

## BIGBURY PARISH COUNCIL

Minutes of the monthly meeting of Bigbury Parish Council held in the Memorial Hall, St Ann's Chapel on  
WEDNESDAY 10<sup>th</sup> July 2019 at 7:30pm.

PRESENT: Cllrs: E Huntley, G Rosevear, V Scott, S Smith, S Watts, S Edwards-Pratt and Clerk R Matthews.  
D. Cllr. Taylor was also in attendance along with nine residents.

### 1.0 Declaration of Interest

No Declarations of Interest were received from the Parish Councillors.

### 2.0 Apologies for absence:

Apologies were received from Cllr. Case

### 3.0 Minutes of previous meetings held on June 12<sup>th</sup> 2019 and June 28<sup>th</sup> 2019

Cllr. Scott proposed the minutes of the meeting held on June 12<sup>th</sup> be accepted as an accurate record of the meeting. Cllr. Smith seconded the proposal and all Councillors present at that meeting voted unanimously to accept the minutes, which were duly signed by the Chair.

Cllr. Smith proposed the minutes of the meeting held on June 28<sup>th</sup> be accepted as an accurate record of the meeting. Cllr. Watts seconded the proposal and all Councillors present at that meeting voted unanimously to accept the minutes, which were duly signed by the Chair.

### 4.0 Matters arising from previous meeting held on June 12<sup>th</sup> 2019

Phone box and bench, St Ann's Chapel - deferred to a future meeting

White lines - parking bays - Sedgewell Slipway remained outstanding (see 5.0 below)

Millennium steps painting - quotes needed - outstanding

**Action Clerk**

Notice boards - outstanding but in process

**Action Clerk**

Bigbury History Society request - after debate and considering various options, Cllr. Smith proposed a donation of £200 be made to the History Society. Cllr. Rosevear seconded the proposal which was agreed by all Councillors, although Cllrs. Watts and Scott did not vote as they are members of the History Society. Cheque raised - see minute 11.0

The level of sewage pollution in and around Challaborough Bay. Clerk showed a slide from the Environment Agency indicating that water quality levels were excellent.

Replacement of Play Park - deferred to a future meeting.

### 5.0 County Councillor's report

C. Cllr. Gilbert repeated the brief overview of his remit given at the last meeting adding that traffic and roads would be the main topic for this evening. Chair gave dispensation for public interaction as this was the purpose of the discussion.

He stated there was an effective on line system for residents to report pot-holes adding that there was a clear definition of what constitutes a pot hole.

The reporting of speeding appeared to be increasing and could be related to the increased volume of traffic in the summer or simply the perception of those observing. He confirmed that a recent SCARF exercise concluded that speeding on the approach to St Ann's Chapel was not an issue.

Resident A stated foliage was overhanging from properties on Folly Hill as well as from National Trust land and requested that this be addressed. C. Cllr. Gilbert advised it was the responsibility of the land owner to cut back the foliage and asked the Clerk to write to the appropriate people adding

that if this was not dealt with in thirty (30) days, the matter would be dealt with by Devon Highways and the individual land owners would receive an invoice for the service provided. **Action Clerk**

Resident A raised a similar issue in respect of a property in Parker Road. **Action Clerk**

Resident A also repeated a previous request for a hand rail to be placed on Tom Crocker slipway to aid access. It was confirmed this would require discussion with the land owner and the Clerk would write accordingly. **Action Clerk**

Overgrown vegetation also existed in the Car Park and D. Cllr. Taylor stated that he would ask the team at SHDC, owners of the car park, to address the matter. Clerk requested this be built into a regular maintenance schedule. **Action D. Cllr. Taylor**

Cllr. Scott added there were just two disabled parking spaces in the top car park, both restricted by overgrown vegetation. **Action D. Cllr. Taylor**

It was noted that the life-saving ring situated on Sedgewell Slipway was now behind four to five feet of foliage and not easily accessible in the case of an emergency. C. Cllr Gilbert stated that a review had taken place of all such equipment and asked D. Cllr. Taylor to discuss responsibility for maintaining this with the Cathy Aubertin (SHDC). **Action D. Cllr. Taylor**

C. Cllr. Gilbert reminded the audience of a future major road closure between Modbury and Edminton. Further details would follow but added the diversionary route was significantly longer.

Resident B raised concerns about the traffic related hazards and dangers that existed on the back road from Challaborough, commenting that the nature, speed and volume of traffic had increased significantly over years but nothing had changed with the road infrastructure. A series of slides were shown to demonstrate this and these can be found as appendix (a) to these minutes.

Resident C asked that 'slow' signs on the road surface be re-painted as they had faded and could not be seen

Resident B stated that an expert opinion was sought to help address some of these issues, which were highways, land owner and footpath related. In response to this and the other issues raised, C. Cllr. Gilbert asked that the Clerk contact Adam Keay (Highways) to request he visits the area to review the issues and identify solutions. Care need to be taken to ensure that solving one problem did not create another. Cllr. Watts added there was a potential risk of making the smaller communities more isolated by restricting vehicles or imposing size limits. **Action Clerk**

Resident D raised the issue of the recently installed gates at the Parkdean Holiday site adding this stopped pedestrian access from the Bigbury Caravan Park and all foot traffic was now forced to use the already dangerous road access, increasing the risk of an accident. Cllr. Huntley acknowledged the depth of feeling but commented that this particular issue was within the boundaries of Ringmore Parish and as such it was inappropriate for Bigbury Parish Council to make any comment. Cllr. Huntley added that this topic would be discussed at next week's Ringmore Parish Council meeting.

#### 6.0 Cllr. Watts update on Avon Estuary and AONB including proposal for AONB village signage

Cllr. Watts stated he had researched the option to purchase AONB style village name signs that could be located at strategic points on the access roads to the respective communities. Currently they included a slogan relating to speed, which was a good fit with the previous discussion. The cost of each sign was £250 but there was an AONB grant available for 50% and C. Cllr. Gilbert stated some of his funds could be allocated to help with installation.

C. Cllr. Gilbert added that it may be possible to purchase plastic overlay stickers for the existing signs as a means of reducing cost. To be investigated. **Action Clerk**

Resident E added that the Bigbury Village sign had been specially made some time ago after DCC has lost the original whilst it was being renovated.

Cllr. Watts gave an overview of Avon Estuaries and AONB activities and further can be found in appendix (b) to these minutes.

#### 7.0 Planning related matters

1914/19/HHO Marashina, Parker Road, TQ7 4AT – Application for internal refurbishment and replacement of single storey rear extension. Members had visited this site for a pre-meeting inspection. Cllr. Smith proposed this be supported, which was seconded by Cllr. Watts and agreed to by all Councillors.

1503/19/FUL Venus Café, Marine Drive, TQ7 4AS – Addition of pavilion to create indoor seating area in the existing outdoor seating area of takeaway. Resubmission of 0265/17/FUL. Members had visited this site for a pre-meeting inspection. Cllr. Watts proposed this be supported, which was seconded by Cllr. Smith and agreed to by all Councillors.

Neighbourhood plan update

Cllr. Scott shared an update in respect of the Neighbourhood Plan see appendix (c) provided with these minutes. Cllr. Scott added that SHDC had now checked this document and two minor designation changes were needed. It was now moving to the stage of Regulation 16.

D. Cllr Taylor commented that this process should be completed by end of 2019 / early 2020.

Cllr. Huntley thanked Cllr. Scott for her contribution to this and the excellent quality of output. Cllr. Watts made further positive comment in respect of Cllr. Scott's contribution.

#### 8.0 Open session

Resident C asked for clarification of the terms of approval given to Venus Café to serve hot food.

**Action Clerk**

#### 9.0 Communication within the community – specifically the purpose of Bigbury Community website, Bigbury News, Bigbury Drums, Parish Notice Boards and Charterlands Chatter.

This agenda item was raised to review and take stock of and the changes in communication means within the Parish over the prior three to five years; more specifically to consider the use of social media sites including Charterlands Chatter.

Documents were shared to aid this discussion which can be seen in appendix (d) to these minutes.

It was agreed that the Bigbury Community website, Notice Boards, Bigbury News and Bigbury Drums all provided a valuable source of information. The website and Notices boards both serving a statutory purpose.

In discussing the social media site, Charterlands Chatter, it was agreed that this was NOT to be used for Bigbury Parish Council related matters in any circumstances and Cllr. Huntley stated she may have crossed this red line in the past but now understood the reason behind this ruling and would ensure no further such breaches arose.

D. Cllr. Taylor added that such breaches would bring the reputation of the Council into disrepute.

Further discussion continued on managing Charterlands Chatter. Was its name suitable? Was monitoring of content satisfactory? No conclusion was reached but as stated above it is NOT a vehicle for sharing Parish Council matters, therefore this is not in the control of the Parish Council.

Resident E wished to thank all the volunteers that maintained and managed these channels of communication.

#### 10.0 Annual audit and reporting – approval of annual governance statement

Clerk stated the Parish accounts had now been sent to the external auditors for review and approval

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

Cllr. Huntley proposed the financial statements and recommended payments presented be accepted which was seconded by Cllr. Edwards-Pratt and all councillors agreed, although Cllr. Rosevear registered the fact that Alan Tanner was a personal friend Clerk is to raise the following payments:

£ 204.04	Community First – Public Liability Insurance (0% increase over last year)
£ 85.00	Alan Tanner – Internal Audit fee (0% increase over last year)
£ 30.00	Bigbury Memorial Hall – hire of hall for Parish Council meetings
£ 200.00	Donation to Hope Cove Lifeboat (last increase Jul 2013 from £150) £200 is precept approved – propose review for increase in precept 2020/2021
£ 200.00	Donation to Bigbury History Society (C Harrington)
£1071.74	R Matthews - £540.00 Salary for three months ending June 30 <sup>th</sup> 2019, £236.70 A5 paper for Bigbury News – processed on personal credit card, £295.04 Expenses for three months ended June 30 <sup>th</sup> 2019
£ 33.48	BT – line rental and broadband access Memorial Hall - Paid by direct debit

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £29,982.83 as at June 30<sup>th</sup> 2019

Clerk showed a statement of restricted and reserved funding with a balance of £11,788.93

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

12.0 District Councillor's report

D. Cllr. Taylor stated a new kerb-side refuse collection service would start in November 2020. There would be an opportunity for the Parish Council to be briefed on the new service later in 2019.

D. Cllr. Taylor advised that the planning application for Auncliffe had been turned down by South Hams and that he expected new plans for Land adjacent to Southway to be submitted soon.

12.0 Correspondence received

Clerk shared correspondence received which can be seen on the information file located within the Parish Council section of the Bigbury Community website.

13.0 Agenda Items for consideration at future Parish Council meetings

Report from Tree Warden / Footpath Warden  
Report from St Lawrence Church  
Improved Parish signage – AONB sponsored  
Parking and bench in vicinity of Holywell Stores  
Update on new kerb-side refuse collection service  
It was also agreed to invite, over the course of the year, representative from bodies such as Bigbury Golf Club, Burgh Island, AONB, History Society etc. to the meeting

NOTE All supporting documents are shown in full within the 'Information file' uploaded to the Bigbury Community Website (Parish Council / Meeting Minutes)

The meeting closed at 09:45pm.

The next meeting is to be held on Wednesday September July 11<sup>th</sup> at 7:30pm

Signed.....E Huntley, Chair, Bigbury Parish Council