

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 11th FEBRUARY 2015 AT 7:30PM AT
BUCKLAND BREWER SCHOOL**

Members Present: Mrs Barbara Babb, Mr Andrew Hewitt, Mr George Heywood, Mr Jim Lowe, Mr Trevor Mills, Miss Sally Nicholls, Mrs Kate Slocombe, Mrs Shirley Tilley and Mr David Watson.

Also in attendance 10 members of the public, PCSO Liz Rendle, Cllr. Robin Julian (DCC), Cllr. Alison Boyle (TDC) and Chris Turner (Lemon Jelly Drop-In Centre)

Parish Clerk: Patrick Blossie

KEY: Actions are shown in bold blue type Decisions are shown in bold red type

1407 Apologies for Absence None

1408 Minutes of the Meetings of the Parish Council on 14th and 28th January 2015 2014: The minutes of the meetings held on 14th and 28th January 2015 were confirmed and signed subject to the following amendment: Item 1407 Planning: The word “affordable” in the resolution should be changed to “low cost” to avoid any confusion that the Council might have been referring to social housing. The Clerk had already notified TDC Planning that the wording of its consultation submission should also reflect this change.

1409 Declarations of Interest: Sally Nicholls and Barbara Babb re item 1426 (ii) Planning application re 27 dwellings at Orleigh Close. Kate Slocombe regarding item 1426 (iv), Planning Application re Jewells Cottage.

1410 Public Participation: i). Brenda Mills spoken in objection to the planning application for Orleigh Close (1426 (ii)) due to the difficulties for parking and residents having to reverse into a road that would be taking passing traffic. She referred to a previous planning application in 2003 at which time TDC had undertaken to protect pedestrian access to the footpath. ii). Sally Nicholls, having declared an interest in item 1426 (ii) spoke in her capacity as a resident (in accordance with the terms of the Code of Conduct). She also objected to the application for Orleigh Close, pointing out that the Draft Plan states 20 properties and not 27 as in this application. She said no consideration had been given to existing residents’ needs, that there was no satisfactory access to the site and that current residents would have to reverse out into the road leading to the new development. She said that children needed to be considered and that there was already an overspill of parked cars onto the road. iii) Audrey Hollins was concerned about the proposed changes to the 372 bus timetable and substantial loss of the service. Jim Lowe said that it would impact mostly on older residents, for whom the bus was a lifeline.

1411 Crime Report: PCSO Liz Rendle presented the crime statistics for the past 60 days. There had been no crimes reported in Buckland Brewer but she referred to a recent theft of oil in Hartland and asked parishioners to stay vigilant, ensure their tanks were locked and to call 101 if they saw anything suspicious. The Neighbourhood Team has been working on various types of scam that are becoming more prevalent and provided some literature that will be placed in the parish information point.

1412 Presentation by Chris Turner – Lemon Jelly Youth Centre: Chris confirmed that Lemon Jelly is a registered charity run on a not-for-profit basis. It runs a drop-in centre at the Chapel between 7 and 9 pm on Thursdays during the school term, organising activities and trips such as to the cinema and bowling. A holiday is being planned for later in the year. The charity has been funded over the past 10 years by the Methodist Church and a grant from the Rank Film Organisation. These sources of funds are no longer available so they now rely solely on local fund raising activities. An extra £500-£600 is needed for next year. Chris expressed his thanks for the recent grant of £300 and Jim Lowe explained that an allowance for a similar payment had been built into next year's budget. Chris said that the number of children using the centre had gone up, especially among the 12-14 age group, and they were now looking for a new adult leader to encourage more girls to come along. The charity also works with the Forest School and Great Torrington School. Apart from the activities and trips, the workers also spend time talking to the children, developing a trusting relationship with them to help them with individual personal issues. George Heywood explained that the parish council grant was a substantial proportion of the total amount that the council gives in grants each year and sought reassurance that this money went towards local children, which Chris said was the case. George offered advice on getting additional grant funding from TDC, Bideford Town Council, the Eric Palmer Trust and the Bridge Trust. Chris Turner undertook to supply the Parish Council with an annual report and statement of accounts showing how funds are raised and spent and asked whether the council could let him know when their grant might be paid each year. Shirley Tilley suggested that the charity should advertise in the village more, perhaps through the Village Scene.

