

BIGBURY PARISH COUNCIL

Minutes of the Bigbury Parish Council Annual General Meeting held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 10th May 2017 at 7.30pm.

PRESENT: Cllr. B Carson (in the chair), D.Cllr B Huntley, Cllrs: G Rosevear, S Smith, C Case, H Getley and Clerk R Matthews. Seven residents were present.

Declaration of Interest

The Chairman read out a statement in respect of Declaration of Interest.

1.0 Apologies for absence:

Apologies for absence were received from Cllr. R Owen

2.0 Minutes of previous meetings held on April 12th 2017:

The minutes of the meeting held on April 12th 2017 were approved - proposer Cllr. Huntley, seconded by Cllr. Smith and unanimously agreed by all Councillors. These were duly signed by the Chairman.

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

Playground – Clerk confirmed a second quotation for repairs was awaited. Hopefully this would be resolved ahead of the June meeting.

Action Clerk

Playground – it was agreed the playground was in need of a major 'make-over' and Cllr. Rosevear agreed to investigate potential sources for grants to help with the overall cost. This is in process.

Action Cllr. Rosevear

The Warren – Clerk confirmed SHDC had a scheduled meeting for May 11th at which the condition of the Warren would be discussed. Parish Council is to be updated at the earliest opportunity.

Action Clerk

Carry forward to a future meeting – Lay-By and possible improvements to / change of use.

Action Cllrs. Carson, Rosevear Case and Getley

Cathy Auberton (SHDC) has been invited to attend the June Parish Council meeting to discuss car parking charges. C.Cllr. Gilbert suggested that other topics such as the Warren and the parking of coaches could also be discussed.

Action Clerk

Cllr. Getley confirmed the car parking payment machine had now been modified to accept the new £1 coin.

It was agreed to defer the skip placement until September as the earliest it could be publicised in Bigbury News was July. It was also noted that in future two small skips would be placed as opposed to large one historically used. Clarification was also needed as to what could be placed in these skips.

Action Cllr. Rosevear

4.0 Election of Chairman for forthcoming year

Cllr. Rosevear proposed Cllr. Carson should be elected to the role as Chairman. This was seconded by Cllr. Huntley and agreed unanimously. Cllr. Carson agreed to remain as Chairman.

5.0 Election of Vice Chairman for forthcoming year

Cllr. Smith proposed Cllr. Rosevear should be elected to the role as Vice Chairman. This was seconded by Cllr. Carson and agreed unanimously. Cllr. Rosevear agreed to remain as Vice Chairman.

6.0 Appointments to outside bodies

Memorial Hall - Cllr. Rosevear proposed Cllr. Carson should be elected to represent the Parish Council on this committee. This was seconded by Cllr. Smith and agreed unanimously. Cllr. Carson agreed to accept the role.

CPRE - Cllr. Carson proposed Cllr. Rosevear should be elected to represent the Parish Council on this committee. This was seconded by Cllr. Huntley and agreed unanimously. Cllr. Rosevear agreed to accept the role.

DALC - Cllr. Carson proposed Cllr. Rosevear should be elected to represent the Parish Council on this committee. This was seconded by Cllr. Smith and agreed unanimously. Cllr. Rosevear agreed to accept the role.

DPFA - Cllr. Rosevear proposed Cllrs. Case and Getley should jointly be elected to represent the Parish Council on this committee. This was seconded by Cllr. Carson and agreed unanimously. Cllrs. Case and Getley agreed to accept the role.

7.0 County Councillor's report

C.Cllr. Gilbert stated that having been elected he would do his best to serve the needs of the community.

He advised that Adam Keay had been appointed as the Highways Officer and would replace Nick Colton in this role.

Potholes, which were defined as being more than one foot wide and one inch deep, were to be reported via the website and C.Cllr. Gilbert stated this system in place for reporting these was efficient. In response to a question from a Resident A he explained that the parish needed only one individual with Chapter eight training to enable members of the community to undertake basic road repairs.

C.Cllr. Gilbert confirmed that specific funds were not available to address 'pinch points' on specific roads but agreed to look at the longstanding issues previously raised with C.Cllr. Hosking.

C.Cllr. Gilbert stated that a sum of £1000 was available through his locality fund for the parish to use if it could prepare a suitable proposal, adding that additional funds could be available through the District Councillor.

C.Cllr. Gilbert stated that discussions were ongoing at SHDC in respect of potential changes to the waste collection programme adding that current statistics show 23% of waste collected in the large grey bins is actually food waste. SHDC believed residents were unwilling to place this waste in the correct brown bins as these were only collected every second week and there were concerns about smells and other potential hazards. He added this was one of many cost saving ideas being discussed by the council.

