

**MINUTES OF THE PARISH COUNCIL MEETING
OF BUCKLAND BREWER PARISH COUNCIL HELD ON
WEDNESDAY 27th JANUARY 2016 AT 7:30 AT
BUCKLAND BREWER SCHOOL**

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

Also in attendance 7 members of the public and Cllr. Robin Julian (DCC)

Parish Clerk: Patrick Blossie

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

185. Apologies for Absence Marie Douglas and PCSO Liz Rendle

Marie Douglas had told the Clerk that she was not prepared to take on the responsibility of a trustee of the Village Hall but had not yet discussed this with Trevor Mills, who is Chairman of both the Parish Council and Village Hall Committee. The matter will be discussed further at the next meeting.

186. Minutes of the Meeting of the Parish Council held on 13th January 2016: The minutes of the meeting held on 13th January 2016 were confirmed and signed.

187. Declarations of Interest Barbara Babb and George Heywood in respect of items 196, Proposed Diversion of Footpath 02, Bowden Cross and 198.b, Fields and Allotments.

188. Public Participation The Clerk explained that he had been contacted by Sally Anne Moreton, who was unable to attend the meeting due to illness, about flooding/icing at Eckfield. It was agreed that Andrew Hewitt will deliver a supply of salt and the Snow Warden was made aware of the problem.

189. Report by Buckland Brewer History Group: Devon Remembers Event 14th January Janet Few gave a resume of a one-day conference held in Torquay recently by Devon Remembers. It celebrated life in Devon 100 years ago. Local history groups were encouraged to submit their research for the Devon Remembers archives and Janet had supplied a copy of their plans for the WWI events in Buckland Brewer, like the work done with Class 2 researching names for the war memorial. This had identified a number of new names that they felt had a right to be listed on the memorial. Janet was disappointed that the event attracted a number of people from the Torquay area but very few from further afield. The Buckland Brewer History Group is hoping to hold a parish event in November 1918, which will mark 100 years from the end of the First World War. Trevor Mills thanked Janet for her contribution.

190. Queen's 90th Birthday Celebrations Lyn Leyton, representing the Playing Field Association, had been approached by the Parish Council to organise a beacon or bonfire on 21st April 2016. She felt it should be a community/collaborative event. She has 12 people already interested in helping who represent a good cross-section of the community, and is convening a meeting next week to progress the event. She was concerned about the expense and did not feel that the Playing Field Association should be absorbing any costs. It was explained that the Parish Council had set aside a budget of £300 for the Queens 90th Birthday celebrations and that some of this could be provided to get the event off the ground. Any surpluses or unused funds could then be used to fund a street party in June. Jim Lowe said that the Parish Council had said that it was not in favour of purchasing a beacon but Shirley Tilley said that a beacon previously made by David Lloyd was still available. **Andrew Hewitt will contact Margaret Lloyd and undertake any repairs**

that are necessary. The event needs to be formally registered, which Lyn Layton will do, in the name of Buckland Brewer Parish Council.

Barbara Babb had spoken to the members of the Jubilee Party committee and all were willing to reconvene to arrange a street party in June 2016. **It was agreed that the beacon and street party would be organised by one committee combining both groups and that the first meeting would be chaired by Barbara Babb.**

191. Clerk's Report: The Clerk explained that he had not included a review of the Risk Assessment document deferred from last month's meeting as this agenda was rather full. It will be added to the next agenda.

- a. **Casual Vacancy: Progress Report** Two nominations had been received by the Elections Officer and an election has been called for 18th February 2016. The two nominees are Rosie Beer of Mill House, Littleham and Teresa Bird of Beech Tree Farm. Poll cards are being printed and will be delivered to parishioners shortly. Shirley Tilley was very disappointed that the Parish Council would now have to meet a bill of £1,600 for what she felt was an unnecessary election, especially as the 10 people who had requested the election had not put up a candidate. Andrew Hewitt agreed but pointed out that this was the cost of democracy. He felt that it was important that anyone taking on the responsibility of becoming a Parish Councillor should be committed to fulfilling the whole 4-year term.
- b. **Correspondence:** A summary of 39 items of general correspondence had been provided. Most of the correspondence had been distributed by email prior to the meeting. The Clerk highlighted a newsletter from DALC which invited nominations for a Buckingham Palace Garden Party on 24th May. There were no nominations. A letter had been received from Citizens Advice thanking the Parish Council for its grant. Jim Lowe highlighted one or two items that had come to his attention, including the closing date for nominations for the CCG and the results of the Boundary Commission consultation on Devon County Council, which will result in Buckland Brewer coming under 'Holsworthy Rural' with effect from the next County elections.

192. Thornhillhead Moor: The Clerk had contacted Claire McIntosh again about the graziers list but this has not been prepared yet.

193. S106 Land and Community Hall Monies Transfer Stephen Harding said that papers for the drainage easement that had been requested by the Village Hall Committee were being prepared by their solicitors. The Clerk reported that invoices had been received from Slee Blackwell for their work on the S106 Agreement and land/money transfers. The bill for the Parish Council was £1,262.50 + VAT and the bill for the Village Hall was £800 + VAT. **The bill for the Village Hall's element was passed to Trevor Mills for payment by the Village Hall Committee in accordance with the agreement between the two parties. This action was proposed by Jim Lowe, seconded by Andrew Hewitt and agreed unanimously.**

194. Progress Report by Village Hall Secretary on the new community hall scheme Stephen Harding said that a new design had been agreed with Pearce; one which the committee can now afford. A new planning application has been submitted and planners have confirmed that they have no problem with the reduced size and are looking to discharge the conditions. A deed of variation is required to refer to the new planning application; this will be referred to the District Council's solicitor, Jamie Hollis. Once approved, a 26 week build period is planned with a target to complete by September 2016. Jim Lowe said that there had previously been a regular update in Village Scene. Steve said he would do this again.

George Heywood said that his wind turbine was now operational and that he had always intended that it should be a community project. As such, he was pleased to offer the Village Hall Committee a cheque for £50,000 for use towards the new community hall, which he presented to Steve Harding. George was thanked by all present.

195. Defibrillator: The heated box and security light have been installed in the bus shelter, as agreed at the last meeting. The Clerk has been in touch with the suppliers and a local CPR trainer and is arranging a suitable training event at the Village Hall as soon as possible, after which the defibrillator will be

installed. An invoice had been received from Les Babb for the electrical works, at a cost of £605.00 + VAT. **David Watson felt that a suitable sign should be erected at the entrance to the bus shelter and this was approved unanimously. Barbara Babb will provide possible dates for training sessions to the Clerk – one in the afternoon and one in the evening.** David Watson said that that the chapel had agreed that they would absorb the cost of electricity for the defibrillator.

196. Proposed Diversion of Footpath 02, Bowden Cross George Heywood had declared an interest in this matter but was permitted by the Chair to explain the reasons behind the request. He explained that the footpath was well-trodden but that it crossed land that he wished to expand his free-range chickens onto and this would require infection control. There might also be a future planning application for a further shed. The diversion takes the footpath around the edge of the field instead of across it and should have little impact on users of the footpath. **It was agreed unanimously to support the request.**

197. Review of Parish Plan/Emergency Plan: Progress report from Working Group

- a. Progress report from Working Group **Jim Lowe will update the contacts register**
- b. Grant applications for flood and community resilience schemes It was possible to apply for grants of up to £2,000 for tools and equipment suitable for use by Parish Councils with a suitable emergency plan. It was agreed that Barbara Babb will submit a claim.
- c. Community Helipad/DAAT Jim Lowe said that he felt the provision of a helipad would be a community project and suggested hiring the village hall so that DAAT could talk to parishioners. Although the Parish Council might be able to help with costs it would require a substantial community contribution. It would be necessary to see the results of the DAAT survey of the two sites in the village.

198. Fields and Allotments:

- a. **Blackhorse Fields: Invitations to Tender** Members considered a late application from someone wishing to tender to use the field. **It was agreed unanimously to include the applicant in the tendering round.** Some amendments to the documents prepared by Robert Hicks had been suggested, mainly concerning use of the fields during winter months. Trevor and Andrew explained that the suggestion was for a 5-year lease requiring the tenant to make good at the end of the term, and that the tenant would be responsible for the cost of fencing. George Heywood said that from November to February the field would look a mess. It was agreed that the Parish Council should pay for repairs to the existing fence along the roadside and to fence the area behind the old pavilion where the field opened onto the allotments. Allowing for the cost of a water trough, **it was agreed to add £1,000 to next year's budget for these works.** It was agreed that tenderers should be asked to state how they intend to use and maintain the field in their submission. **In light of the discussion, Trevor Mills and Andrew Hewitt will review the tender document and report back.**
- b. **Any Other Matters** The Clerk read a statement from Barbara Babb and George Heywood representing the landowners of the 'amenity lands' who object to the use of the land for grazing sheep (other than as a temporary measure until 2018) as this was against the terms of the S106 agreement This states that it should be used for sport, education and as an open space. **It was agreed that members would reflect on the issue and discuss it further at the next meeting.**

199. Report by Jim Lowe of the Clerk's Annual Review Jim Lowe read the minutes of the Clerk's Review Meeting held on 18th January 2016, which are shown at appendix 1. To ease some of the pressure on the Clerk, **it was agreed that Jim Lowe would take an overview of communication as part of his cabinet responsibilities, that Andrew Hewitt would take responsibility for putting up notices on the Buckland Brewer notice board and that there is a need for someone to take on the day to administration of the Parish Council's Website. The Clerk would be paid an extra 2 hours in any month when there was an extra meeting.**

200. Members' Reports

Andrew Hewitt (i) explained that the closure of Barton Road was to provide sewerage to his mother's old house, (ii) There is a Highways event being organised for 16/17th March 2016 which Andrew will attend, and (iii) Fibre optic cables have been supplied to the village but super-fast broadband is not being provided by all suppliers yet.

George Heywood, following the successful installation of a wind turbine, presented a cheque for £20,000 to the Parish Council. He repeated that he hoped that the turbine would prove of benefit to the community and wished this donation to be managed by a charitable trust to be used for supporting education and other activities within the parish. George is establishing a small team of advisors to establish the terms of the trust. In the meantime, **the Clerk was asked to open a separate bank account for the monies.**

Trevor Mills reported that the fish and chip van is returning to the village (The Whiddon Fryer), on Friday evenings between 5:00 and 7:00 pm.

Shirley Tilley complained that there had been frequent, intermittent power cuts recently. The Clerk explained that he had called out Western Power to a serious issue at Catsborough Cross that morning, which had been repaired. This might have solved the problem.

Cllr. Robin Julian reported that the Devon County Council precept increase would be 4% as the County was taking advantage of the opportunity to raise an additional 2% for welfare purposes.

201. 2016/17 Budget and Precept Setting – Final Approval Following a discussion of the additional expenses that had been approved earlier in the meeting, including the need to replace the Elections Reserve following the election on 18th February, it was agreed to add the following items to the budget for 2016/17:

- Fencing works etc. at Blackhorse Fields - £1,000
- Clerks salary (cost of extra meetings) - £250
- Elections - £1,600

It was proposed by Jim Lowe, seconded by George Heywood and agreed unanimously that the precept should be raised to cover all of these costs and that, therefore, a precept of £11,000 should be levied for 2016/17. This will have the effect of increasing the Council Tax for a band D property by £12.36 per year.

202. Planning

- Application:** 1/1309/2015/FUL, Goutisland Farm, Change of use of one barn to one holiday let George Heywood reported that he had been approached by the neighbour to this property who had not been consulted by Torridge Council. He has a barn that adjoins the barn in the application, in which he keeps bullocks. The neighbour was advised to talk to the District Councillor and to ask him to call-in the application and ask for a site visit. **It was agreed unanimously to object to the application as the barn adjoins another barn used to house livestock.**
- Application:** 1/1177/2015/FULM, Land at Bulkworthy, 5 megawatt solar park and ancillary development (on 14.6 hectares of land) **It was agreed to make no comment as this property is outside the parish boundary.**
- Decisions:** 1/0890/2015/AGMB & 1/0891/2015/AGMB, Barns at Braddons Park, Change of use to dwellings – Refused (significant structural requirement did not comply with the requirements of the act) - Noted
- Decision:** 1/1205/2015/FUL, Barn 1, Tythecott Farm, Variation of condition 2 of application 1/0140/2008/FUL to allow for agricultural occupancy – Granted Permission - Noted

203. Accounts:

i) **Bank balances:**

- Parish Council Current Account was £11,223.59 as at 31st December 2015 (£8,000 subsequently transferred to Savings Account)

- Thornhillhead Moor Account was £8,175.64 as at 19th December 2015
- Savings Account was £10,000.00 as at 01/12/15 (+ £8,000 subsequently transferred in)

It is necessary to transfer some monies back into the general account as a number of large bills are now payable and a bill for the election of about £1,600 is expected next month. Instructions to transfer £5,000 back into the general account were signed by Jim Lowe and Barbara Babb.

ii) Payments due (£2,830.52 + VAT)

- Parish Clerk's salary, expenses and associated PAYE (December): £832.11 includes reimbursement of £573.00 for a laptop computer)
- Lyn Layton, travel expenses re Devon Remembers Conference - £65.70
- L & R Babb, Defibrillator electrics - £605.21 + VAT
- Devon County Council, School Hall Hire - £65.00
- Slee Blackwell, Solicitors Fees re S106 Agreement - £1,262.50 + VAT

iii) Receipts (£220.00)

- Field Rent: £220.00

Date of Next Meeting:

Parish Council: 10th February 2016 (Buckland Brewer School, 7:30pm)

There being no further business, the meeting closed at 10:07 pm.

Chairman: **Date:**