1413 Clerk's Report

- (i) **Correspondence:** A summary of 26 items of general correspondence was supplied to each member. All of these had been distributed by email prior to the meeting. The following item was specifically drawn to the Council's attention:
1. Buckland Brewer Road Closure, 7th-10th April 2015, details from Western Power
 2. TDC: SIGNIFICANT CHANGES TO DELIVERY OF NOMINATION PAPERS, including a timetable for the nomination and election procedures
 3. DCC Highways: Temporary Traffic Order - Road from Bowden Cross to Cabbacott Barton, Buckland Brewer (TTRO1509643)
 4. DEVON HOME CHOICE TRAINING, 25th February 2015 (David Watson might attend)
 5. TDC: Legal Briefing – February 2015
- Jim Lowe highlighted a number of items that had also caught his attention, including the Rural Services Network criticism of the broadband provision, a Social Enterprise workshop and the possible injection of £4million into rural bus services.
- (ii) **The Transparency Code:** The Clerk explained that legislation was about to be passed that would entitle small parish councils, classed as those with a turnover of less than £25,000 per year, to avoid the requirement of an external audit provided that the accounts, governance statement, agenda and minutes and details about councillors responsibilities were reported on its website within certain set timescales. Because of the Thornhillhead Moor Project, turnover has exceeded this threshold in recent years and is likely to be slightly over the threshold for 2014/15. However, it should be possible to come in under the threshold in future years, not allowing for any as yet unforeseen grant applications or windfall payments from planning gain. It was the Clerk's recommendation that, whether the threshold was exceeded or not, it was good practice to publish the information required by the Transparency Code anyway, and, in those years when the expense of an external audit can be avoided, the parish council should do so. The new guidelines do not prevent the Council from continuing to undertake internal audits and the Clerk recommended that these continue. **All agreed.**
- (iii) **Insurance and Training Requirements for Councillors Undertaking Works:** The Clerk had received confirmation from the Council's insurers that the policy would cover any councillors carrying out minor works such as clearing drains and cleaning signs provided that relevant

safety wear was made used and that appropriate training was given. He had emailed Devon Highways to ask whether Chapter 8 training could be provided in spite of not signing up to the Road Warden Scheme but has not yet had a reply. Cllr. Robin Julian said that this would probably only be provided free of charge if the Parish Council signed up to the Road Warden Scheme. He also pointed out that this would only entitle people to work within speed restricted areas. **The Clerk will investigate the cost of training from an independent body.**

1414 Grant Request – Citizens Advice Bureau: A letter had been received from CAB requesting a grant of an unspecified amount. As a result of a similar request last year, a grant of £50 had been made in January 2014. **A grant of the same amount was proposed by Andrew Hewitt, seconded by Shirley Tilley and approved unanimously.**

The following two items were taken together:

1415 Consultation re Public Transport Review: Jim Lowe explained that although the proposal in the review was to reduce the 372 service from 5 days a week to 2, the early morning bus, which goes as far as the college, will continue throughout term time. The bus currently leaving daily at 10:25 and returning at 1:30 would be cut on Mondays, Wednesdays and Fridays. There appears to be a core of about 12 people using the service regularly, with usually up to 5 each day. Most of these people have no other means of transport. Jim had spoken to Devon County and had suggested that it might be possible to retain some or all of those services if the bus only went as far as Bideford, and not Barnstaple. The Clerk of Bradworthy Parish Council has suggested a joint meeting of the parishes affected by the proposed changes to the 372 route, which the Chair and Clerk will attend.

1416 Village Bus Services: It had been reported that Torridge Community Transport was in receivership, seriously jeopardising the summer bus service. Jim Lowe told members about a new scheme called Torridge Volunteer Cars, organised by Maureen Biddulph, which might be able to offer an alternative service. There were also other schemes like the Devon Car Share Scheme and the Fare care Scheme, all of which might be available to use. Andrew Hewitt suggested that drivers in the village might be able to offer other people lifts. George Heywood suggested that the Parish Council might subsidise a taxi service at the same cost as the present summer bus service. **It was agreed that Jim Lowe would invite Maureen Biddulph to the next Parish Council meeting and also to the 372 service meeting being organised by Bradworthy Parish Council.**

