Minutes of the meeting of Bigbury Parish Council (BPC) held on **Wednesday, December 13th, 2023,**

at the **Memorial Hall (MH)**, **St Ann’s Chapel** at 7:30pm.

Present: Cllr. S. Watts (SW), Chairman, Cllr. H. Wainwright (HW) Vice Chairman, Cllr. C Case (CC), Cllr H. Marshall, Cllr D Molesworth (DM), Cllr. J. Fish (JF), Clerk,), I.Bramble (IB), and 5 members of the public (MsP).

1. Welcome

SW welcomed everybody.

2. Open Session:

 A MP advised that the verges in the B.on Sea carpark needed cutting.

3. Apologies for Absence

 DCC R. Gilbert, SHDC Cllr. B. Taylor, Cllr V Scott.

4. Declarations of Interest

 There were no declarations of interest.

5. Approval of minutes of the meeting held on Wednesday, October11th, 2023

 SW proposed approval, HM seconded and Cllrs. unanimously supported.

6. Matters arising from the meeting held on Wednesday, October 11th, 2023

* Playpark land Trustees of have been advised that BPC’s will proceed with its re-equipment.
* Standing Orders amended to clarify that BPC ‘considers’ NPC recommendation but does not ‘ratify’ them
* The Parish’s election costs for 2023 have been included in Precept calculations for 2024/25
* The RNLI has confirmed that the removal of the remainder of its disused locker is in hand

7. County Councillor’s report

 None submitted

8. District Councillor’s Report

 None submitted.

9. Planning Related Matters **SHDC Response Date**

 3569/23/HHO: Seaview, Parker Road, Bigbury on Sea, TQ7 4AT. 21/12/23

 *Householder application for changes to front drive, incl improved vehicle parking, new gates, replacement*

 *walls & extension to existing rear terrace*

 SW outlined the concerns of the Neighbourhood Plan Committee (NPC); the proposed height of gates as

 incompatible with those of neighbouring properties and the street scene; that the number of car parking

 places provided would be contrary to Neighbourhood Plan (NHP) policy BP27; the loss of some boundary

 hedgerow, boundary wall and grass verge BP7(v). Also, HW commented that SWW would not allow ‘grey

 water’ to enter the sewage system. SW read out draft NPC minutes and invited the applicant to contribute to

 the discussion a) that parking in front of the house was difficult because 1) additional parking

 was required for ancilliary accommodation 2) of the narrowness of the parking area and its entrance at the

 front of the house and b) that the high double gates proposed were to preserve privacy from walkers on the

 road and would in fact remain closed.

 Cllrs discussed the above and HW proposed support, DM seconded and Cllrs supported unanimously.

 3445/23/HHO: Bigbury Court Farm, Bigbury 21/12/23

 *Householder application for erection of new detached garage/store,*

 SW again read out draft NPC minutes and recommendation of ‘objection’ due to height scale and massing of

 the proposed structure and its orientation on the site. Discussion, including concerns too about the

 conspicuous white rendered finish, Cllrs. preference for larch cladding, a landscaping plan and re-

 orientating the garage for the gable end to face the South West to reduce its dominance from that direction.

 HW proposed support, conditional upon lowering the ridge height and addressing the above concerns, HM

 seconded and Cllrs. supported unanimously.

 SW presented the monthly review of recent planning decisions and other planning matters

10. Financial Statement

Payments due in December 2023.

 £ 49.98: - Cllr D. Molesworth Re. Millenium Steps repair and maintenance materials

 £ 198.00: - Allwood of Totnes, War Memorial annual maintenance

 £ 165.60: - D.J. Curtis Ltd., Hire of Equip. for flood clearance on B3392approach to the Golf Club.

£ 5.00: - I. Bramble; Clerk’s printer ink for BPC use.

£ 8.10: - I. Bramble; Clerk’s mileage: St Ann’s Chapel, Nov.8h, BPC meeting, 45p/mile

, £ 8.10: - I. Bramble; Clerk’s mileage: St Ann’s Chapel, Nov23rd. Afford. homes opening.,45p/mile,

£ 13.50: - I. Bramble; Clerk’s mileage: Bigbury, NPC mtg. Dec.8th, 45p/mile

: £ 3.50: - I. Bramble; replacement batteries for BPC bank acct. card reader

The cash book has been updated to November 30th, 2023 for uploading onto the Bigbury Parish website.

The cash book and bank statements have been reconciled to October 31st, 2023 at £60,792.87 and, including the receipt of this year’s VAT reclaim of £1,776.57, the working surplus stands at £16,348.87.

 HW queried the cost of the above Allwood contract, which include annual cleaning and a recommendation

 that the lettering needs repainting. Also, CC expressed concern that Cllrs had not seen the contract when it

 was reviewed in 2022. IB replied that the contract had been circulated to Cllrs and will look further into this

 and also suggested that MsP advise the PPC of those cost concerns.

