

Bigbury Parish Council

Council meeting St Ann's Chapel
January 10th 2018

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.

Agenda – January 10th 2018 – Bigbury Parish Council

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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:

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

Land at Sx 663 471, East of the Pickwick Inn, St Ann’s Chapel – Four new dwellings, vehicular access and public realm improvements.

Bay Café – 4383/17/PAD Application for prior notification of proposed demolition.

Update on Neighbourhood Plan

Playground

Church annual accounts

Computer Club update

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

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Richard Matthews - Clerk, Bigbury Parish
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Minutes of the Bigbury Parish Council meeting held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 13th December 7.45pm.
PRESENT: Cllr. B Carson (in the chair), Cllrs: G Rosevear, C Case, S Smith, H Getley and Clerk R Matthews. Sixteen residents were present.

Declaration of Interest

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

1.0 Apologies for absence:

Apologies for absence were received from D.Cllr. Huntley.

2.0 Minutes of previous meetings held on November 20th 2017

The minutes of the meeting held on November 20th 2017 were subject to an amendment in respect of minute 12 Finance. Cheque for £270.92 payable to R Matthews was in relation to office expenses and NOT salary. The Clerk further stated that salary is paid gross (not net) and the he is personally accountable to HMRC for payment of tax etc. This amendment was accepted and the minutes approved – proposed by Cllr. Carson, seconded by Cllr. Case 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 remains active

All other topics are covered in these minutes or included on a future agenda.

4.0 Open session

Resident A raised a concern that the exterior lights at the Golf Club were brighter and contributing to increasing levels of light pollution.

Clerk to contact Golf Club

Resident B raised concerns in respect of the Sea Front application but before adding the detail, Cllr. Rosevear declared an interest but remained in the room. Resident B complimented the Architects on the design of the houses but expressed concerns that the ground level had been unnecessarily raised to an unacceptable level. Plot 1 was 2.5mtrs higher than it needed to be and plot 2 was 1.5mtrs higher. Resident C expressed a concern that this could provide opportunity to extend downwards. Resident D commented that roof line should be slightly shallower.

Resident D confirmed the evidence had been submitted in respect of the St Ann's Chapel appeal and that as agreed at the prior Parish Council meeting Jubb had provided the professional advice. A decision was expected in January 2018.

Resident D passed on a message of best wishes and good luck from D Cllr. Huntley in respect of the upcoming appeal hearing – Bay Café

C.Cllr. Gilbert commented that he had received thank you messages in respect of the Highways work successfully completed on the Easton Road – this had been a long standing issue.

C.Cllr. Gilbert advised the meeting that as part of the budget review process currently being undertaken, there may be a possibility the public toilets in Bigbury-on-Sea could be converted to pay for use as opposed to being free. No decision had yet been taken and further updates would follow although C.Cllr. Gilbert added the 20p charge had been successfully introduced in Kingsbridge.

C.Cllr Gilbert advised that Central Government 'pot hole' fund was £45million and that Devon had been allocated £1.75million adding that although this was good news, a total of 12,809kms of road had to be maintained.

C.Cllr. Gilbert stated the Highways conference was a success.

C.Cllr Gilbert stated that 20,000 tonnes of salt were available in depots for use across the County.

C.Cllr Gilbert stated that all of the residual waste from South Hams was now being processed in EFW (Energy From Waste) plants, with the Plymouth centre taking 95%. In response to a question from resident C, C.Cllr. Gilbert confirmed that the recycled blue and clear bags were not mixed as they were sent for processing. Resident E added that plastic waste was no longer being accepted by China and C.Cllr. Gilbert confirmed that the income from the sale of all waste was falling, adding to the financial challenges faced by the Council. C.Cllr Gilbert stated that the biggest opportunity for further improvements in re-cycling rates would come from better household segregation of food waste – too much was being included as general waste.

C.Cllr. Gilbert that the new inter-city fleet of trains was being introduced by the GWR franchise which should improve the service both in terms of meeting schedules and passenger comfort.

To conclude, C.Cllr Gilbert shared the following facts relating to mental health:

- 13,000 people in Devon have dementia

- £36million is the cost to NHS in Devon as a result of bed blocking

- Devon mental health budget is £180million

- 25% of doctors and 30% of nurses are due to retire from NHS in next 4 years

6.0 Planning applications and related matters:

Bay Café – oral hearing in respect of the listing as a Community Asset.