1417 Bideford Medical Centre: Parking Issue and Virtual Patient Participation Group: Having received assurances from the Bideford Medical Centre that parking restrictions were aimed mainly at local residents making use of the site for parking rather than at users of the centre it was felt that the Council's concerns had been allayed. The BMC had invited a representative from the Parish Council to take part in a 'Virtual Patient Participation Group'. **Jim Lowe offered to do this.**

1418 Thornhillhead Moor: (i) **Replacement Cheques for 2 graziers:** The Clerk explained that the names needed to be changed on 2 of the cheques approved last month for graziers payments because entitlements had been transferred. **These were approved.** (ii) **Fly-Tipping:** Following further information about fly-tipping on the moor the Clerk had notified TDC and the police. PCSO John McGovern had promised to increase patrols in the area. **The Clerk will check with Claire McIntosh that all rubbish has been removed.** (iii) **Signage:** It was reported that there was no HALT sign on the road between Coles and the main road. Also, members questioned whether the 'cattle' signs had gone up yet, or if they had been removed. George Heywood said that it was important that we did everything possible to avoid injuries to the public. **The Clerk will check with Claire McIntosh.**

1419 TAP Fund 2014/15: The Clerk had completed the TAP fund application, which included claims for Vicars Walk (Ashtons Row) repairs for Buckland Brewer, a gate to be added to the footpath scheme at Langtree, further planting of the Millennium Green at Peters Marland, a contribution towards a flashing speed sign on the A388 outside Frithelstock Village Hall and a contribution towards a defibrillator for Monkleigh. Last year's application had been dealt with very promptly and the Clerk hoped that this year's would be as well. Stephen Leigh-Brown, who had submitted the quote for works to Vicars Walk, was hoping to retire soon and would like to be able to complete the works before the end of March. **It was agreed that, provided confirmation was received that the grant had been approved, works could proceed before receipt of the monies being received from TDC, if necessary, to suit the contractors request.**

1420 Babeleigh Barton Road: A letter had been received from the Local Government Ombudsman stating that the Parish Council was not permitted to submit a complaint and that parishioners personal complaints could not be tagged on to the steps taken so far by the Parish Council. If any complaints were to be taken as far as the Ombudsman a parishioner, or parishioners, would need to complete the formal DCC complaints process from the start again. Jim Lowe had drafted a letter that individuals could use to start this process, if they so wished. **It was agreed that a copy of the letter would be sent to the Clerk of Parkham Parish Council who might be able to encourage Parkham's parishioners to submit complaints.**

1421 New Community Hall Land Transfers Update: Jim Lowe explained that it was not possible to hold a joint meeting with the Village Hall Management Committee since their meetings were held in private and the Parish Council's were public. However, it had been agreed that the Parish Council had no option but to ask the Village Hall Committee to fence off the land transferred to it and that it needed that committee to agree the matter formally. Trevor Mills agreed that a new resolution was required and that he would take this back to the Village Hall Committee in his capacity as its Chairman. Kate Slocombe explained that, in order for the school to make use of the parish council land it would be doubly important for the village hall land to be fenced off, firstly for the safety of the children and secondly, because DCC were unwilling to enter into legal agreements with two landlords over the use of the land and shared boundaries.

1422 Fields and Allotments: i) Offers re allotment plots 5b and 8: The Clerk had offered both applicants the opportunity to start work on the plots before the 'making good' works were finished but both had declined and were happy to wait for better weather. ii) Gate post at entrance to the football pitch: Trevor Mills promised that this work would be done tomorrow (12th February 2015) iii) Transfer of Single Farm Payment Entitlement: Confirmation had been received that a payment of £131.30 + VAT was to be received in respect of the Single Farm Entitlement that had been sold. The land agent had submitted an invoice for payment for facilitating the sale, of £50 + VAT, **which was approved for payment.** iv) It was agreed that, since the loss of the football pitch, the Parish Council was not making the best use of the land and that additional sources of income/uses should be investigated. **It was agreed to set up a small working group comprising Trevor Mills and Sally Nicholls to investigate alternatives and report back.**

1423 Snow Warden's Report: George Heywood reported that it had not proved necessary to make any salt spreading runs to date this winter so this year's budget was, so far, unspent. He hoped that it would not be necessary to use any salt this year and that we still had 5 tons in reserve.

