

**MINUTES OF THE PARISH COUNCIL MEETING  
OF BUCKLAND BREWER PARISH COUNCIL HELD ON  
WEDNESDAY 9<sup>th</sup> JUNE 2021 AT 7:00pm  
AT BUCKLAND BREWER METHODIST CHAPEL**

**Members Present:** Mrs Barbara Babb, Miss Rosie Beer, Mr Andrew Hewitt, Mr George Heywood, Mr Richard Hooper, Mr Jim Lowe, Mr Trevor Mills, Mr Frits Takken and Mr David Watson

**Also in attendance:** None

**Parish Clerk:** Mr P Blossie

<b>KEY: Actions are shown in bold blue type    Decisions are shown in bold red type</b>
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*For this meeting, a Zoom link was offered to anyone other than parish councillors who wished to observe or take part in the meeting. The meeting was also streamed live via the Buckland Brewer Methodist Church You Tube and Facebook channels and can be viewed at <https://www.youtube.com/watch?v=8mxRC4Lx8IM>*

**398. Apologies for Absence**                      None

**399. Declarations of Interest**                      None

**400. Minutes of the Meeting of the Parish Council held on 12<sup>th</sup> May 2021:** The minutes of the meeting held on 12<sup>th</sup> May 2021 were agreed and signed by the Chair.

**401. Public Participation**                      None

**402. Clerk's Report**

- a. Correspondence There had been 46 items of correspondence forwarded by email since the last meeting. He highlighted the following items that could impact on the work that will be done if the Council proceeds with developing a Neighbourhood Plan:
  - I. Planning Within Torridge                      Shaun Harrington, Torridge Council's Planning Manager had sent an email explaining the difficulties encountered due to the District Council's inability to guarantee a five-year housing land supply.
  - II. Wild About Devon                      The Council has been invited to join the Devon Parish & Town Council Wildlife Network and to attend a launch on 28<sup>th</sup> June.

- 403. New Bench for Village Green** A new wooden bench has been purchased at a cost of £267 and has been delivered to Richard Dorsett, who has offered to adapt it to fit into the space available and to remove the old bench.
- 404. Road Repair Outside Community Shop** Nothing to report.
- 405. Thornhillhead Moor Mast: Offer of increased rent** The Clerk had negotiated an increase in annual rent of £2,000 with immediate effect in recognition of the new equipment that Cellnex proposed to instal. Frits Takken reported that work had started on the site on Monday 7<sup>th</sup> June 2021. It was noted that the new equipment is in respect of 3G and 4G supplies and that Cellnex have ne plans to use the mast for 5G at the present time.
- 406. Neighbourhood Plan: Confirmation of scheduled meeting** The Clerk reported that a meeting had been arranged for Thursday 24<sup>th</sup> June 2021, starting at 7:00pm in the Methodist Chapel. Ian Rowland and Dawn Burgess from Torridge Planning, and Martin Rich from Devon Communities Together will attend to offer advice and answer any questions from councillors and members of the public. This will be a normal parish council meeting, open to the public, with the agenda limited to this one item (unless it is necessary to also discuss any other planning consultations or emergency items).
- 407. Climate Change Open Day: Confirmation of booking** Buckland Brewer Hall has been booked for the day of Saturday 23<sup>rd</sup> October 2021. It was agreed that a panel of experts would be invited to give brief overviews of their services, research findings, concerns etc and that organisations would be invited to erect stands, provide information leaflets etc. and to be available to speak to visitors. Invitations will be sent to neighbouring parishes. Refreshments will be provided. George Heywood said that he has a contact at the National Farmers' Union who could contribute to the panel and it was agreed to invite him. Jim Lowe suggested that a press release should be issued soon and that the panel members need to be invited before their diaries are filled.
- 408. South Church Park gateway and drainage works – progress report** Trevor Mills reported that the contractor is struggling to get the materials but is still hoping to start the work in June.
- 409. Parish Paths Partnership Scheme: To consider whether to enter into an agreement with Devon County Council for inspection and maintenance of footpaths and byeways** There had been no contact yet from Devon County Council. **It was agreed that the Clerk should invite the Footpaths Officer to attend the next meeting.**
- 410. Marking of car parking spaces on the village green – progress report** Nothing to report. However, A resident, Julia Croucher, had complained about a car parked partially blocking the access to Northwood Lane.

**411. School Field Rental Agreement and Proposed Licence to Gain Access** Andrew Hewitt had spoken to the County Solicitor who was still waiting for a plan showing the position of the gates. Andrew Hewitt supplied her with one and it is hoped that the matter might soon be resolved. In the meantime, **the school has asked if it can hold its Sports Day on the field on 9<sup>th</sup> July 2021. This was agreed. The Clerk will ensure that the grass is cut a couple of days beforehand.**

**412. Feedback from DALC Monthly Meeting – David Watson** David had circulated the agenda and reports for the latest DALC meeting prior to this meeting. He reported that:

- A policy document is being prepared offering support for the development of work hubs. There was a discussion about our own plans to develop small industrial units at Blackhorse Fields. George Heywood suggested that some research about likely was needed. Jim Lowe recommended inspecting the units that have been built in Yelland and Shebbear. He agreed to carry out further research and report back to a later meeting.
- The DALC meeting had called for a county-wide campaign to reduce speed limits on all rural roads to 30mph.
- There will be a 3-day virtual conference in October focusing on sustainability and resilience.
- DALC now has a new website and is developing a wider range of training courses.

**413. Members Reports:**

Andrew Hewitt had spoken to Bob Hicks, who had advised that, in the current economic climate, it was not necessary to undertake a review of field rents. **It was agreed that the Clerk would review allotment rents once a decision had been made about how the water supply will be accessed.** Andrew also reported that there will be a road closure between Bowden Cross and Burrough Farm for BT work in September.

George Heywood reported that 4 potholes have been marked out, presumably for repair, in Monkleigh Mill Lane. George also discussed the Council's plans to develop an affordable housing scheme. It was agreed that this would be included in the discussions at the meeting on 24<sup>th</sup> June.

Richard Hooper said that 4 separate fly-tipping issues had been reported to Torridge Council but, as yet, no action had been taken. He also reported that an ash tree growing on the bank between the allotments and one of the houses in Castle Meadow was causing the house-owner some concern. **It was agreed that it would be inspected on 21<sup>st</sup> June when the water supply site inspection is due to take place.** Richard also asked whether it would be possible to use weed-killer along the road edges but he was advised that this could cause too much risk to the public.

Trevor Mills said that he had inspected the sewage treatment works and the state of the stream and was of the opinion that it ought to be reported to the Environment Agency and South West Water. Trevor will keep monitoring the situation.

#### **414. Planning**

- a. Decision: 1/0388/2021/FUL, Thorne Farm, Proposed dome tent accommodation with self-contained kitchen facilities, Granted Permission – Noted
- b. Application for New Postal Address for x35 Props – Land @ Hillpark      The name Abbots Lea had been suggested for the new development adjacent to Hillpark. Members preferred the name Lower Abbots as this was the name of the field.
- c. Decision: 1/0377/2021/FUL, East Hele, Proposed roof over existing silage stores, Granted Permission - Noted

#### **415. Accounts:**

- a. Receipts and Payments for May 2021
  - i) Bank balances as at 28<sup>th</sup> May 2021 (£70,659.37):
    - (1) Parish Council Current Account was £15,361.48
    - (2) Thornhillhead Moor Account was £7,992.55
    - (3) Savings Account was £47,305.34
  - ii) Fund balances as at 28<sup>th</sup> May 2021 (£70,659.37):
    - (1) General Account - £34,666.82
    - (2) Thornhill Head Account - £35,992.55
  - iii) Payments for May 2021 to date (£2,944.39 + VAT)
    - (1) P G Blosse, April salary - £1,358.72 (including £125.20 PAYE, £586.67 for a laptop computer and £117.33 VAT)
    - (2) M Fry, Grass cutting - £192.50
    - (3) Community First, Insurance Premium - £246.57
    - (4) Parish Gardener - £142.94 + VAT
    - (5) DALC, training courses - £30.00 + VAT
    - (6) SLCC, Annual Subscription - £130.00
    - (7) E.on, Electricity - £7.81 + VAT
    - (8) Source for Business, Water Charge - £15.55
    - (9) P G Blosse, May salary - £949.13 (including £119.20 PAYE, £57.49 for a microphone, £267.99 for a bench, and £11.50 VAT)

The payment schedule was proposed by Jim Lowe seconded by David Watson and approved unanimously.

#### **iv) Receipts for May 2021**

- (1) Openreach, Wayleaves - £191.00

- b. Year End Accounts for 2020/21 The Clerk had distributed a copy of the final accounts for 2020/21. See Appendix 1. The budget had anticipated grant income of £2,500 as a contribution towards the fitness suite scheme but this project had been shelved due to Covid restrictions and pending any possible s.106 monies that might stem from the housing development at Lower Abbots. In the event, alternative grants for a variety of purposes amounting to £2,744 had been received. There had been a very small underspend on employee costs and a substantial underspend on other expenditure. This was due mainly to the shelving of the fitness suite scheme. As a consequence, £5,000 has been set aside as an earmarked reserve for this project. Reserves were also established for the Orchard Scheme (£300), delayed due to being unable to source trees in the spring, and for a post-coronavirus event (£500). A decision about how this can be spent will be made once the Covid restrictions are lifted and there can be some certainty about holding public events. Total reserves at the end of 2020/21 amounted to £65,225, of which all but £10,304 is earmarked, including £35,993 for Thornhillhead Moor. It was agreed that the Orchard Scheme would be added to the next agenda and that it might be possible to tie this in to planting an oak tree for the Queen's Platinum Jubilee. Jim Lowe suggested that the Parish Council could offer to pay for the work outside the Community Shop.

**416. Annual Returns for 2020/21:**

- a. Approval of the Council's Annual Statement of Internal Control - approved unanimously and signed by the Chair
- b. Approval of Annual Governance Statement – approved unanimously and signed by the Chair
- c. Approval of Annual Financial Statement – approved unanimously and signed by the Chair

**There being no further business, the meeting closed at 8:25 pm**

**Dates of Future Meetings:**

Allotments Site Survey re Water Supply – Monday 21<sup>st</sup> June 2021 (10:00am)

Parish Council (Neighbourhood Plan Meeting), Thursday 24<sup>th</sup> June 2021 (Buckland Brewer Methodist Chapel, 7:00pm)

Parish Council, Wednesday 14<sup>th</sup> July 2021 (Buckland Brewer Methodist Chapel, 7:00pm)

**Signed as a true record:**

**Chairman:** ..... **Date:** .....