 SW proposed approval of the Financial Statement, DM seconded and Cllrs. supported unanimously.

11. Initial Precept discussions

 SW advised that Cllrs had discussed the 2024/25 Parish Precept and that reserves were adequate for a

 the Precept to remain unchanged. IB recommended waiting until SHDC issued, in mid-December, its annual

 Precept submission papers which in turn are dependent upon data from Central Government, receipt of

 which will then allow a fully informed recommendation to be proposed for approval at the January meeting

 and then submitted to SHDC before the January 31st deadline date.

12. SWW Bigbury on Sea

 SW described work to date on issues with the BoS. treatment plant and DM added to this with a detailed

 presentation and description of the problems with the outlet of the pipe ending 75 mtrs offshore at between

 BoS and Burgh Island and that on occasions, due to constant movements of the seafloor in this shallow

 water, the pipe discharged onto almost dry land, although the discharge was bacterially clean within the

 required limits. The EA are trying to improve sampling to take place throughout the year but that SWW and

 not the EA are responsible for the actual sampling. Concerns therefore remain and BPC will continue to

 watch proceedings and raise future concerns with SWW. SW pointed out that obvious improvements to the

 BoS STW should include placing the discharge pipe further out to sea, UV sterilization of the discharges,

 which are close to bathing waters, the remediation of road damage probably caused by the 24/7 tankering

 operation to and from the STW at the top of Warren Road.

 DM also reported on an SWW ‘Beachwise Forum he attended and that:

* SWW are making decisions now regarding plans for the next 4 years
* water treatment facilities will be upgraded to improve safeguarding for users of coastal waters and rivers
* the work in the Warren car park is to locate inspection hatches
* damage to the roads from tanker lorries needs addressing DCC to be advised.

13. Progress on play park improvement

 CC reported that, from quotes to date, products from 5 companies are being considered and that because of

 the total planned expenditure of over £30,000 statutorily prescibed procurement process will to be followed.

14. Risk Analysis

 SW explained the draft Risk Analysis document he had compiled which depended upon an accurate and

 referred also to and discussed the Parish Asset Register, including the ownership of the Bus Layby which the

 title deeds suggest is not owned by Bigbury Parish. This will be looked into further and the Parish insurers

 advised accordingly. CC queried the ownership of the ‘phone boxes, also to be looked further into.

 Further discussion was deferred to the January meeting. **IB to Action**

15. Standing Orders

 IB referred in ‘Matters Arisjng’ to amendments to clarify ‘consideration’ by BPC of NPC recommendations.

 CC raised again the question of appointments to the NPC and the Constitution of the NPC and SW asked her

 to fomulate refreshed wording for BPC’s consideration. **CC to Action**

16. Small Farms Offset Meeting – LW report

 LW gave a detailed presentation of the aims of a Parish Carbon Plan and the role that Small Farms Carbon

 Offset could play in helping households individually and the Parish collectively to achieve Net Zero

 objectives. LW also suggested advertising for members to form a BPC sub-committee to work towards a

 Parish Carbon Plan and that there is liaison with other Parishes to share plans and progress to this end. SW

 suggested a UK-wide search for parishes with a possible model carbon plan which might serve as a guide.

17. Forthcoming Open Reach works on B3392 for broadband cabling.

 Meetings between DCC and OpenReach are taking place to coordinate work and temporary road closures on

 the B3392 to provide broadband cabling, presumably fibre optic but exact timing and locations are still tba.

18. Bigbury on Sea Layby

 This has been reported under item 14, Risk Assessment.t

19. Pothole Register Recent Flooding ;

 The PC had funded work to unblock a drainage ditch on farmland on the approach to Bigbury Golf Club

 and SW thanked the landowner for his cooperation. SW reiterated requests for notification of potholes and

 also of flooding issues from blocked drains and gullies. Quotes have been obtained for the unblocking of the

 perennially problematic drain under Bigbury Green to alleviate flooding of the road, on the southern corner of

 the Green. In the meantime, DM will attempt to unblock the pipe using his own equipment before anything

 further is done. **DM to Action**

20. Correspondence received

 The Police have asked to attend Community Coffee future mornings on the first Wednesday of the month.

 **IB to Action**

21. Any Other Business

 SW reported his recent attendance at a Memorial Hall Committee at which it was said that BPC was the

 ‘major’ user’ of the Hall’s broadband connection and that a key for the stage’s ‘control’ cupboard would be

 provided for BPC use.

The meeting closed at 10.20pm

Draft minutes subject to approval at the next meeting.

The next meeting will be held in **the Memorial Hall, St Ann’s Chapel at 7:30pm on January,10th, 2024.**

Signed **………………………………………………………………….** Chairman

Dated………………………………………………