

## BIGBURY PARISH COUNCIL

Minutes of the monthly meeting of Bigbury Parish Council held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 10<sup>th</sup> April 2019 at 7:30pm.

PRESENT: Cllrs: B Carson, V Scott, E Huntley, S Smith, C Case and Clerk R Matthews. C. Cllr. Gilbert was also in attendance along with seven residents.

### 1.0 Declaration of Interest

The Chairman read out a statement in respect of Declaration of Interest – no such interests were declared.

### 2.0 Apologies for absence:

Apologies received from Cllr. Rosevear

### 3.0 Minutes of previous meetings held on March 13<sup>th</sup> 2019

Cllr. Huntley proposed the minutes be accepted as an accurate record of this meeting. Cllr. Smith seconded the proposal and all Councillors present at that meeting voted unanimously to accept the minutes, which were duly signed by the Chairman.

### 4.0 Matters arising (actions) from March 13<sup>th</sup> 2019 meeting and not covered in this month's agenda:

Clerk to contact the charity owning the phone box outside the 'Old Post Office' to establish if it could be used for anything to benefit the community. Outstanding **Action Clerk**

Clerk had contacted BT about the condition of the three functional phone boxes – BT are basically refusing to paint these boxes. Clerk to consider other options before next meeting. **Action Clerk**

Clerk confirmed the phone box on Bigbury Green had now been adopted by a local resident. The phone had been removed and power disconnected.

Warren – reseeding and future plans – defer until new District Councillor is appointed – pending

Millennium Steps – one quote had been received and a second was needed. **Action Clerk**

Refreshing of the white parking bay lines at Sedgewell Slipway was needed and DCC Highways confirmed they were not in a position to complete the work. Alternative options needed to be considered, including adding to County Council wish list or the Parish Council agreeing to finance the repainting. **Action Clerk**

Clerk provided options for new notices boards. Notice Board Company option was proposed by Cllr. Smith, which was seconded by Cllr. Scott. To be ordered and installed. **Action Clerk**

### 5.0 Challaborough Holiday Park – update from Mr. Steve Radford

Mr Radford kindly attended the meeting and updated the audience on the activities from the Caravan Park as follows: \* Blue flag status applied for and expected to be awarded with the third successive year of excellent water quality \* New recycling signage had been installed and Mr Radford shared his experience of a recent visit to the main recycling centre \* The site had been tidied and all drains cleared thanks to a favourable weather conditions \* The Park advertised in Bigbury Drums \* Aqua aerobics classes were open to local residents, although this depended on the numbers already attending from the Park visitors \* RNLI cover from May 18<sup>th</sup> for the entire season was now paid for fully by the Park \* The surf shop was open and the main shop was now open between 08:00 and 18:00 \* The Park expected to receive the David Bellamy Gold nature award \* Two new bee hives had been installed in the meadow \* A new Site Security Manager had been employed \* The beach was being cleaned daily, which would increase to twice daily in peak season \* The Waterfront restaurant and bar was open for locals to use \* Sports channels were being screened (£600+ per month cost) \* Two movies under the stars events were planned \* The Park would support the round the island swim and Bigbury fun run, although numbers for the latter had dropped dramatically \* Air

Ambulance charity event was planned for later in the year \* Caravan movements would continue to be monitored to ensure disruption was minimised.

Mr Radford asked to be advised of any significant roadworks in St Ann's Chapel (new road) that would have an impact for visitors and movement of goods in and out of the Holiday Park.

#### 6.0 County Councillor's report

C. Cllr. Gilbert advised that DCC were unlikely to approve the road surface requested by the Parish Council on the Holwell Farm development. Cllr. Scott felt this was contradictory to the information she was receiving from SHDC and would pursue the matter further.

C. Cllr. Gilbert queried why there was no car park charging option for a six hour stay and has written to Cathy Auberton to ensure this is discussed / included in next year's calculations. He also indicated that signs relating to Venus Café and a cash changing service would be displayed shortly.

In respect of roads in general, he shared that fact that the Highways budget was £1million per week for road repairs only.

He indicated that just two parishes in the South Hams would be contesting elections on May 2<sup>nd</sup> – Thurlestone and Totnes, adding that all South Hams Wards were being contested with a good cross section of parties represented.

Finally, he gave his apologies in advance for the May meeting, which he was unable to attend.

#### 7.0 Open Session

No points were raised.

#### 8.0 Planning related topics

0464/19/HHO Stargazy, Folly Hill, Bigbury-on-Sea, TQ7 4AR – re-advertisement of application for a replacement front and side protective balcony and new bi-fold door system to front elevation. This change included the installation of a privacy screen. Cllr. Smith proposed this be supported, which was seconded by Cllr. Case and agreed by all Councillors.

0645/19/HHO Long Easton, Bigbury, TQ7 4AN – application for construction of garden greenhouse. This was discussed – Cllr. Case proposed this be supported, which was seconded by Cllr. Carson and agreed by all Councillors.

4214/18/FUL Land at Holwell Farm, St Ann's Chapel, TQ7 4AP - Residential development to provide #13 dwellings with associated access, car parking, public open space and landscaping. This was discussed and agreed.

