

Richard Matthews - Clerk, Bigbury Parish  
Council

# Bigbury Parish Council

Council meeting St Ann's Chapel  
12<sup>th</sup> October 2016

## **Agenda - Bigbury Parish Council meeting October 12th 2016**

A meeting of Bigbury Parish Council will be held in the Memorial Hall, St Ann's Chapel on Wednesday 12<sup>th</sup> October 2016 at 7.30 p.m. The agenda is as follows:

1. Apologies for Absence
2. Approval of the minutes of the September 14<sup>th</sup> 2016 Parish Council meeting
3. Matters arising from minutes of previous meetings – September 14<sup>th</sup> 2016
4. Open session (*members of the public are welcome to participate during this agenda item and may submit their views on any planning matter on agenda point 10*)
5. County Councillor's report
6. District Councillor's report
7. Councillor Gilbert – Executive Member Commercial Services
8. Planning
  - a. 2793/16/FUL Butterwell Barn, Bigbury. Conversion of redundant Linhay to form domestic extension.
  - b. 1677/16/HHO The Sea Garden, Cott Lane, Bigbury. Application for extension, plus painting studio, new bay window, new porch and new roof to garage.
9. Parish Council Standing Orders and Financial Regulations – adoption of revision dated 31<sup>st</sup> August 2016.
10. Memorial Hall – introduction of computer training
11. CPRE
12. Finance: Approval of payments to be made, finance statement
13. Conversion of telephone box into local library
14. Skip placement for community waste removal
15. Road safety – Folly Hill and Clematon Hill footpath
16. Correspondence

The date of the next Parish Council meeting is November 9<sup>th</sup> 2016 at 7:30 p.m.

Richard Matthews - Clerk, Bigbury Parish  
Council

## Declarations of Interest

Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, they may have in any items to be considered at this meeting.

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 1 - Apologies for absence**

# Bigbury Parish Council

Council meeting St Ann's Chapel  
12<sup>th</sup> October 2016

## **Agenda item 1 - Apologies for absence**

Clerk has received apologies from Councillor Case and Councillor  
Huntley

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

## **Agenda item 2**

**Approval of minutes from Council meeting held on September 14<sup>th</sup> 2016**

#### 4.0 Open session: The following topics were raised:

Cllr Rosevear requested CPRE be included on the agenda of the October Parish Council meeting - more specifically Bigbury Parish Councils ongoing membership. **Action Clerk**

Resident A raised concerns in respect of the transportation of caravans to and from the Challaborough site during the hours of 09:00 – 18:00. Clerk commented there had been an ongoing dialogue with Parkdean and Devon police since 2007 and advised that further letters would be drafted and sent in an attempt to avoid repetition in 2017. **Action Clerk**

Resident B shared an update on Broadband stating that an engineer had visited the area and confirmed that fibre cabling had been installed ~~to the junction box at the top of Folly Hill~~ to the top of the path up from Challaborough where it meets Marine Drive/Ringmore Drive in BoS. The installation of a 'D Slam' box was needed to make a significant improvement to the service in the surrounding area. A formal report would be made available to all parties to assist in the process of lobbying the appropriate organisations.

Resident C commented on the lack of adequate signage in respect of 'dog friendly' areas of the beach. It was agreed that a group would look into this with a view to resolving the issue before summer 2017. There may also be some funding to help with the cost of new signs.

**Action Cllr Carson, Cllr Huntley and District Cllr Ward**

Resident D raised concerns over the speed (excessive) of traffic through the villages. C.Cllr Hosking suggested that official speed monitoring equipment could be useful in terms of quantifying the issue and it was agreed that such equipment would be requested.

**Action Cllr Owen**



## Minutes

These minutes are a true and accurate record of the meeting of September 14<sup>th</sup> 2016.

Proposed by.....

Seconded by.....

Chairman to sign minutes for Parish records

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

## **Agenda item 3**

**Matters arising (and outstanding) from minutes of previous meetings**

## BIGBURY PARISH COUNCIL

Minutes of the Bigbury Parish Council meeting held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 14<sup>th</sup> September 2016 at 7.30pm

PRESENT: Cllr B Carson (in the chair) Cllrs: B Huntley, R Owen, G Rosevear, S Smith, and Clerk R Matthews. C. Cllr R Hosking and D.Cllr L Ward also attended. Nine residents were present.