Cllr. Carson confirmed his attendance at this meeting on Monday 11th December, although this was in a ‘listening’ capacity as attendees were not allowed to speak. The outcome will follow although the precise date is not known. Resident D added that the community cannot take any action until the Café comes up for sale and in the meantime asked that community support the cause.

Bay Café planning appeal.

It was confirmed the appeal hearing would be held in the Memorial Hall on Tuesday 19th and Wednesday 20th December. Resident D urged as many residents as possible to attend and anyone who wanted to speak would be given the opportunity by the Inspector, who sets the agenda for the meeting. Residents did not need to stay for the entire two days and could come and go.

3545/17/FUL Seafront, Marine Drive, Bigbury-on-Sea, TQ7 4AS - Demolition of existing building and outbuildings and erection of #2 replacement dwellings including creation of new access off Marine Drive

As previously recorded in minute 4, Cllr. Rosevear re-stated he had declared an interest and left the room.

Cllr. Case considered the design to be much improved and wished to acknowledge the efforts of the architect to address the previous issues raised. The views expressed by the public in the ‘open session’ were also considered relevant by the Parish Council members who wish to see a common design, style and height of all properties on what is effectively the front row of Bigbury-on-Sea. Cllr. Case proposed the Parish Council object to the proposal for the reasons previously expressed. Cllr. Getley seconded the proposal and the Councillors agreed unanimously.

4015/17/HHO – The Old rectory, - 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.

The Councillors reviewed the application and supporting drawings and Cllr. Case proposed the application be accepted. This was seconded by Cllr. Smith and the agreed unanimously by the remaining Councillors, although Cllr. Carson abstained from voting.

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

Although SHDC planners had notified the Clerk of this application no further information had been received. It was agreed to defer this until the next meeting (January 2018)

Valerie Scott gave a detailed update on the Neighbourhood Plan and the full detail has been included as an appendix to these minutes. Valerie put forward the following statement as the vision for the future of the Parish.....

'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.'

Cllr. Rosevear proposed this be accepted and Cllr. Carson seconded the proposal. The Councillors voted unanimously to accept the statement.

Valerie further identified the need for £10,000 to be sent on fees (see appendix for details). A grant would be applied for to cover this expenditure. Cllr. Rosevear proposed this be accepted and Cllr. Carson seconded the proposal. The Councillors voted unanimously in favour.

Valerie stated there was need to list the Heritage sites within the Bigbury area – these should be documented. In 2018 she will engage with the community and children within the community to undertake this task.

Clerk had received five responses to the request for suggestions as to how to re-model the lay-by. All were clearly against making any changes, a view which will be respected by the Council. However, the responses clearly identified a need for more maintenance and upkeep to take place. To this end the Clerk will re-read old e mails and prepare a list of 'tasks' to be undertaken and it was hoped some of these would be completed by volunteers and where this was not possible the Parish Council would employ contractors to undertake the work.

Action Clerk

Resident C raised the issue of where coaches can park, either to drop people of or for longer periods. This needs further discussion with SHDC and will be raised with C.Cllr. Gilbert at the next meeting (January).

Action C.Cllr Gilbert

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

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

£692.24 – B Cole – provision of waste skip

£106.84 – V Scott – expenses relating to Neighbourhood plan

£84.00 – S Smith – re-imbursement of expenditure on hi-viz jackets

£6.00 – IADALC – annual membership of Ivybridge Council group

£1,680.00 – Jubb – professional fees St Ann's Chapel

The re-imbursement of re-cycling credits is to be investigated.

Action Clerk

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £23,252.64 as at November 30th 2017.

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

Clerk showed a new slide detailing S106 funds held by SHDC - £97,578 for affordable housing projects and £26,882 for OSSR projects.

Clerk confirmed an application had been made for a grant to cover the full cost of establishing an air ambulance landing site at Bigbury Golf Club.

Cllr. Carson shared details of the application made by Thurlestone Parish Council in respect of a proposal to improve internet access and broadband speeds, proposing that Bigbury also make an application to the value of £1,500 as a partnership project. Cllr. Case seconded the proposal and the Councillors unanimously agreed.

