

Bigbury Parish Council

Council meeting St Ann's Chapel
October 11th 2017

Agenda - Meeting October 11th 2017 – Bigbury Parish Council

Apologies for Absence

Approval of the minutes of the Parish Council meeting held on September 20th 2017

Matters arising from minutes of previous meeting held on September 20th 2017

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 7*)

County Councillor's report

District Councillor's report

Improving your technology skills – Phil Shea

Planning applications and related matters

K1128/W/17/3171733 – Bay Café – notice of appeal against planning refusal

1667/17/FUL – Merrylees – revised plan for demolition of existing dwelling and replacing with a new dwelling.

3029/17/HHO – Dolphin House, Folly Hill, – Boundary wall alterations to form opening for new access gate.

3228/17/HHO – Glen Cottage, road from St Ann's Chapel, Bigbury – Demolition of existing detached garage and erection of new detached garage – resubmission of application 0665/17/HHO

Neighbourhood Plan

The Warren and lay-by Bigbury-on-sea

Footpath and Tree Warden's update

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

Casual vacancy for Parish Councillor – update

Correspondence received

Proposals for agenda items to be included in next meeting

The next Parish Council meeting is scheduled for Wednesday November 8th 2017
Clerk offers apologies for absence

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.

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BIGBURY PARISH COUNCIL

Minutes of the Bigbury Parish Council meeting held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 20th September 7.30pm.

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

Declaration of Interest

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

The Chairman also stated his pecuniary interest in the Royal Oak planning application.

1.0 Apologies for absence:

Apologies for absence were received from John Simes (Footpath Warden) and County Councillor Gilbert.

2.0 Minutes of previous meetings held on July 12th 2017

The minutes of the meeting held on July 12th 2017 were approved – proposed by Cllr. Rosevear, 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 project – In order to further this project it would be useful to understand if any funding was available under the S106 OSSR category. Rob Sekula at SHDC was to be contacted to check this.

Action Cllrs. Carson and Rosevear

Bigbury on Sea Lay-By – Clerk confirmed he had received a letter from Mr Little of Cleveland Drive in respect of how this Lay-By can be used. This is further covered in the open session of the meeting.

Action Clerk

The future of Bigbury news – It was agreed to include this as an agenda item in November and Louise Wainwright and Rose Owen would be invited to attend.

Action Clerk

Cllr. Rosevear confirmed the skip placement would be in November.

Control and management of dogs on the beaches was raised and this topic is covered later in these minutes.

It was confirmed that a meeting had been held in respect of the community wifi development proposed by Thurlestone but there was no further update.



Richard Matthews - Clerk, Digby Parish
Council



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Richard Matthews - Clerk, Bigbury Parish
Council

S106 deposits held on behalf of Bigbury Parish Council by South Hams District Council

97578.00 Ring fenced for Affordable housing projects

26882.00 Ring fenced for OSSR projects

Outdoor spaces, sports and recreation

124460.00 TOTAL

It was confirmed that the Joint Local Plan had now been passed to Inspectors, who were undertaking a validity check.

It was confirmed that financial relief of up to £800 may be available to small business affected by the recent rise in the Small Business Rates. Such relief needed to be applied for, was evidence based and only available to small businesses providing goods and services within the SHDC area.

It was stated that the Royal Oak development would not proceed until the foul and surface drainage issues had been resolved. The Planning proposal for the Royal Oak is covered later in these minutes.

D.Cllr Huntley had met with representatives from SHDC on the Warren and the following had been agreed: Ragwort and other weeds would be removed from the site and disposed of, the site would be treated in an attempt to stop further growth, the horizontal parts of the Warren would be cut on a regular basis, the more vertical parts of the Warren would be cut back on a periodic basis, consideration was being given to the installation of a handrail and slope for pushchairs and wheelchairs on the steps at the far end of the Warren, and a handrail on the steps below Warren Road, improved signage in respect of indicating that overnight sleeping is not permissible, improved signage in respect of indicating the areas suitable for dogs and the Millennium steps should be swept regularly to remove sand.

It was confirmed that the poles that had been installed to stop cars accessing the entire area were providing the desired result and erosion beyond that point was less noticeable.

It was confirmed the National Trust had once again reviewed the options to address the safety issues around Clematon Steps and were considering an alternative solution. More information on this was to follow.

Bay View Cafe. Imperative that residents write to Appeal Inspector by October 13th.

If someone is not in contact with Mario Borgatti who is coordinating the responses to the appeal, please reach him on Mariob@btinternet.com. He will guide you through your responses if you would like a helping hand.

An approach had been made from Ringmore in respect of expanding the Neighbourhood Watch scheme and a representative from Bigbury was sought. Mr Watts confirmed this had been well publicised on the Bigbury Community website but to date nobody had volunteered. The current coordinator who is based in Ringmore also covers Bigbury Parish. His name is Steve Comley see details below. Please contact him in the event of any incident. Steve Comley, Neighbourhood Watch Co-ordinator, Tel: [07871310987](tel:07871310987), Stevecomley@hotmail.co.uk

D.Cllr Huntley discussed the background behind the 'One Council' project – a proposed merger of South Hams District Council and West Devon District Council, referring to the insolvency of West Devon, the potential reduction in Councillors, the redrawing of boundaries and the overall affect it would have on the residents in Bigbury Parish.

Views from the General Public are sought along with a vote from the Parish Council itself. Full details can be found on the SHDC website and Bigbury Parish Councillors will meet (not a public meeting) to discuss and submit their views. It was further confirmed that other local councils (Aveton Gifford, Modbury and Ringmore) have already voted against the proposal.