### 1.0 Apologies for absence:

Apologies for absence were received from Cllr C Case.

### 2.0 Minutes of July 13th meeting:

Cllr Rosevear proposed the minutes be accepted as an accurate record of the meeting, Cllr Smith seconded the proposal and the committee unanimously agreed. These were duly signed by the Chairman.

### 3.0 Matters arising (actions) from last meeting and not covered in this month's agenda:

Unmanaged vegetation on the corner of Bigbury Green was forcing traffic to drive further towards the centre of the road.

Cllr Carson – in process

Japanese knot weed: Discuss with SHDC Environmental Dept.

Parish Clerk

Parking Bay lines (Sedgewell Slipway)

Parish Clerk

Suite of E mail addresses for all Councillors

Parish Clerk

#### 4.0 Open session: The following topics were raised:

Cllr Rosevear requested CPRE be included on the agenda of the October Parish Council meeting - more specifically Bigbury Parish Councils ongoing membership. **Action Clerk**

Resident A raised concerns in respect of the transportation of caravans to and from the Challaborough site during the hours of 09:00 – 18:00. Clerk commented there had been an ongoing dialogue with Parkdean and Devon police since 2007 and advised that further letters would be drafted and sent in an attempt to avoid repetition in 2017. **Action Clerk**

Resident B shared an update on Broadband stating that an engineer had visited the area and confirmed that fibre cabling had been installed ~~to the junction box at the top of Folly Hill~~ to the top of the path up from Challaborough where it meets Marine Drive/Ringmore Drive in BoS. The installation of a 'D Slam' box was needed to make a significant improvement to the service in the surrounding area. A formal report would be made available to all parties to assist in the process of lobbying the appropriate organisations.

Resident C commented on the lack of adequate signage in respect of 'dog friendly' areas of the beach. It was agreed that a group would look into this with a view to resolving the issue before summer 2017. There may also be some funding to help with the cost of new signs.

**Action Cllr Carson, Cllr Huntley and District Cllr Ward**

Resident D raised concerns over the speed (excessive) of traffic through the villages. C.Cllr Hosking suggested that official speed monitoring equipment could be useful in terms of quantifying the issue and it was agreed that such equipment would be requested.

**Action Cllr Owen**

It was agreed to publish a copy of the draft minutes of Council meetings on the Bigbury Community Website. The target date was to be ten days after the meeting. **Action Clerk**

5.0 County Councillor's report: C.CLLR Hosking apologised for missing the prior two meetings.

Road congestion was discussed on the road between Kittaford Cross and Loddiswell. Cllr Hosking advised that any request for road improvements needed to be supported by a business case. Cllr Carson advised a section of road between Harraton Cross and California Cross was of specific importance to Bigbury Parish Council residents. C.Cllr Hosking would find a template of a petition form that may help. **Action C.Cllr Hosking**

C.Cllr Hosking advised the Community car scheme was still work in process.

C.Cllr Hosking shared background information on 'your future care'; updates on NHS services across the South Hams area. Further updates were to be shared with all Parish Councillors. **Action Clerk**

C.Cllr Hosking advised that Broadband phase two was being rolled out across Devon and Somerset. The tendering process had been expanded to allow smaller companies to bid for the work and he would keep the Parish Council updated on this topic.

In respect of potholes and the assistance residents could provide to assist the County Council, C.Cllr Hosking confirmed that Chapter 8 training was required and that to benefit from some level of insurance cover at County Council level, any assistance must be on a voluntary basis and be covered under the Road Warden scheme.

Information on Devon and Somerset devolution was available and he could be contacted if anyone required more detailed updates.

In response to a question raised at the May 11<sup>th</sup> Parish Council meeting in respect of inappropriate parking on a strip of land at Hilltop, C.Cllr Hosking confirmed that boulders etc. could be put in place but must be able to be removed.

## 6.0 District Councillor's report:

District Councils priorities. D.Cllr Ward advised that a website was now up and running for people to access information. This was easy to use and select topics of personal interest.

Joint Local Plan Consultation. D.Cllr Ward thanked the Council for their submission which was of a high quality.

