

Bigbury Parish Council

Council meeting St Ann's Chapel
December 13th 2017

Agenda – December 13th 2017 – Bigbury Parish Council

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Apologies for Absence

Approval of the minutes of the Parish Council meeting held on November 8th 2017

Matters arising from minutes of previous meeting held on November 8th 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 6)*

County Councillor's report

Planning applications and related matters:

Bay Café – Asset of Community value listing – oral review held on December 11th

Bay Café – Appeal meeting scheduled for December 19th

Sea Front – 3545/17/FUL – Demolition of existing building and outbuildings and erection of #2 replacement dwellings including creation of new access off Marine Drive

The Old Rectory – 4015/17/HHO – Application for conversion of existing store and bedroom over into ancillary Carers accommodation, to include new windows and infill of existing up and over door aperture with a new front door

Long Easton – 4066/17/HHO – application for landscaping and engineering works within garden and entrance to property

Update on Neighbourhood Plan

Bigbury-on-Sea lay by

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

TAP fund

Correspondence received

Proposals for agenda items to be included in next meeting

The next Parish Council meeting is scheduled for Wednesday January 10th 2018

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.

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Correction to minutes of meeting held on November 8th

12 / FINANCE

The following two cheques were approved for signature and distribution:

Royal British Legion Modbury Branch – Donation of £100.00

Richard Matthews Clerk net salary cheques £270.92.

The sum of £270.92 relates to expenses incurred by the Clerk in the course of carrying out the agreed duties. This is not salary.

On a secondary point – Clerk's salary is paid gross and Clerk is responsible to HMRC to ensure all statutory dues are paid.

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BIGBURY PARISH COUNCIL [BPC].

MINUTES OF A MEETING HELD ON 8th NOVEMBER 2017 IN THE MEMORIAL HALL, ST. ANNE'S CHAPEL, AT 7.30 PM

| | | | |
|-----------------------|-----------------------------------|----|-----------------------------------|
| Present: | Cllr Bryan Carson - Chair | BC | |
| | Cllr Sharon Smith | | SS |
| | Cllr Beth Huntley [SHDC DC} | BH | |
| | Cllr Cathy Case (arrive 7.35) | CC | |
| | Cllr Hannah Getley | | HG |
| | Cllr George Rosevear – Vice chair | GR | |
| Acting Clerk: | Cllr George Rosevear | | 19 Members of the Public present. |
| 1 / Apologies: | DCC Cllr Rufus Gilbert | RG | |

DECLARATIONS OF INTEREST

The chairman BC declared an interest in matters related to the Royal Oak.

No others declared an interest at this juncture, but declarations could have been taken during the course of the meeting.

2 / MINUTES OF THE PREVIOUS MEETING – OCTOBER 11TH

The minutes having been previously circulated were taken as read. Proposed SS, seconded by BC and approved unanimously for the Chairman to sign.

3 / MATTERS ARISING

Several matters were raised, as follows:

Minute 3: following a formal visit by the Clerk and Cllr GR to SHDC Section 106 lead Robert Sekula, it was clear that the playground project would qualify for a contribution from the section 106 Open Spaces Sports & Recreation (OSSR) fund, subject to a satisfactory application.

Action Clerk & Cllr Rosevear.

Minute 3: SHDC operative strimming damage to supports to the playground equipment, awaited a report from District Councillor BH as to what, if any compensation the SHDC might make relating to the damage. **Action D Cllr Huntley.**

Minute 8: following Phil O'Shea's IT presentation at the last BPC meeting, it was confirmed that the first session of the autumn would be on November 9th 1.00 p.m. for two hours.

Minute 11: Options for the use of the Layby at Bigbury-on-Sea were requested to be presented, with costings at the 13th December Parish Council meeting.

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4 / Devon Air Ambulance (DAA) night landing site(s) – presentation Toby Russell:

Toby Russell outlined the state of the various potential sites within the Parish. At present, only the site at the Bigbury Golf Club met all of the DAA night landing site requirements. Given the clear support for this site and to take advantage of the opportunity to apply for support from the TAP fund, before it closes in December the following motion was proposed by the chairman BC, seconded by SS and carried unanimously: *“That the BPC make an application to SHDC TAP fund for the maximum support available towards the costs of providing the necessary equipment to allow the DAA night landing site at the Bigbury Golf Club to be commissioned and operative at the earliest opportunity.”*

After further discussion, it was agreed to conduct further research and enquiries to see whether the additional two possible sites could be made compliant at (i) St Ann’s Chapel Memorial Hall Playground and (ii) Tucker’s Camping site at Folly Farm. **Action Cllr CC and Cllr BC respectively.**

5/ OPEN SESSION

Royal Oak Application for a Variation to the existing Consent.

Val Scott Chair Neighbourhood Planning Group [NHPG], following today’s open meeting, which was attended by 21 local residents, all of whom were opposed to the application, gave a detailed resume’ of the objections to the scheme’s revisions, contained in the variation application. This resume’ is attached to the minutes and form part of the minutes of the meeting. They would also form the substance of the objections to be submitted by BPC to SHDC Planners.

St. Ann’s Chapel Applicants’ Appeal.

Val Scott first of all, informed the meeting that the Appeal was still open to receive comments, objections or otherwise.

Bigbury Parish Neighbourhood Plan Address.

Val Scott, through a written statement, which she read out, gave a comprehensive up-date on the BNHP’s progress. This report is attached to the minutes and forms part of the minutes of the meeting.

Contained within the report is the need to appoint a suitably qualified Transport Consultant and to ensure that their report can be presented within the required time frame. After research, a suitable consultant [JUBB] had been identified at a cost of £1400.00 plus VAT that was considered competitive.

Therefore, it was collectively agreed to set aside standing orders and treat as part of 8d the following motion proposed by the chairman BC and seconded by SS and carried unanimously:

“Since time is of the essence, Transport Consultants JUBB be engaged at a fixed fee, inclusive of disbursements of £1400 plus VAT to make a report to be incorporated with the Neighbourhood Plan.”

6 / DEVON COUNTY COUNCILLOR’S REPORT

DC Cllr Rufus Gilbert was not present and no report had been lodged. It was later learnt that he did not leave another Parish meeting until after 9.00 p.m. He agreed to hold over his report to the December meeting.

7 / SHDC COUNCILLOR’S REPORT.

SHDC D. Cllr. Beth Huntley reported as follows:

The proposed merger of SHDC and West Devon Borough Council (WDBC). This was voted upon at the last SHDC meeting. Of the members present, 19 voted for the motion, 8 against the motion and 3 abstained and one member was absent. The merger was approved by SHDC. WDBC, however voted against the merger 13 to 18 so the merger will not now go ahead.

Anecdotally some 81% of Town and Parish Councils in the areas affected voted against the merger and of the 3% of the public, who chose to respond 86% voted against the merger.

Bay View Café Appeal Hearing. This has been moved from Totnes to Bigbury Memorial Hall and will be held on Tuesday 19th December starting at 10.00 a.m.

St. Ann’s Chapel Appeal Hearing. This is to be decided by written representations, rather than a Hearing. Your letters of representation need to be submitted by Tuesday 23rd November at the very latest.

National Trust (NT) Footpath Clematon Hill. Following consultation and site meetings, the NT has decided to create a “looped” route at the location to avoid the use of the unacceptably steep steps, which will be removed.

Neighbourhood Watch Posters. These are being made available for use in the required locations within the community.

Bigbury on Sea Layby Refreshment Caravan. Should it prove desirable and acceptable to DCC Highways, Cllr Huntley would make available a redundant two berth caravan, which could be converted for refreshment use in the Layby.

8 / PLANNING APPLICATIONS AND RELATED MATTERS

The following matters were dealt with:-

3516/17/VAR Royal Oak site, Bigbury TQ7 4AP – variation of condition 2 following grant of conditional planning permission 05/2313/14/F; to allow changes to the approved plans. Following discussion and the reading of the objections set out by Val Scott the following motion proposed by CC and seconded by SS and approved unanimously. *“That this Council objects to the variation application for the reasons set out in the summary reply and amplified in the detailed reply appended to the response.”*

1667/17/FUL Merrylees revised plan for demolition of existing dwelling and replacing with a new dwelling. This matter had been dealt with at the previous meeting and was contained under minute 4.0 of the 11th October meeting.

3029/17/HHO Dolphin House Folly Hill Boundary Wall alterations to form opening for a new access gate. This matter had been dealt with at the previous meeting and was contained under minute 9.0 of the 11th October meeting.

Appeal start notification Site at SX663 471 St Ann’s Chapel Bigbury TQ7 4AP (proposed site allocation). This matter had been dealt with as minute 5.

3368/17/FUL – Bigbury Court Farm buildings Bigbury TQ7 4AP – Up-date grain store by adding an extra bay to that existing. Raise and replace the current roof and add a small building next to the grain store to house the grain dryer.

Following discussion the following motion to support the application was proposed by CC and seconded by SS and approved by all; but with D.C. Beth Huntley abstaining:

“That this Council supports the application”.

9 / NEIGHBOURHOOD PLAN

Val Scott’s report, together with the Council’s motion to engage a Transport Consultant, was covered under the Open Session and the detailed report is attached to the minutes and form part of the minutes.

10 / BIGBURY NEWS

In recognition of Rose Owen's impending official retirement after the December edition, the editor elect Louise Wainwright led the advance guard's thank you to Rose for all her work as editor over the years. Louise also wished to thank the community for the way in which they had welcomed her and her husband when they moved in, as well as for the support she has already received in her putative new role as editor.

She thanked and acknowledged the support received from Trudy Smith and then introduced her new assist editor Mia Morris. Mia outlined her role as one in which she would cover local events and in particular, being one of the Social media generation, the social media content for the Bigbury News, which is likely to be an increasing feature of the publication's future.

Louise and Rose also wished to extend their thanks and appreciation to the "distribution crew", many of whom had been in post for up to 30 years. In these changing times the publication will benefit from state of the art printing equipment. The new copier was all singing and dancing, able to, not only print full colour, but to take the A3 sheets, format them to A4 collate and staple them. However, a mere human still had to load the paper.

Louise was also hoping to add features, such as contributions from local groups and advertisers, in addition to any advertisements; look to the possibility of having groups or businesses sponsoring a page, so that they would be the only advertisement and the page would be filled with local content and editorial. It does mean that with the new leased copier and ambitious content, it will be necessary to revise the advertising rates and to assist uniformity the presentation sizes of the adverts. So it is very much a case of "watch this space".

11 / FOOTPATH AND TREE WARDEN'S REPORT.

Norman Huntley made his maiden report, as follows:

He and John Cullen had met with Peter Guy DCC's Rights of Way Warden and looked to improve the signage of "Doctor's Wood.

Also, there is to be a programme of replacing some of the Parish's existing styles with Swinging Gates; there are funds available for this programme.

The poor condition of the Challaborough footpath was duly noted for future action.

Norman said that he and Trish Bagley would be attending a training session on how to successfully complete the various forms required in their work.

12 / FINANCE

The following two cheques were approved for signature and distribution:

Royal British Legion Modbury Branch – Donation of £100.00

Richard Matthews Clerk net salary cheques £270.92.

13 / PARISH COUNCIL – COUNCILLOR CASUAL VACANCY

There remains a casual vacancy for the seventh Parish councillor.

14/ HIGH VIZ WAIST BELT COME SHOULDER STRAPS – WALKING IN THE DARK.

Following a rumbustious discussion between all present, standing orders having been dropped, the following motion proposed by BS seconded by SS and approved by all; but with D.C. Beth Huntley abstaining.

"That this Council purchase the minimum quantity break of High Viz straps (thought to be 20sets) at the discounted price of £3.50 plus VAT per set; i.e. £4.20 per set and that these sets to be offered at the discounted price to local residents, dog walkers or otherwise, in the interest of road Safety at night."

15/ CORRESPONDENCE.

The following correspondence was dealt with:

John Little's letter and evidence of Royal Mail box contamination by snails, regardless of screening. Agreed to be referred to the Royal Mail.

Waves Edge Appeal. Ref: APP/K1128/W/17/3176134.

It was noted and reported that the Inspector has dismissed the Applicant's Appeal and also dismissed their application for costs against SHDC.

16/ PROPOSALS FOR THE AGENDA 13TH DECEMBER 2017.

The following were requested to be added to the forthcoming meeting's agenda:

Detailed and costed proposals for the Bigbury on Sea Layby.

Signage improvements for the Toilets & Café' at Bigbury on Sea.

Bigbury News – Bigbury Parish Council donation (Accounts required).

There being no other business the meeting closed at 9.45 pm.

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PLOT 1
FROM DESIGN STATEMENT



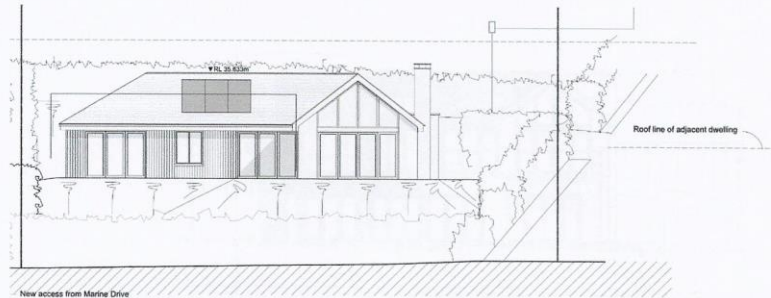
Figure 2: Front Elevation (Marine Drive) as proposed



Figure 3: Front Elevation (Marine Drive) as proposed

- 1) **THE PROPOSED ROOFLINE IS HIGHER THAN THE EXISTING BUILDING AND THE PREVIOUS REJECTED PROPOSAL.**
 Existing building roofline. 37.60m (On many drawings)
 Original rejected proposal. 37.685m.
 Proposed roofline 37.703m (on most drawings)
- 2) **THE PROPOSED BUNGALOW FLOORLINE IS 2.550METRES (8ft4in) ABOVE NORMAL GROUND LEVEL.**
 Normal ground level 30.00m(From design and access statement 1.3.4)
 Finished floor line. 32.55m (From drawings)
- 3) **DRAWING ACL969.209 WHICH SHOWS THE PROPOSED ROOFLINE 550 mm LOWER THAN THE EXISTING BUILDING HAS NO DIMENSIONS ON IT AND IS INCOMPATIBLE WITH OTHER DRAWINGS.**

PLOT 2



1) THE PROPOSED FLOORLINE IS 1.150METRES (3ft 9in) ABOVE NORMAL GROUND LEVEL.