Clerk to organise a meeting.

Richard Matthews - Clerk, Bigbury Parish
Council

Action Clerk

Resident A complained about the failure of Devon Highways to undertake and complete full repairs to the Easton to Ashford road. In the Parish Council meeting of June 14th 2017 C.Cllr Gilbert had indicated it was scheduled to have been completed during the summer. Clerk is to contact C.Cllr Gilbert (currently on holiday) and Adam Keay to discuss this major problem.

Action Clerk

Resident B asked that the uncertainty surrounding the use of the Lay-By can be addressed. An on-site meeting is to be organised with Adam Keay of DCC.

Action Clerk

Resident B requested clarity in respect of the sum of £5,000 that was allocated sometime in the past for renovation work on the church gates and pillars. Cllr. Rosevear stated that Parish Accounts balance sheet contained a restricted sum of £1,930 and that no additional funds were currently set aside. The Clerk indicated that the Parish Church Council was the body to identify the work that was needed, request quotations for the work and submit two quotations to the Parish Council who would then be in a position to discuss further assistance with funding. Cllr. Rosevear indicated such an approach would be considered and depending upon the funds required a number of potential sources could be available I.E. parish surplus, parish precept or grants.

Resident C referred to his ongoing discussion with the Parish Council in respect of their decision to support the planning application for a standalone suite at Burgh Island. He had received a letter from the Council signed by Cllrs. Carson and Rosevear and asked if this was the Council’s final position or were the Council willing to reverse their decision to strengthen the argument for the local residents who were fighting to have the SHDC decision overturned. Cllr. Rosevear confirmed the position of the Parish Council would not change and this was unanimously agreed by all Councillors present. (Cllr. Huntley had left the meeting at this point)

Resident C asked which Councillors had attended the SHDC site visit for the proposed development at St Ann’s Chapel. He had a concern that caravan transporter traffic would pose a significant safety risk. Cllr. Carson explained that a site visit is most appropriate where a dwelling is being knocked down, altered or being built and it sometimes necessary for the Parish Council to assess the impact on the surrounding buildings and areas. In this particular case, the proposal related to an empty field and a visit was not appropriate. Cllr. Case added that caravan transporter traffic would be unable to use this route in any case as it would be unable to negotiate the narrow lanes in Ringmore.

Dear Adam,

I contact you following our Parish Council meeting last week on two matters, the first of which has road safety implications.

1. Road from Easton to Ashford

The standard of this road has been a frequent discussion point at Parish Council meetings in recent times; it is riddled with pot holes and cars frequently run off at the side.

We last discussed this at our meeting on June 14th 2017 when C.Cllr Gilbert was in attendance and he gave a strong indication that all repairs would be carried out and completed on this road during the summer.

This has not happened and the road is becoming more dangerous to use every day.

The Parish Council urge, in the strongest possible terms, that Devon County Council Highways Dept. address this as a matter of priority and I would be grateful if you could advise of your plans to complete the work.

Response after meeting Adam yesterday

I had a look at the Easton to Ashford road. I've raised two defect potholes. I've also raised a pothole defect for the over-riding problem that Brian mentioned. This is where the verge has worn away leaving a large drop off the highway. It's not really a pothole but I couldn't find anywhere else to put it. Not sure what Skanska will do with it though.

2473/17/FUL – Challaborough Holiday Park – extension to existing restaurant and alterations to existing seating area.

The Parish Council had made a site visit to assess the application and support was proposed by Cllr. Carson, seconded by Cllr. Rosevear and unanimously voted for by the other Councillors.

1907/17/HHO – Long Easton – Revised plans for detached swimming pool building incorporating gym and outside amenity area.

The Parish Council had made a site visit to assess the application and support was proposed by Cllr. Rosevear, seconded by Cllr. Gettley and unanimously voted for by the other Councillors.

K1128/W/17/3176134 – Waves Edge, Challaborough – Appeal against planning application refusal.

Cllr. Carson confirmed a letter had been sent as part of the appeal process. The Parish Council object strongly to this development

2852/17/HHO – Shoal of Furze – Application for a replacement extension and to increase chimney height

The Parish Council discussed this proposal and Cllr. Carson confirmed it was a replacement design for an earlier application. Having reviewed the plans Cllr. Rosevear proposed this application be supported. Cllr. Smith seconded this proposal and the Councillors voted unanimously to support the application.

2057/17/HHO – Villa Crusoe – Re-advertisement (revised plans) demolition of existing garage and replacement with two storey extension.

Cllr. Case declared a personal interest in the application and did not take part in the discussion of final decision.

The Parish Council discussed this proposal and Cllr. Carson confirmed it was a replacement design for an earlier application. Having reviewed the plans Cllr. Smith proposed this application be supported. Cllr. Gettley seconded this proposal and the Councillors voted unanimously to support the application.

K1128/W/17/3171733 – Bay Café – notice of appeal against planning refusal.

This appeal was discussed and minuted under District Councillor's report.

2655/17/VAR – Royal Oak site – Variation of conditions.

As previously noted, Cllr. Carson declared a pecuniary interest in this application and left the meeting room for the duration of the discussion. Cllr. Rosevear took over as Chairman.