Clerk shared the update from SHDC in respect of changes implemented to the communication of planning applications, specifically the cessation of sending hard copies by post. It was agreed to continue sharing information locally in a timely manner. When new notice boards were installed a Councillor would take part ownership with the Clerk for maintaining displays. Holywell Stores – Cllr. Smith, Bigbury – Cllr. Scott and Bigbury-on-Sea Cllr. Edwards-Pratt

Neighbourhood plan.

Cllr.Scott updated as follows: Meetings were ongoing with Wendy Ormsby (SHDC) relating to the consultation process and as referred to earlier (C. Cllr. Section) there seemed to be differing views in respect of the road surface. Similarly the issue relating to cladding was being proactively resolved.

An objection had been received from a resident in Kingsbridge and Cllr. Scott would be making changes to the wording of the statement to address this concern.

Historic England had raised a further objection relating to the 'Holy Well' and more discussion / investigation was required to close this topic.

A number of further issues had been raised at the 'last minute' and Cllr. Scott agreed to review and discuss these at the next Neighbourhood Plan Steering Committee meeting on April 29<sup>th</sup>.

Cllr.Scott further assured the owners of Korniloff that their concerns were registered and taken into consideration. Cllr. Scott apologised if this had not been formally acknowledged.

#### 9.0 Bigbury News request for funding

In the absence of the Editor of Bigbury News, Henry Wainwright shared the following update:

Review of past year \* New A4 format introduced \* More colour content \* Advisory Committee set up to help overall management \* Increased level of contribution \* More volunteer helpers in place \* Circulation now 450 \* Bigbury Drums event based communication platform introduced.

Mr Wainwright gave detail of the financial numbers for the past year and details of this can be found on the Bigbury Community Website (Parish Council/meetings/2019\_04\_10 information).

Mr Wainwright shared the challenges facing Bigbury News as: \* costs of printing higher than estimated, compounded by some software recording and charging issues \* reduction in advertising revenue of £1,000 \* donation fatigue \* finding new sources of revenue \* lower than expected reserve funds being held as contingency.

Cllr. Case proposed the sum of £600, agreed as part of the Parish precept, be made available to Bigbury News and that in order to assist the cash flow, the Parish Council purchase key consumables on their behalf. Cllr. Huntley seconded this proposal which was agreed by all Councillors.

Bigbury News would be offered further opportunity to review the situation again later in the calendar year.

#### 10.0 Finance: Approval of payments to be made and presentation of finance statement

Cllr. Carson proposed the financial statements and recommended payments presented be accepted which was seconded by Cllr. Smith and all councillors agreed. Clerk was to raise the following payments:

£748.52	Clerk	£540.00 Salary for quarter ended 31 <sup>st</sup> March 2019
		£208.52 Office expenses
£570.00	PCC Bigbury	Grant for grass cutting
		Annual cost £1200.00 less surplus £630
£180.00	Grasshopper Services (fee for two years)	Maintenance of Bigbury Green
£143.45	DALC Annual membership fee	
£ 33.48	BT – line rental and broadband access Memorial Hall	
		Paid by direct debit £350.00

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £30,448.19 as at March 31<sup>st</sup> 2019

Clerk showed a statement of restricted and reserved funding with a balance of £9,928.93

Clerk showed details of S106 funds held by SHDC - £162,771 for affordable housing projects and £24,194 for OSSR projects.

#### 11.0 Play park update

Cllr. Case confirmed some work including consultation within the community had taken place but a proposal was not yet available – carry topic forward to May meeting. **Action Cllr. Case**

12.0 Toddler Group

Cllr. Case advised the Toddler Group was potentially being re-formed and that funding may be needed in the form of payments for Hall rental. Further updates would be given as the concept developed.

12.0 Local elections

Clerk confirmed that membership of the Parish Council would NOT be contested on May 2<sup>nd</sup> elections as seven nominations only were received. The Returning Officer has confirmed this.

The Parish Councillors for the next four year term (alphabetic order) are:  
Cathy Case, Sally Edwards-Pratt, Elizabeth Huntley, George Rosevear, Valerie Scott, Sharon Smith and Stuart Watts

Clerk outlined the process for election of Chairman and officers and further details of this can be found on the Bigbury Community website (Parish Council/meetings/2019\_04\_10 information).

Clerk also confirmed this process would take place as part of the Annual Parish meeting to be held on May 8<sup>th</sup> 2019 at the Memorial Hall, St Ann's Chapel with a **starting time of 7:00pm.**

13.0 Correspondence received

Three documents were presented:

Modbury Caring – letter of thanks for donation

Letter from South Devon Estuaries Partnership

Letter received from Lynne Miller relating to an incident in the main car park. Response needed  
**Action Clerk**

All documents are shown in full within the 'Information file' uploaded to the Bigbury Community Website (Parish Council / Meeting Minutes)

14.0 Agenda Items for next meeting

Opportunity to include items in May was very limited because of the Annual meeting. It was agreed to defer the discussion on communication (Bigbury News, Community website, Bigbury Drums etc.) until June.

It was also agreed to invite, over the course of the year, representative from bodies such as Bigbury Golf Club and Burgh Island etc. to the meeting

NOTE The supporting file is shown in the Parish Council section of the Bigbury Community website.

The meeting closed at 09:35pm.

The next meeting is to be the Annual meeting held on Wednesday May 8<sup>th</sup> at 7:00pm  
To be followed immediately by  
The monthly meeting held on Wednesday May 8<sup>th</sup> 2019 at 08:15pm

Signed.....B Carson, Chairman, Bigbury Parish Council