Action Clerk

11.0 Correspondence

Full details of all correspondence can be found on the Bigbury Community website but for reference the summary of documents received is as follows:

Letter from Natural England headed Coastal Access. Improvements to public access along the Devon coast between Cremyll and Kingswear.

Devon Communities Together – letter in respect of membership renewal

E Mail from SHDC in respect of review of access to public toilets

E Mail from SHDC in respect of review of Life-Guard cover

Letter from Devon Communities Together – the big energy saving network

Correspondence from Mr Sail – Freedom of Information request (FOI)

Clerk advised that a response had been sent and as requested by the Council Chairman had provided a breakdown of the cost of responding.
Cllr. Rosevear summarised the background behind this request.

E Mail from Devon Highways in respect of broken traffic mirror – St Ann’s Chapel.

16.0 Agenda items for next meeting

It was agreed to add Bigbury News, Playground, Footpath update, Church fund, 2018 precept and calendar of 2018 meetings to the agenda of the January meeting.

Meeting closed 09:50 pm

DATE OF NEXT MONTHLY MEETING - WEDNESDAY JANUARY 10th at 7:30 p.m.

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Principle of residential development

I have no objection to the principle of a small residential development on this site and welcome the proposed improvements to the sight lines at the junction of the Stakes Hill Road and the B3392.

Height and levels

Although individually the new houses are generally of acceptable height and scale the raised ground level of this site, which is well above the road level, is likely to make these dwellings stand up well above the height of neighbouring buildings and they are likely to be over dominant in the street scene and to cause a harmful impact on the setting of the Grade II listed Pickwick Inn. It would be better if the whole of the ground level of the site was lowered to the level of the adjoining road to avoid this problem. The three cottages recently built to the west of The Pickwick Inn were required to be set at a level below the road to avoid them being overly dominant.

The raised height of the ground will also result in the terrace of dwellings at the rear of the site being over dominant and intrusive in terms of the visual impact on the amenities of the residents of the dormer bungalow, Crosswick, to the rear of the site and will result in unreasonable loss of privacy to their bedroom windows and to their private rear garden.

The applicants should be asked to lower the ground level and also to provide some street elevations to show how the scheme would appear in relation to other properties and in relation to the street scenes when approaching the site from the north, south, east and west.

Layout and design

The proposed development, comprising 4 x three-bedroom houses, is a bit cramped with the garden size of the middle terraced unit being particularly small. The detached house also appears to be overly bulky. It would benefit from all properties having hipped roofs rather than gabled ends. The large gable end elevation of the detached house is particularly harmful and will have an overly dominant appearance on the street scene when entering the village from the north.

The terrace of three houses is of an appropriate scale but the design could be improved so that it fitted in better with the locally distinctive appearance and character of the village. In the Design and Access Statement the Architect refers to the terrace of three cottages to the west of The Pickwick Inn being sensitively designed. I would agree with this statement and if the Architect had proposed a scheme with similar, more traditional designed cottages, this would be far better.

The timber cladding features on some of the elevations is a feature which is out of keeping with the traditional simple plain rendered walls of other properties in the village and the featureless square windows, without any transoms or mullions, results in an appearance which is wholly out of keeping with the more sensitively designed cottages in the village.

Slate roofs are welcomed but hipped rather than gable ended roofs would be preferable. There is no objection to having full height sliding glazed windows at ground level on the rear elevations.

The scheme usefully provides a safe pedestrian route through the site to access the shop, bus stop and public house.

Each house has two car parking spaces which is appropriate, although it does result in the frontage being dominated by hard standing. It is stated that vehicles will be able to be driven into and out of the site in forward gear, although the space available to manoeuvre appears to be a little restrictive.

Conclusion

I would support the principle of the development of this site for a small housing scheme but consider that as proposed it will be overly dominant and intrusive on the street scene and on the setting of the Grade II listed Pickwick Inn. The height and siting of the proposed terrace will also cause harm to the amenities of the residents of Crossways by reason of over dominance and overlooking.

Lowering the ground levels of the site to at least the road level would assist in the making the scheme less dominant and improving its relationship with the adjoining properties. However street elevations should also be provided to ensure that the relationship of the scheme to neighbouring properties and the street scenes can be properly understood.

The layout of the proposed development is a little cramped and the design of the proposed dwellings is disappointing. It would be greatly improved by having hip ended roofs rather than gables to all properties, removing the timber cladded features and providing windows with more vertical proportions to include transoms and mullions.

Valerie Scott 8th January 2018.

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South Hams
District 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: Mr & Mrs Henry & Louise Wainwright

App. No: 4066/17/HHO **Contact Name:** Charlotte Howrihane
For: Retrospective householder application for landscaping and engineering works
within garden and entrance to property
At: Long Easton, Bigbury, TQ7 4AN

Application affecting the Setting of a Listed Building.
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

5 January 2018

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

App. No:	4120/17/FUL	Contact Name:	Harry Heywood
For:	4 No. new dwellings, vehicular access and public realm improvements		
At:	Land At Sx 663 471, East Of The Pickwick Inn, St Anns Chapel, Kingsbridge		

Application affecting the Setting of a Listed Building.

The proposed development does not accord with the provisions of the development plan in force in the area in which the land in which the applications relates.

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

12 January 2018

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From: Lucinda Ellis <lucinda.mary.ellis@gmail.com>

Date: 10 January 2018 at 11:12

Subject: Warren Cottage/Bar View Cafe, Bigbury on Sea

To: sam.acourt@kingsbridge-today.co.uk

Hello,

SHDC refused a Planning Application by Gallion Property Developers to demolish the above building and to replace it with 4 luxury houses. Gallion appealed the decision but, despite not having heard back from the Planning Inspector, have made a further application to demolish the building after 18 January.

By aiming to demolish what was clearly designated a Community Asset by the planning authorities before they hear back from SHDC, they are contemptuous of the planning process and the local community. They should withdraw the application until after the outcome of their appeal is known.

Yours sincerely,

Lucinda Ellis

East Green

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Council

Consultation on Vision and Objectives

The consultation on the Vision and Objectives of the plan closes on 12 January 2018. At the time of writing this report we had received some useful comments regarding the need to include an objective specifically relating to agriculture and one relating to sustainability. We have revised the list of objectives to cover these items and are also recommending the inclusion of an objective regarding the need to conserve and enhance the biodiversity value of the parish and to protect and enhance its Green Infrastructure.

Funding

On 15 December 2017 our Parish Clerk made an application to the Neighbourhood Planning and Community Buildings Programme for Technical Support from AECOM, to prepare a Strategic Environmental Assessment of the Neighbourhood Plan, and to prepare a Site Options and Assessment. The application also included a request for £1,440 of funding for expenses to include printing, publishing, documents, room hire etc. This application has been successful and initial discussions with AECOM have already commenced.

A separate application was made for grant funding from Locality for Project Support relating to the proposed Community–Led Affordable Housing Scheme. The maximum that we could apply for was £10,000 and the application showed fees for various environmental consultants totalling £9,974.88. This application has also been granted. Following support given by Wendy Ormsby of SHDC, the SHDC Housing Department have now agreed to take an active part in project management and in providing financial support for the community-led housing scheme. They have agreed to pay the fees of the Architect as well as any other fees which are not covered by those from Locality.

Andrew Kirby Architects have been appointed to prepare an initial scheme for the site and they hope to be able to show us an initial draft concept plan by the week beginning 15 January 2018. If we are happy with the draft concept plan we will then have further discussions with the landowners to get a site option in place. We will also be arranging an event with the local community to discuss the initial draft and to obtain people’s views on this. We are proposing to have a series of meetings with parishioners to make sure that the proposed scheme does meet with their aspirations and has the support of the community before we submit a planning application.

List of Local Heritage Assets

As mentioned at the last Parish Council we are now starting to prepare a List of Local Heritage Assets and would like to engage the whole of the community in this process. We will be asking parishioners to put forward their ideas by completing nomination forms which will be placed in the Holywell Stores. The forms will explain the process and give people a chance to put their ideas forward for consideration. Ideally any assets put forward should be first discussed with the owner of the property or site but this can be done at a later date if necessary. The completed forms can be placed in the Neighbourhood Plan Box which will be left at the Holywell Stores or can be sent to Valerie Scott or to any other member of the Steering Group. Photographs and reasons why people consider the asset to be of heritage value would be helpful.