The Clerk confirmed he had written to SHDC planning dept. requesting further and more detailed drawings as to the impact this development would have on the surrounding area. I.E. when viewed from a higher elevation such as the golf course. It was confirmed that no satisfactory response had been received. Having reviewed the drawings and debated the matter further Cllr. Rosevear proposed that the proposed variation of conditions be objected to. This was seconded by Cllr. Smith and voted on unanimously by the other Councillors. The grounds for objection are:

This variation offers a return to the height of the development as submitted in the original proposal. This proposal was objected to and rejected by all relevant bodies.

There has been a lack of assessment of the visual impact this revision will have on the surrounding area.

This variation fails to take into account the requirements within a conservation area.

This revision fails to consider the requirements for development within an AONB area, Bigbury Parish

The Parish Council therefore sustain their original objection to the original planning application.

7.0 Neighbourhood Plan – update provided by Valerie Scott

Cllr. Carson rejoined the meeting and resumed his role as Chairman.

Valerie confirmed that no comments had been received in respect of the Village Studies despite putting a response box in Holywell Stores. It was her intention to put up some notices on the parish noticeboards drawing attention to the opportunity to be able to comment on these studies until the end of October..

Valerie confirmed the Steering Group was preparing a draft document for parishioner consultation, further adding that the Thurlestone plan was published earlier this week.

The committee members were progressing proposals in terms of site allocation for approximately ten dwellings of predominantly affordable homes. These would be managed under a Community Land Trust Scheme to which rules such as stipulating affordable housing to remain in perpetuity, affordable homes for local people or adjacent communities, could be applied.

Valerie confirmed there would need to be some external assessments completed before proceeding and this would probably involve some cost. Such assessments included: heritage, landscape appraisal, highways and ecology. Valerie also indicated the need to appoint a Chartered Architect to take the scheme forward to application stage.

There is the opportunity to apply to the SHDC for funding to pay for these appraisals.

8.0 Footpath Warden’s report

John Simes tendered his apologies for the meeting, confirming his intention to resign from this position. Cllr. Carson expressed gratitude on behalf of the Parish Council for the excellent way John had approached the job.

John has been active in the recruitment of a new Warden and following discussions Cllr. Carson proposed that both Norman Botton and Trish Bagley be jointly appointed to this role. This was seconded by Cllr. Rosevear and unanimously supported by all Councillors.

Valerie Scott added that Trish Bagley had done an excellent job in surveying the trees and woodland as part of the Neighbourhood plan, identifying trees that needed protection.

Both Norman and Trish were to be invited to the next meeting.

Action Clerk

9.0 Finance: Approval of payments to be made and presentation of finance statement.

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

£20.00 – CPRE annual donation, £162.06 – Chapman Electrical – wiring related to Memorial Hall broadband installation, £38.28 – BT group – rental cost line and broadband Memorial Hall. Paid by direct debit

The Clerk confirmed the BT contract was for a two year period and that we had reached the half way point. Cllr. Carson expressed concern about the use of broadband in the hall and Cllr. Case suggested a ‘WiFi available here’ sign be placed in the hall.

Action Clerk

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £18522.81 as at August 31st 2017.

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

10.0 Casual vacancy for Parish Councillor

The Clerk confirmed that no applications had been received for this vacancy.

11.0 Correspondence received

Full details of the correspondence can be found on the Bigbury Community website – Parish Council section – presentation material for September Parish Council meeting.

SHDC-Advice of consultation period for the Hackney Carriage and Private Hire Licencing policy.

Devon County Council Highways Officer (Adam Keay) – how to report a problem.

Aveton Gifford Parish Council – sharing of resources – 3rd party repairs, maintenance etc.

Kingsbridge and Salcombe Gazette – access to minutes of Parish Council meetings.

AOB

It was agreed to add a permanent agenda item at the bottom of each agenda – ‘Agenda items for next meeting’. **Action Clerk**

It was agreed to add signage on the Warren as an agenda item on the next meeting **Action Clerk**

Meeting closed 09:35 pm

DATE OF NEXT MONTHLY MEETING - WEDNESDAY OCTOBER 11th at 7:30 p.m.

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

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App. No: 1667/17/FUL **Contact Name:** Ian Lloyd
For: READVERTISEMENT (Revised Plans) Demolition of existing dwelling and
 replacement with new single dwelling
At: Merrylees, Ringstone Drive, Bigbury On Sea, TQ7 4AU

The site adjoins/affects a public right of way.

Members of the public can view the application details, plans and documents on our website
www.southhams.gov.uk

Anyone who wishes to make representations about this application is invited to submit them
online using the link on our website, www.southhams.gov.uk by

20 October 2017

Planning Application 1667/17/FUL
Merrylees, Ringmore Drive, Bigbury on Sea, TQ7 4AU

I write on behalf of Bigbury Parish Council to advise that the above application was discussed at the Parish Council meeting held on June 14th 2017.

I can confirm that the Parish Councillors also completed a visit to the proposed site and having further discussed this matter in open session they have decided unanimously to object to this development.

The grounds for objection are:

Increased mass

Unsympathetic to surroundings

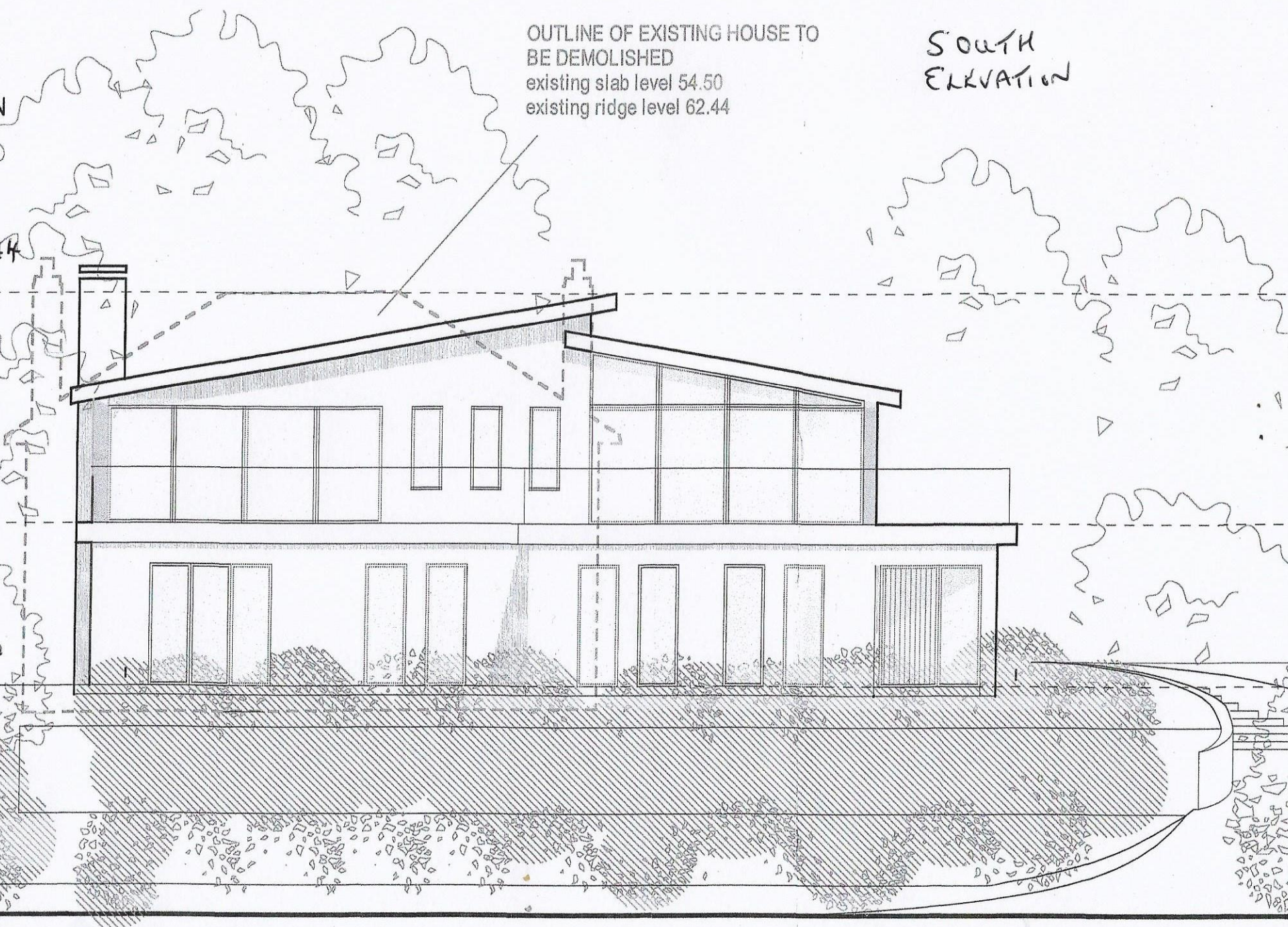
Unnecessarily high roof line over a roof void (as per architect)

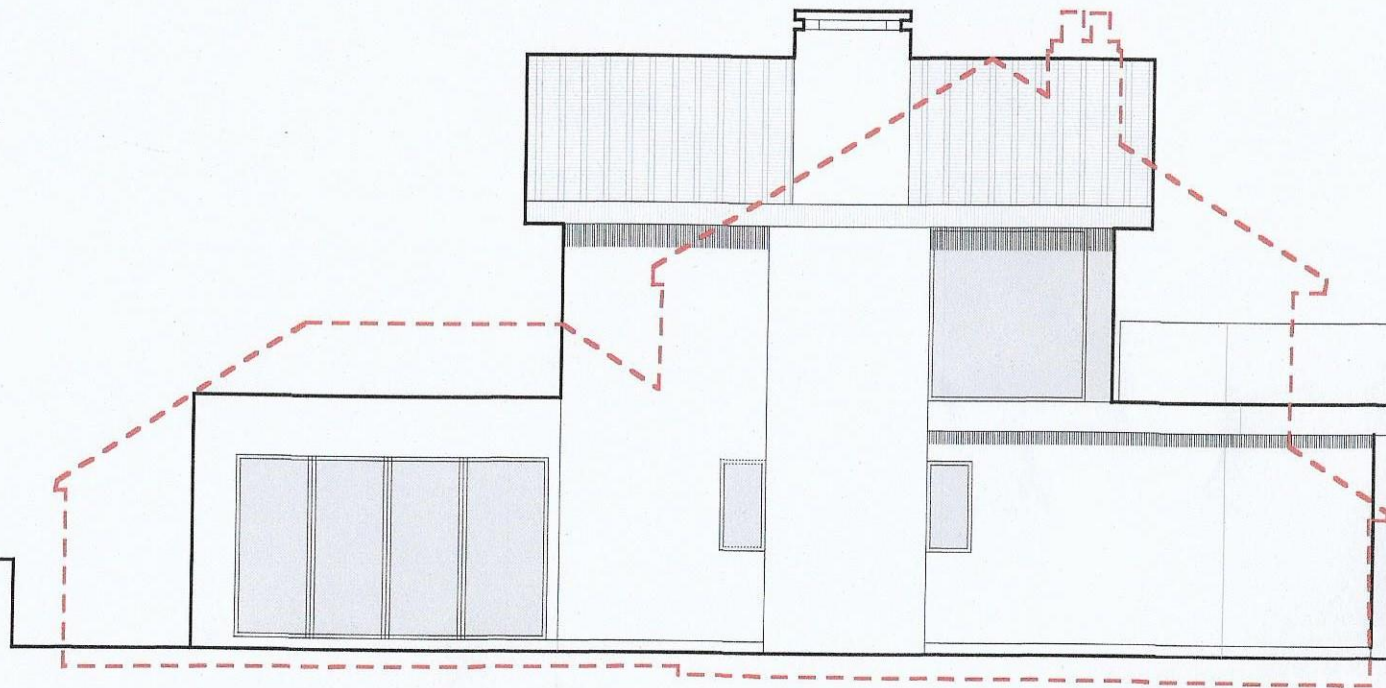
The potential risk, in the reverse level concept, of excessive light pollution.

Unnecessary potential accommodation instead of office/work space over the redeveloped garage complex.

OUTLINE OF EXISTING HOUSE TO
BE DEMOLISHED
existing slab level 54.50
existing ridge level 62.44

SOUTH
ELEVATION

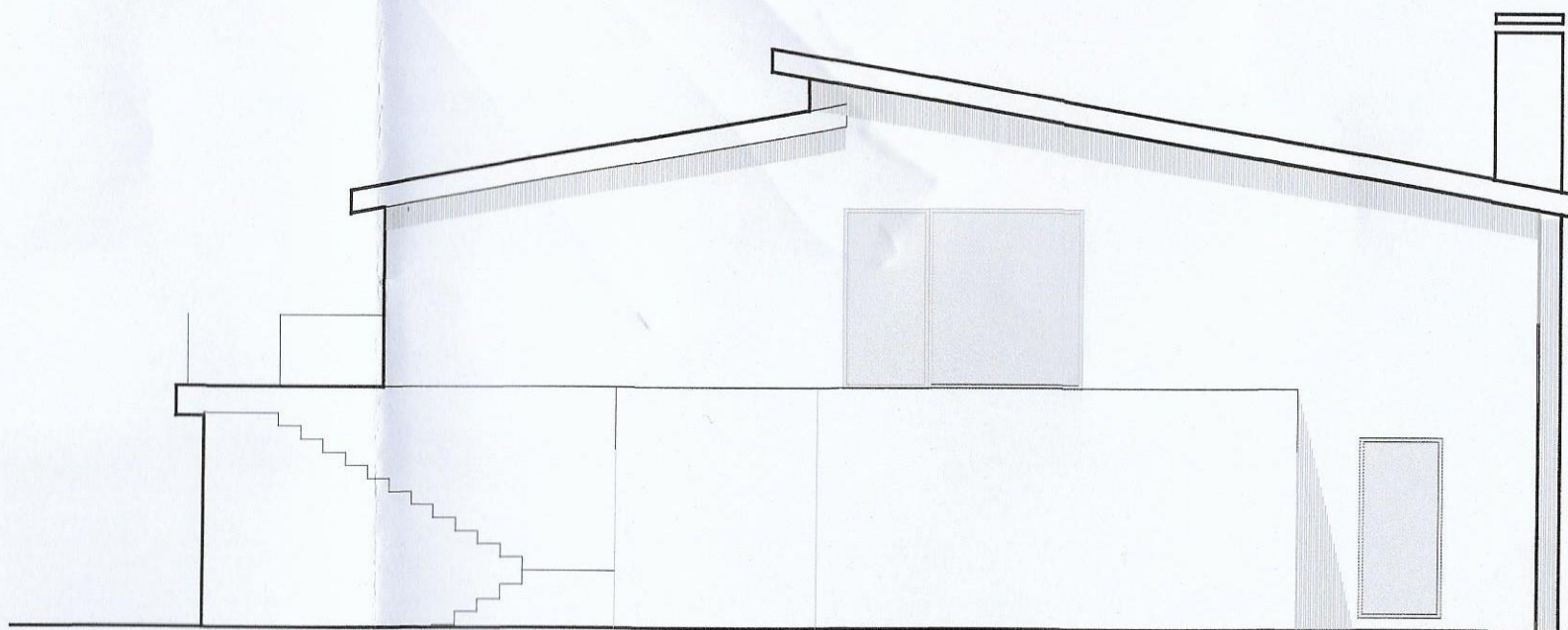


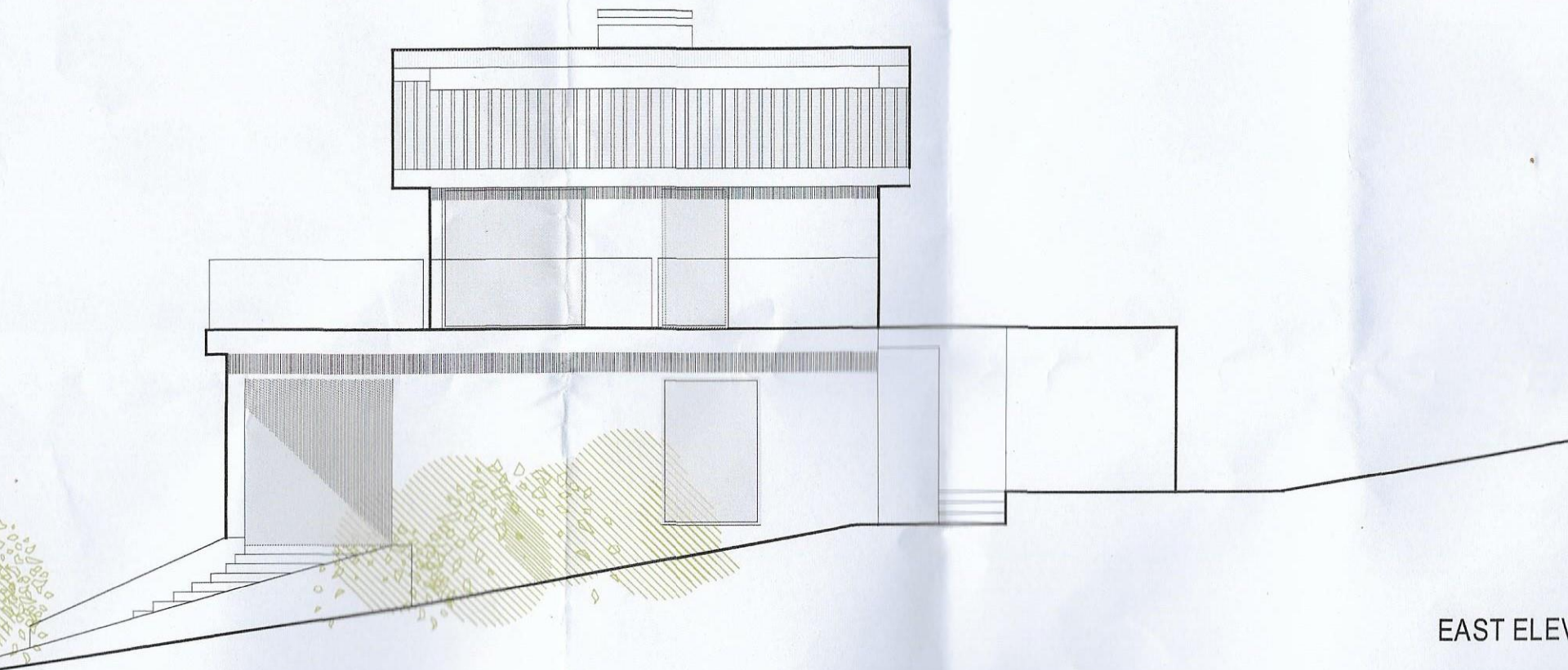


OUTLINE OF EXISTING HOUSE TO
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WEST ELEVATION

NORTH ELEVATION





EAST ELEV

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The Warren and lay-by Bigbury-on-sea

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

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Correspondence received

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The next Parish Council meeting is scheduled for Wednesday November 8th 2017
Richard Matthews – Clerk, Bigbury Parish Council
Clerk apologises for absence

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Bay Café appeal

I am writing to let you know that an appeal has been made to the Secretary of State in respect of the above site. The appeal follows the refusal of planning permission by this Council. The appeal will be determined on the basis of **Hearing**.

The appeal documents are available for inspection at the relevant address above or on the Council's website.

Any comments made at the application stage will be forwarded to the Planning Inspectorate. Should you wish to make representations, or modify/withdraw your previous representation, you can do so on the Appeals Casework Portal at <https://acp.planningportal.gov.uk/> or by e-mailing west1@pins.gsi.gov.uk. If you do not have access to the internet, you can send 3 copies to the Planning Inspectorate at Room 3P, Temple Quay House, 2 The Square, Bristol, BS1 6PN, quoting the appeal reference. **All representations must be received by 13th October 2017**. The Planning Inspectorate will not acknowledge representations, however they will ensure that letters received by the deadline are passed on to the Inspector dealing with the appeal. Please be advised that any representations received after the deadline will not normally be seen by the Inspector and will be returned. I must point out that your views will be disclosed to both parties.

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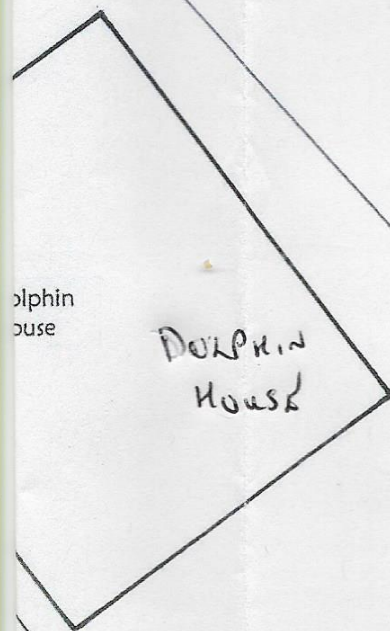
Notice is hereby given that the following application has been lodged with the Council by: Mr Mark Bissix

App. No:	3029/17/HO	Contact Name:	Chris Mitchell
For:	Householder application for boundary wall alterations to form opening for new access gate		
At:	Dolphin House, Folly Hill, Bigbury On Sea, TQ7 4AR		

Members of the public can view the application details, plans and documents on our website www.southhams.gov.uk

Anyone who wishes to make representations about this application is invited to submit them online using the link on our website, www.southhams.gov.uk by

27 October 2017



Burghbrook
House

Existing shrubs and trees are to be retained where possible or replanted within the garden and adjacent the wall to ensure that all privacy is maintained and to avoid any possible loss of flora.

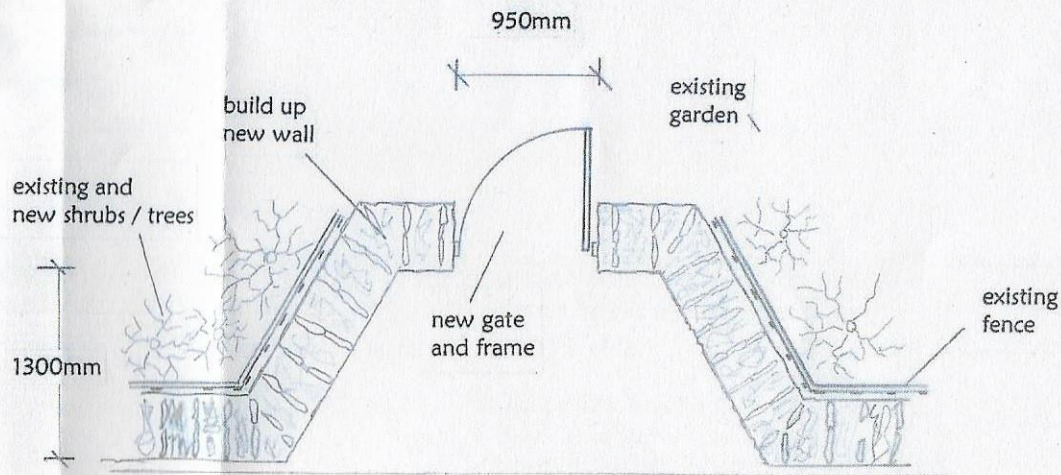
replant trees
/ shrubs

existing fence
repositioned

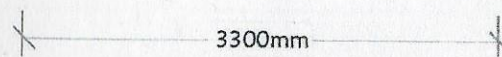
Proposed position of wall
alterations to form opening

Folly Hill
(B3392)

Scale
1:200



main
road



plan

Section of wall to be removed and re-constructed using existing wall and sourced stone to match.

Wall to be built gradually to higher level to support new timber gate and frame positioned in opening.

Inset to offer safe approach to gate from a busy road that has no adjacent paving.

Ged King Architectural Plans

info@gedkingplans.co.uk
07805-589240

These drawings may not be
replicated except by permission.

Client

Mr M Bissix

Address

Dolphin House, Folly Road,
Bigbury-on-Sea, Devon, TQ7 4AR

Proposal

Boundary wall alterations to form
opening for new access gate

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App. No: 3228/17/HHO **Contact Name:** Rachel Head (GL)
For: Householder application for demolition of existing detached garage and erection
of new detached garage (resubmission of 0885/17/HHO)
At: Glen Cottage, Bigbury, TQ7 4AP

Application affecting the Setting of a Listed Building.
Application affecting a Conservation Area.

Members of the public can view the application details, plans and documents on our website
www.southhams.gov.uk

Anyone who wishes to make representations about this application is invited to submit them
online using the link on our website, www.southhams.gov.uk by

27 October 2017

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Options for Lay-by

Do nothing – probably not

Remove the boat – maybe (not critical)

Create a space for a coach to park – NO

Create spaces for local residents to park – cannot be managed

Create a safe 'terrace' with additional seating, tables, litter bins etc. offering panoramic views.

With or without the boat.

Terrace option – for discussion

Position Cast iron posts at three metre intervals eighteen inches in from the road – connect with link chains. This will need third party quotes

Tidy existing terrace surface – somewhere between one foot and three feet of growth to be cut back to front edge Possibly volunteers

Cut back hedges and bushes to reduce overall height This will need third party quotes

Identify benches and tables needed Possibly donations

Litter bins, dog poo bin, information noticeboard This will need third party quotes

Does the floral boat stay? Community decision

Do we go ahead and build cost estimates for Spring implementation?

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Bigbury Parish Council – cash book for three months ended 30th September 2017

09.07.17	BT group - Memorial Hall	DD			31.90	6.38	19779.01
09.07.17	Lloyds - interest received			0.82			19779.83
12.07.17	R Matthews salary/exp		1110		773.48	0.00	19006.35
12.07.17	Kingsbridge website		1111		60.00	0.00	18946.35
12.07.17	Memorial Hall Hire		1112		30.00	0.00	18916.35
12.07.17	Hope Cove Lifeboat		1113		200.00	0.00	18716.35
12.07.17	SHDC - Playground		1114		130.00	26.00	18560.35
09.08.17	BT group - Memorial Hall	DD			31.90	6.38	18522.07
09.08.17	Lloyds - interest received			0.74			18522.81
09.09.17	Lloyds - interest received			0.81			18523.62
08.09.17	BT group - Memorial Hall	DD			31.90	6.38	18485.34
15.09.17	SHDC Precept			6250.00			24735.34

Bigbury Parish Council – cash book reconciliation as at 30th September 2017

Bank reconciliation as at Sept. 30th 2017				
24735.34	Cash Book (above)			
24097.12	Deposit account statement			
638.22	Current account statement			
24735.34	Total			

Bigbury Parish Council – cash forecast and analysis of reserved, restricted and S106 funds

Cash Forecast as at September 30th 2017

Total cash
24735.34available
3090.06Restricted funds
6250.00Six months precept expenditure

1000.00Reserved project funds

14395.28Surplus

Analysis of restricted funds as at September 30th 2017

3090.06 TOTAL Breakdown below

<u>1160.06</u>	DCC P3 funding b/f 2015/2016 and 2017/2018 payment
<u>1930.00</u>	DCC Burial ground entrance and gates £1000 (10/07/15) SHDC Burial Ground £930 (16/03/15)

Analysis of reserved funds (precept generated) as at September 30th 2017

<u>1000.00</u>	The Warren (allocated in 2015/2016 precept)
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S106 deposits held on behalf of Bigbury Parish Council by South Hams District Council

97578.00	Ring fenced for Affordable housing projects
26882.00	Ring fenced for OSSR projects Outdoor spaces, sports and recreation
<u>124460.00</u>	TOTAL

Bigbury Parish Council
Payments recommendation October 2017 Parish Council meeting

£540.00	R Matthews	Salary period July – Sep 2017
£120.00	Grant Thornton	Fee – external audit
£20.00	Memorial Hall	Hire of hall for council meetings
£50.00	B Carson	* Chairman's expenditure allowance
£25.00	G Rosevear	* Councillor's expenditure allowance
£25.00	B Huntley	* Councillor's expenditure allowance
£25.00	S Smith	* Councillor's expenditure allowance
£25.00	C Case	* Councillor's expenditure allowance
£25.00	H Getley	* Councillor's expenditure allowance
		* as discussed and agreed - 2018 precept
£38.28	BT Group	Broadband line and access costs
		Memorial Hall
		Paid by direct debit

NAME OF SMALLER AUTHORITY: BIGBURY PARISH COUNCIL

NOTICE OF CONCLUSION OF AUDIT

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

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>6th OCTOBER 2017</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>25th SEPTEMBER 2017</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"> Local Government Electors and their representatives have rights to make copies of: <ul style="list-style-type: none"> the accounting statements, the external auditor's opinion and certificate of completion (e), any public interest report relating to the authority, and any recommendation relating to the authority. <p>For the year ended 31 March 2017 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>MR RICHARD MATTHEWS</u></p> <p>Position: <u>CLERK - BIGBURY PARISH COUNCIL</u></p> <p>Address: <u>10 LOWER BROOK PARK</u> <u>IVYBRIDGE PL21 9TZ</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>SUN - SAT (7 DAYS) 09:00 20:00</u></p> <p>5. Signature and name of person giving Notice on behalf of the authority <u>R Matthews</u> Clerk and/or 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 https://www.nao.org.uk/code-audit-practice/wp-content/uploads/sites/29/2015/03/Council-accounts-a-guide-to-your-rights.pdf</p>	

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Dear Avon Estuary Forum members

Our next meeting is on Tuesday the 17th October in the Thurlestone Village Hall – doors will be open at 6.30pm, with the more formal meeting starting at 7pm. Please help yourself to a hot drink and a biscuit (or 2!) as we set up.

Sorry, this is a rather short notice reminder but we should be holding an election for a new Forum Chair and deputy-chair – please do let me know if you would like to volunteer for this chalice or would like to propose another willing volunteer?

We are expecting two short presentations during this meeting – one on a potential new Citizen Biosecurity project being championed by Natural England, and one about a new local project to encourage the conservation of the grey long-eared bat, from roost to hedge. Ryan Hooper will also be alerting us to some Bantham sand dune works that are required to rejuvenate this much undervalued habitat.

I shall be sending out the meeting agenda next week – please do let me know if there is any item that you would like me to add for discussion or notice.

I look forward to seeing you in Thurlestone on the 17th

Richard Matthews - Clerk, Bigbury Parish
Council

Avon Estuary Forum – agenda for meeting Tuesday 17th October

7pm* Tuesday 17th October 2017 – Thurlestone Memorial Hall

*** Setting up from 6.30pm – please come along, help-yourself to a hot drink & biscuits and catch-up on all things Avon-centric!**
Meeting 7pm Agenda

1. **Welcome** – present Chair – John Coates
2. **Introductions and apologies**
3. **Approval of 16th May 2017 AEF meeting notes**
4. **Matters arising**
5. **Election of new Chair and Vice-chair for Avon Estuary Forum**
6. **Presentation – ‘Tackling invasive species through community action’** – Dr Matt Ashley, Natural England
7. **Presentation - Grey long-eared bat species recovery project** – Craig Dunton, Bat Conservation Trust
8. **Estuaries Officer’s interactive report & update** - Nigel Mortimer, South Devon AONB Estuaries Partnership o Estuaries Management Plan progress
o South Devon Catchments Partnership
9. **Bantham sand dune conservation works** – Ryan Hooper, Bantham Estate
10. **Avon Estuary Forum – ‘round table session’** - This is your chance raise any concerns, issues or requests for discussion, help or advice; to inform the Forum of any relevant estuary or catchment projects or events taking place or being considered within the next 6 months. Display space/ audio-visual equipment is available on request.
11. **Any other business?**
12. Next meeting?

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Bigbury News

Devon Air Ambulance

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Footpath and Tree Warden's update

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

Casual vacancy for Parish Councillor – update

Correspondence received

Proposals for agenda items to be included in next meeting

The next Parish Council meeting is scheduled for Wednesday November 8th 2017
Richard Matthews, Clerk, Bigbury Parish Council
Clerk offers apologies for absence

Bigbury Parish Council

The date of the next Parish Council meeting is November 8th 2017 at 7:30 p.m.

THANK YOU

Clerk offers his apologies for absence