1424 Annual Parish Meeting 2015: Jim Lowe recommended inviting Cllr. Barry Parsons, Devon County's Cabinet Member for Performance and Engagement, to be this year's guest speaker at the Annual Parish Meeting at this was agreed unanimously. The Clerk advised that the May meeting of the Parish Council would be the Annual Parish Council Meeting and the first following the appointment of a new Parish Council (13th May 2015). This meeting would include a number of statutory administrative issues and members might want to defer some items to a second meeting. It was important to keep the Annual Parish Meeting separate from any Parish Council meetings as they served different purposes and, importantly, the Parish Council could

make no decisions at an Annual Parish Meeting. Jim Lowe will contact Barry Parsons and try settle on a suitable date for the Annual Parish Meeting.

1425 Members' Reports

Barbara Babb asked members whether there was any support for a defibrillator in Buckland Brewer, having heard that Frithelstock installed one last year and Monkleigh have plans for 2 in their village. The Clerk recommended Cllr. Mike Stokes of Frithelstock Parish Council as a potential guest speaker to explain how that parish council had managed their defibrillator project. **He will be invited to the April parish council meeting.**

Andrew Hewitt said that members had overlooked an issue with the Tower Hill planning application that had been considered at the last meeting. The plan included the provision of a play area but there was no indication who would be responsible for maintaining it. The annual maintenance cost be as much as £500. It was generally agreed that a play area on the site was unnecessary, especially as the playing field, with its own playground was only a 5 minute walk away. The Clerk explained that, as this item was not on the agenda, members could not pass a formal resolution but that he would contact TDC planning to ask whether a late submission would be acceptable and would ensure that the item was included on the next agenda.

George Heywood i) had no success trying to read a disk containing the Draft Local Plan. He was advised that the complete plan was available online on the Torrington Planning website. ii) George also talked about Thornhillhead Moor, which he regarded as a burden on the parish that would prove to be a liability in 15 years time. He advised that the land should be sold off and a trust established for the benefit of the parish. He recommended that serious consideration should be given to this idea by the new Parish Council to be elected in May.

Jim Lowe reported that he and the Clerk had met with Ian Rowland, a Strategic Planning Officer at TDC. The Draft Local Plan had been redrafted following the consultation that ended last August and would shortly be issued for a further 6-week consultation period starting in mid-March, with the intention of getting it signed off before the May elections. It was hoped that the plan would be submitted to the Planning Inspector in the summer and hopefully approved in the early part of next year. Torrington have also struggled to meet the Governments requirements to provide a five year land supply. We now understand that the new Local Plan will result in a more flexible approach being taken to planning applications on top of that already designated within the new Local Plan up until 2031.

Sally Nicholls i) reported that at a recent Torrington Planning Committee meeting the chair had stated the Buckland Brewer always supports wind turbines. This is not true since Buckland Brewer has only supported one application for a wind turbine and never comments on any planning applications outside the parish. **Jim Lowe will take up the matter with Torrington Planning.** ii) Sally also reported that the road was breaking up at Scratchy Face Lane, near Bilsford Lane. **The Clerk advised that this could be reported online but needed an accurate knowledge of where the problem was so he would send Sally a link so that she could report the issue herself.**

Katherine Slocombe reported a light that had been removed. This is ongoing and being dealt with.

Cllr. Alison Boyle said that she was worried that some of the smaller parish councils would not be able to cope with the demands of the electronic distribution of planning application consultations. She also explained that she had been instrumental in identifying the shortfall in housing requirements for the area that were now a key part of the Draft Local Plan and that she hoped to see parishioners, councillors and officers pulling together to make the plan work.

Cllr. Robin Julian warned that even more severe cuts were coming and that, although many services had been 'cut to the bone', 'amputation' might be the next step for some of them. Some minor roads could be labelled 'unsuitable for motor traffic'. He thought that it was "ridiculous to keep cutting" and that he would be fighting for more money for roads and transport. George Heywood said he believed that rural areas were being unfairly treated and that Cllr Julian should be fighting for that.