As part of the process we would like to engage the youth of the parish to play an active part in the selection and will be arranging a series of events to include surveys of the villages and other parts of the parish as part of this exercise. If parents or guardians of children/teenagers who would like to take part in these surveys could contact me this would be helpful. The list of heritage assets will be considered by a working group of people with a particular interest in local history, architecture or heritage and the completed list will then be reported to the Parish Council, prior to being sent to SHDC for ratification. Anyone interested in being on this working group or assisting in the surveys should contact Valerie Scott.

Steering Group Secretary

Karen Lawrence has agreed to take over from Hazel Osborne as secretary for the Neighbourhood Plan Steering Group. Karen with her experience and expertise in graphic design will also be a great asset in terms of being able to preparing some of the artwork for the Draft Neighbourhood Plan which is currently in a text format only.

I would like to take this opportunity to thank Hazel for the work that she has carried out as our secretary. She has done a superb job and she will be greatly missed.

Valerie Scott, Chairman of Bigbury Parish Neighbourhood Plan Steering Group

Tel: 01548 810336

Email: valeriescott@bigbury.net

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Dear Richard,

Now that the grass cutting season is complete, I attach the Accounts Summary for the maintenance of the churchyard during 2017

John Reid carried out twelve cuts during the year costing in total £1,140. He also carried out much needed work to clear the hedge are at the front of the church and cut back ivy around the churchyard perimeter at a cost of £225..

The income – including the Parish Council Grant – was £1,200, leaving a shortfall of £165 to be paid from Church Funds.

I would like to thank the Parish Council for the Grant in 2017, and formally request the Grant is approved for 2018.

With thanks in anticipation,

Peter Walton

Hon. Treasurer to Bigbury PCC

Churchyard Summary £2,016.00

Date Paid	Activity	Date of cut	Expenditure	Receipts	Ann. Nett	Balance
Opening Balance						£0.00
31 Jan 17	Grant from Parish Council			£1,200.00		£1,200.00
25 Mar 17	Grass cut # 1	18 Mar 17	£95.00			£1,105.00
10 Apr 17	Grass cut # 2	8 Apr 17	£95.00			£1,010.00
2 May 17	Grass cut # 3	27 Apr 17	£95.00			£915.00
31 May 17	Grass cut # 4	18 May 17	£95.00			£820.00
15 Jun 17	Grass cut # 5	5 Jun 17	£95.00			£725.00
17 Jul 17	Grass cut # 6	3 Jul 17	£95.00			£630.00
28 Jul 17	Grass cut # 7	24 Jul 17	£95.00			£535.00
18 Aug 17	Grass cut # 8	15 Aug 17	£95.00			£440.00
11 Sep 17	Grass cut # 9	7 Sep 17	£95.00			£345.00
2 Oct 17	Grass cut # 10	28 Sep 17	£95.00			£250.00
23 Oct 17	Grass cut # 11	16 Oct 17	£95.00			£155.00
20 Nov 17	Grass cut # 12	17 Nov 17	£95.00			£80.00
5 Dec 17	Clear hedge area and ivy around churchyard	November	£225.00			-£165.00
						-£165.00
			£1,365.00	£1,200.00	£165.00	

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Bigbury Parish Council

Cash book for three months ending 31st December 2017

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	CANCELLED		1119			0.00	0.00	23955.90
11.10.17	G Rosevear		1120			25.00	0.00	23930.90
11.10.17	S Smith		1121			25.00	0.00	23905.90
11.10.17	B Huntley		1122			25.00	0.00	23880.90
11.10.17	C Case		1123			25.00	0.00	23855.90
11.10.17	CANCELLED		1124			0.00	0.00	23855.90
11.10.17	Grant Thornton audit fee		1125			100.00	20.00	23735.90
09.11.17	Lloyds - interest received			0.94				23736.84
09.11.17	BT group - Memorial Hall		DD			31.90	6.38	23698.56
08.11.17	Royal British Legion		1126			100.00	0.00	23598.56
08.11.17	Clerk - expenses		1127			270.92		23327.64
09.12.17	Lloyds - interest received			0.97				23328.61
09.12.17	BT group - Memorial Hall		DD			31.90	6.38	23290.33
13.12.17	S Smith HiViz jackets		1128			70.00	14.00	23206.33
13.12.17	Val Scott - N Plan		1129			93.48	13.36	23099.49
13.12.17	B Cole skip hire		1130			660.20	32.04	22407.25
13.12.17	Jubb		1131			1400.00	280.00	20727.25
13.12.17	IADALC		1132			6.00	0.00	20721.25

Bigbury Parish Council

Cash book / Bank Statement reconciliation 31st December 2017

Bank reconciliation as at Dec 31st 2017				
20721.25	Cash Book (above)			
19599.93	Deposit account statement			
1121.32	Current account statement			
20721.25	Total			

Bigbury Parish Council

Statement of reserves etc. as at 31st December 2017

Cash Forecast as at December 31st 2017				Analysis of restricted funds as at December 31st 2017			
20721.25	Total cash available			3090.06	TOTAL	Breakdown below	
3090.06	Restricted funds						
6250.00	Six months precept expenditure			1160.06		DCC P3 funding b/f 2015/2016 and 2017/2018 payment	
				1930.00		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 December 31st 2017							
2000.00	Reserved project funds			2000.00		£1000 The Warren (allocated in year commencing 1st April 2015)	
						£1000 The Warren (allocated in year commencing 1st April 2017)	
9381.19	Surplus						
						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		

Richard Matthews - Clerk, Bigbury Parish
Council

Bigbury Parish Council
Payments recommendation January 2018 Parish Council meeting

£100.00	Memorial Hall	Hire of hall
£25.00	H Getley	Replacement for cancelled cheque 1124
£50.00	B Carson	Replacement for cancelled cheque 1119
£680.00	R Matthews	Salary £540 qtr ended 31/12/17 plus £140 related to FOI enquiry
£197.25	R Matthews	Office expense qtr ended 31/12/17
£100.00	South Hams CAB	Annual donation
£25.00	South Hams CVS	Annual donation
£1200.00	St Lawrence Church	Annual donation
£38.28	BT Group	Broadband line and access costs Memorial Hall Paid by direct debit

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Bigbury Parish Council - Precept Calculation 2018/2019 (with 3 year comparison)

					year starting	2016/2017	year starting	2017/2018	2017/2018	2017/2018	%	year starting
					1st April 2016		1st April 2017				inc	1st April 2018
					precept	actual	precept	to date	rest of year	Total		submission
Administration												
	Clerks Salary				1450	1883	1982	1512	540	2052	0%	2160
	Clerk's and office expenses				575	612	500	602	150	752	0%	800
	Clerk's internet access				0	447	576	432	144	576	0%	576
	Hall hire (Council meetings)				130	126	150	80	50	130	0%	130
	Hall Hire (Computer classes)								150	150	0%	260
	Insurance				252	187	200	200	0	200	10%	220
	DALC				135	136	140	138	0	138	2%	141
	Audit				267	170	170	225	0	225	0%	225
	Website fee (and internet access)				372	60	63	80	0	80	6%	85
	Chairman's allowance £50					0	50	50	0	50	0%	50
	Councillor's allowance £25 x 6					0	150	125	0	125	0%	150
					3181	3621	3981	3444	1034	4478		4797

Bigbury Parish Council - Precept Calculation 2018/2019 (with 3 year comparison)

					year starting	2016/2017	year starting	2017/2018	2017/2018	2017/2018	%	year starting
					1st April 2016		1st April 2017				inc	1st April 2018
					precept	actual	precept	to date	rest of year	Total		submission
Donations and subscriptions												
	WRVS				25	0	0	0	0	0	0%	0
	South Hams VS				20	25	25	0	25	25	0%	25
	South Hams CAB				100	100	110	0	110	110	10%	120
	DPA (now Devon Communities)				40	0	0	0	0	0	0%	0
	Bigbury News				460	531	500	0	1000	1000	0%	500
	Church ground maintenance				460	1200	1200		1200	1200	0%	1200
	Christmas trees and lights				120	0	120	50	50	100	0%	100
	Quiz				10	0	0	0	0	0	0%	0
	Memorial Hall				0	0	350	0	0	0	0%	0
	Memorial Hall broadband				0	420	460	344	115	459	0%	460
	CPRE				25	36	20	20	36	56	0%	60
	Modbury Caring				75		50			0	0%	50
	Ivybridge & dist. Assoc of councils				8		5	6	0	6	0%	6
	Devon Communities Together				0	50	50	0	50	50	0%	50
	Modbury & District Royal British Legion				50	100	100	100	0	100	0%	100
	Shrimps				0	0	0	350	0	350	0%	350
	Hope Cove Lifeboat				150	200	200	200	0	200	0%	200
	Villages In Action				0	200	200			0	0%	0
					1543	2862	3390	1070	2586	3656		3221

Richard Matthews - Clerk, Bigbury Parish
Council

Bigbury Parish Council - Precept Calculation 2018/2019 (with 3 year comparison)

					year starting 1st April 2016 precept	2016/2017 actual	year starting 1st April 2017 precept	2017/2018 to date	2017/2018 rest of year	2017/2018 Total	% inc	year starting 1st April 2018 submission
Environment												
	Playing field rent				1	1	1	0	1	1	0%	1
	War memorial upkeep (alternate years)				0	96	400	0	400	400	0%	200
	Mowing village green / flower baskets				95	21	102	90	40	130	2%	250
	Skip Hire				1474	1516	1555	693	700	1393	3%	1500
	Bigbury on sea car park (Warren)				1000		1000		1000	1000	0%	0
	Grass cutting - playing field				400		700	0	0	0	4%	700
	Play Park inspection and repairs				125	120	500	156	350	506	4%	180
	Work on Burgh Island footpaths				500		0	0	0	0	0%	0
	Refurbishment of 2 x notice boards				0	0	500	0	500	500		0
					3595	1754	4758	939	2991	3930		2831
	Total				8319	8237	12129	5453	6611	12064		10849
	Contingency				1681	0	371					151
	Maintain Millenium steps											1500
	Play Park replacement (restricted) (OSSR contribution £27,000)											3000
	* Exceptional expense new bench					265						
	* Exceptional expense Neighbourhood Plan					591		107				500
	* Exceptional expense SHDC election					85						
	* Exceptional expense Queen's celebrations					200						
	* Exceptional removal and storage of salt					600						
	* Exceptional AV equip (grant given)					2501						
	* Exceptional Jubb traffic appeal							1680				
	* Exceptional HiViz jackets							84				
	* Exceptional salary FOI								140			
	PRECEPT				10000		12500					16000
	ACTUAL as per cash book					12479		7324	6751			
	Grants received					1800						
	Net expense					10679				14075		

Richard Matthews - Clerk, Bigbury Parish
Council

Select your parish from the drop down list		Bigbury				Please enter your total budget requirement for 2018/19 in the yellow box below									
						<div> <div>(Total budget requirement for 2017/18 = precept + grant)</div> <div>£12,697</div> </div>									
Parish Precept 2017/18 (for illustrative purposes only)						£16,000									
Number of Band D equivalent properties		Parish Band D Rate		Precept		Grant									
412.30		30.32		£12,500		£197									
<div> <div>Reference for 2017/18</div> <div>The Band D parish rate will be:</div> <div>£38.12</div> </div>															
<div> <div>Reference for 2017/18</div> <div>This is an increase/decrease of:</div> <div>£7.80 or 25.72%</div> </div>															
<div> <div>Changes to before in 2017/18</div> <div>2.78</div> </div>															
<div> <div>Reference for 2018/19</div> <div>415.08</div> </div>															
<div> <div>Government Grant to compensate Council Tax Small household exemption (Council Tax Support Grant - CTSG)</div> <div>£178</div> </div>															
<div> <div>On your Precept form for 2018/19, please enter the following onto the Memorandum on page 2:</div> <div>Total budget requirement for 2018/19 =</div> <div>£16,000 (A)</div> </div>															
<div> <div>This is made up of a precept requirement for 2018/19 of:</div> <div>£15,822 (B)</div> </div>															
<div> <div>and Council Tax Support Grant for 2018/19 of:</div> <div>£178 (C)</div> </div>															

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Richard Matthews - Clerk, Bigbury Parish
Council

From: Valerie Scott [<mailto:valeriescott@bigbury.net>]

Sent: 10 January 2018 09:45

To: Terraquest Planning Portal Validation <validation@swdevon.gov.uk>

Cc: Valerie Scott <valeriescott@bigbury.net>

Subject: Application for revised garage - Glen Cottage, Bigbury, Kingsbridge, Devon, TQ7 4AP

Dear Sirs

On 26 November 2017 I made an application through the Planning Portal for the demolition of our existing garage at the above premises and erection of a new detached garage. This was a revision to the Application approved on 22 September 2017 Ref: 3228/17/HHO. The Planning Portal Reference was PP-06564376v1. On 28 November you wrote to me advising that the application had been received and had been given Ref: 4049/17/HHO. It was aimed to make a decision by 23 January 2018.

