b. to request if Sue Prosper Secretary to the BNPSG would agree to be co-opted to serve on the working party.

			(NC)
051/2023/24	<u>Review of the Council's Insurance Policy</u>	RESOLVED: To retrospectively agree that the Council renews its insurance with Zurich Municipal for a three year long term agreement at a cost of £8,843 per annum. As detailed in Minute Reference AD/07/2023/24 at the Council's advisory discussion meeting held on the 22 May 2023.	
			(NC)
052/2023/24	<u>Parish Hall Sunday Hire</u>	<p>The Clerk reported that the Council had received interest in regular bookings on Sundays. At present this is the only day of the week that the Caretaker has off. If the Council wish to accommodate Sunday bookings the Clerk advised that it looks at appointing an Assistant Caretaker.</p> <p>Members were keen to provide the Parish Hall as a venue for community use on Sundays. It understood that there would be cost implication and proposed that it be further investigated by the Finance and Administration Committee.</p> <p>RESOLVED: That this be considered by the Finance and Administration Committee.</p>	
			(NC)
053/2023/24	<u>The DCIoS Climate Adaptation Strategy Consultation</u>	<p>Members had considered the DCIoS Climate Adaptation Strategy Consultation document. It was noted that the Council had declared a Climate Emergency in 2019 Minute Reference: 49/2018/19.</p> <p>RESOLVED: That as the consultation ends on the 30 June, members to respond to the consultation individually.</p>	
			(NC)
054/2023/24	<u>Street Naming Consultation</u>	<p>Members considered North Devon Council's consultation on the street naming of a new development in Knowle. The proposed name is 1-5 Hammados Court, Knowle, Braunton. Members were concerned that this had no connection to the local community.</p> <p>RESOLVED: That the Council recommends that the proposed name be reconsidered, and proposes Whitestone Close.</p>	
			(NC)
055/2023/24	<u>Hire of Outside Space</u>	<p>RESOLVED: That the Council grants permission for</p> <ol style="list-style-type: none"> a. a student from the Braunton Academy to use the Community Shared Space on Saturday 15 July 2023 to sell cakes. The sale will raise funds to enable her to travel to Uganda in 2024, to volunteer in the community and build a freshwater storage container. b. Tramp Leisure Hire to use the Recreational Ground on the 19 and 20 August 2023 to provide inflatables. 	
			(NC)

056/2023/24 **Exclusion of Press and Public** RESOLVED that, in view of the confidential nature of the business to be transacted, the following matters be taken in the absence of press and public (Public (Admissions to Meetings) Act 1960) as the items contain exempt information as defined by the Local Government Act 1972 Sch. 12a Pt(3).
(NC)

Part II

057/2023/24 **Mens Shed Lease** Cllr R Byrom declared a Prejudicial interest and made the following statement prior to the leaving the meeting.

The Marines have offered their services w/c 19 June to help lay the foundations and track. The Mens Shed will require the use of 11 car parking spaces whilst the works are undertaken. The Mens Shed are liaising with Devon County Council Public Rights of Way. The car park will be reinstated at the end of the Lease. The Mens Shed Association have provided a risk assessment. A flood plan will be in place prior to the carriage being used. The railway carriage has heritage status as it was listed in the 1930s, insurance will be provided prior to the works being undertaken. There will be no external works to the carriage onsite.

Cllr R Byrom left the meeting.

Members considered the draft Lease circulate by the Clerk prior to the meeting.

Members made the following observations:

- The Lease will be in the names of four of the Trustees on the Braunton Community Men's Shed (Charity Number 1200124). The Trustees named in the Lease will be personally liable.
- Annual rent - The Council accepts the recommendations, as follows:
 - The first five years rent to be at a peppercorn.
 - The next five years rent to be the average income of five parking spaces per annum, based on the previous five years income.
 - The remaining eleven years, to increase annually by RPI.
- Rights Granted - Subject to the Council having to give its consent prior to any works being undertaken by the Men's Shed, to connect into or lay new services underground or overhead for the purpose of power, water etc.
- Term – the Council agrees the proposed term of 21 years from the completion date of the Lease.
- Obligations - the Mens Shed to be responsible for the safety of the general public if on their property or on the Land that they have Leased from the Council.
- Repairs - the colours to be the same as the Southern Railway colours.
- User - the Tenant is permitted to place a sign on the

Property to indicate where it is, subject to the design, dimensions and proposed location being approved by Council.

- Insurance - The Men's Shed to insure the Property including Public Liability and provide evidence to the Parish Council.

The Chair proposed and it was unanimously agreed to suspend Standing Order to allow the meeting to continue beyond 3 hours.

RESOLVED: That

- a. subject to the observations made above the Council agrees the draft Lease.
- b. the Council provides a Letter of Indemnity to allow the Mens Shed to progress works to lay the foundations, subject to the Men's Shed providing the following information:
 - Plans and details of the proposed foundation works required for the tracks to be laid upon and the tracks themselves.
 - Map detailing compound/work area including proposed security fencing and duration.
 - Access requirements over the car park for machinery, materials and vehicles whilst the works are being carried out.
 - Risk assessment.
 - Insurance including Public Liability for the duration of the works and for the Property once the tracks have been installed.
 - Copy of any structural surveys carried out of the Property.
- c. The Council to investigate providing additional parking in the Work Hub Car Park to reinstate some of the lost car parking spaces.

(NC)

The meeting closed at 10.10pm.

Signed by the Chair:

(Cllr M Shapland)

Date: