

# **BRAUNTON PARISH COUNCIL**



## **Minutes of the Property Committee meeting held in the Council Chamber at 2:00pm on Wednesday 16 July 2025**

|                             |                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Present</u></b>       | Cllrs: R Byrom, M Shapland, M Cann, V Cann, L Childs and E Spear.                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b><u>In Attendance</u></b> | Tracey Lovell (Parish Clerk)<br>Angela Corner (Senior Council Officer)<br>2 Members of the public |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| PR/1/2025/26                | <b><u>Elect Chair</u></b>                                                                         | <p>Cllr R Byrom was nominated.</p> <p>RESOLVED: That Cllr R Byrom be elected Chair of the Property Committee for the Municipal Year 2025/26.</p>                                                                                                                                                                                                                                                                                                                                                                                           |
| PR/2/2025/26                | <b><u>Receive Apologies and reasons for absence</u></b>                                           | <p>Cllr T Kirby (Health reasons).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| PR/3/2025/26                | <b><u>Declarations of Interest</u></b>                                                            | <p>Cllr R Byrom declared a non-registerable interest in item PR/5/2025/26 as his business is located next door to the contractor.</p>                                                                                                                                                                                                                                                                                                                                                                                                      |
| PR/4/2025/26                | <b><u>Minutes</u></b>                                                                             | <p>The committee noted that the Minutes of the Property Committee meeting held on 6 May 2025 had previously been approved and ratified by Full Council. The Minutes were approved as a correct record and signed by the Chairman.</p> <p>(5.0.1abs)</p>                                                                                                                                                                                                                                                                                    |
| PR/5/2025/26                | <b><u>Gate off access to public toilet</u></b>                                                    | <p>Cllr R Byrom declared a Non registerable Interest in the following item.</p> <p>Following anti-social behaviour a quote was requested for a metal gate at the side of the public toilets in Caen Street car park.</p> <p>RESOLVED: To recommend to full Council</p> <ul style="list-style-type: none"><li>i) to proceed with a quote from Butler and Yeo for £680 to fabricate and fit the gate.</li><li>ii) to contact the owner of the wall backing onto the car park to inform of the works being carried out.</li></ul> <p>(NC)</p> |
| PR/6/2025/26                | <b><u>Replacement of Chicken Lane Lamp</u></b>                                                    | <p>The Senior Council Officer reported that National Grid will not allow a new lamp on the telegraph pole following the removal of the old one. The Committee considered quotes to complete the project:</p>                                                                                                                                                                                                                                                                                                                               |

RESOLVED: To recommend to full Council:

- i. For National Grid to decommission existing lamp and disconnect unmetered supply at a cost of £477.02 plus VAT if the quote is still valid. Obtain a revised quote and consider under delegated powers by the Clerk and Committee Chair.
- ii. To give delegated powers to the Committee Chair and Clerk to agree the quote for the groundworks by Countryside and Garden as the quote was not received in time for the meeting.
- iii. To accept a quote from Wayne McGrail to assemble the lamp at an estimated cost of £120 plus VAT.
- iv. To replace lamp with a 45w Solar LED street light and column from Wydels Electrical Wholesalers. To be located on Chicken Lane next to Tweedies field. The Academy have given permission for it to be installed on the land behind the wall opposite the existing lamp and the work to be carried out during the school holidays.

(NC)

PR/7/2025/26      **Legionnaires  
Management  
Policy**

The Committee considered the Legionnaires Management Policy.

RESOLVED: To recommend to full Council to implement the revised policy attached as appendix A.

(NC)

PR/8/2025/26      **Parish Hall**

a) The Senior Council Officer reported on the poor condition of the guttering and facias on the Parish Hall. It was recommended to obtain further quotes for replacement and annual cleaning of guttering.

(NC)

b) RESOLVED: To recommend to full Council to replace the last single glazed window in the parish hall and replace with a double glazed unit at a cost of £626.40 (inc VAT) from Braunton Double Glazing.

(NC)

c) RESOLVED: To recommend to full Council to  
i) appoint Drew Mason to remove old nests and debris and net off the bottom of the solar panels on the parish hall to prevent nesting birds at a cost of £550 plus VAT.  
li) appoint BeClean Solar to clean the panels at a cost of £168.

(NC)

PR/9/2025/26      **Outside Hire  
Policy**

The committee considered making a small charge for charity events in the Recreation Ground to contribute to costs.

RESOLVED: To continue to allow charities to use the Recreation Ground free of charge.

(NC)

PR/10/2025/26      **Public  
Conveniences**

The Clerk updated the committee on the transfer of the Public Conveniences. North Devon Council have completed the snagging issues excluding some

graffiti which still needs to be removed. The toilet roll holders have been replaced and they have agreed to update the Electrical (EICR) report as it is now out of date. The earliest date for transfer of the asset would be October due to staff holidays and the recruitment process. The Clerk will obtain quotes for contractors to clean and unlock/lock for comparison in the event that they should be required in the interim period.

PR/11/2025/26

**Renewables on  
Parish Council  
Properties**

The Clerk suggested the committee consider opportunities for installing renewables on parish properties. It was proposed to bring back to a future meeting:

- i) quotes for solar panels and battery storage on the work hub and public conveniences.
- ii) quotes/funding opportunities for electric car charging.

(NC)

Meeting Closed at 3.00pm

Signed by the Chair: .....

Date: .....