

## BIGBURY PARISH COUNCIL

Minutes of the Bigbury Parish Council meeting held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 12<sup>th</sup> October 2016 at 7.30pm

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

### 1.0 Apologies for absence:

Apologies for absence were received from Cllr C Case and Cllr B Huntley

### 2.0 Minutes of previous meeting held on September 14th 2016:

The Clerk advised that a correction was to be made to paragraph 3 of agenda item 4 – this error had been pointed out by two residents. This correction was made, Cllr Smith proposed the minutes be accepted as an accurate record of the meeting, Cllr Carson 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:

Parking Bay lines (Sedgewell Slipway) – Parish Clerk – in process  
Suite of E mail addresses for all Councillors – Parish Clerk – in process  
Signage for dog friendly areas – Cllrs Carson, Huntley and D.Cllr Ward  
Excessive traffic speed – Cllr Owen, C.Cllr Hosking – in process  
Night landing site for Air Ambulance – Clerk – in process  
Bench for the Warren – Cllr Carson – in process

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

Resident A raised concerns in respect of the transportation of caravans to and from the Challaborough site. More specifically of concern was the attitude of the drivers. It was agreed to invite Mr. Steve Radford, manager of the Challaborough site, to a future meeting to discuss this topic with the council and residents. **Action C. Carson**

Resident B thanked the Council for work completed to tidy Bigbury Green but added that the workers had left behind lots of 'mess' in the road, which traffic had to drive around. The untidy condition of the Royal Oak site was also raised and Cllr Carson confirmed he had been in touch with the owners and agent on several occasions, including earlier today, asking for the area to be tidied.

Mr. John Simes, Footpath Warden, advised he was undertaking a survey of footpaths in order to prepare the bid for future funding. He was aware of the concerns regarding the National Trust path on Clematon Hill and stated he would include a sum of money to address the problems in his bid. ~~He advised he would also be contacting Nick Colton, Devon Highways, in respect of other paths requiring attention.~~

Mr. Tucker commented that walkers were not using the footpath between Folly Farm and Cockleridge, choosing to walk on a parallel track. He added that a section of this path was too steep and slippery, especially in the wet winter months. Mr Simes agreed to look at the footpath with Mr Tucker.

### 5.0 County Councillor's report:

C.Cllr Hosking advised that due to financial constraints the grit bins would not be inspected prior to the start of the winter season. A self-inspection process was required by the Parish Council and residents, who should advise the council if bins needed to be refilled.

C.Cllr Hosking shared a traffic proposal 'No waiting at any time' on a section of the road from Bowling Green Cross to Challaborough Seafront'. The Council questioned this proposal and C.Cllr Hosking was to provide more information.  
C.Cllr Hosking advised that request for speed monitoring was in process

#### 6.0 District Councillor's report:

D.Cllr Ward commented positively on the digital progress in the Village Hall and added the GUTS programme - Get Up To Speed (associated with Connecting Devon and Somerset) offers free workshops for places with venues like this for a minimum of 15 people. The workshops are aimed at increasing access to IT and helping communities and the local economy. I will liaise with Richard to provide contacts and this would be advertised. **Action Clerk**

Draft Joint Local Plan - will go before councillors on 26th January followed by the statutory consultation.

Neighbourhood plan - housing survey preparations are in progress and D.Cllr Ward will invite Bigbury to a workshop with a speaker from the well-known Thame neighbourhood plan.

D.Cllr Ward reminded the Council there was a sum of £400 available from the Locality Fund if suitable projects were identified.

D.Cllr Ward thanked the Clerk for attending the Clerk's session at SHDC where District Councils priorities were discussed.

#### 7.0 C.Cllr Rufus Gilbert – Executive Member Commercial Services – SHDC

C.Cllr Gilbert attended the meeting and shared with the audience the scope of his role and responsibilities which included, amongst others, recycling, waste collection, dog wardens, public toilets and street cleaning.

C.Cllr Gilbert advised the SHDC currently had a 54% recycling rate. However in response to a question from Resident A, advised that the only area of recycling that currently generated revenue was glass waste.

Cllr Carson raised the concerns of Bigbury Parish Council and the residents in respect of the build-up of waste and the clearing of bins during the summer season, adding that for the six week peak period when an SHDC employee was in situ, the situation was much better. Waste bags had also been provided but these were not emptied when the volume of rubbish was high.

