

**Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 9th July 2024
at 7pm in the Manor Hall, Birdswell Lane, Berrynarbor**

Present: Cllrs K Young (Chairman), B Joyce, A Stanbury and J Latham

Mrs V Woodhouse, Parish Clerk (virtually)
1 member of the public

2407/01 **Election of Vice-Chairman**

It was agreed to defer the item until the vacancies had been filled.

2407/02 **Apologies**

Cllrs Boxall, and Clarke and County Cllr Miss A Davis.

2407/03 **Declarations of Interest**

Cllr Latham declared an Interest in Item 2407/08 Planning Application 78846.

2407/04 **Public Participation**

None.

2407/05 **Minutes**

It was **resolved**, with no votes to the contrary and two abstentions, to approve the minutes of the meeting held on Tuesday 11th June 2024 as a correct record.

2407/06 **To receive reports from:**

- Police
Not received.
- County Cllr Miss A Davis
Attached as Appendix one.
- District Cllr J Hunt
None received.
- Play Area
It was noted that the broken bench in the Manor Hall play area had not yet been repaired and the gateway is overgrown, it was agreed to arrange the repair and cutting of the vegetation.
- Manor Hall
Members were informed that more trustees had joined the Committee. the recent finance report shows that the Manor Hall is doing ok, however, it will need to raise funds for works. Cllr Young reported that she had messaged the Chair of the Manor Hall Committee to see if the PC and Hall could support each other, it was felt that hire prices are quite expensive, and some parishioners do not feel it is accessible due to the price.

- Footpaths
Cllr Young has reported possible Hemlock to DCC.
- Dog Exercise Area
It was agreed to order more dog bags for the dispenser.
- Grit Bins/Road
None.
- Meetings/Events attended by Councillors/Clerk
Cllr Stanbury reported that there are ongoing planning issues in Hagginton Hill and it has been reported.

2407/07

Payments and Receipts

PAYMENTS

27. July Salaries	£448.07
28. HMRC PAYE July	£112.20
29. Pensions Contributions	£162.45
30. Tesco Mobile, Phone Charge	£12.95
31. Public Toilet Cleaning, June	£125
32. Western Web, Renewal of Cloud	£86.40
33. British Gas, Electricity	£67.18
34. Amazon, Ink Cartridge	£44.99
Total Payments	£1,059.24

RECEIPTS

10 th June Interest	£14.35
Total Receipts	£14.35

It was **resolved**, with no votes to the contrary, to approve the payments and receipts.

2407/08

Planning & Planning Correspondence

78846 Variation of condition 2 (approved plans) attached to planning permission 77747 (erection of agricultural machine store & associated works) to allow changes to building design at Land off Hagginton Hill Berrynarbor
Applicant: Mr Richards

It was **resolved**, with one vote to the contrary from Cllr Joyce and one abstention from Cllr Latham, to recommend APPROVAL.

78088 Demolition of existing agricultural units and erection of 13 residential units and associated works (amended proposal, layout & plans) at Land at Moules Farm Castle Hill Berrynarbor
Applicant: Pearce Construction (Barnstaple) Ltd

It was **resolved**, with no votes to the contrary, to submit the comments that The Parish Council supports the re-development of the site in principle; however, it does have some concerns;

The Parish Council would like to see more housing for those with a local connection tied through a Section 106 agreement and a minimum of 30% affordable housing; The Parish Council does not feel that there are adequate parking spaces provided for the houses on site, there is already an issue with parking in the village and the Parish Council would like to see further parking provision included within the development; The Parish Council has concerns about the sewage and drainage, it is noted that there are already issues in this area; The Parish Council has concerns about the safety of pedestrians along Castle Hill, there is no pavement; The Parish Council would like to see the impact of the street lighting on wildlife and the rural area minimised; The disruption to residents during construction should be minimised especially during times for school runs; The Parish Council has concerns over the safety of the junction especially with existing properties parking on the opposite side of the road.

2407/09

Defibrillator

Members were informed that the Parish Council's lease for the defibrillator with South Western Ambulances had ended, South Western Ambulances were no longer offering leases and had offered two options. Option one is that the equipment is returned, and Option 2 is that the equipment is gifted to the Parish Council subject to it meeting certain conditions and signing a memorandum of understanding to that effect and the PC covering the costs of maintenance and inspections. It was **resolved**, with no votes to the contrary, to request that the equipment is gifted to the Parish Council and the memorandum of understanding is signed to agree to the terms and conditions.

2407/10

Representatives

To appoint a Footpaths Officer and Cllr responsible for checking planning applications following the resignation of Cllr Bacon. It was agreed to defer this item until the vacancies are filled.

2407/11

Recreation Field

a) To consider provision of a toilet.

Cllr Young explained that the field is well used and now very busy with Boules, she had investigated the installation of a compost toilet but there were issues over how it would be kept clean and who would empty and where. It was agreed for Cllr Young to speak to South West Water about the possibility and cost of plumbing in a permanent toilet.

b) To receive an update on the community survey.

Members discussed the length of time the survey would be available for people to respond and the amount of paper copies, it was felt that the parish would not require many paper copies as Cllrs would be willing to assist people in filling out the questionnaire online and a facility should be made available at the mini festival to encourage and help people to respond.

c) To receive an update on the pavilion
Members were informed that a pre-planning application had been submitted to NDC and the Parish Council was waiting for a response, if planning is required that will be an eight-week process.

d) To consider mini festival
Cllr Young reported that she would like the Parish Council to organise a mini festival on the Recreation Field for the community. It was **resolved**, with no votes to the contrary, to organise a mini daytime festival for September. Members asked that the Clerk investigate necessary licenses for the event and any insurance requirements.

Members considered costings for portable toilets, and it was further agreed to book portable toilets for the event at an approximate cost of £65 + VAT per toilet.

2407/12 **Footpath from Sawmills into Berrynarbor**

Members discussed previous conversations in relation to this item and the possibility of a footpath to prevent cars from parking. It was agreed for Cllr Stanbury to arrange a site meeting with County Cllr Davis.

2407/13 It was **resolved** that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.

PART B

2407/14 **Staffing Matters**

a) To receive resignation from Parish Clerk & Responsible Financial Officer. It was **resolved**, with no votes to the contrary, to accept the resignation.

b) To agree recruitment for Parish Clerk & Responsible Financial Officer. It was agreed for Cllr Young to speak to a neighbouring Parish Clerk to see if they have capacity to take on the role and to advertise the position via DALC and NDC for 3 weeks, it was noted that the Current Clerk had given extra notice until 8th August but would be willing to negotiate an extension if the recruitment process required, however, her capacity was limited and this would need to be acknowledged with any extension, it was agreed for the Chairman to negotiate extensions as required.

Members discussed a meet and greet with parishioners given the amount of new Cllrs and it was agreed to undertake a meet and greet on 25th July.

Meeting ended at 8.30pm.

Signed..... Dated:.....