Housing Survey. There was discussion on the progress and status of this review process and Cllr. Carson felt that time had been lost in moving it forward as it had been agreed to progress as soon as possible after the presentation given by Alex Rehaag in January 2016. He would discuss this further with the parties involved.

**Action – Cllr Carson**

Health and Wellbeing Board. D.Cllr Ward reminded everyone that leisure centre management had now been taken over by Fusion who were considering outreach programmes for rural communities, confirming this would only move forward after consideration of programmes already in place.

## 7.0 Planning applications: The following were discussed:

1863/16/LBC, 2370/16/LBC, 2371/16/LBC. Pickwick Inn, St Ann's Chapel. Alterations to ducting and extraction systems. The Council had undertaken a site visit and had approved the application (with observations)

1621/16/FUL Waves Edge, Challaborough. Replacement dwelling. The council had undertaken a site visit (the second site visit) and agreed unanimously to object to this application.

2079/11/HH0 Butterwell Barn, Bigbury. Single side extension. This application has been withdrawn.

2080/16/LBC Shoal of Furze, Aveton Gifford. Extension to provide garden and shower room. The Council agreed to this proposal.

It was suggested that an independent Planning Consultant could be engaged to review the change of use for Bay Café/warren Cottage. Cllr. Carson the Parish Council could not be involved in this nor could they support it financially.



## 8.0 Trees – Bigbury on Sea:

Trish Bagley, Tree Warden, attended the meeting and raised concerns about overgrown conifers on Folly Hill. These were obstructing the footpath and needed to be trimmed and it was agreed the Parish Clerk would write to the residents. **Action Clerk**

## 9.0 Neighbourhood Plan:

This is in process and further meetings start in October.

## 10.0 Finance:

There were no payments to be made and the Clerk presented a financial statement showing a) cash book, b) cash forecast, c) analysis of restricted/unrestricted funds, d) reconciliation between cash book and bank statements.

The Clerk confirmed a bank balance of £16257.59.

## 11.0 Devon air ambulance night landing sites:

Three potential night landing sites were discussed and to discuss this further the Community Helipads Development Officer would be invited to a future meeting. **Action Clerk**

## 12.0 Benches – Bigbury on Sea:

Several options had been put forward but it was agreed to purchase a bench from Rattery Saw Mills at a cost of £208 + VAT with an additional fitting cost of £100. It was agreed to allocate up to £150 for the repair of another bench. This was proposed by Cllr Rosevear and seconded by Cllr Smith.

**Action Cllr Carson**

## 13.0 RNLI Lifeguard station:

As planned the temporary facility had been removed as planned and RNLI had submitted a report on its success (copy uploaded to Bigbury Parish website). On the information provided it was agreed in principle to allow RNLI to use the same site in 2017.

## 14.0 Skip placement:

After discussion it was agreed that a waste skip would be hired for residents use on a Sunday (date to be determined) in November. The location for the placement will be confirmed at the October Parish Council meeting.

**Action Clerk**

Notification would be made on Parish notice boards and in Bigbury News.**Action Clerk and Cllr Owen**

## 15.0 Signage footpath Clematon Hill:

Concerns were raised about the public safety and a site visit was to arranged. The Footpath Warden would be invited to attend.

Richard Matthews - Clerk, Bigbury Parish  
Council

**Action Clerk**

## 16.0 Correspondence:

The Clerk read out a letter from the Committee of Hope Cove Lifeboat thanking the Council for the £200 donation.

Cllr Rosevear confirmed he would be attending the IDALC meeting on September 29<sup>th</sup>.

Parish Clerk confirmed he would be attending a Clerk's meeting at SHDC on October 3<sup>rd</sup>.