Normal ground level. 30.00m.(From Design and access statement)
Finished floor line. 31.15m (From drawings)

ROOFLINE OF MIRIMAR (ADJACENT PEOPERTY) IS SHOWN.

SUMMARY

5) THE DIMENSIONS ON THE VARIOUS DRAWINGS ARE INCOMPATIBLE AND DO NOT MATCH WITH THE DRAWINGS AS PRESENTED.

If passed this would allow the buildings to be much higher than drawn.

6) THE TWO PROPOSED BUILDINGS ARE TO BE BUILT ON HIGH BUILT UP GROUND. NOT ON THE GROUND LEVEL THAT EXISTS.

My view is that once the drawings are corrected, if Plot 1 was lowered by 2 metres and Plot 2 by a further 1 metre this would be a proposal worthy of support, be good for the village and have little or no effect on the views from, or sale of, the proposed buildings.

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SOUTH HAMS DISTRICT COUNCIL PLANNING APPLICATION

**TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND)
ORDER 2015, ARTICLE 13, 15(4) or (5) or ARTICLE 16 OF APPLICATION FOR PLANNING
PERMISSION and/or Planning (Listed Buildings and Conservation Areas) Regulations 1990**

Notice is hereby given that the following application has been lodged with the Council by:
The Yin Family

App. No: 3545/17/FUL **Contact Name:** Rachel Head (MJ)
For: Demolition of existing building and outbuildings and erection of 2no. replacement
dwellings including creation of new access off Marine Drive.
At: Seafront, Marine Drive, Bigbury On Sea, TQ7 4AS

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

22 December 2017

This Council is committed to encouraging diversity. We therefore reserve the right to edit before publication, or not to publish at all, any responses to consultation on planning applications which contain material that could be perceived by others to contain material that is offensive, prejudiced, racist, or otherwise contrary to the principles of equality.

If you are commenting on either a Householder, Express Advert Consent or Minor Commercial development, in the event of an appeal against a refusal of planning permission, it will be dealt with on the basis of representations in writing, any representations made about this application will be sent to the Secretary of State, and there will be no further opportunity to comment at appeal stage.

Community of Practice Lead Officer. Development Management
On behalf of **South Hams District Council**

If you do not have access to the internet please post your comments, clearly marked for the attention of The Planning Department, South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE

Please note: Representations cannot be treated as confidential – your name, address and comments will be available on the Council's website www.southhams.gov.uk. We are unable to send acknowledgements to signatories of petitions or standardised letters.

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TAP fund

Correspondence received

Proposals for agenda items to be included in next meeting

The next Parish Council meeting is scheduled for Wednesday January 10th 2018

Richard Matthews - Clerk, Bigbury Parish
Council



SOUTH HAMS DISTRICT COUNCIL PLANNING APPLICATION

**TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND)
ORDER 2015, ARTICLE 13, 15(4) or (5) or ARTICLE 16 OF APPLICATION FOR PLANNING
PERMISSION and/or Planning (Listed Buildings and Conservation Areas) Regulations 1990**

Notice is hereby given that the following application has been lodged with the Council by: Helen Smith

App. No: 4015/17/HHO **Contact Name:** Chris Mitchell
Householder application for conversion of existing store and bedroom over into ancillary Carers accommodation, to include new windows, and infill of existing up and over door aperture, with a new front door.
At: The Old Rectory, Road From St Anns Chapel Cross, 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

29 December 2017

This Council is committed to encouraging diversity. We therefore reserve the right to edit before publication, or not to publish at all, any responses to consultation on planning applications which contain material that could be perceived by others to contain material that is offensive, prejudiced, racist, or otherwise contrary to the principles of equality.

If you are commenting on either a Householder, Express Advert Consent or Minor Commercial development, in the event of an appeal against a refusal of planning permission, it will be dealt with on the basis of representations in writing, any representations made about this application will be sent to the Secretary of State, and there will be no further opportunity to comment at appeal stage.

Community of Practice Lead Officer. Development Management
On behalf of **South Hams District Council**

If you do not have access to the internet please post your comments, clearly marked for the attention of The Planning Department, South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE

Please note: Representations cannot be treated as confidential – your name, address and comments will be available on the Council's website www.southhams.gov.uk. We are unable to send acknowledgements to signatories of petitions or standardised letters.



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Site Location Plan (1:1250)



North Elevation - As Existing
(1:100)



North Elevation - As Existing
(1:100) PROPOSED

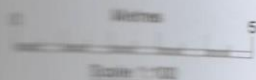


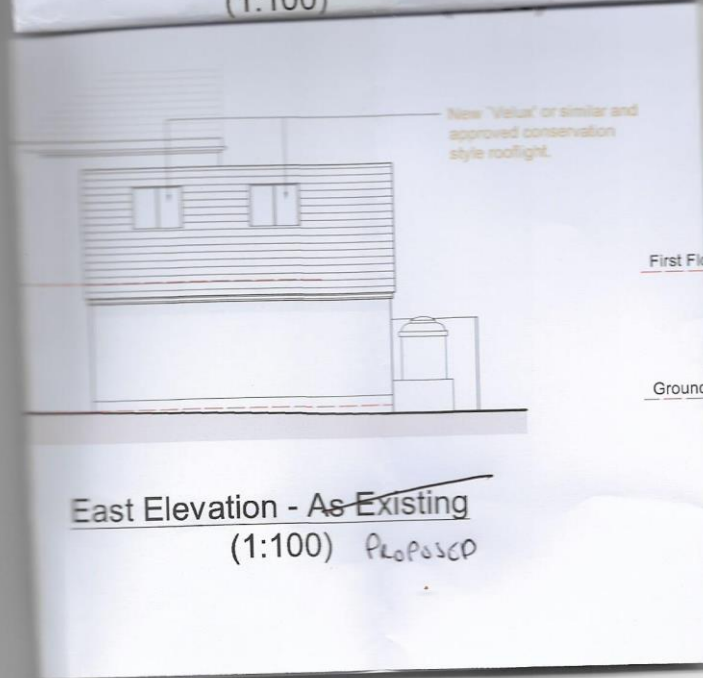
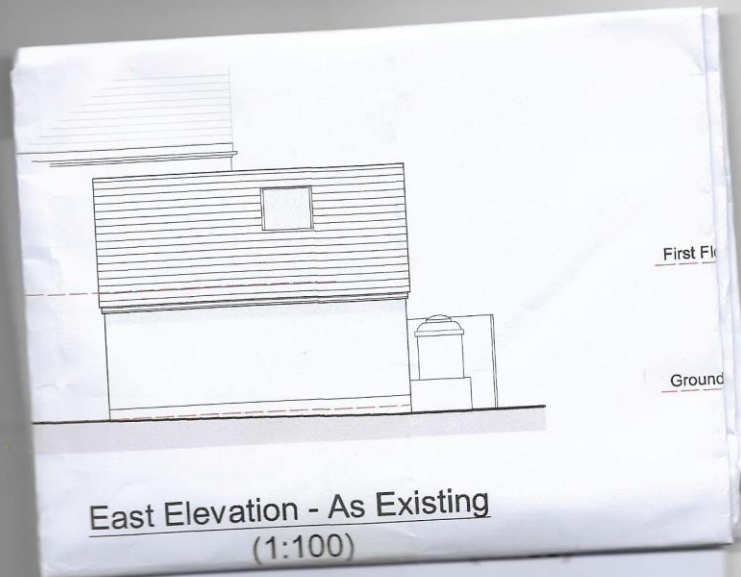
South Elevation - As Existing
(1:100)

Infill existing garage door
aperture with new external
wall construction, solid front
door and glazed sidelight.



South Elevation - As Existing
(1:100) *PROPOSED*





Agenda – December 13th 2017 – Bigbury Parish Council

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Bigbury-on-Sea lay by

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Planning application 4066/17/HHO – Long Easton – application for landscaping and engineering works within garden and entrance to property

Although published on the SHDC planning portal, Clerk has NOT yet received written details from the Planning Office.

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Bigbury Parish Neighbourhood Plan

Vision and Objectives

As a part of the Neighbourhood Plan Consultation process it is important that the Vision and Objectives of the Plan are agreed by the Parish Council and that these are subject to consultation with the local community. An article was placed on the Community Website and in the Bigbury News setting out an initial draft. Some helpful initial comments were sent to me by Stuart Watts with changes to wording mainly replacing 'preserve' with 'conserve' and the need to include an objective re sustainability including having a policy which promotes 'high speed Broadband'. A policy relating to this will be included in the Plan but it was considered appropriate to add an objective on sustainability. I would now like the Parish Council to consider this updated 'Vision and Objectives' which reads as follows:

VISION AND OBJECTIVES

The community's vision for the future of the parish is:

'To conserve and enhance the unique and special character of our rural and coastal community retaining its heritage significance and its outstanding natural beauty, whilst considering sensitive enhancements for the benefit of residents and visitors.'

In order to help to achieve this vision through the Neighbourhood Plan we set out below the following objectives:

To conserve and enhance the outstanding natural beauty of the countryside, coastline, beaches and the Avon estuary.

To conserve and enhance the statutory and the local heritage assets within the parish.

To conserve and enhance existing woodlands, trees, hedgerows, Devon banks, green spaces and other important features of our natural landscape which are important to the overall environment and have important biodiversity value.

To restrict new housing development to that which is essential to meeting local needs and only on sites within the existing village development boundaries or on the allocated site at St Ann's Chapel.

To maintain the vitality and viability of existing villages within the parish by retaining existing and encouraging new community facilities.

To maintain and enhance our recreational facilities including the playground and playing fields at St Ann's Chapel, the golfing facilities at the Bigbury Golf Club and the water sports facilities at Bigbury on Sea.

To retain existing and provide new tourist facilities, if appropriate, ensuring that any new facilities are provided in a manner which conserves the beauty and unspoilt nature of the countryside, the coastline and the beaches.

To retain existing employment opportunities and to provide new facilities for local employment, providing this does not cause harm to the AONB and is in a sustainable location.

Any development should be of high quality and sympathetic to the character of the local area.

To retain the existing network of local roads and footpaths and encourage the provision of new footpaths to provide better access to the countryside or increased safety for pedestrians.

To seek opportunities for improving infrastructure to make the parish more sustainable.

We have asked for responses from the local community by Friday, 12th January 2018 and a comments box has been placed in the Holywell Stores.

Strategic Environmental Assessment / Habitat Regulations Assessment Screening Opinion

We have now been advised by SHDC that we do need to have a Strategic Environmental Assessment. The reason for this is due to the fact that we are proposing a housing allocation with the Area of Outstanding Natural Beauty as part of our plan. We are waiting to hear whether we also need to carry out a Habitat Regulations Assessment.

Pre-Application Site Visit and Meeting

We had a pre-application site visit and meeting with Wendy Ormsby, our case officer for the community-led housing scheme yesterday and we had a very positive response. Ms Ormsby agreed to the principle of a housing development on this site but advised that the next stage would be to instruct consultants to carry out the necessary traffic and environmental assessments and to instruct an Architect to prepare an initial layout and design concept which will then be subject to consultation with the community and further pre-application discussions prior to any planning application being made.

Neighbourhood Plan and Community-led Housing Scheme

We have had a number of meetings with officers of SHDC who have been advising us with regard to our proposed community-led affordable housing scheme, as well as with Dave Chapman who works for the Government funding agency, called Locality who provide grants to support Neighbourhood Plans and Community-led projects.

SHDC are willing to work with and assist the Parish Council and have in fact agreed to pay the costs of the Architect, Andrew Kirby Architects, who both South Hams District Council and the Neighbourhood plan Steering Group would like to use. Andrew Kirby has a lot of experience with this type of development and we were very impressed with his approach and willingness to work with the community.

Dave Chapman has agreed to support us with our two applications to Locality. One is to obtain support from AECOM, an multi-disciplinary firm who specialise in environmental studies, to carry out a Strategic Environmental Assessment, which is now required, a Heritage Assessment and a Site Options and Assessment to ensure that the site appraisals that the Steering Group have carried out do cover all the likely potential environmental opportunities and constraints. All of these assessments can be provided with no cost to the Parish Council. Locality can also give us a grant for the costs of publicity, printing, room hire and cost of documents and plans. We are proposing to apply for £1,440.00 to cover expenses.

The second application (up to £10,000) is to pay for the professional fees of all the other consultants required for the preparation of the community-led housing development.

These include the following:

Topographical Survey (Benchmark Surveys) = £725.00

Heritage Statement (Oakford Archaeology) = £1,275.00

Magnetometer Survey (Substrata) = £1,100.00

Transport Statement (Jubb) = £2,500.00

Preliminary Ecological Assessment (Tor Ecology) = £524.90

Initial Landscape Appraisal (Rathbone Partnership) = £280.00

Drainage Consultant (Aqua Tech Consultancy Ltd) =

Community Engagement =

List of Local Heritage Assets

As part of the Neighbourhood Plan we would like to prepare a List of Local Heritage Assets. These are non-designated heritage assets which are important to the local community and ones which we would like to conserve and enhance.

The NPPF (para 135) states:

‘The effect on the significance of a non-designated heritage asset should be taken into account in determining an application. In weighing applications that affect directly or indirectly non designated heritage asset, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.’

For the local heritage assets to have any weight it is important that these are identified in the plan. These can be buildings of special architectural or historic interest, that are not listed eg Warren Cottage, the oldest building on the mainland at Bigbury on Sea, and the Pilchard Inn, which is not listed but clearly a building of heritage value, or any buildings which make a positive contribution to the appearance and character of our parish. Local heritage assets can include structures or archaeology sites as well as buildings eg earthmounds of historical significance, old pumps or wells, old stone walls, Devon hedgebanks, Second World War pillboxes, or even interesting areas of paving or cobbles.

