

BIGBURY PARISH COUNCIL

Minutes of the monthly meeting of Bigbury Parish Council held in the Memorial Hall, St Ann's Chapel on WEDNESDAY 14th November 2018 at 7:30pm.

PRESENT: Cllrs: B Carson, G Rosevear, S Smith, E Huntley, C Case and Clerk R Matthews. Eleven residents were also in attendance.

1.0 Declaration of Interest

The Chairman read out a statement in respect of Declaration of Interest – no such interests were declared.

2.0 Apologies for absence:

Apologies for absence were received from C. Cllr. Gilbert and Cllr. Scott

3.0 Minutes of previous meetings held on October 10th 2018

Cllr. Smith proposed the minutes be accepted as an accurate record of this meeting. Cllr. Huntley seconded the proposal and all Councillors present at that meeting voted unanimously to accept the minutes, which were duly signed by the Chairman.

4.0 Matters arising (actions) from October 10th meeting and not covered in this month's agenda:

Clerk provided a) an update on the clearance of sand and general housekeeping around the Millennium steps adding this had now been completed, b) an update on the VAS speed monitoring exercise to be undertaken in St Ann's Chapel by Devon Highways stating that DCC Highways would complete this in November, c) an update on the general maintenance of the Warren and cutting of grass verges adding this had now been completed, d) a statement that the 'opening ceremony' for the DAA night landing site was still being discussed.

Cllr. Huntley also stated that the planting and general maintenance of the boat in the lay-by was now in hand thanks to Lyn of Turtle Farm with assistance from Trish Bagley. The Parish Council confirmed again it would be prepared to pay for the plants.

5.0 County Councillor's report

C. Cllr. Gilbert was absent from the meeting but had provided the clerk with information about the process to refill the County Council supplied grit bins. **Action Clerk**

In discussion it was confirmed that a number of additional bins had been put in place by the Parish Council some years previously. These were also to be filled and local support was being sought to assist with this. **Action Cllr. Case**

6.0 Open Session

Resident A reminded the Parish Council that the telephone boxes had still not been painted by BT. Clerk stated the last communication received was that BT were trying to contact the land owners to gain permission before proceeding. To be followed up. **Action Clerk**

Resident B expressed concerns over the contractor's use of the Right Of Way to the rear of Holywell Stores, where private land was being accessed contrary to rights of use. This is to be taken up with the contractors as a matter of urgency. **Action Cllr. Carson**

Resident C asked the Parish Council if planning permission was needed for the 'wooden development hut' at Turtle Farm. It was confirmed that permission was granted some time ago.

Resident C also commented that cars were being parked outside the entrance to Holywell Stores and that this was a safety issue. Cllr. Case responded that the Parish Council is unable to enforce any parking restrictions as this was out of their control. There was also a balance to be considered in terms of not adversely affecting the business.

Resident D added that parking was now becoming an issue around the Bigbury Green area and once again it was stated that this matter was outside the control of the Parish Council. It may be something the local residents should take up the Community Policeman. This particular issue was also made slightly worse by the fact that a beech tree was overhanging the roadway. The owner who was at the meeting, kindly agreed to tend the tree by cutting back the offending growth.

Resident E asked what could be done about serious road flooding on a bend close to the Bigbury Golf Club. Cars needed to change sides on a blind bend to avoid the deep pool of water. Clerk advised that DCC have a website for residents to report such issues.

Resident F raised concerns over how information is now disseminated and shared across the community now that Bigbury Drum had been introduced, adding that communication was very fragmented. Bigbury Community website, Bigbury News and Charterlands Chatter were also in place. It was agreed to add this topic to the agenda of the next meeting. **Action Clerk**

7.0 Cllr. Huntley – update on District Council matters

Cllr. Huntley shared the following updates:

Significant improvement work, including re-seeding, was taking place on the Warren. The entrance would be blocked to prevent access by car and notices would be placed to discourage foot traffic; both until such time as the seeding took hold.

A dog 'Poo-bin' had been requested from SHDC and was to be placed at the far end of the Warren.

The owners of Burgh Island were to introduce a regular cream tea / coffee event to encourage community interaction. In discussion it was agreed the best frequency would be monthly and dates would be tide dependent.

Two oak trees were situated on the late Mr. Easton's property and these were now covered under a Tree Preservation Order (TPO).

Cllr. Huntley shared the reasons behind her decision to resign as a District Councillor and more detail of this can be found on Charterlands Chatter or by talking to Cllr. Huntley in person. Cllrs. Carson and Case thanked Cllr. Huntley for the work she had done as a District Councillor adding they were sad to see her leave that position.

8.0 Planning related matters

Waves Edge Appeal

Clerk shared the information from the Planning Inspectorate stating the appeal had been allowed, although no costs had been awarded.

Cllr. Carson stated the Parish Council is disappointed by this decision.

3291/18/CLE Lincombe, Newquay Road, Bigbury, TQ7 4BD

The Parish Councillors discussed this application including the history of the site and with the exception of Cllr. Huntley, who abstained, voted unanimously to support the proposal.

1430/18/CLE Burgh Island Hotel, Access to Burgh Island, Burgh Island, Bigbury-on-Sea, TQ7 4BG

The Parish Councillors discussed this CLE and all expressed concerns over its scope. Clerk to write to SHDC planning dept. to share those concerns. **Action Clerk**

Update on Neighbourhood Plan – although absent from the meeting, Cllr. Scott had provided the following update:

Community-led housing scheme

A community event was held at the Memorial Hall on Saturday 10th November to discuss the proposed affordable housing scheme at St Ann's Chapel. This event was attended by 38 people. Everyone present was in favour of the proposed development and most of the people present liked the layout and design. Some people have suggested that the dwellings should have a more cottage appearance rather than designed to appear similar to a farmyard complex with others

asking whether there could be some stone as part of the palette of materials. It has also been suggested that the height of the dwellings should be kept as low as possible, that there should be more variation in the design and some chimneys should be added. The comments received from individuals and from Members of the Steering Group following their meeting on 12 November will also be sent to the Architects.

The split of private housing for principal residence purposes only, discount purchase and discount rent was generally liked. A notice setting out the proposed dwelling mix and advising people who to contact if they wish to purchase or rent any of these properties is being prepared and will be included on the community website and in the Bigbury news.

The views on the open space were generally to keep it mainly grassed but to include some fruit trees and possibly have space for some allotments.

A meeting was held with the Planning Case Officer on 8 November 2018. She was generally supportive of the scheme but suggested some changes to the entrance layout and said that she would also prefer a more cottagey style of development using a palette of painted render, stone if possible, timber and slate roofs.

The Archaeological trenching work is to commence on 14 November and it is hoped that we will be in a position to submit a planning application prior to Christmas with development starting on site by autumn 2019.

Draft Neighbourhood Plan

The text of the draft plan is now completed and Karen Lawrence will be preparing the coloured version to include all figures, maps and photographs ready for the consultation with the community which should hopefully take place before Christmas.

This will then give the community a six week period to comment on the plan. It will then be amended, if necessary, and then sent to the SHDC for formal comment prior to the Examination.

Main Modifications to the Joint Local Plan

The Parish Council has been asked for their comments on the Main Modifications to the Joint Local Plan (JLP). The consultation period ends at 5pm on 3rd December 2018.

The main changes to the JLP in terms of their effect on the Parish of Bigbury are as follows:

Bigbury Village is no longer shown as a 'sustainable village'. St Ann's Chapel is still shown as a 'sustainable village' in terms of **Policy TTV1 – Prioritising growth through a hierarchy of sustainable settlements** but is no longer shown in Figure 5.8 as a 'village able to accommodate around 10 dwellings'. The reason for this is that the Inspectors requested that all of the villages which were within the AONB should be excluded from this list. Policy TTV1 does however state that in sustainable villages development required to meet locally identified needs and to sustain limited services and amenities will be supported and **Policy TTV30 – Development in Sustainable Villages** states that the LPAs support the preparation of neighbourhood plans as a means of identifying local housing and other development needs in the sustainable villages and that development in sustainable villages should be provided through neighbourhood plans. The District Council has also prepared a **Revised Housing Topic Paper** which provides new calculations in relation to the provision of housing and includes housing schemes coming through as part of neighbourhood plans. 13 dwellings at St Ann's Chapel have been included in the housing numbers recognising the advanced state of the Bigbury Neighbourhood Plan.

The JLP no longer includes settlement boundaries as the Inspectors considered that there had been inadequate consultation regarding these. The JLP however in the text to **Policy TTV1** states that neighbourhood plans may choose to identify settlement boundaries for their towns and villages. The Neighbourhood Plan Steering Group consider that the settlement boundaries already included in the Draft Neighbourhood Plan for Ann's Chapel, Bigbury and Bigbury on Sea should therefore remain.

The JLP also includes a new policy regarding Local Green Space which states Local Green Space sites, to be designated in neighbourhood plans or other development plans, will be protected from inappropriate development in accordance with local and national policy for Green Belts.

The Neighbourhood Plan Steering Group considers that the Main Modifications to the JLP should be supported and we hope that the Parish Council will also give these support to these changes at their meeting on 14 November 2018.

Local Green Spaces

As stated above the Main Modifications of the JLP refers to the potential for neighbourhood plans to include within their plans areas which should be protected as Local Green Spaces.