C.Cllr Gilbert advised that the cost of emptying a bin was £600 per year but his department had been tasked with improving the level of service both in terms of the timing and frequency of rubbish clearance.

C.Cllr Gilbert also advised that heavy duty sacks were available for distribution along with grabbers that volunteers could use to pick waste from the floor. He added that perhaps the owners of the Venus Company could be approached with a view to exercising some corporate responsibility. IE participate in the process of rubbish collection, even if only on a once a week basis.

Cllr Carson also raised concerns about the general condition of the Warren, highlighting the need to attend to the grass on a more frequent basis.

C.Cllr Gilbert added that a Locality Officer was now in place for this area and as a resource could be used to identify and help address some of the ongoing issues. Further training was needed however before this individual was fully effective.

Cllr Carson thanked C.Cllr Gilbert for attending the meeting and sharing the above with the Council members and members of the community present.

8.0 Planning applications: The following were discussed:

- a. 2793/16/FUL Butterwell Barn, Bigbury. Conversion of redundant Linhay to form domestic extension.  
Application unanimously supported following a site meeting.
- 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.  
Application unanimously supported following a site meeting.

9.0 Parish Council Standing Orders and Financial Regulations:

Cllr Carson acknowledged the level of work that had been put into preparing this document and it was agreed to discuss and agree amendments to the proposal during the coming weeks.

**Action Clerk**

10.0 Memorial Hall – Learning and Developing IT skills:

Following the installation of broadband in the Memorial Hall, the council confirmed their support for providing basic computer training for as wide an audience as possible. Phil Shea had agreed to work on this initiative and a programme was to be set up and advertised in Bigbury News and the community website.

**Action Cllr Owen**

11.0 CPRE:

Cllr Rosevear confirmed that preferential rates for individual councils to subscribe to CPRE were no longer available. The active membership rate was now £36.00 per annum. Cllr Rosevear proposed the council re-subscribe and Cllr Owen seconded the proposal. It was agreed to add this payment to those already listed in the finance section (below).

12.0 Statement of finances:

The Clerk confirmed that the external audit of last year's accounts had been completed without adverse observation from Grant Thornton and that the appropriate statutory notices had been posted as required.

Cllr Carson proposed the following payments be approved and cheques prepared. Cllr Rosevear seconded this proposal. The payments are:

Rattery Saw Mills - £264.72 – new bench for The Warren  
Parish Clerk - £486.00 – salary for previous quarter  
Parish Clerk - £265.99 – expenses for previous quarter  
Memorial Hall - £20.00 – hire of hall for council meetings  
AV Group - £2500.80 – installation of audio/visual equipment in Memorial Hall  
CPRE - £36.00 – annual subscription

The clerk confirmed a grant of £1600.00 had been approved from the locality budget to assist in the purchase of the audio/visual equipment. A decision on a separate grant for £200.00 was still awaited.

A bank statement to cash book reconciliation had been completed as of October 1<sup>st</sup> and the balance in hand was £16118.20 of which £1228.11 was held in reserve for specific projects.

13.0 Conversion of telephone box into local library:

As this topic was raised by Cllr Huntley who was unfortunately unable to attend the meeting through illness, it was agreed to defer this matter until the next meeting.

**Action Clerk**

14.0 Skip placement:

The Clerk confirmed that a waste skip had been arranged for Sunday 6<sup>th</sup> November at St Ann's Chapel between 09:30am and 03:30pm.  
Notification had already been made on Parish notice boards and in Bigbury News.

15.0 Signage footpath Clematon Hill (pedestrian safety):

There was significant discussion as to whether or not this was actually an issue as no incident had ever been reported. It was agreed to research this further and C.Cllr Hosking agreed to join a site visit along with Nick Colton, Devon Highways, Cllr Huntley and Jill Gubbins, a local resident.

16.0 Correspondence:

The Clerk read out a letter from Parkdean in respect of the transportation of caravans to the Challaborough site.

18.0 DATE OF NEXT MEETING; WEDNESDAY 9<sup>th</sup> November 2016 – starting at 7.30 pm.

Meeting closed 09:20 pm

Signed.....

Bryan Carson, Chairman, Bigbury Parish Council