

BIGBURY PARISH COUNCIL

Minutes of the monthly meeting of Bigbury Parish Council held at the Memorial Hall, St Ann's Chapel on
WEDNESDAY 9th October 2019 at 7:30pm.

PRESENT: Cllrs: E Huntley (Chair), G Rosevear, V Scott, S Smith, S Watts and Clerk R Matthews. C. Cllr. R Gilbert was also in attendance along with fourteen residents.

1.0 Apologies for Absence

Apologies of absence were received from Cllr S Edwards-Pratt and D. Cllr. B Taylor. Clerk had offered apologies as he was unable to attend the meeting until 08:15pm and the notes prior to his arrival were recorded by Cllr. Rosevear.

2.0 Declarations of Interest

No Declarations of Interest were received from the Parish Councillors.

3.0 Minutes of previous meetings held on September 11th 2019

Cllr. Watts proposed the minutes of the meeting held on September 11th 2019 be accepted as an accurate record. Cllr. Smith seconded the proposal and all Councillors present at that meeting voted unanimously to accept the minutes, which were duly signed by Cllr. Watts.

4.0 Matters arising from previous meeting held on September 11th 2019

Visit from Adam Keay to assess roads etc. was deferred until November as key parties were not available earlier. NOTE – C. Cllr. Gilbert arrived later in the meeting and confirmed this meeting would be scheduled for October 31st 2019. Clerk to co-ordinate.

Action Clerk

Small maintenance jobs – Cllr. Watts proposed we use John Simpson for smaller jobs. This was seconded by Cllr. Scott and agreed to by all Councillors. Quotes were to be sent to and agreed by Clerk in advance.

Action Clerk

The remaining two new notice boards would be installed by the end of October. Thanks to Bob Smith and Bryan Carson for agreeing to complete the installation.

Planning related issues previously identified at Hingston Rise had been communicated to SHDC planning dept. for review and action by both Clerk and Cllr. Scott. These were recorded as street lighting, noise from sewage plant and size of street sign.

5.0 Open Session

In C. Cllr Gilbert's absence, Cllr. Huntley brought the open session forward on the agenda.

A complaint had been received from Resident A prior to the meeting in respect of motor homes parking on the Warren overnight, which was not allowed. Cllr Huntley confirmed that Cathy Aubertin (SHDC) had been informed of this and had been asked to identify potential solutions, which could include the installation of a height entry barrier and appropriate signage.

Resident A raised concerns about sewage odour and discoloration of the sea surface which could be the result of a damaged facility and/or illegal disposal into the sea. Clerk to write to SHDC and SWW. Clerk also to establish the level of permitted discharges per annum for this area. Cllr. Watts stated that any suspected pollution should be reported to the Environment Agency for investigation. (24/7 tel. no. is 0800 807060)

Action Clerk

Resident B raised concerns over foliage in the lay-by, lack of white lines and the boat. It was agreed to include this topic on the agenda of a future meeting.

Action Clerk

Resident B also observed the metal notice boards were not only difficult to open in high winds, but also not easy to insert and remove papers, as they were on magnetic discs. It was also noted that there is no longer a notice board at Holywell Stores to advertise jobs and other items for purchase/sell within the community.

Action Clerk

Resident C raised an issue relating to the mixing of blue and white waste bags. C. Cllr. Gilbert had now joined the meeting and commented that the bags were sorted at the waste collection centre. C. Cllr Gilbert added that seagull proof bags will be made available and in response to comments made by Cllr. Scott stated that bottle banks will be retained and emptied as and when needed. C. Cllr. Gilbert stated that there should be a contact tel. no. shown on the skip.

6.0 County Councillor's report

C. Cllr. Gilbert stated he would attend on 31st October with Adam Keay to undertake a review of turning points, roads and signage. Cllr. Huntley & John Simes would attend. (* later in the meeting it was agreed that Cllr. Watts would also attend as he was undertaking a review of signage).

C. Cllr. Gilbert stated that although Gigaclear's contract had been terminated for broadband installation, they had been retained to complete the process in areas where they already installed cables. DCC were undertaken a new tender process for the rest of Devon.

C. Cllr. Gilbert reminded Councillors of the Highways Conference to be held in Rattery this week.

C. Cllr. Gilbert stated the base unit for the first nuclear reactor at Hinkley Point had been completed on time and on budget.

C. Cllr. Gilbert reminded Councillors that Exeter based FlyBe had been sold to a US Consortium and it was confirmed they would only continue to serve existing and profitable routes.

C. Cllr. Gilbert confirmed DCC were as prepared as possible for Brexit. However a potential and significant seasonal issue existed. The export of lambs is a significant business for SW farmers.

C. Cllr. Gilbert to update the Parish Council at the earliest opportunity with accurate information relating to the closure of A379 between Modbury and Edmeston.

7.0 Planning related matters

- a) 2433/19/FUL Herb Heaven, Aveton Gifford TQ7 4NQ Retrospective application for erection of agricultural building.

Cllr. Watts stated his concerns in respect of this retrospective proposal: 1) The new gateway created in the Devon Hedge/Bank, in an AONB on an awkward bend, despite there already being a gated field entrance, 2) The lack of utilities, specifically power and water, 3) the caravan on the site, 4) the poly-tunnels put up in the AONB, 5) it's position at one of the gateway entry points to the parish with no indication of the volume of commercial traffic which would be introduced to this narrow but busy lane; all of which should have been subject to prior planning.

Resident D added further background information commenting that the owners were not living in the caravan, they had established an address for the site and had applied for mains electricity.

Cllr. Scott stated the owners should have been advised of the need for prior planning permission before starting any work on the site. Cllr. Scott considered the site to be dominant, obtrusive and harmful to AONB principles. Removal of the Devon Bank, the placement of poly-tunnels and a caravan are all subject to planning consideration before development takes place. Finally, there are concerns in respect of traffic and highways issues. Cllr. Scott proposed the Parish Council object to this retrospective application. This was seconded by Cllr. Rosevear, a decision unanimously agreed by all Councillors.

- b) 3002/19/HHO Cockleridge, Bigbury-on-Sea TQ7 4BA Extension, alterations and refurbishment of existing property, garage and boat store.
Cllrs. Huntley and Scott had visited the site and considered the proposal to be well matched both proportionally and design wise to the existing building. The proposed changes improved the property both internally and externally.
Resident E further commented that this was not detrimental when viewed from the estuary.
Cllr. Watts added that he had spoken to close neighbours who supported the application.
Cllr. Scott proposed the application be supported, which was seconded by Cllr. Huntley and agreed to by all Councillors.
- c) 3119/19/HHO Auncliffe, Folly Hill, TQ7 4AR. Proposed extension and alterations to existing dwelling to include replacement detached garage
Cllr. Scott commented this re-submission addressed the objections previously made by the Parish Council and proposed this latest application be supported. This was seconded by Cllr. Smith and agreed to by all Councillors.
- d) Bigbury Golf Club and associated developments.
Cllr. Huntley encouraged all residents who had not already attended the presentation given by the golf club management team to do so; there was another presentation scheduled.
Cllr Scott added that the presentation was a combination of plans from the Golf Club and the Bantham Estate. Financing of this proposal was a topic included in the presentation
- e) Neighbourhood plan update
Cllr Scott gave the following update:
Regulation 16
Regulation 16 consultation has now been carried out by the District Council. This was a 6 week consultation which ran from 29th July to 9th September 2019. There were only a few comments made at this consultation which have now been forwarded to the Inspector who will be examining the plan. I am not anticipating these comments to affect the principles of the plan and can be dealt with by minor changes to the plan if necessary.
Regulation 17
The Bigbury Neighbourhood Plan has now reached Regulation 17 stage. John Slater has been appointed as the Inspector to examine the plan and hopes to start looking at the plan the week beginning October 14th 2019. It is not currently expected that attendance at a hearing will be necessary but we have been advised by South Hams District Council that the timeframe for the plan should end in 2034 to be the same as the timeframe for the adopted Joint Local Plan. Mr. Slater asked for this to be confirmed which I have now done.
Mr. Slater lives in Devon and is the Inspector who examined the Thurlestone Neighbourhood Plan. He is therefore already fairly familiar with the area and the general issues affecting a similar coastal rural parish within the South Devon Area of Outstanding Natural Beauty.
Next stages
If the Plan is approved by the Inspector, with or without further amendments, it will then go to a referendum where the community will be given an opportunity to vote on whether they would like the Plan to be adopted.

8.0 Update on village signage

Cllr. Watts shared visual information in PowerPoint format, which is available to view on request). His main observations were the lack of signs at the three gateway entry points to the parish and the inconsistency between the existing signs for St Ann's Chapel, Bigbury and Bigbury-on-Sea. Cllr. Watts also noted the St Ann's Chapel sign was in a poor state of repair.
Resident E observed there was no recognition of the three separate villages within the parish as a whole. Resident F queried whether that was an issue we should be concerned with.
Resident G supported the move to replace the poor quality St Ann's Chapel sign and resident H suggested the Council use the services of Adam Keay on his upcoming visit (October 31st) to establish what could be done within Highways guidelines. Cllr. Rosevear commented this was unlikely to progress unless Highways had reviewed and given approval to the proposal.
Resident C pointed out the estuary was also an entry point to the parish but Cllr. Watts confirmed this review was restricted to Highways.
Cllr. Huntley proposed we review this again after the visit of Adam Keay and the topic was to be included on the agenda for the November meeting.

