

**MINUTES OF THE PARISH COUNCIL MEETING  
OF BUCKLAND BREWER PARISH COUNCIL HELD ON  
WEDNESDAY 14<sup>th</sup> DECEMBER 2016 AT 7:30 AT  
BUCKLAND BREWER SCHOOL**

**Members Present:** Mrs Barbara Babb, Miss Rosie Beer, Mrs Marie Douglas, Mr Andrew Hewitt, Mr George Heywood, Mr Jim Lowe, Mr Trevor Mills, Mrs Shirley Tilley and Mr David Watson.

**Also in attendance** 1 member of the public

**Parish Clerk:** Patrick Blossie

<b>KEY: Actions are shown in bold blue type    Decisions are shown in bold red type</b>
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**390.    Apologies for Absence**

**391.    Minutes of the Meetings of the Parish Council held on 9<sup>th</sup> and 21<sup>st</sup> November 2016:**    The minutes of the meetings held on 9<sup>th</sup> and 21<sup>st</sup> November 2016 were confirmed and signed.

**392.    Declarations of Interest**

**393.    Public Participation**    Mr D Leahy spoke about the Parish Council's proposed use of the amenity field, in particular the ban on dog walking. He had undertaken a survey of the Hillpark residents and argued that the majority of residents were in favour of the field being used by dog walkers.

**394.    Clerk's Report:**

**a.    Correspondence:**    The Clerk had distributed 43 items of correspondence by email since the last meeting. He highlighted an invitation to flood awareness training and a briefing note about improvements to stroke services. Andrew Hewitt will compose a response to this item. Details of changes to the 372 bus service had been received. The full, term-time timetable has been put up in the bus shelter. Jim Lowe felt that the council should be seeking some cover for out of term-time and **it was agreed that he should write to DCC Transport**. A public examination of the draft local plan had been arranged. A letter had been received from the Governors of the Flying Start Federation suggesting ways that the Parish Council could take an active part in the governing body. This would require finding an individual with the skill sets needed to meet the school's current requirements. **The Clerk will suggest that the Council is given a month to find a suitable individual**. It was noted that the Council's Internal Auditor was still not well enough to do this year's audit. **Members approved the Clerk's action in asking Lyn Hargood to do it again this year**. There will be a 'Celebration of the North Devon Record Office' on 18<sup>th</sup> January, **which Andrew Hewitt will attend**.

**b.    Invitation from Cllr. Barry Parsons to Attend a Parish Council Meeting:**    Cllr Parsons has made contact and will provide a date when he can attend a meeting at some time in the new year. It was suggested that he should be asked to next year's Annual Parish Meeting.

**c.    Website Development Update:**    Development work was almost complete and the site can be viewed at <https://79.170.44.126/bucklandbrewer.org.uk/>. Jane Lowe and the Clerk will be attending a training session and work will start on adding new content to the site soon. Jane has contacted local organisations to ask if they want to add anything.

- d. **Battles Over Commemoration:** A letter had been received from Janet Few setting out the Buckland Brewer History Group's plans for the 'Battles Over' commemoration in 2018. Members were pleased with the proposals and wished to congratulate Janet and the other members of the group. **It was agreed that sufficient money would be added to the budget for that year to help with the costs.**
- e. **Enforcement of Zig-Zag Markings Outside Buckland Brewer School** Flying Start Federation had consulted the Parish Council about its proposal to enforce 'no parking' on the zig-zag lines outside Buckland Brewer School during school drop-off and collection times. **Members agreed with the proposal unanimously.**
395. **Air Ambulance Night Time Flying Fund:** The fund now stands at £7,050.70 with a further £2,118.00 of TAP Fund applications yet to come. There had been contact from the Planning Department following a complaint about the lights. Jim Lowe will talk to them. He also suggested that some of the Hillpark residents should be asked to act as contact points in the event of the helipad being needed in an emergency and suggested Richard Self and Barry Noakes. A 'topping out' celebration is planned for 21<sup>st</sup> December at 7:30pm.
396. **Consultation: Decommissioning of BT Payphones** BT had issued a notice to Torrington Council about the potential decommissioning of call boxes in the area. The Clerk had requested up to date statistics and had been informed that there had been 74 calls in the 12 months up to 9<sup>th</sup> November 2016, approximately 6 per month. Although this was less than the figures from 2 years ago (about 5 per month), **it was agreed unanimously that the box should be kept in use.**
397. **Consultation: Great Torrington Neighbourhood Plan:** Members chose to make no comments on the plan.
398. **Housing Survey: Approve Covering Letter and Template:** Deferred to next meeting.
399. **Fields and Allotments:**
- a. **Blackhorse Fields Tenancy** This has now been completed and the Chair signed the Parish Council's copy of the lease. A bill had been received from Hicks and Co. for their work on this and other matters.
  - b. **Works to Amenity Field** Trevor Mills had not yet sorted out what works needed to be done but **he would be discussing this with Coles before Christmas.** Fencing wire and posts had been purchased so that this work could be done when appropriate. Mr Leahy's questionnaire about dog-walking was discussed. It was pointed out that it was a condition of the covenant on the field that it must be used as a sports and amenity facility and that the Parish Council had taken the decision to prevent dog walking on the field for the health and protection of future users. The Playing Field Association is considering a proposal to take the field recently vacated by Brian Chapple and making this available for dog-walkers. Marie Douglas said that there were also other options available to dog walkers and Andrew Hewitt felt that dog owners should consider the options open to them before taking on the responsibility of a dog. **The Clerk was asked to check on the availability of new dog litter bins. The public meeting at which this subject will be discussed was rescheduled for 18<sup>th</sup> January 2017.**
  - c. **School Field: The Clerk was asked to contact the school to progress this issue.**
  - d. **Expressions of Interest re Vacant Field** Deferred pending a decision on the use of the field
  - e. **Allotments** An inspection will take place at some time in the Spring. The bird flu scare was discussed. **The Clerk is writing to all of the allotment holders to make them aware of the DEFRA ruling about keeping birds inside.**
  - f. **Thornhillhead Moor: Graziers Rights** Robert Hicks had written concerning graziers rights that had originally been allocated to Mrs McCowan but never taken up and which Tom Cole was now claiming ownership. **Andrew Hewitt will investigate.** George Heywood said that, at some time in the future, the Parish Council ought to discuss in depth the use of Thornhillhead Moor when the SSSI expires.