17.0 DATE OF NEXT MEETING; WEDNESDAY 12<sup>th</sup> October 2016 – starting at 7.30 pm.

Meeting closed 09:40 pm

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

## Agenda item 4

*Open session (members of the public are welcome to participate during this agenda item and may submit their views on any planning matter on agenda point*

*8*

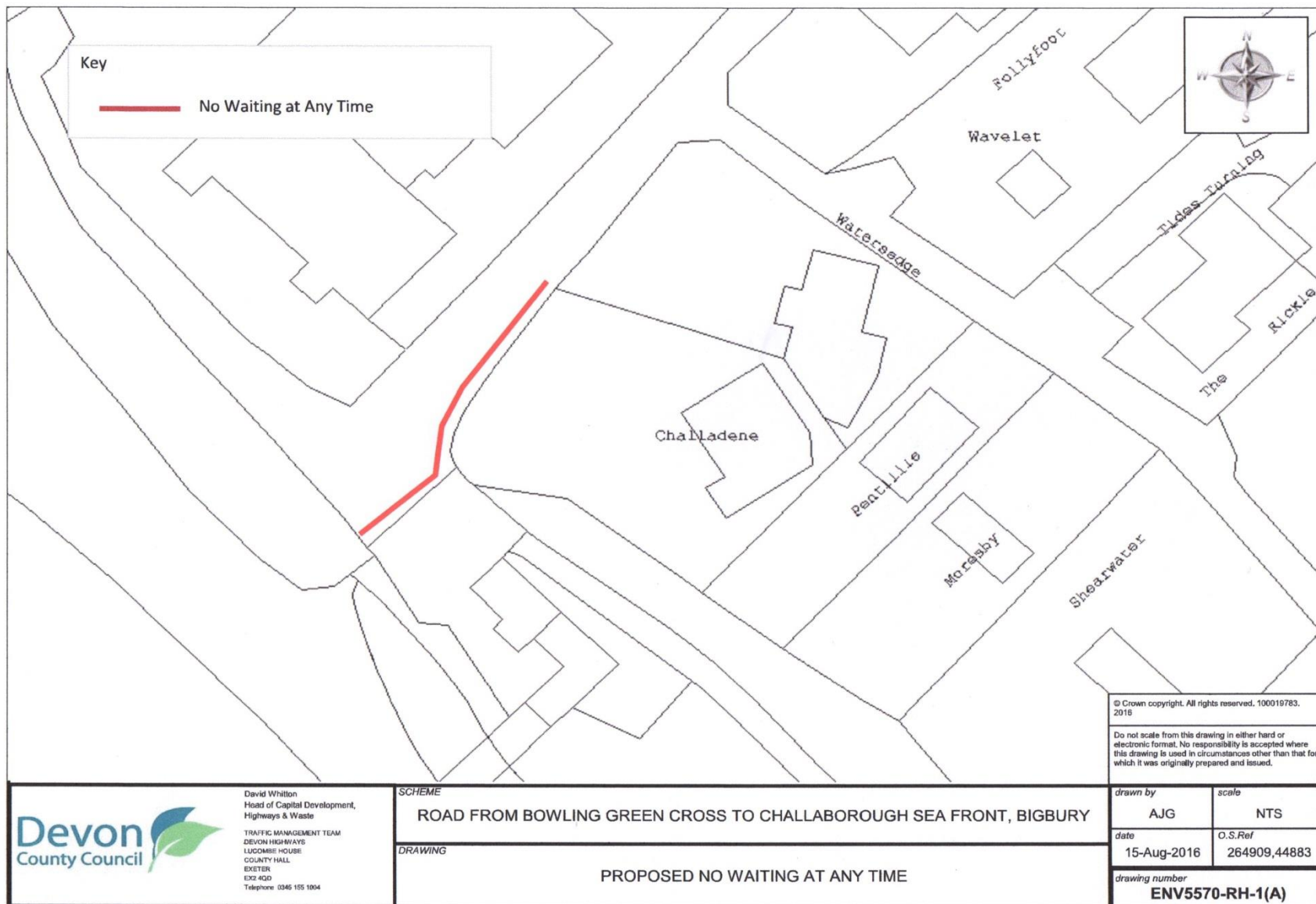
# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 5**

**County Councillor's report**



Richard Matthews - Clerk, Bigbury Parish  
Council

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 6**

**District Councillor's report**

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 7**

**Councillor Gilbert – Executive Member Commercial Services**



# Bigbury Parish Council

Council meeting St Ann's Chapel  
12<sup>th</sup> October 2016

## Agenda item 8a Planning

2793/16/FUL Butterwell Barn, Bigbury. Conversion of redundant Linhay to form domestic extension.

Decision.....Proposed by.....Seconded by.....

# Bigbury Parish Council

Council meeting St Ann's Chapel  
12<sup>th</sup> October 2016

## Agenda item 8b Planning

1677/16/HHO The Sea Garden, Cott Lane, Bigbury. Application for extension, plus painting studio, new bay window, new porch and new roof to garage.

Decision.....Proposed by.....Seconded by.....

# Bigbury Parish Council

Council meeting St Ann's Chapel  
12<sup>th</sup> October 2016

**Agenda item 9**

**Parish Council Standing Orders and Financial Regulations – adoption of revision dated  
31<sup>st</sup> August 2016.**

## Standing Orders

Parish Council Standing Orders and Financial Regulations – adoption of revision dated 31<sup>st</sup> August 2016.

Decision.....

Proposed by.....

Seconded by.....

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 10**

**Memorial Hall – Learning and Developing IT skills**

Bigbury Parish Council - Community Project - Learning and Developing IT skills							
Capital Expenditure (net of VAT)						£	
	25.08.16	BT Group - Broadband Hub					£128.00
	16.09.16	AV Group - Supply and install equipment					£2,084.00
	Capital funding						
	Date?	Devon County Council - Locality Budget					£1,600.00
	Date?	Devon County Council - Local Project Fund Grant					£200.00
						Capital expense funded by Bigbury Parish Council	£412.00
Operational costs (net of VAT)							
	25.08.16	BT Group - service charges					£30.34

Richard Matthews - Clerk, Bigbury Parish  
Council

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 11**

**CPRE**

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 12**

**Finance: Audit report, approval of payments to be made and finance statements**



NAME OF SMALLER AUTHORITY: BIGBURY PARISH COUNCIL

# NOTICE OF CONCLUSION OF AUDIT

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

The Accounts and Audit Regulations 2015 (SI 2015 No.234)  
The Local Audit and Accountability Act 2014

NOTICE	NOTES
<p>1. Date of announcement <u>2ND OCTOBER 2016</u> (a)</p> <p>2. Notice of conclusion of audit and publication of accounts. The audit of the authority's accounts for the above year has been concluded on: <u>13th SEPTEMBER 2016</u> (date) by grant Thornton UK LLP.</p> <p>The Annual governance statement, Accounting statements and the External auditor certificate and report (the Annual Return), have been published (b)(c).</p> <p>Copies of documents are available for purchase by any person on payment of a reasonable sum. Documents will remain available for public access for a period of not less than 5 years from the date of this notice (d).</p> <p>3. Section 25 of the Local Audit and Accountability Act 2014 provides for the exercise of public rights to inspect the statement of accounts:</p> <ul style="list-style-type: none"> <li>Local Government Electors and their representatives have rights to make copies of: <ul style="list-style-type: none"> <li>the accounting statements,</li> <li>the external auditor's opinion and certificate of completion (e),</li> <li>any public interest report relating to the authority, and</li> <li>any recommendation relating to the authority.</li> </ul> </li> </ul> <p>For the year ended 31 March 2016 these documents will be available on reasonable notice on application to the person in paragraph 4 below.</p> <p>4. Person to which you can apply to inspect the accounts and availability (f)</p> <p>Name: <u>RICHARD MATTHEWS</u></p> <p>Position: <u>CLERK - BIGBURY PARISH COUNCIL</u></p> <p>Address: <u>10 LOWER BROOK PARK</u> <u>1N4821D6L</u></p> <p>Tel no: <u>01752 896266</u></p> <p>Email: <u>clerk-bigburypc@gmail.com</u></p> <p>Days and times of availability: <u>21.10.16 - 17.10.16 ABOVE ADDRESS 10:00am - 5:00pm</u> <u>14.10.16 17:30pm PARISH COUNCIL MEETING</u></p> <p>5. Signature and name of person giving Notice on behalf of the authority</p> <p><u>R Matthews</u> Clerk and <del>Responsible</del> Responsible Financial Officer</p>	<p>(a) Insert date of placing of this Notice</p> <p>(b) Parish Councils should publish information on a website.</p> <p>(c) Parish meetings should display information in a conspicuous place in the area of the authority for at least 14 days.</p> <p>(d) See note 25.2 of the Local Audit and Accountability Act 2014 for further information.</p> <p>(e) Section 3 of Annual Return provides the external auditors certificate and report including any subsequent pages attached.</p> <p>(f) Insert name, position, address and contact details such as telephone and email of the Clerk or other person to which any person may apply to inspect the above documents, and the details of the manner in which notice should be given of an intention to inspect the accounting records and other documents.</p>
<p>For more detailed guidance on electors' rights and the special powers of auditors, copies of the publication Council Accounts - A Guide to Your Rights are available from the National Audit Office website</p> <p><a href="https://www.nao.org.uk/code-audit-practice/wp-content/uploads/sites/29/2015/03/Council-accounts-a-guide-to-your-rights.pdf">https://www.nao.org.uk/code-audit-practice/wp-content/uploads/sites/29/2015/03/Council-accounts-a-guide-to-your-rights.pdf</a></p>	

