

COMBE MARTIN PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of Combe Martin Parish Council held at the Town Hall on Monday, 10 May, 2010, at 7pm.

Present: Cllrs Julia Clark (Chairman) Yvette Gubb, Eric Hughes, Trevor Kibble, Jill Sidebottom, Peter Spencer, Sue Sussex.

In Attendance: County Cllr Andrea Davies, PCSO Ade Drury, 9 Parishioners, Parish Clerk.

The meeting was opened with prayers. Following prayers, a minute's silence was held to commemorate the death of Norman Sloley, who had been a member of this Council for many years.

1/10 **Election of Chairman**

Cllr Julia Clark was elected Chairman for the ensuing year.

2/10 **Election of Vice-Chairman**

Cllr Jill Sidebottom was unanimously elected Vice-Chairman for the forthcoming year.

3/10 **Apologies**

Apologies were accepted from Cllrs Ray Druce (on holiday) Steve Seldon (sickness and lambing) Tracey Seldon (work commitments) Sue Sussex (sickness and work pressures) Arthur Yelton (on holiday). PC Nic Gould was not present as he was being a pall bearer at a funeral.

4/10 **Public Session**

It was noted that no questions had been received in writing prior to the meeting. The following points were raised verbally.

a **Questions in the public session**

Concerns were raised at the proposal to put questions in the public session on a more formal basis.

b Lease for Hollands Park

It was confirmed that the Parish Council was aware of the request, previously raised, to ensure that the Hollands Park lease contain a provision to allow for future development of other sports/open air recreation, in addition to football, should grants become available or circumstances change to permit this, in the future.

5/10 **County Councillor's report**

Rone House Section 106 Education contributions

At the recent Annual Parish meeting there was concern about contributions from the Rone House development. At the time Combe Martin Primary School had 6 places vacant so Devon County Council were unable to request funds under a section 106 agreement. DCC could however request money for Ilfracombe Community College as they were over capacity at that time (May 2003). £3,254.72 was paid by the developer in May last year and this is being held in DCC's account until it can be put towards a project to increase capacity at the college.

Steps/Railings at Seaside Hill

At the same meeting concerns were raised about the railings/steps at Seaside. DCC's Bridges Section replaced the railings because they were badly corroded and becoming unsafe, which is why the railings were not painted at the same time as those along Seaside Hill.

Parking

The consultation on the proposed changes to the Combe Martin parking regulations starts on Friday, 14 May, 2010, at Combe Martin Library. Under separate parking regulations throughout Devon, it would no longer be possible for anyone to park outside schools.

6/10 **District Councillor's report**

The new play equipment for Hollands Park has now been ordered and is due to be installed at the end of May, 2010.

7/10 **Vandalism Report**

001/10 Fencing at Marine Drive damaged on several occasions.

002/10 Fencing at Parade damaged.

003/10 Four slates broken on Newberry Shelter roof.

8/10 **Police Report**

During the last four weeks there had been 7 reported crimes, compared with 16 in the same period last year. These were:

3 criminal damage to motor vehicles (1 window smashed, 2 cars scratched)

1 burglary to property at caravan park

- 1 graffiti on Combe Martin crest at Cobblers Park
- 1 domestic related assault
- 1 assault (on school bus)

Following the PACT consultation on traffic issues, it had been agreed that children from the Primary School would be going out with police officers to stop vehicles which were exceeding the speed limit. PCSO Drury asked if the Coach Park could be used by the Police and Primary children for the area in which cars could pull in as part of this process. There were no objections to this request.

9/10 **Declarations of Interest**

<u>Councillor</u>	<u>Type of Interest</u>	<u>Subject</u>	<u>Reason</u>
P Spencer	Prejudicial	Planning application number 50093	Neighbour of applicant

10/10 **Minutes of previous meeting**

RESOLVED that the Minutes of the Parish Council meeting held on 12 April, 2010, be confirmed and signed as a true record.

11/10 **Procedure for monthly agenda item 'Questions from the Public'**

The proposal 'That Combe Martin PC adopts the procedures of Devon County Council for the item 'Questions from the Public' was left on the table until a decision has been made about the adoption of the new model Standing Orders.

12/10 **Adoption of Standing Orders and Financial Standing Orders**

a *Standing Orders*

An updated set of Model Standing Orders had been circulated to members. In view of the detailed nature of the document and the wish to give every member an opportunity to be involved, it was RESOLVED to arrange a working party of all councillors to look in detail at the various options contained in the new model Standing Orders. The matter will then be considered at the June Parish Council meeting, ie whether to adopt the new Standing Orders, and if so, what should be included and what omitted.

b *Financial Standing Orders*

Financial Standing Orders, as adopted at the meeting held on 11 May, 2009, were adopted for the coming year.