When I recently looked on the Council's website to check the progress of the application I found that this Application Ref: 4049/17/HHO has now been allocated to an entirely different application and there is no reference under our site address of an application being made for Glen Cottage, Bigbury.

Please could you explain what has happened and whether any action is being taken with regard to our application. I did speak to Ian Rowden about this matter on 8 January but have heard nothing further from you. We are keen to commence the this garage as soon as possible and this potential delay to the consideration of our application is of extreme concern. If the application did get lost in the system could it please be revalidated and given to a case officer for consideration as soon as possible and hopefully fast tracked through your system.

Please could you also respond to this email and advise me what is now happening.

Regards

Valerie Scott

Richard Matthews - Clerk, Bigbury Parish
Council

Please reply to: Case Management Team (DM)
South Hams - dm@southhams.gov.uk
Follaton House, Plymouth Road, Totnes. TQ9 5NE
West Devon - dm@westdevon.gov.uk
Kilworthy Park, Tavistock, PL19 0BZ



Working together

Bigbury Parish Clerk
10 Lower Brook Park
Ivybridge
Devon

PL21 9TZ

Our ref: 4416/17/FUL
Date: 10 January 2018

South Hams Planning
Dear Sir/Madam

Reference No: 4416/17/FUL

Click here for
web: <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/174416>

Proposal: Erect replacement dwelling (re-submission of 1621/16/FUL)

Location: Waves Edge, Road To Highfield, Challaborough, TQ7 4JB

We have received the above application, which we would like your comments on.

The details can be viewed on the relevant council's website by entering the above application reference into "planning search" and following the links to the documents.

Please email your response to dm@swdevon.gov.uk.

Will you please let me have any recommendations you wish to make on the attached form by **2**

February 2018

Yours faithfully
Case Management Team
Development Management

Richard Matthews - Clerk, Bigbury Parish
Council

Bigbury Parish Clerk
10 Lower Brook Park
Ivybridge
Devon

PL21 9TZ

Our ref: 3516/17/VAR
Date: 10 January 2018

South Hams Planning
Dear Sir/Madam

Reference No: 3516/17/VAR

Click here for
web: <http://apps.southhams.gov.uk/PlanningSearchMVC/Home/Details/173516>

Proposal: READVERTISEMENT (Revised Plans Received) Variation of condition number 2 following grant of planning permission 05/2313/14/F to allow changes to approved plans

Location: Royal Oak, Bigbury, TQ7 4AP

We have received the above application, which we would like your comments on.

The details can be viewed on the relevant council's website by entering the above application reference into "planning search" and following the links to the documents.

Please email your response to ***dm@swdevon.gov.uk***.

Will you please let me have any recommendations you wish to make on the attached form by **9 February 2018**

Yours faithfully
Case Management Team
Development Management

Richard Matthews - Clerk, Bigbury Parish
Council

Agenda – January 10th 2018 – Bigbury Parish Council

A monthly meeting of Bigbury Parish Council will be held in the Memorial Hall, St Ann’s Chapel on WEDNESDAY January 10th at 7.30 p.m. The agenda is as follows:

Apologies for Absence

Approval of the minutes of the Parish Council meeting held December 13th 2017

Matters arising from minutes of previous meeting held December 13th 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:

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

Land at Sx 663 471, East of the Pickwick Inn, St Ann’s Chapel – Four new dwellings, vehicular access and public realm improvements.

Bay Café – 4383/17/PAD Application for prior notification of proposed demolition.

Update on Neighbourhood Plan

Playground

Church annual accounts

Computer Club update

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

Precept year commencing 1st April 2018

TAP fund

Correspondence received

Meeting dates for 2018

Proposals for agenda items to be included in next meeting

The next Parish Council meeting is scheduled for Wednesday February 14th 2018

Richard Matthews - Clerk, Bigbury Parish
Council

Bigbury Parish Council

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

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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)
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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