Richard Matthews - Clerk, Bigbury Parish  
Council

Bigbury Parish Council - cash book / income and expenditure analysis 2016-2017																					
CASH BOOK ENTRIES					INCOME CATEGORIES							EXPENDITURE CATEGORIES									
		Chq	Cash in £	Cash out £	VAT out £	Balance £	int recd	precept	grant	other	Subs/ Grants	Donate	Clerk Salary	Clerk exp	Office exp	Environ	Hall hire	BT Mem Hall	Misc	VAT paid	TOTAL
01.04.16	Balance deposit a/c					11574.30															
01.04.16	Balance current a/c					1816.48															
01.04.16	Total Bank Balances					13390.78															
	Cheque 1056 NOT presented for payment					-140.21															
01.04.16	Working cash balance					13250.57															
11.04.16	Lloyds - interest received		0.52			13251.09	0.52														
13.04.16	SHDC payroll services	1057		100.00	20.00	13131.09									100.00					20.00	120.00
13.04.16	SHDC election costs	1057		85.54	0.00	13045.55									85.54						85.54
13.04.16	Void cheque	1058		0.00	0.00	13045.55									0.00						
13.04.16	P Trundle clerk	1059		304.61	0.00	12740.94							266.91	37.70							304.61
20.04.16	BT Clerk's phone rental	DO		39.35	7.86	12693.73									39.35					7.86	47.21
25.04.16	SHDC Precept/Grant/DALC		5083.06			17776.79		5000.00	219.03	-135.97											
	DALC Add (cash neutral)		135.97	113.31	22.66	17776.79				135.97	113.31									22.66	135.97
29.04.16	HMRC VAT refund		1111.12		29.04	18887.91	0.57			1111.12											
09.05.16	Lloyds - interest received		0.57			18888.48															
11.05.16	Memorial Hall Hire	1060		30.00	0.00	18858.48											30.00				30.00
11.05.16	Viking stationery	1061		36.27	7.26	18814.95									36.27					7.26	43.53
11.05.16	Community First Insure.	1062		187.57	0.00	18627.38													187.57		
11.05.16	SH Skip Hire	1063		612.00	32.40	17982.98											612.00			32.40	644.40
20.05.16	BT Clerk's phone rental	DO		39.75	7.95	17935.28									39.75					7.95	47.70
08.06.16	G Peek (Neigh Plan)	1064		79.15	15.83	17840.30					79.15									15.83	94.98
09.06.16	Lloyds - interest received		0.75			17841.05	0.75														
11.07.16	Lloyds - interest received		0.72			17841.77															
13.07.16	SHDC playground audit	1065		100.00	20.00	17721.77									100.00					20.00	120.00
13.07.16	J M Hart internal audit	1066		50.00	0.00	17671.77									50.00						50.00
13.07.16	Kingsbridge website	1067		60.00	0.00	17611.77									60.00						60.00
13.07.16	TGO web services	1068		50.00	0.00	17561.77									50.00						50.00
13.07.16	R Matthews salary/exp	1069		854.30	0.00	16707.47								644.00	150.75	59.55					854.30
13.07.16	D C Gay	1070		20.50	0.00	16686.97						20.50									20.50
13.07.16	Bigbury Mem Hall	1071		30.00	0.00	16656.97											30.00				30.00
13.07.16	Hope Cove Lifeboat	1072		200.00	0.00	16456.97						200.00									200.00
13.07.16	J Tucker	1073		200.00	0.00	16256.97					200.00										200.00
09.08.16	Lloyds - interest received		0.62			16257.59	0.62														
08.09.16	BT group - Memorial Hall	DO		158.34	31.67	16067.58												158.34		31.67	190.01
09.09.16	Lloyds - interest received		0.62			16068.20															
13.09.16	Audit fee received		50.00			16118.20				50.00											
NOT COVERED BY BANK STATEMENTS - AFTER 01/10/16 or FUTURE																					
04.10.16	Precept		5000.00			21118.20		5000.00													
06.10.16	Ratley Saw Mill (bench)	1074		220.60	44.12	20853.48													220.60	44.12	264.72
12.10.16	Clerk salary for quarter	1075		486.00	0.00	20367.48							486.00								486.00
12.10.16	Clerk expenses for quarter	1075		231.99	34.00	20101.49								18.00	163.99				50.00	34.00	265.99
12.10.16	Memorial Hall Hire	1076		20.00	0.00	20081.49												20.00			20.00
12.10.16	AV Group (audio/visual)	1077		2084.00	416.80	17580.69													2084.00	416.80	2500.80
31.10.16	Locality funding (Audio)		1600.00			19180.69				1600.00											
Cash Forecast as at Oct 12th 2016																					
Analysis of restricted funds as at October 12th 2016																					
19180.69	Total cash available																				
1228.11	Restricted funds			1228.11	TOTAL	Breakdown below															
5000.00	six months precept expenditure																				
12952.58	Surplus																				
Bank reconciliation as at Oct 1st 2016																					
				323.09		P3 funding h/t 2015/2016															
14672.28	Deposit account statement																				
1645.92	Current account statement																				
-200.00	Cheque 1072 not cashed																				
16118.20	Total Oct 1st 2016																				
16118.20	Cash Book (see above)																				