8.0 Open session

Resident B expressed his concerns about the condition of the Warren in the strongest possible terms adding that the deterioration in the previous two months had been the worst he had seen. Cllr. Carson agreed but added that this land was not owned by the parish council and as such they were powerless to take any remedial steps although some funds had been allocated to help with any work subsequently undertaken by SHDC. Cathy Auberton from SHDC was attending the next parish council meeting in June and this would give residents an opportunity to talk to a senior member of staff from the department responsible for the upkeep of the Warren

Resident A asked that consideration be given by SHDC to install a charging point for electric cars in the main car park as this was going to be an increasing need in the future. Cllr. Carson referred to the upcoming visit of Cathy Auberton, adding that this was a suitable time to raise the issue.

Resident C reminded the council that signs to the Post Office which had closed some years earlier were still in place. Cllr. Carson agreed to deal with this matter.

9.0 Planning

1196/17/OPA Land at SX668 471, Easton, Bigbury – outline application with all matters reserved for permanent agriculture worker's dwelling.

Cllr. Case declared a personal interest in this topic. The applicants were present at the meeting and answered some questions relating to their proposal. Cllr. Rosevear proposed the application be supported which was seconded by Cllr. Smith and agreed unanimously by the members.

0665/17/HHO Glen Cottage, Road from St Ann's Chapel Cross, Bigbury, TQ7 4AP – application to demolish existing detached garage and erection of new detached garage.

Having reviewed these plans Cllr. Huntley proposed the council support the application which was seconded by Cllr. Rosevear and agreed unanimously by the Council.

1826/16/FUL Bay Café (status update only).

Cllr. Huntley updated the council as to the current status of this application / appeal adding that the submission to register this property as a community asset had been received by SHDC and was being considered.

10.0 District Councillor's report

D.Cllr. Huntley stated that she had been a candidate for the County Council elections in the Salcombe District and had come in second place with 895 votes behind C.Cllr Gilbert with 2231 votes.

D.Cllr Huntley added that the topics of waste management and Bay View Café had already been covered.

D. Cllr. Huntley reminded all councillors that a training programme for 'new' councillors had been organised and that based on her attendance at an previous session, it would be beneficial for others to others.

11.0 Footpath Warden and Tree Warden reports

Neither warden was able to attend the meeting although the two following brief updates were provided.

Clerk confirmed the Footpath Warden had stated his attention to resign from this position in October 2017 and therefore there would be a vacancy.

Resident D added the Tree Warden had no further update from that provided at the previous meeting.

12.0 Finance

Clerk stated that the restricted funds had been wrongly reported at the last meeting. Although the total of £3090.06 was correct, funding previously identified as highways was in fact P3.

Clerk presented the following for payment. Cllr. Smith proposed this be accepted which was seconded by Cllr. Rosevear and all councillors agreed. Clerk was to raise cheques.

£25.00 – Holywell Stores – refreshments for Annual Parish meeting and future events.

£30.00 – Bigbury Memorial Hall – hire for council meetings

£90.00 – Grasshopper – maintenance of village green for 2016

£50.00 – J Gilbert – electricity for Christmas 2016 and New Year 2017 lights

£200.40 – Community First – renewal of annual insurance

£38.28 – BT group – rental cost line and broadband Memorial Hall. Paid by direct debit

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £19668.24

Clerk showed a statement of restricted and reserved funding with a balance of £3090.06.

13.0 Approval of submission of accounts to external auditors for year ended 31st March 2017.

13.1 Clerk presented the Annual Governance Statement 2016/2017 which had previously been shared with and reviewed by the Councillors. Cllr. Carson proposed this be accepted as a true and accurate record and this was seconded by Cllr. Rosevear with all other Councillors in favour. Clerk and Cllr. Carson signed the document.

13.2 Clerk confirmed that an internal audit of the 2016/2017 accounts had been undertaken and been signed off as correct by a qualified Accountant.

13.3 Clerk presented the Accounting Statements for 2016/2017 which had previously been shared with and reviewed by the Councillors. Cllr. Carson proposed this be accepted as a true and accurate record and this was seconded by Cllr. Smith with all other Councillors in favour. Clerk and Cllr. Carson signed the document.

14.0 The future of Bigbury News

All Councillors agreed Bigbury News was important to the community and although the Bigbury Community website was in place, agreed the physical document needed to be printed and circulated for at least another cycle of five years or so.

As the Editor was to resign from this position at the end of 2017, Cllr. Rosevear proposed a small working party be established to review all facets of the publication. Cllr. Case seconded this proposal and although this motion was not lost, after further discussion it was agreed the entire council could participate in this process.

ACTION –All Councillors

15.0 Correspondence

A note had been received from the committee of the Memorial Hall to remind the Parish Council that the temporary wiring put in place when broadband was installed was in fact a temporary solution and a more robust installation was required. It was agreed to address this at the earliest opportunity.

Meeting closed 09:25 pm

DATE OF NEXT MONTHLY MEETING - WEDNESDAY JUNE 14th at 7:30 p.m

Signed.....

Bryan Carson, Chairman, Bigbury Parish Council