13/10 **Appointments of chairmen, vice-chairmen and members to Committees,**

RESOLVED that the committee membership should be as set out on the attached Appendix A. It is noted that there is a vacancy on the Parks and Open Spaces Committee, which shall be filled after a new member has been appointed. Cllr S

Seldon is to be asked whether he wishes to continue as Chairman, Parks and Open Spaces Committee.

14/10 **Appointment of Representatives to Outside Bodies**

RESOLVED that the representatives to outside bodies should be as set out on the attached Appendix B.

15/10 **Planning**

a Applications

49955 - CONVERSION OF PART OF GARAGE TO FORM ADDITIONAL LIVING ACCOMMODATION - HOMELANDS, VICTORIA STREET

Applicant - Mr and Mrs A Davis

RESOLVED to advise the planning authority that this Council has no objections to this application. The proposal forms part of the actions required to do away with a 'flying freehold' and both properties will retain the parking provision with which they started.

Cllr Spencer declared a prejudicial interest in the following item and left the room.

50093 – SITING OF 2 DORMER WINDOWS - HARBOUR RISE,
LESTER POINT

Applicant: Mr & Mrs Davis

RESOLVED to recommend that the application be APPROVED. Whilst the proposed windows overlook the neighbouring garden, the windows are of frosted glass, which should resolve any difficulties of overlooking.

50044 - EXTENSION TO DWELLING - MAYFIELD, BARTON GATE
LANE

Applicant: Mr & Mrs K Staddon

The applicant was invited to address the meeting about this application, but chose not to do so.

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 adjoining Barton Gate Lane.

RESOLVED to advise the planning authority that this Council has no objections to the application, provided that the planning authority is satisfied that no overlooking occurs and that the Environment Agency's requirements are satisfied regarding the risk of flooding.

50134 – LISTED BUILDING APPLICATION FOR INTERNAL AND
EXTERNAL WORKS - CHERRIE DENE, CASTLE STREET

Applicant: Mr Martin Mornington-West

RESOLVED to advise the planning authority that this Council has no objections to the application, provided that NDC's Conservation Officer and English Heritage recommend approval.

The Clerk declared a prejudicial interest in the following item and left the room.

50226 - ERECTION OF CAR PORT WITH DECKING OVER -
WYNNESTEAD, KING STREET

Applicant - Mrs Agnes Bates

A letter of objection had been received and one of the objectors accepted the opportunity to address the meeting on the application.

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 adjoining Barton Gate Lane.

RESOLVED to recommend that the application be REFUSED on the grounds that no response has been made to the neighbour objections, which are clearly documented and appear substantial. Neighbour notification has not been properly carried out, in that the owners of the adjoining garage have not been advised. Had pre-application advice been sought, concerns may well have been addressed. The response on the application to the section 'No new access to a public highway' is incorrect, as such access is only possible over land not within the ownership or control of the applicant. The access which has already been created by the removal of a wall is unconsented access onto the adjoining lane.

b North Devon Council's Planning Approvals

49795 - Extension at Fairthorne, Chapel Lane

49867 - Rebuilding of parking deck to incorporate workshop/studio space underneath at Lyndon, Woodlands

49914 - Alterations to Romany Rye, West Challacombe Lane

c Planning correspondence

i *Rone House Development - Enforcement query*

RESOLVED to reply to the Enforcement Officer that this Council had not been approached by Mr Boundy and had not consented to a variation of the agreement for access to the land adjacent to the river.

ii *Notice of Enforcement Appeal - Rock House Farm, Castle Street*

RESOLVED to refer the Notice of Enforcement Appeal for Rock House Farm, Castle Street to the Highways, Property and Planning Committee, with Power to Act to respond, if necessary, by the deadline of 1 June, 2010.

16/10 Update on the Parade

A decision is awaited from DCC on the grant application.

17/10 **Matters arising from the minutes of the last Parish Council meeting**

a Min 259/09d - Loss of NDC Beach Cleaning Grant

No further information had been received from Instow PC about their appeal against the loss of the Beach Cleaning Grant. Chairman is to write to Cllr Des Brailey again.

b Min 259/09f - North Devon Council – deadline for amendments to Off-Street Parking Places Order 2011

It was noted that the deadline to advise NDC was not until September, 2010 and this will be diarised for the POS Committee meetings.

18/10 **Matter arising from the minutes of the Annual Parish meeting**

It was noted that the re-siting of the 'Combe Martin' sign at the Woodlands end of village fell within the responsibility of the Highways Superintendent for Berrynarbor. He had inspected the site and had advised that he will be sending this Council details of three possible locations within the next week, for Council to choose which it prefers. The matter is referred to the HPP Committee.