Richard Matthews - Clerk, Bigbury Parish  
Council

## Payments for processing

Rattery Saw Mill £264.72 – new bench for the Warren

Parish Clerk £486.00 – salary for previous quarter

Parish Clerk £265.99 – expenses for previous quarter (reviewed by Chairman)

Memorial Hall £20.00 – hire of hall for council meetings

AV Group £2500.80 – audio visual equipment in Memorial Hall

Proposed by.....

Seconded by.....

09.08.16	Lloyds - interest received			0.62				16257.59
08.09.16	BT group - Memorial Hall	DD			158.34	31.67		16067.58
09.09.16	Lloyds - interest received			0.62				16068.20
13.09.16	Audit fee received			50.00				16118.20
	NOT COVERED BY BANK STATEMENTS - AFTER 01/10/16 or FUTURE							
04.10.16	Precept			5000.00				21118.20
06.10.16	Rattery Saw Mill (bench)	1074			220.60	44.12		20853.48
12.10.16	Clerk salary for quarter	1075			486.00	0.00		20367.48
12.10.16	Clerk expenses for quarter	1075			231.99	34.00		20101.49
12.10.16	Memorial Hall Hire	1076			20.00	0.00		20081.49
12.10.16	AV Group (audio/visual)	1077			2084.00	416.80		17580.69
31.10.16	Locality funding (Audio)			1600.00				19180.69

Bank reconciliation as at Oct 1st 2016				
14672.28	Deposit account statement			
1645.92	Current account statement			
-200.00	Cheque 1072 not cashed			
16118.20	Total Oct 1st 2016			
16118.20	Cash Book (see above)			

Richard Matthews - Clerk, Bigbury Parish  
Council

Cash Forecast as at Oct 12th 2016				
19180.69	Total cash available			
1228.11	Restricted funds			
5000.00	Six months precept expenditure			
12952.58	Surplus			

Analysis of restricted funds as at October 12th 2016							
1228.11	TOTAL	Breakdown below					
500.00		DCC Public Rights of Way b/f 2015/2016					
405.02		SHDC Neighbourhood Plan b/f 2015/2016					
323.09		P3 funding b/f 2015/2016					

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 13**

**Conversion of telephone box into local library**



# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 14**

**Skip placement for community waste removal**

## SKIP

The Parish Council has arranged for a SKIP on SUNDAY 6<sup>th</sup> November at the Memorial Hall, St Ann's Chapel from 9:30a.m. – 3:30p.m.