Having regard to the importance of protecting important areas of green space we are proposing as part of the draft Neighbourhood Plan the designation of the following areas as 'Local Green Spaces':

Private open land which includes public footpaths at Burgh Island, outside of the existing built up part of the hotel complex
 Open land along the mainland coastline from Challaborough to Cockleridge;
 Bigbury Golf Club;
 Public open space at Bigbury Village Green;
 Private open space around the listed Bigbury Court Dovecote, Bigbury Village;
 Private open space, which includes new pond, adjacent to Butterwell Barn, Bigbury Village;
 Private open space to the north of Bigbury Court Barns, Bigbury Village; and
 Public playing fields and recreation ground, adjacent to Memorial Hall, St Ann's Chapel.

We hope that the Parish Council will support these designations and would welcome the views of Parish Councillors with regard to these designations at their meeting on 14 November 2018.

The Parish Council discussed the designation of local green spaces and felt they could not support the above listing without further clarification. It would be of help if these could be clearly shown on a map to ensure there is no misunderstanding. In the absence of Cllr. Scott, it was agreed that Cllr. Huntley would obtain the maps and take this forward. **Action Cllr. Huntley**

9.0 Report on event to mark 100th anniversary of the end of World War One

Cllr. Smith stated this was well attended and enjoyed by all, with a total of £379.50 being raised for the Royal British Legion. It was hoped this could become an annual event.

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

Cllr. Smith proposed the financial statements and recommended payments presented be accepted which was seconded by Cllr. Rosevear and all councillors agreed. Clerk was to raise the following payments:

£54.00	B Carson	Invoice raised by SK Hosking & Son Materials to repair fence and gate in playpark
£400.00	Freedom Garden	Maintenance work – Millennium Steps
£50.00	B Carson	* Chairman's expenditure allowance
£25.00	G Rosevear	* Councillor's expenditure allowance
£25.00	E Huntley	* Councillor's expenditure allowance
£25.00	S Smith	* Councillor's expenditure allowance
£25.00	C Case	* Councillor's expenditure allowance
£25.00	H Getley	* Councillor's expenditure allowance
£25.00	V Scott	* Councillor's expenditure allowance
		* as discussed and agreed - 2018 precept
£379.50	Royal British Legion	Funds raised at Memorial Hall event (Equivalent sum of cash paid into bank account)
£33.48	BT Group	Broadband line and access costs Memorial Hall (direct debit)

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £29,877.00 as at October 31st 2018.

Clerk showed a statement of restricted and reserved funding with a balance of £10,363.06.

Clerk showed details of S106 funds held by SHDC - £162,771 for affordable housing projects and £24,194 for OSSR projects.

11.0 Play park update

Cllr. Case stated that there were three potential suppliers of new equipment and in order to progress the matter further, hopefully bringing it to a conclusion, she would ensure a community consultation process was undertaken with feedback a key output from the discussions. This would allow a grant application to be prepared. **Action Cllr. Case**

This topic is to be included on the agendas for the next meeting.

Action Clerk

Clerk advised a new defect report had been received from SHDC in respect of loose foot posts on the climbing frame. Dane Vanstone kindly agreed to make this good. **Action Dane Vanstone**

12.0 Replacement of defibrillators

Clerk confirmed a total of £950 had been made available towards the cost of this project. Discussions were ongoing with Ringmore District Council to see if a joint Community Fund Grant application could be processed. Cllr. Huntley advised that more locality funding may be available and it was agreed to progress this topic with urgency. **Action Clerk**

13.0 Hi-Viz Jackets

One further jacket was sold and cash to be paid into bank account the following day. As there was little interest across the community in buying the remaining jackets, Cllr. Smith proposed they be donated to Bigbury Youth Club who would make good use of them. Cllr. Rosevear seconded the proposal and all Councillors agreed this was a good course of action.

14.0 Maintenance of Bigbury Village Green

This was previously covered in the open session

15.0 Correspondence

Clerk shared various items of correspondence. One relating to the annual report from Citizens Advice, which included a request for funding, was discussed in detail. Cllr. Rosevear proposed the annual grant given to Citizen's Advice from the Parish Council be increased to £300. Cllr. Huntley seconded the proposal and all Councillors were in favour. The grant is due to be paid in December. **Action Clerk**

The remaining correspondence relating to Highways matters, including proposed road closures – details can be found on the Bigbury Community website – Parish Council section – Parish Council meetings – 2018_11_14 Information.

16.0 Schedule of meetings – December 2018 to March 2019

After discussion it was agreed there would not be a Parish Council meeting in January – unless any matters arose that would require an Extraordinary Meeting to be scheduled.

The dates of the next meetings are:

Wednesday December 5th 2018
Wednesday February 13th 2019
Wednesday March 13th 2019

17.0 Agenda Items for next meeting

Play Park Update, Defibrillator update and Parish communications were to be included.

NOTE The supporting presentation is uploaded to the Parish Council section of the Bigbury Community website.

The meeting closed at 9:25pm.

The next meeting is to be held on **WEDNESDAY December 5th at 7:30pm**

IMPORTANT NOTE – THIS IS ONE WEEK EARLIER THAN NORMAL

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