1426 Planning

- i) **Applications:** 1/0128/2014/FUL, Braddons Park, Erection of a wind turbine, measuring 34.6m to tip with associated infrastructure – discussed by Plans Committee 5/2/15 – Granted Permission - Noted
- ii) 1/1050/2014/OUTM, Land adjacent to Orleigh Close, 27 dwellings (18 open market and 9 affordable). Sally Nicholls had declared a prejudicial interest in this application and left the room for this item. Andrew Hewitt pointed out problems with drainage, that the preferred solutions were not clearly identified and that he would want an assurance that drainage would not adversely affect The Glen. George Heywood and Kate Slocombe said that there was not enough parking. Trevor Mills agreed and felt that parking on the existing road would be made worse. He would prefer to see more parking provision on the new development. David Watson supported the plan in principle but was worried about the narrow access to the development from Orleigh Close. Jim Lowe tabled a prepared draft resolution which was discussed at some length. The following resolution was proposed by Andrew Hewitt, seconded by Kate Slocombe and agreed by a show of hands by 6 votes in favour to 1 against (2 members having declared an interest):

The Parish Council reiterates its support for the development and building of houses as described within Policy BBR02: Land at Orleigh Close, as shown within the new proposed Torridge Local Plan. but clarity is required whether Torridge District Council are considering this application under the current Torridge Local Plan or the proposed new Torridge Local Plan to 2031, which is not yet formally in place. It supports the mix of housing between affordable and open-market properties. However, the Parish Council is of the view that planning permission should not be granted until the following issues are resolved:

- 1. That the location and area of land in the application is of a different size and shape to that recommended within policy BBR02 of the Torridge Local Plan.***
- 2. The entrance to the proposed development is far too small and not as wide as the existing carriageway in Orleigh Close or that proposed in the development.***
- 3. At present the Orleigh Close road leading in the development is all in name a cul-de-sac. When this proposed development is built it will become a thoroughfare. Currently owners of houses numbers 20-27 are provided with parking spaces at right angles to this road. This raises issues of safety in terms of vehicles reversing onto this road. The building of this development provides an opportunity to put a service road in front of these houses with individual parking places.***
- 4. Policy BBR02 refers to approximately 20 dwellings with an emphasis on providing a mix of housing types and sizes to reflect local need, including affordable homes. The indicative layout in the application refers to 27. The Parish Council would prefer to see a number of properties closer to 20.***
- 5. Before planning permission is granted a Construction Traffic Management Plan is submitted and agreed by Torridge District Council.***
- 6. The Parish Council seeks clarification of the direction of surface water as Orleigh Close and Hillpark are already using the same watercourse to discharge the surface water.***
- 7. The Parish Council is concerned about the sewerage system and its routing and needs clarification about which of the options indicated in the plan will be used.***
- 8. The Section 106 Agreement supplied with the planning application is for a different development (in Appledore). The Parish Council needs to see the correct S106 Agreement or confirmation that no S106 Agreement has been submitted with this application.***

- iii) 1/0029/2015/FUL, 1/0030/2015/FUL & 1/0031/2015/FUL, Silklands Farm, Resubmissions re Poultry Sheds A, B & C – **Supported unanimously**
- iv) 1/0050/2015/FUL, Jewells Cottage, Gorwood Road - Porch to front elevation – **Supported unanimously**
- v) Decisions: 1/1286/2014/FUL, 10 Hillpark, Proposed conservatory – Granted Permission - Noted
- vi) 1/1329/2014/REM, Gorwood Road, Reserved matters for one dwelling, pursuant to 1/0981/2013/OUT – Granted Permission - Noted

1427 Accounts:

- i) Bank balances:
 - Parish Council Current Account was £8,689.24 as at 30th January 2015
 - Thornhillhead Moor Account was £13,777.20 as at 19th January 2015
- ii) Payments due (£545.46 +VAT)
 - Parish Clerk’s salary, expenses and associated PAYE: £337.96
 - R Hicks & Co. re sale of Small Farm Entitlement - £50.00 + VAT
 - Flying Start Federation – Hall Hire, Buckland Brewer School, 2015 - £50.00
 - DALC: Preparing for Elections Course - £20.00 + VAT
 - Buckland Brewer Village Hall – Hall Hire - £37.50
 - Citizens Advice Bureau: Grant - £50.00
- iii) Replacement cheques:
 - L Holt (previously B Holt) - £100.00
 - Ken Ainsworth (previously D Warby) - £120.00

Date of Next Meetings:

Parish Council: 11th March 2015 (Buckland Brewer School) (7:30pm)

There being no further business, the meeting closed at 10:30 pm.

Chairman: Date: