

COMBE MARTIN PARISH COUNCIL

Minutes of a meeting of Combe Martin Parish Council held at the Town Hall on
Monday, 14 June, 2010, at 7pm.

Present: Cllrs Julia Clark (Chairman) Ray Druce, Yvette Gubb, Eric Hughes,
Trevor Kibble, Tracey Seldon, Jill Sidebottom, Peter Spencer.

In Attendance: 7 Parishioners, Parish Clerk.

The meeting was opened with prayers.

28/10 **Apologies**

Apologies were received from Cllrs Steve Seldon and Sue Sussex.

County Cllr Andrea Davies, PC Nic Gould and PCSO Ade Drury had also sent their apologies.

29/10 **Matters arising from the Public Session**

a Procedure for the public session

It was acknowledged that confrontational behaviour is not liked and that the problem at the public session of council meetings needs to be addressed. The Parish Council was asked to consider ways to keep the public session open to questions for which no notice had been given, when it looks at the revised Standing Orders.

b Maintenance

The member of the public was asked to put in writing the maintenance queries that he was raising, so that it could be established which were the responsibility of the Parish Council. He was advised that Rocky Lane is to be cut shortly. Enquiries will be made about the allegation that an 18" mower had been used to cut Cobblers Park recently. The complaint that a four wheel drive was being driven on the Beach was noted.

Keep Britain Tidy had visited the Beach on Friday morning for a Quality Coast inspection. Cllr Kibble had gone down to the Beach to check it early in the morning, to find that the workman had already been and the beach was immaculate.

c Street lighting on roads where public access is not permitted

It was confirmed that this Council will be considering the recommendation from the Highways Property and Planning Committee meeting of 17 May, 2010, that street lights on roads where public access is not permitted, should not be repaired in future as there is no benefit to the public at large.

d Maintenance

The report that a missing post had not been replaced at Arnolds Plot was noted for investigation, as no mention had been made of this in the recent RoSPA report. The new locations of three of the benches which had been moved was noted. The fourth bench needs repairs. The apology for the over-reaction at a previous meeting was accepted.

30/10 **County and District Councillors' reports**

a Devon County Council

Devon County Council is taking steps to make the Mobile Library Service more accessible to users.

Devon has been selected by the Department of Work and Pensions as an early adopter for the 'Tell Us Once' project - an initiative to help those who are notifying people of someone's death, by saves the informant an average of 8 phone calls or letters to cancel these services. Informants must give their consent for the registration service to share information about the deceased to other local authority and government departments. For the departments receiving the information it means that they are informed the day that the death is registered and are able to stop payments, services etc resulting in quite substantial efficiency savings and resources.

DCC is working with North Devon Council on this project and it is expected to be available to the public from 1 July, 2010.

b North Devon District Council

The new Monitoring Officer is Jim Jefferies.

The new play equipment has been installed at Hollands Park, and finishing details are now awaited.

31/10 **Police and Vandalism Reports**

During the last four weeks there had been 8 reported crimes, compared with 15 in the same period last year. These were:

2 Criminal damage to motor vehicle – both scratched by unknown person(s)

- 1 Aggravated vehicle taking – car taken without consent and subsequently crashed
- 2 thefts – 1 mobile phone taken from an unattended bag on the beach, and motor cycle clothing taken from a washing line in a back garden
- 1 Domestic related assault
- 1 Criminal damage to property – 2 window panes broken by unknown person(s)
- 1 Dangerous driving – motor cyclist driving dangerously trying to evade the Police.

32/10 **Declarations of Interest**

<u>Councillor</u>	<u>Type of Interest</u>	<u>Subject</u>	<u>Reason</u>
Tracey Seldon	Prejudicial	Access to Coach Park	Relative of other party

33/10 **Minutes of previous meetings**

RESOLVED that the minutes of the Parish Council meeting held on 10 May, 2010, be confirmed and signed as a true record, subject to:

- a deleting Cllr Sue Sussex from the list of those present.
- b deleting Cllr Sussex as a representative to Britain in Bloom and inserting Cllr Kibble.

It was noted that if councillors are tendering apologies, the grounds on which apologies are tendered should be given for legal reasons, and the correct procedure is to minute these. It was agreed to look into an acceptable means of recording these that is not available to the public.

34/10 **Co-option of Parish Councillor.**

It was noted that one application had been received from someone who was not eligible to stand at the present time. RESOLVED to advise the applicant of this and to continue looking for someone to fill the vacancy.