Action Clerk

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

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

Clerk showed a slide of the current cash book and bank reconciliation statement showing a balance of £37,106.87 as at September 30th 2019

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

Clerk to attend at an internet banking meeting with Barclays with Cllrs. Watts and Smith.

Clerk advised that the external audit reports had been returned and no issues were noted.

Clerk to raise the following payments:

£ 1834.79	Mr R Matthews	
	£540.00	Salary for 3 months ended 30/09/2019
	£254.12	Office expense for 3 months ended 30/09/2019 (approved by Chair)
	£236.70	Purely Paper – supply for Bigbury News
	£803.97	Notice Board Company – purchase of 3 notice boards
		£430.00 recovered to PC account from Holywell Stores for 2 boards 26/09/2019
		£133.99 recovered to PC account from HMRC (VAT) 05/09/2019
£ 50.00	E Huntley	Allowance (Chair)
£ 25.00	G Rosevear	Allowance (Councillor)
£ 25.00	S Smith	Allowance (Councillor)
£ 25.00	S Watts	Allowance (Councillor)
£ 25.00	S Edwards-Pratt	Allowance (Councillor)
£ 25.00	C Case	Allowance (Councillor)
£ 110.59	V Scott	
	£25.00	Allowance (Councillor)
	£85.59	Expense – Neighbourhood plan
£ 240.00	PKF Littlejohn	Fee to undertake external audit
£ 876.60	Notice Board Company	Two large notice boards (£365 each +VAT)
£ 33.48	BT – line rental and broadband access Memorial Hall	
	Paid by direct debit	

Following discussion in respect of the damaged beach wheel chair, Cllr. Smith proposed the Council provide a grant (pay for) the wheel repair – cost £187.96. Cllr. Huntley seconded this proposal which was agreed by all Councillors. Include on future payments list.

Action Clerk

10.0 Remembrance Day

Cllr. Smith reminded the Council of a comment received for a parishioner last year – highlighting the lack of a commemorative wreath at St Lawrence church. Cllr. Smith felt the placement of a wreath would be appropriate and acknowledged the service was only held there once every three years. Resident I reminded the Council that the wreath should be blessed as part of the service itself and should not just be placed on the memorial.

Cllr. Huntley proposed the Parish Council meet the cost of this wreath. Cllr. Rosevear seconded this proposal which was agreed to by all Councillors. Cllr Smith is to arrange this. **Action Cllr. Smith**

11.0 Telephone Box – Ringmore Drive

Clerk recd. forms to facilitate Parish adoption of this box. Cllr. Huntley proposed this be completed. Cllr. Rosevear seconded this proposal which was agreed to by all Councillors.

Action Clerk

12.0 Update on Play Park

In the absence of Cllr. Case this topic was deferred to the next meeting.

Action Clerk

13.0 Overnight parking on the Warren

This topic was covered in open session.

14.0 District Councillors report

In the absence of D. Cllr. Taylor this topic was deferred to the next meeting.

Action Clerk

15.0 Correspondence received

All correspondence can be seen in the information file uploaded to the Bigbury Community website.
Specific correspondence received was:

Letter from Jim Chadwick seeking placement of skips for rubbish removal. After discussion Cllr. Smith proposed placement of skips at St Ann's Chapel in November. Cllr. Rosevear seconded this proposal which was agreed to by all Councillors. Dates to be agreed and communicated across the Parish.

Action Clerk

Communication from Western Power Distribution in respect of future road closure in Bantham

SHDC communication in respect of National Customer Service Week

Communication from Dark Devon in respect of Devon Dark Sky Day – October 31st 2019

Verbal communication – potential winter relocation of Parish Council meeting to Golf Club. After discussion Cllr. Smith proposed all meetings should remain at the Memorial Hall. Cllr. Rosevear seconded this proposal which was agreed to by Cllr. Watts. Cllr. Huntley voted against the proposal and Cllr. Scott abstained. The motion to remain at the Memorial Hall for all meetings was therefore passed.

16.0 Agenda Items for consideration at future Parish Council meetings

Next meeting - Play Park, Report from Tree Warden / Footpath Warden, Lay-by (all inclusive), bottle bank, Parish Signage, Internet banking

Future meetings - Report from St Lawrence Church, Update on kerb-side refuse collection service
It was also agreed to invite, over the course of the year, representatives 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 09:35pm.

The next meeting is to be held on Wednesday November 13th 2019 7:30pm

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