We are proposing to get the whole of the community involved in this process and to put forward suggestions supported by some background information as to why they consider these to be of local heritage interest, together with photographs. We will then set up a working group to consider the proposals which I suggest should include people from the History Society and anybody else with heritage, history or design expertise.

Valerie Scott

Chairman of Bigbury Parish Neighbourhood Plan Steering Group

13th December 2017

Agenda – December 13th 2017 – Bigbury Parish Council

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Responses to input for re-vamp of lay-by

Received from Pamela Frost

Hi Richard

I notice that the above is to be discussed at the December parish council. My view is that **I do not understand the need to change the present lay-by.** We are privileged to live in an area of outstanding NATURAL beauty- not in Torquay or Bournemouth. There are ample seats in the top car park from which to enjoy the view. Sitting next to a road does not appeal to me. Why does the parish council need to spend our expensive council taxes on unnecessary projects?

The boat, when covered in flowers makes for an attractive area. Why go to the expense of seats which need to be maintained? **How much would it cost the council to employ a local gardener to maintain the planting and weeding of the boat?**

I have a vested interest, as a resident of Bigbury village, I can make use of the lay-by parking which of course is not an issue for Bigbury-on-Sea residents. The free parking near the slipway is usually taken by surfers so it is wonderful, especially on busy summer days for others to have a chance to park and enjoy the local facilities.

When the new town at Sherford and the new developments in Modbury are completed the parking is going to have an enormous impact on spaces in beach car parks.

Kind Regards

Pam

Richard Matthews - Clerk, Bigbury Parish
Council

Received from Pam Trundle

I was disturbed to read that the Parish Council are aiming to do something to the bus layby at Bigbury on Sea. I use the bus layby every Friday as I cannot walk up the hill to my bungalow at the top. I do have a Blue Badge and so I park in the bus layby in order to catch the once-a-week bus Friday mornings. It is vital for me to be able to park near the bus stop. To have to go into the main car park would not be any good for me – besides which I would refuse to pay the exorbitant car park charge involved from 9.20am to 3.0 p.m. To my mind, it is vital to retain the bus layby as it is. **It just needs the weeds surrounding the layby to be tidied up and for the replanting of the boat and it could look really nice again.** Please do not take this small facility away from us. Please remember that not all of us are able-footed like all the parish councillors. It would be awful to put up something in the layby which would impinge on the view – so many people like to take a photo of the bay from this spot and it would be dreadful to have something sticking up in the middle of it. The view is already spoilt for photos with the unnecessary flagpoles at Venus Cafe.

It grieves me that I can no longer go on the beach as the slipway is far too slippery for me to walk down. Whilst I was parish clerk **I did ask the Parish Council to request a handrail down the slope** but the request was discounted out of hand. With the sand always on the slipway, the surface is lethal. It is not too good for those who do not have walking problems but for those of us who do, walking down that slipway and Sedgewell Slipway, is quite terrifying.

Whilst writing please **could you report there are some very bad potholes in the upper section of Parker Road? They are really bad and there are quite a few of them.**

Many thanks
Pam

1) Am writing to put forward a response from Vic and me about the Bigbury on Sea layby. There seems to be a feeling amongst the Parish councillors that its use by some locals as a place to park should be discouraged and it turned into a pedestrianised sitting area. We personally do not park there (well, actually I do when I change the posters in the bus shelter display boards, as otherwise the car would sit on a dangerous bend!), but we see no reason why CARS should not park there....not all parishioners have a sea view from their properties, and should not have to pay to use the car parks for generally a short spell of sitting in their cars to enjoy our lovely coast. There is only one other free parking spot in Bigbury on Sea, by the Sedgewell slipway, which is often busy even in the off season with surfers, and has no view of the coast, **so we feel the use of the layby as a free parking spot should be maintained.** It could be designated as parking for 3 disabled users, given a lot of locals may have disabled badges; most people respect parking clearly marked for such users.

The small pavement slab area at the right hand end of the layby, with a wooden post and rail border currently, would make a good spot to place seating or a picnic table, from which to enjoy the view. A small rubbish bin and maybe a small flower planter would be appropriate there too. The 'boundary' could be replaced with wood or metal, perhaps showcasing a local artisan's work? Our concern with making the whole layby a picnic area is that people will try to park alongside it on the road and so cause traffic issues, rather than park in the car parks and walk back with their food to eat.

The boat currently in the layby should be moved to the roundabout at the main car park entrance, properly planted with low growing perennials and small shrubs, having removed the existing over tall and straggly plants, which prevent people in high season seeing the traffic in the car park clearly. This would create a 'nautical' and more welcoming arrival to BoS for our visitors. See point 4 in the forwarded email below.

Finally the existing vegetation at the layby is really poorly tended - by SHDC? -and needs trimming back to the paving block edges, lowering in height, generally improving and maybe 'prettifying' whilst keeping its natural look - not suggesting that it should be garden /park looking in any way - escallonias, grasses, rosa rugosa, hydrangeas - there are proper experts out there!

2) Have attached below the email sent earlier in the year to Hannah & (it would seem) cc'd to you; Hannah was too busy in her shop on the day we'd agreed to get together, hence my email to her on the points that Lyndsay Ward and I were going to look at. I was away for the next Parish council meeting and don't know if there has been any discussion or follow up on these areas. They are still relevant, and the low season is the time to be addressing them! As December meeting is already pretty full I gather, then maybe this subject could be looked at in January or February meeting, tho' that starts to be a little late for action!

As recorded in the minutes of the meeting held on November 8th

Bigbury on Sea Layby Refreshment Caravan. Should it prove desirable and acceptable to DCC Highways, Cllr Huntley would make available a redundant two berth caravan, which could be converted for refreshment use in the Layby.

E mail response

I personally would prefer the layby to remain as it is. I don't think a 2 berth caravan will enhance that spot, whereas the present planted boat does.

Yours Rachael Bucknil

Bolt House
Avon Vourt
Folly Hill

Please could you bring the below to the attention of the Parish Council Meeting on December 13th?

I live in The Retreat, Marine Drive – ie the house opposite the layby. I thought the possible use of the layby for a mobile café had been dealt with 18 months/two years ago when (I think) Craig Worthington was asking for permission to use it, but I see from the October and November minutes that the subject is now back on the agenda.

I further note that in the October meeting, a resident (quite correctly) pointed out that the community had not been consulted on the topic, to which Cllr. Carson stated that the matter needed to be brought to a conclusion.

Firstly, why does it need to be brought to a conclusion? There is absolutely nothing wrong with the layby as it stands – we do not need to make a decision. There is no pressing need to do anything. At the very least we need a proper consultation.

Secondly, I want to object extremely strenuously to the idea of a mobile café on the site. As I mentioned, I live opposite the layby and probably have the best understanding in the parish of the traffic situation at that point. There are consistently cars/vans/lorries from both directions at quite high speed coming round what is to some extent a blind corner, plus the Burgh Island Landrovers reversing up the slipway and turning round at the top. It is a busy spot for traffic, with additional cars in the summer when the top car park is in use. The latter is important – a café would be most popular in the summer just when the traffic situation around the layby is at its peak with cars either leaving the top car park, entering the car park for the flats, or coming up the slipway when the bottom car park is full. It is already a very dangerous spot to cross the road especially in peak season. I think it would be extremely dangerous and astonishingly reckless to allow a mobile café/caravan in that location, with people presumably queuing up in the road waiting to be served. It would only be a matter of time before there was a serious injury or death. There is no pavement for potential customers to queue on, and it is grossly irresponsible to propose an idea which would lead almost inevitably to accidents.

I would like to make a counter proposal. We could designate the layby as ‘residents parking’ to allow people in Bigbury and other nearby villages to come down and use the beach without having to pay the car park charges. We already have the surfers’ car park, but that is not residents only and can get busy in peak season. It would seem a simple matter to issue residents’ permits to use the parking in the layby. I am sure that this would be popular with dog walkers etc.

I would very much like this idea raised at the Parish Council meeting in December, minuted and put to residents. I suspect there would be widespread support, much more so than for the café idea.

Incidentally, historically the Parish Council has argued (in the minutes over the past ten to fifteen years) that the layby was not safe for vehicles to park in as it was liable to subside. Whether that is the case or not, it seems odd to ignore the historic argument and to place a café there.

From the above, I hope you will recognise my strong opposition on grounds of public safety. Once I have pointed this out, it would be a brave - perhaps foolhardy – decision to go ahead and I would not wish anyone to have to live with the consequences.

As a final point, could you explain what the rules are about my attending the meeting tomorrow and to presenting my argument in person? I’m not sure whether I can be there at short notice, but it would be good to understand the process.

Thanks in advance for your consideration of the above.

Best regards

John Smith

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Council

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Council**

Bigbury Parish Council – cash book for 3 months ended November 30th 2017

| | | | | | | | | |
|----------|----------------------------|--|------|---------|--|--------|-------|----------|
| 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 |
| 20.09.17 | Chapman Electical | | 1115 | | | 162.06 | | 24573.28 |
| 20.09.17 | CPRE | | 1116 | | | 20.00 | 0.00 | 24553.28 |
| 09.10.17 | Lloyds - interest received | | | 0.90 | | | | 24554.18 |
| 09.10.07 | BT group - Memorial Hall | | DD | | | 31.90 | 6.38 | 24515.90 |
| 11.10.17 | Clerk salary for quarter | | 1117 | | | 540.00 | 0.00 | 23975.90 |
| 11.10.17 | Memorial Hall Hire | | 1118 | | | 20.00 | 0.00 | 23955.90 |
| 11.10.17 | B Carson | | 1119 | | | 50.00 | 0.00 | 23905.90 |
| 11.10.17 | G Rosevear | | 1120 | | | 25.00 | 0.00 | 23880.90 |
| 11.10.17 | S Smith | | 1121 | | | 25.00 | 0.00 | 23855.90 |
| 11.10.17 | B Huntley | | 1122 | | | 25.00 | 0.00 | 23830.90 |
| 11.10.17 | C Case | | 1123 | | | 25.00 | 0.00 | 23805.90 |
| 11.10.17 | H Getley | | 1124 | | | 25.00 | 0.00 | 23780.90 |
| 11.10.17 | Grant Thornton audit fee | | 1125 | | | 100.00 | 20.00 | 23660.90 |
| 09.11.17 | Lloyds - interest received | | | 0.94 | | | | 23661.84 |
| 09.11.17 | BT group - Memorial Hall | | DD | | | 31.90 | 6.38 | 23623.56 |
| 08.11.17 | Royal British Legion | | 1126 | | | 100.00 | 0.00 | 23523.56 |
| 08.11.17 | Clerk - expenses | | 1127 | | | 270.92 | | 23252.64 |

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

| Bank reconciliation as at Nov 30th 2017 | | | | |
|---|---------------------------|--|--|--|
| | | | | |
| 23252.64 | Cash Book (above) | | | |
| | | | | |
| | | | | |
| 22098.96 | Deposit account statement | | | |
| 1524.60 | Current account statement | | | |
| -270.92 | 1127 not cashed | | | |
| -50.00 | 1119 not cashed | | | |
| -25.00 | 1122 not cashed | | | |
| -25.00 | 1124 not cashed | | | |
| | | | | |
| 23252.64 | Total | | | |
| | | | | |

Bigbury Parish Council – cash forecast and analysis of ‘ring fenced’ funds as at November 30th 2017

Cash Forecast as at November 30th 2017

Total cash
23252.64available
3090.06Restricted funds
6250.00Six months precept expenditure

1000.00Reserved project funds

12912.58Surplus

Analysis of restricted funds as at November 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 November 30th 2017

| | |
|----------------|---|
| <u>1000.00</u> | The Warren (allocated in 2015/2016 precept) |
|----------------|---|

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 December 2017 Parish Council meeting

| | | |
|---------|----------|---|
| £692.24 | B Cole | Provision of waste skip |
| £106.84 | V Scott | Expense relating to Neighbourhood Plan |
| £84.00 | S Smith | High visibility clothing -balance sheet item as agreed at the November meeting |
| £6.00 | IADALC | Annual membership fee – Ivybridge and District Association of local councils |
| £1,680 | Jubb | Fee for appeal statement as approved at November 2017 council meeting |
| £38.28 | BT Group | Broadband line and access costs Memorial Hall Paid by direct debit |

Agenda – December 13th 2017 – Bigbury Parish Council

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Bigbury-on-Sea lay by

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Richard Matthews - Clerk, Bigbury Parish
Council

APPLICATION FORM FOR LOCALITY BUDGET FUNDING

Part A: For applicant – please complete this section

It is essential that you complete all the boxes so that your application can be processed quickly.

| | |
|---|--|
| 1) Your name: | Richard Matthews |
| 2) Name of organisation | Bigbury Parish Council |
| 3) Charity or Company registration number if applicable | |
| 4) Your position in the organisation (e.g. chairman, secretary, clerk or treasurer): | Clerk - Bigbury Parish Council |
| 5) Address of organisation: | 10 Lower Brook Park Ivybridge Devon PL21 9TZ |
| 6) E-mail address: <small>Please note this will not be released to third parties it is for our administration purposes only</small> | Clerk.bigburypc@gmail.com |
| Bank account or building society details | |
| 7) Account name as shown on organisation's bank statement or passbook: | Bigbury Parish Council |
| 8) Account number: | |
| 9) Sort code: | |
| 10) Description of the project, item or activity for which the funding will be used: Please state what benefit this will provide for the community | Description - Install equipment and remote control/ access capability to provide the Parish with a night landing site for the Devon Air Ambulance. Currently emergency medical care at night has to be provided by a conventional road ambulance or paramedic vehicle. Benefits to the community - Its purpose is to provide twenty four hour safe landing capability for the Trust's helicopters, bringing all members of the community closer (in time) to medical assistance in the event of an emergency. |
| 11) Project/Item/Activity start date: | January 2018 |
| 12) Anticipated spend date: NB The grant must be used within this financial year (April to March) | March 2018 to ensure that the spring 2018 tourist influx is also brought closer (in time) to emergency medical care and assistance |

| | |
|---|---|
| 13) Total cost of project/item/activity (£): | £3100.00 (excl VAT) |
| 14) Amount of locality budget funding requested (£): | £3100.00 (excl VAT) |
| 15) If there is a difference between the total cost of project/item/activity and the amount of locality budget funding requested, how will the gap be filled? | The parish is remote from major medical centres, has an aging population and a significant number of second homes (holiday use only). Any shortfall in funding will be made up by a mix of donations from local businesses, payment from parish funds and if required a community fund raising event. |

Terms and Conditions

I confirm that:

- I am authorised to sign on behalf of the above named organisation and that any funding will not benefit any individual or private business and will only be used for the purposes specified;
- This locality budget grant will be used before 31 March of this financial year and any unspent monies will be returned to Devon County Council promptly;
- That I/we will provide Devon County Council with a statement of how the funding has benefited the organisation/local community
- That I/we acknowledge and understand that approval of any grant relating to this application does not commit the County Council to on-going funding

Signature: R Matthews...