35/10 **Planning**

a Applications

50334 - PROPOSED ERECTION OF REPLACEMENT PITCHED ROOFS AND IMPROVEMENTS TO 3 CHALETS - MANLEIGH HOLIDAY PARK

Applicant - Mrs H Capes (CSMA Club)

RESOLVED to advise the planning authority that this Council has no objections to the application.

50475 - PROPOSED ALTERATIONS AND REPLACEMENT OF ROOF TO SIDE EXTENSION - HARBOURSIDE, CROSS STREET

Applicants - Mr and Mrs D Smith

The Planning Authority is to be advised that this Council is responding as a neighbouring landowner and not as a statutory consultee, as Combe Martin PC owns the Kiln Car Park opposite this property.

RESOLVED to advise the planning authority that there were no objections to the application. The applicants' proposals to reduce greenhouse gases are welcomed.

b Planning Approvals

49012 – Approved details of landscaping and footpath of planning permission 47462 at Cormelles, Victoria Street

49689 – Extension at Denmark House, Castle Street

49749 - Erection of dwelling adjacent to Heather Brae, Rews Close

50009 – Alterations and extension (amended design to planning permission 29347) at Thorns Cottage, Victoria Street

50093 - 2 new dormer windows at Harbour Rise, Lester Point

50134 - Listed building consent for internal and external works at Cherrie Dene, Castle Street

TPO 227 - Exemption to TPO at Nutts Farm to remove walnut and sweet chestnut trees

c Planning correspondence

i North Devon Council – advice that parish council consultation responses will now be on the internet for public view.

ii NDC - Notice of appeal by Mrs A Creedy for retrospective application for insertion of 5 upvc windows and a French door at Field House, King Street

36/10 Update on the Parade

A response from Devon County Council is still awaited.

37/10 Matters arising from the minutes of the last Parish Council meeting

a *Min 8/10 - Police request to use Coach Park for speed monitoring*

The police had recently carried out vehicle speed checks with children from Combe Martin Primary School. 230 cars had been checked, and their average speed was 18 to 19 miles per hour. The fastest were two cars which were travelling at approximately 32mph.

b *Min 11/10 - Procedure for monthly agenda item 'Questions from the Public' and Min 12/10 - Adoption of Standing Orders*

i The report of a meeting of the Standing Orders Working Party was noted.

ii The draft Standing Orders and the addendum were noted. It was agreed that:

A Each committee shall look at the section on its areas of responsibility,

B The Audit Committee shall look at the financial limits in Section 30,

C The section headed 'Public Participation at meetings' (points 1.19 to 1.32) is

adopted, subject to amending 1.31 by deleting 'question in person' and replacing it

by 'question in writing'. A copy of this section is to be given to all members of the public present at this meeting, and the procedure will be advertised by putting it in the Shammickite.

iii As this section was adopted, further consideration of the proposal by Cllr Spencer "That Combe Martin PC adopts the procedures of Devon County Council for the item 'Questions from the Public'" was not considered.

c *Min 23/10 - Annual Report*

RESOLVED to accept the proof for the Annual Report for the year ended 31 March, 2010, and to have 1,500 copies of the brochure printed by Advent Printers.

38/10 **Committee Reports**

a Audit, 12 May, 2010

Minutes of the Audit Committee meeting held on 12 May, 2010 were ADOPTED, subject to:

Paragraph 7.31 of the Anti-Fraud and Corruption Policy - insert 'Audit Committee' before Chairman.

b Parks and Open Spaces Committee, 2 June, 2010

Minutes of the Parks and Open Spaces Committee meeting held on 2 June, 2010 were ADOPTED. RESOLVED that Cllr Kibble should be the Committee Chairman, but retain responsibility for the Beach. There is still a problem with dogs going on to the Beach, and the Bathing Water Working Party will be asked to look at this problem again.

c Personnel Committee, 17 May, 2010

Minutes of the Personnel Committee meeting held on 17 May, 2010 were ADOPTED.

d Highways, Property and Planning, 17 May, 2010

Minutes of the Highways, Property and Planning Committee meeting held on 17 May, 2010 were ADOPTED. Item 4 is to be referred back to the HPP Committee.

e Quality Parish Council Working Party, 17 May, 2010

Minutes of the Quality Parish Council Working Party meeting held on 17 May, 2010 were ADOPTED. Members were asked if they would assist with the distribution of the Annual Report. Those who are willing to do so are asked to contact the Chairman so that she can devise a distribution list.

39/10 **Reports by Representatives to Outside Bodies**

There were no reports by representatives to outside bodies.

40/10 **Chairman's Report**

Reverend Keith Wyer is retiring at the end of June. It was agreed to send a thank you and good wishes card to Rev Wyer.

41/10 **Correspondence**

a *The following items were NOTED:*

North Devon AONB – Letter of thanks for use of Combe Martin Beach for the AONB's Discovery Day on 15 March 2010

- Notes from ND AONB Partnership meeting on 15 March, 2010

Confirmation of membership of Mole Valley Farmers

Exmoor National Park Authority – Agenda plus Minutes of the meeting of the Exmoor Consultative and Parish Forum on 25 February, 2010

Devon County Council – Leaflet – Parish Lengthsman

Devon and Cornwall Police Authority - Liaison meetings - 21 June, 2010, Braunton and 7 July, 2010, Barnstaple

Mr Chapman - copy of letter sent to NDC regarding the non-compliance with the planning permission for the maintenance access to the Riverside Walk at land rear of Rone House, High Street

North Devon Direct newsletter

Ilfracombe and District Crime Prevention Panel - agenda and minutes of last meeting

b **CLIC Sargent – Further Valentines Day Dip in February 2011**

CLIC Sargent's Valentine's Day Dip 2010 had been so successful that CLIC Sargent wishes to hold a further event in 2011. RESOLVED that there were no objections to a further Valentines Day Dip being held in February 2011, providing that the necessary insurance is provided and the Beach left in a clean and safe condition.

42/10 **Finance**

a **Payments**

The invoices for payment set out on the Financial Reports were approved following recommendation by the Chairman and Cllr Hughes.

b **Internal Audit**

It was noted that the Internal Auditor had carried out his audit satisfactorily, that there were no items raised in his report and copies of the report had been provided to each councillor.

c **Annual Return**

RESOLVED to adopt the Accounts and Annual Return for the year ended 31 March, 2010. The Chairman and Clerk are authorised to sign the Annual Return for the year ended 31 March, 2010.

d Sale of surplus equipment

i *Scag Mower*

It was noted that an offer to purchase the Scag mower had been received, and with the consent of all members, had been sold, on the grounds that the offer was in excess of an anticipated offer and there were a number of substantial faults with the machine, the purchaser was acquainted with the machine and was therefore less likely to complain of any faults after purchase.

ii *Specialist PA system*

This Council's PA system has not been used for some time, as the Village Hall has now installed its own system. Cllr Druce had searched for a purchaser, and the only offer was for £325. RESOLVED to accept the offer.

iii *Old rake and mower*

RESOLVED that the rake and mower should be sold for scrap metal.

43/10 **Committee Meetings**

a *Dates of meetings*

Audit - 28 June, 6pm

Parks and Open Spaces - 6 July, 2010, 7pm

Highways Property and Planning - 28 June, 2010, 7pm

44/10 **EXCLUSION OF PUBLIC AND PRESS AND RESTRICTION OF DOCUMENTS**

RESOLVED:

a That under section 100A(4) of the Local Government Act 1972, the public and the press be excluded from the meeting for the following items as they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, ie information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office holder or applicant to become an office holder under the authority; and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

b That all reports and documents relating to the items be confirmed as 'Not for publication'.

45/10 **Wall at river end of Barton Gate Lane**

The advices from the adjoining landowners were noted. RESOLVED to answer the query regarding future maintenance of the wall.

46/10 **Land at the Coach Park**

The report was noted.

47/10 **Access onto the Beach**

RESOLVED to refer the issues over access onto the Beach to the Parks and Open Spaces Committee.

48/10 **Lease of Hollands Park**

RESOLVED to ask Toller Beattie, Solicitors, to draw up the lease for Hollands Park, based upon the existing agreement plus the notes of the Hollands Park Sub-Committee.

49/10 **Wall at Hollands Park**

The quotation for a replacement fence or railings around the play area was NOTED. RESOLVED that Cllr Druce would obtain costings for a replacement wall using concrete panels. When this has been done, members will be advised of the outcome, and Cllrs Clark and Druce are given Power to Act to arrange for the wall to be removed by Council's workmen and a replacement wall/fencing installed by a contractor, providing that this is about the same cost as the lower of the quotes already received. A grant application is to be made towards the cost, to both District Cllrs Yvette Gubb and Sue Sussex, from the District Cllrs Grant funds, and the balance is to be funded from the Parks and Open Spaces sinking fund.

The meeting closed at 9.58pm.

.....
Chairman