19/10 **Personnel Committee Report**

Minutes of the Personnel Committee meeting held on Tuesday, 27 April, 2010, were adopted. The choice of uniform was delegated to the Clerk.

20/10 **Reports by Representatives to Outside Bodies**

a Community Centre

The Community Centre Management Committee is concerned at the reduction in use of the Community Centre. Bookings for the Centre are reduced, and the Committee is worried that the level of income is not enough to keep the Centre going.

b Museum

The Friends of the Museum subscriptions of £5 per annum are now due. Weekly takings have increased, but the Museum is concerned at the electricity charges, especially in winter.

c Tourism Association

The written report from Cllr Spencer, which had been tabled, was noted.

d Ley's Charity

Only two applications were made to Ley's Charity during the last year, so there are plenty of funds available for grants. Applications are invited from people living in Combe Martin who are undertaking most forms of training. The grants are available to people of all ages, and anyone interested should contact either Jill Sidebottom or Jim Williams.

21/10 **Correspondence**

a *The following items were NOTED:*

North Devon Council – Street Collection Permit in aid of Combe Martin Carnival (no objections)

Devon County Council – Parish Lengthsman Service 2010-2011

- invitation to highways maintenance surgery

Ilfracombe & District Crime Prevention Panel – minutes of last two meetings

North Devon Council – Affordable housing for local people

- Ethical Standards Audit and Members Code of Conduct refresher training

Exmoor National Park – Exmoor Consultative & Parish Forum – next meeting 20 May 2010

- Guided tours of Simonsbath Sawmill

Devon Community Recycling - Junkmail

DPFA - Playing Field newsletter

Open Spaces Society - request for grant towards cost of campaign to re-open gates on public footpaths

Petroc - invitation to a heat pump seminar

South Western Ambulance Service newsletter

b *North Devon Council – Parish Council Planning Forum Meeting - 24 June*

RESOLVED that Cllrs Mrs Clark and Spencer should attend the Planning Forum Meeting as an approved duty.

c *Mark Ressel - Woolacombe to Combe Martin Ocean Ski Race*

RESOLVED that there were no objections to the request to use Combe Martin Beach as the finishing point for a ocean ski (a type of ocean kayak) race from Woolacombe, on Saturday, 24 July, 2010, providing that the beach is left in a clean and safe condition, and that the appropriate insurance is provided. The race is to be accredited by Surf Life Saving GB and it is hoped will help to promote Combe Martin.

d *DCC - Notice of Road Closure 16 to 21 June, 201, Cross Street*

RESOLVED to advise DCC that this Council objects to the road closure in view of disruption caused at a busy time of year.

e *Environment Agency – 2010 Bathing season checks*

The recommendations from the Environment Agency on actions to take prior to and during the 2010 Bathing season was referred to the Parks and Open Spaces Committee, although it was noted that several of these were being addressed by the Bathing Water Working Party.

f *Combe Martin Guides - request to hold barbeque on Beach*

There were no objections to the Guides holding their annual barbeque on Combe Martin Beach on 29 June, 2010, providing that the Beach is left in a clean and safe condition. It is noted that the Guides have provided a copy of their insurance.

g The following items were referred to the Parks and Open Spaces Committee:
RoSPA - Play Area Safety Inspection Report (Arnold Plot)
Environment Agency – advice on bank collapse on the River UMBER, Kiln Lane
Keep Britain Tidy – Formal inspection of beach during 2010 season
North Devon Council - Future Jobs Fund projects

22/10 **Finance**

a Monthly balances

The monthly balances for April, 2010, were noted.

b Payments

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

23/10 **Committee Meetings**

a *Dates of meetings*

Audit Committee - 12 May, 6.30pm
Highways, Property and Planning - 17 May, 7pm
Parks and Open Spaces, 2 June, 7pm
Personnel - 17 May, 6.45pm
Quality Parish Council Working Party - 17 May, 6pm

b *Annual Report*

RESOLVED that the Quality Parish Council Working Party be given Power to Act to produce the Annual Report in view of the deadline.

24/10 **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'.

25/10 **Access onto the Coach Park**

RESOLVED that Cllrs Mrs Clark and Kibble be given Power to Act to finalise the

matter and agree any further queries and/or authorisation.

26/10 **Wall at stream end of Barton Gate Lane**

The report was noted. RESOLVED to send the invoice to the landowner.

27/10 **Beach issues**

The report was noted. Combe Martin Beach has been awarded the Quality Coast Award for 2010, but this information is embargoed until 13 May, 2010.

The meeting closed at 10.30pm.

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Chairman