So turn out your sheds, garages etc and take all your “unwanted” down and have a good old turn-out.

There are some items the skip provider is unable to accept so please abide by any advice or decision given by the person in attendance. Be prepared – you may have to sign some paperwork in a few rare cases for a few exceptional items.

Future dates and locations will be announced in due course.

Richard Matthews  
Parish Clerk

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 15**

**Road safety – Folly Hill and Clematon Hill footpath**

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

**Agenda item 16**

**Correspondence**

Dear Resident,

At the last Parish Council meeting, held on Wednesday September 14<sup>th</sup>, concerns were raised in respect of the safety of pedestrians using Folly Hill; more specifically the section of Folly Hill between the car park owned by Mr Tucker and the slipway to the beach.

The Councillors consider the combination of traffic, often travelling at too high a speed, and pedestrians including children either walking or in pushchairs, poses a significant probability of causing a road traffic accident.

As part of their duty of care, the Councillors must try and minimise this risk.

The National Trust footpath on Clematon Hill is currently not suitable for pedestrian use. Signs indicating its existence are not visible, the path is too narrow in places and the steps at the bottom of the path (closest to the beach) have been eroded. The Council will be contacting the National Trust in an attempt to address these issues.

Additionally this section of Folly Hill is obstructed by overhanging trees and foliage, causing pedestrians to walk in the road, presenting additional hazards.

The Parish Councillors appreciate that these trees provide a barrier between the properties and the road but have asked me to contact you, the owners of these particular properties, to ask that action be taken to cut back the overhanging branches and foliage and in so doing minimise the risk of an accident.

On behalf of the Parish Council I thank you for your co-operation.

Richard Matthews - Clerk, Bigbury Parish  
Council

**Head Office**

2nd Floor  
One Gosforth Park Way  
Gosforth Business Park  
Newcastle upon Tyne  
NE12 8ET

T 0191 256 0795

F 0191 268 6018

26 September 2016

Mr R. Matthews  
Clerk  
Bigbury Parish Council  
10 Lower Brook Park  
Ivybridge  
Devon  
PL21 9TZ

Dear Mr Matthews

Thank you for your letter dated 28th August, received on 8th September.

I very much appreciate you writing to me again and understand your concerns regarding this.


Following your correspondence in October 2014, we requested for the transportation companies to only transport holiday homes before 9am and after 6pm. As far as we know, they have been adhering to this, however as the vehicles travel down to the South West from Hull they may be subject to occasional traffic delays, which unfortunately are out of our control.

As we have said before, we certainly do not want to cause disruption in the local area – as this too has an effect on our holiday makers travelling to Challaborough Bay, who as you say may be unlikely to return if they experience long delays.

Steve Radford, our General Manager at Challaborough is more than happy to attend one of your future council meetings to discuss this matter in further detail. Please either contact my PA [Ashley.Mclaughlin@parkdean-resorts.com](mailto:Ashley.Mclaughlin@parkdean-resorts.com) or the park directly on 01548 810 772 if you would like to arrange this.

Yours sincerely



 **John Waterworth**  
Chief Executive

Hi Phil,

I am a locality officer who inspects the play space every month and wanted to let you know about that grass could do with a cut so no hidden dangers like glass or dog mess is left , in case gate is left open and also the bin is half full and needs emptying. Other than that play equipment is in good order and can see still plenty of wear left on the swing chains

Happy to discuss further if needed

Thanks

Charlie Storer | Mobile Locality Officer  
South Hams District Council  
Email: charlie.storer@[swdevon.gov.uk](mailto:charlie.storer@swdevon.gov.uk)

# Bigbury Parish Council

Council meeting St Ann's Chapel

12<sup>th</sup> October 2016

The date of the next Parish Council meeting is November 9<sup>th</sup> 2016 at 7:30 p.m.

THANK YOU

and the Parish Clerk apologises in advance for his absence at the next meeting  
(November 2016)