**400. Thornhillhead Moor Mast: It was agreed that the Clerk should take back responsibility for these negotiations.**

**401. Members' Reports**

**Andrew Hewitt** (i) had attended the Planning meeting that discussed the Southwood Meadows planning application but felt that it was "a waste of time". The Committee was determined to meet its 5-year housing supply target and had therefore granted permission. Councillor Bob Hicks had requested an additional £30,000 in s106 funds towards the new Village Hall. (ii) Andrew had also attended the Highways Conference. There had been a lot of complaints about roads being dug up numerous times and that better coordination was needed by the utility services. Salting times will be advertised on the Town and Parish Highways website. (iii) He also reported on a recent DALC meeting: Chapter 8 training is currently available free of charge, which he will sign up for, and monies are still available for Transparency Fund grants. There will not be a 2% cap on precepts at the parish level. Funding for devolution is drying up due to 'Brexit'. A new parliamentary bill is being drafted for Neighbourhood Planning which is designed to make the process simpler and more accessible.

**George Heywood** said that the tree on the village green looked festive but asked whether the Parish Council would consider funding Christmas lights? **Andrew Hewitt said that he would put some figures together for next year's budget.** George reported more potholes, which **Andrew will report to Devon Highways. Also, Andrew will report that the drains need clearing in Monkleigh Mill Road.**

**Jim Lowe** said that the seat on the village green is rotten and needs to be replaced. **Andrew Hewitt will look at prices.** Jim also suggested asking the Playing Field Association if they could supply moveable goal posts. Andrew Hewitt said that he already has plans to repaint the existing fixed posts.

**Trevor Mills** (i) reported that DCC had cleaned the gutters in Glen Road. (ii) He had also arranged a meeting with DCC Highways about the ditch in Cherryvale.

**402. Planning**

- a. Decision: 1/1004/2015/FULM, Land Adjacent Buckland Brewer County Primary School, Variation of condition 2 (Approved plans) of planning permission 1/0716/2012/FULM – Granted Permission - Noted
- b. Decision: 1/1011/2016/FUL, 1 Rickards Row, Refurbishment of the existing dwelling, new roofing - Granted Permission - Noted

**403. Accounts:**

**a. Receipts and Payments**

i) Cash book balances as at 1<sup>st</sup> December 2016:

- Parish Council Current Account was £3,692.95
- Thornhillhead Moor Account was £2,868.45
- Savings Account was £28,004.37 (The interest rate on this account reduces from 0.25% to 0.05% wef 1<sup>st</sup> December 2016)

ii) Payments due (£966.08 + VAT)

- Parish Clerk's salary, expenses and associated PAYE (November 2016): £319.09, including £54.80 PAYE
- Clystnet, Website Development Fees - £165.00 + VAT
- Hicks & Co, Fees - £450.00 + VAT
- J Lowe, printer cartridges - £31.99
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iii) Receipts (BBPC: £5,786.42, Air Ambulance Fund: £1,126.80)

- Air Ambulance Fund donations - £626.80
- Field Rents Deposit - £500.00

**There being no further business, the meeting closed at 9:25 pm.**

**Date of Next Meeting:**

Parish Council: Wednesday 11<sup>th</sup> January 2017 (Buckland Brewer School, 7:30pm)

Public Meeting/Allotment Holders' Meeting: Wednesday 18<sup>th</sup> January 2017 (Village Hall, 7:30)

Parish Council: Wednesday 25<sup>th</sup> January 2017 (Buckland Brewer School, 7:30pm)

**Signed as a true record:**

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