NB If you are sending this by email please include a covering note indicating your acceptance of the terms and conditions within the email.

Date: 13/08/2016.....

When Part A is complete, where possible please send this form by e-mail to the County Councillor to whom you are applying for locality budget funding.

Part B: For completion by the County Councillor

Amount of funding agreed by County Councillor (£):

Declaration:

I agree to this payment being made to the above organisation in accordance with the Council's Scheme of Delegation (paragraph 12) and the approved Locality Budgets operating principles and guidance. I confirm that this funding is for a not for private profit organisation. I have indicated any disclosable pecuniary or personal interest below.

Signature (or by email).....

NB A scanned electronic signature is acceptable, or a covering e-mail indicating the sum approved, along with the email trail from the recipient for audit purposes.

Print name: Date:

Details of declaration of interest if applicable:

When parts A and B have been completed,

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Richard Matthews - Clerk, Bigbury Parish
Council

28th November 2017

Our ref: CKW0049



Bigbury Parish Council
Deben Reach
Parker Road
Bigbury-On-Sea
Kingsbridge
Devon
TQ7 4AT

Coastal Access Team (South West)
Sterling House
Dix's Field
Exeter
Devon
EX1 1QA

0208 026 7602
southwestcoastalaccess@naturalengland.org.uk

Dear Sir or Madam

Coastal Access - Improvements to public access along the Devon coast between Cremyll and Kingswear

Forthcoming consultation with owners and occupiers of affected land

I am writing to inform you about plans to implement a long distance walking route along the whole of our nation's coast. In Devon we will be doing this in stages and have recently started work on the section between Cremyll and Kingswear.

I understand you are an owner or occupier of coastal land on this stretch, which is why I am sending you this initial letter to establish contact.

The plans to implement this and to improve coastal access arise from Part 9 of the Marine and Coastal Access Act 2009, which places a duty on Natural England to make proposals to the Secretary of State for a long distance walking route around the coast and a 'margin' of land adjoining the route where people will also have a right of access on foot. This might include beaches, grazing land or cliffs but will not affect buildings, their curtilage or gardens.

We will be preparing proposals for the stretch of coast between Cremyll and Kingswear over the coming months. We are working closely with officers from Devon County Council who are providing expert local advice and helping us to ensure there is full consultation with local interests.

It is our policy to consult owners and occupiers of affected land before preparing coastal access proposals and this letter is the first part of the process. Enclosed with this letter you will find a reply slip to confirm or amend your details and choose your preferred method of contact.

Please complete and return the attached reply slip by email or post to the address on the slip.

Clearly, Devon already has an established long distance walking route along its length - the South West Coast Path (SWCP) National Trail - and we expect to adopt this existing route along the majority of the coastline. Where this happens, our work will focus on verifying the

existing route, establishing and clarifying public access rights over beaches, cliffs and other land seaward of the route and making it easier to deal with any future loss of the path to landslide and erosion.

In the few instances where we consider that changes to the route may be needed to the existing South West Coast Path, we will ask to meet the landowners and occupiers to discuss the options further.

We will write to you again next year to outline our thinking in relation to your coastal land and offer you the opportunity of a site visit.

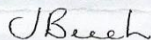
It is important to note that there will be no new public access rights to the coast in this area until proposals have been approved by the Secretary of State. We expect to submit our proposals during early 2019 with the aim that the new access rights will come into force in 2020.

Some useful information relating to this initiative and to our Coastal Access Scheme, which sets out the approach we follow in preparing our proposals, is available on the gov.uk website: www.gov.uk/englandcoastpath

We would be grateful if you would pass the information in this letter on to any tenants or other people with a legal interest in your land (such as grazing or shooting rights) and ask them to contact us directly so that we can stay in touch with them too as things progress.

If you have any questions ahead of our next letter, please contact our Coastal Access delivery team - details are at the top of this letter.

Yours sincerely



Jane Beech
Lead Adviser - Coastal Access (South West)

Coastal Access - reply slip

Ref: CKW0049 - TM

Please complete the form and return to:

Natural England
Coastal Access Team (South West)
Sterling House
Dix's Field, Exeter
Devon, EX1 1QA

Alternatively please scan and email the completed form or email your contact details along with the reference number on this letter to southwestcoastalaccess@naturalengland.org.uk

Part One: Preferred method for future contact

Natural England prefers to contact customers electronically - it helps to save paper, is more cost effective and allows us to share important information with you more quickly.

We will publish all our proposals on the internet and will let you know when this happens, directing you to our website and inviting you to comment on them. You will be able to download or print the proposals if you wish. Your e-mail address will only be used for this purpose and will not be shared.

Please indicate your preferred method of contact (tick box)

☐ E-mail

☐ Post

Please provide your e-mail address so that we can contact you this way in the future:

My e-mail address is:

(NB If you do not have an e-mail address we will continue to contact you by post using the details you provide below)

Part Two: Confirmation of your contact details

| | | | | |
|-------------------|--|----------------|-----------------|---|
| Title | | | | 6 |
| First name | | Surname | | |
| Address | | | | |
| Postcode | | | | |
| Telephone | | | <i>(mobile)</i> | |
| Signed | | Date | | |



15 November 2017

Bigbury Parish Council
C/o Richard Matthews
10 Lower Brook Park
Ivybridge
PL21 9TQ

Dear Richard Matthews

I am pleased to inform you that membership prices will remain the same this year and am writing today to invite you to renew your membership which is due to expire on 16/01/2018.

The team here at Devon Communities Together believe in helping rural communities thrive and is dedicated to keeping you connected with what's important to your community through regular communications, delivering training and events, offering advice and support and continuing to improve additional member benefits through new schemes and partnerships.

Thank you for your continued support, it is highly valued by our charity as together we continue to provide much needed support throughout Devon.

To apply simply complete the enclosed application form. We strongly recommend selecting the more convenient method of Direct Debit, in choosing this payment method you will also be helping the charity to reduce its overall administration costs.

We appreciate that the membership fee is an issue for small communities. One of the ways some communities overcome this is to get their Devon County Councillor to pay for it from their community fund allocation. Councillors appreciate the support and information that is available from us and particularly how we champion the cause of the smallest communities.

Please continue to take full advantage of your Membership benefits and I look forward to working with you and having your support once again this year.

Yours sincerely,

E. A. Cook

Elaine Cook
Chief Executive

End. Membership form

150

telephone 01392 248919

email info@devoncommunities.org.uk

www.devoncommunities.org.uk

Devon Communities Together, the operating name for the Community Council of Devon
First Floor, 3 & 4 Cranmere Court, Lustleigh Close, Matford Business Park, Exeter EX2 8PW



Charity No. 1074047, Company Limited by Guarantee no. 3694095, Registered Office as above, VAT No. 942 0496 27. President: John Lee OBE. Chair: Teresa Butchers FCIH.

Received November 30th

Dear Ward Member/Clerk,

Public toilets

We are just writing to let you know that the future running of the public toilets in South Hams is being considered as part of the Council's budget process.

The cost of providing all of the public toilets in the South Hams is £670,000 a year. This is not one of the statutory services which the Council has to provide (public toilets are discretionary). It is important for us to consider how we can continue to provide local services without cutting statutory front line services.

One of the ways that this can be achieved is through communities taking responsibility for the provision of local public toilets and/or charging for public toilet use, and closure will also be considered.

Public toilets are one of a number of service areas which will be discussed by the Council during the budget period which runs into the early part of 2018. Council papers outlining the budget process will be in the public arena from later this week and we wanted to ensure that you were aware of any discussions which directly affect your locality.

Here is a link to the report that will be considered by the Executive on 7 December (Item 8): <http://mg.swdevon.gov.uk/ieListDocuments.aspx?CId=149&MId=496&Ver=4>

If you have any questions please do let us know via email: Public.Toilets@swdevon.gov.uk

Best regards,

Cathy Aubertin | Operational Manager (Environment Services)
South Hams District Council | West Devon Borough Council
Email: cathy.aubertin@swdevon.gov.uk
Tel: 01803 861525

Received December 4th

Dear Bigbury and Slapton Parish Clerks

We are just writing to let you know that the future payments towards Lifeguarding at Sedgewell and Slapton are being considered as part of the Council's budget process.

This is not one of the statutory services which the Council has to provide. It is important for us to consider how we can continue to provide local services without cutting statutory front line services.

Lifeguard services are funded in a number of ways so a reduction in our contribution may result in a reduced Lifeguard service at Slapton and Sedgewell beaches.

Here is a link to the report that will be considered by the Executive on 7 December: <http://mg.swdevon.gov.uk/ieListDocuments.aspx?CId=149&MId=496&Ver=4>

Lesley Crocker

Lesley Crocker | Lead Specialist Communications and Media
South Hams District Council | West Devon Borough Council
Email: lesley.crocker@swdevon.gov.uk
Tel: 01803 861321 / 07966773398

Richard Matthews - Clerk, Bigbury Parish
Council

Received December 5th

Dear Devon Communities Together Member,

Subject: The big energy savings network email from Devon Communities Together

For a number of years we have been running projects to address fuel poverty or, quite simply: all of us want to be as comfortable as possible and pay as little as possible for our energy supplies.

This winter we are running a project in collaboration with Western Power Distribution and The Big Energy Saving Network (a voluntary sector project group).

Parish councillors, organisers of local groups and events are often knowledgeable about their communities and they can be a gateway helping the more vulnerable and needy members of their communities, as well as anyone else who would appreciate advice and help.

We are offering a thirty minute discussion around domestic energy costs and uses, in the hope that you can introduce us to members of your community whom may wish to take advantage of our advisory services.

For local organisations we are able to offer a workshop where members will be invited to bring along their energy bills for one-to-one help with looking for better tariff options and an open session where we will talk about energy costs.

We are also able to offer home visits to check on energy uses and give purchasing advice.

We promise: Absolutely no pressure to buy 'energy saving' products, switch suppliers or anything else.

We have been doing this for four winters and are well versed in the pit-falls of energy comparison web sites, smart meters and everything else we are bombarded with. We just give 'no-strings' advice.

It's part of our aim to 'help communities help themselves'.

We are happy to visit anywhere in Devon.

We would welcome the opportunity to talk to groups of councillors, village hall committee members, parish or neighbourhood plan steering groups and other groups of community leaders.

Thank you, Martin Rich, Community Projects Advisor, telephone 01392 248919*141, Mob: 07984 001542, www.devoncommunities.org.uk,
Devon Communities Together, First Floor, 3 & 4 Cranmere Court, Lustleigh Close, Matford Business Park. Exeter EX2 8PW. Reg Charity No 1074047

Richard Matthews - Clerk, Bigbury Parish
Council

Correspondence received from Mr Chris Sail 18th October 2017

Dear Richard,

please can you send be the Bigbury Parish Council formal complaint procedure.

I would also like to put in a freedom of information request.

As I understand it nothing the Bigbury Parish Council do is secret and everything should be disclosed to a FOI.

I would like all records pertaining to the Burgh Island Hotel Suite planning application and to my request to reverse the decision and anything else related to it.

For the avoidance of doubt to include (but not limited to) all letters, emails, notes, records, minutes, phone calls from all members of the Parish Council and yourself.

For the avoidance of doubt to include (but not limited to) communication with SHDC, the Development Management Committee, the Orchards or their representatives and the South West Design Review Panel.

Thank you

Richard Matthews - Clerk, Bigbury Parish
Council

Response to FOI request:

Complaints procedure supplied within a few days

FOI completion date set for December 12th as standard 20 day requirement could not be met (Clerk away)

FOI request completed on December 12th

Total hours spent

1 hour Review of request legality

2 hours Discussion with Chairman and Vice Chairman

11 hours collation of material from all sources – meeting the demand

14 hours total @ hourly rate £10 = total cost £140

Traffic mirror – St Ann's Chapel – response from Devon Highways (Adam Keay) December 11th

The Traffic Team have got back to me. You may not realise it, but the provision of mirrors for highway use is exceptionally rare and can only be done with DfT approval. It has always been said, father to son since the dawn of time as it were, that the mirror at St Anne's Chapel is the only one in South Devon that does have DfT authorisation. Unfortunately, now that we come to look for it there is no record of this authorisation to be found anywhere.

This means that (other than a bit of minor maintenance) replacing or repairing the mirror will have to be treated just like a new DfT application. If it comes to replacing it, a safety assessment will need to be carried out by someone (not sure who at the moment) to establish that the mirror is required. I've no doubt that it will be concluded the mirror is needed but I thought I would let you know that replacing or significant repair of the mirror is not going to be straightforward.

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Proposal - Agenda items for January 2018 Parish Council meeting

- * Bigbury News – funding to be agreed**

Church fund (as part of finance update)

Parish meeting calendar for 2018 (next slide)

- * Playground – safety concerns**

- * Footpath update – P3 submission to be made**

Bigbury Parish Council

The next Parish Council meeting will be held on January 10th 2018 at 7:30 p.m.

THANK YOU and MERRY CHRISTMAS

Dates for Parish Council meetings in 2018

January 10th

February 14th

March 14th

April 11th

May 16th re-scheduled from May 9th

June 13th

July 11th

September 12th

October 10th

November 14th

December 12th