

## BIGBURY PARISH COUNCIL

Minutes of the monthly meeting of Bigbury Parish Council held on WEDNESDAY May 13<sup>th</sup> 2020 at 7:30pm. In accordance with Government advice and DALC guidance this meeting was held via video link (Zoom)

PRESENT: Cllrs: E Huntley (EH) (Chair), G Rosevear (GR), S Smith (SS), C Case (CC), V Scott (VS), S Watts (SW), K Holland (KH), D. Cllr. B Taylor (BT), Clerk R Matthews (RM) and five members of the public.

### 1.0 Declaration of Interest

GR declared an interest in agenda item 9a – Herb Heaven. No further declarations of interest were noted at this point.

### 2.0 Apologies for absence:

C. Cllr. Gilbert (RG) was absent but did provide a written update for discussion.

### 3.0 Approval of Minutes of previous monthly meeting held on April 15<sup>th</sup> 2020

SS proposed these Minutes be accepted as a true and accurate record. GR seconded this proposal which was duly agreed to by all Councillors.

### 4.0 Matters arising from Minutes of previous meeting held on April 15<sup>th</sup> 2020 (matters not completed or covered as a topic in this agenda)

Disabled parking in proximity of Venus Café – BT confirmed he had contacted SHDC localities on this topic but had not yet received a response. Carry forward to next meeting. **Action BT**

### 5.0 County Councillor's report

RG kindly submitted a written update: *things are much the same as in his April report. All topics are related to Covid-19 and recovery - the detail is shared regularly with the Parish Council. All meetings are held by 'Zoom'. As I write this email I'm awaiting news from the Prime Minister on any changes and I am sure you are concerned about Bigbury-on-Sea being inundated with visitors if there is any relaxation of current rules.*

*I will continue to send you Covid-19 updates and information which I hope you find informative. Stay well.*

*Rufus*

### 6.0 District Councillor's report

BT had kindly prepared a written update that was read by the Clerk:

*Full council meetings are to be held by SHDC on Skype, the first was on the 13<sup>th</sup> of April where the protocol of the council had to be changed to enable it to go ahead and voting to take place. Another meeting was held at the end of April that lasted nearly five hours.*

*Meetings will only be held when it is absolutely necessary and there are already several arranged for the next 8-10 weeks which will take us to the middle of July.*

*The locality team are now back at work and will be erecting planning application notices, and all the neighbouring properties will be notified of planning by post as long as the lock down remains in place. Delegated authority will be needed by the planning officer before a decision can be taken.*

*I would like to congratulate the organizers of the cluster groups in all the Parishes who have looked after residents who needed assistance. A first class job was done by all. There is a new welfare grant that can be allocated to people in financial need - not just elderly or vulnerable. The contact at SHDC is Tim Pollard who is looking after our ward.*

*The recycling centres are gradually opening but have very long queues so please only use if you are prepared for a long wait and the visit is really necessary.*

*The Government has announced a local authority discretionary grant fund which has a value of £2.4 million for SHDC. The fund will be for the councils to administer. We are currently waiting for government guidance on the new fund which should be issued week beginning 11<sup>th</sup> May.*

*I hope to join you at your zoom meeting when I will be happy to answer any questions (if I can).*

BT further commented that the fund referred to could be accessed by B&B businesses who have suffered financially as a result of the current crisis.

BT advised that a directive had been received from Central Government that all car parks should be opened as of Friday this week (May 16<sup>th</sup>). Bigbury was not exempt from this despite the fact that the toilets and shower block would NOT be opened. The Car Park would be subject to SHDC payment enforcement controls and payments could be made by cash machine or an electronic method (Ringo).

EH raised health concerns over cross contamination by excessive use of the cash machine. The lack of anywhere for members of the public to obtain change, the fact there was still no mobile phone signal in the car park area and the absence of any means of aiding social distancing were additional challenges that could not be easily solved.

Jason Pheasant (Golf Club Manager) noted that cars were already spilling into the Golf Club car park and being left in unsafe positions on grass verges.

CC to check if overspill car park on Farmer Tucker's land would be open.

BT advised that Venus café had been instructed to stay closed by SHDC.

VS proposed the Millennium Steps be closed (again for cross contamination reasons) but it was noted that last time these steps were closed and tied off with tape, these deterrents were generally ignored.

BT also advised the advisory 'car park closed' signs were to be removed.

In general it was agreed there were many upcoming challenges with little or no immediate solutions.

#### 7.0 Finance – approval of annual governance statement

VS proposed the annual governance statement required for the internal/external audit process be approved. This was seconded by SS and agreed to by all Councillors:

#### 8.0 Finance – payments to be made and approval of financial statements

GR proposed the following payments be approved. This was seconded by VS and agreed to by all Councillors:

£33.48 British Telecom - line rental and broadband (direct debit)

£192.00 Allwood of Totnes - two years maintenance of war memorial (cheque 1266)

£313.00 Nick Walker printing - NP revisions (cheque 1267)

£25.00 Karen Lawrence - NP revisions (cheque 1268)

£412.15 R Matthews - payments made on behalf of Bigbury Parish Council (cheque 1269) - as follows - Street solutions (car park signs) £178.75, Purely Paper (Bigbury News) £127.62 and Purely Paper (Bigbury News) £105.78

The cash book for the period has been uploaded to the Bigbury Community website but RM confirmed the key numbers and indicators to be:

Cash book and bank statements reconciled at £36,903.85

Restricted funds £4,273.06

Reserved funds £7,070.00

Working surplus £18,060.79

#### 9.0 Planning related matters

##### a) Herb Heaven

Update as of May 11<sup>th</sup> 2020 comes via Julian Brazil who is standing in for our District Councillor Kate who is currently off work. His opinion and recommendation re any and all planning decisions (and thereby enforcement) is to delay everything until we're allowed to both site visit and conduct actual meetings. Our planning sub-committee agrees, so that's how we will proceed. While keeping a very close eye on applications trying to sneak under our radar!

GR noted that this application had now been withdrawn and the owners had engaged a local architect to undertake an environmental impact study.

It was acknowledged this site was within Aveton Gifford Parish. However because of its proximity to the Bigbury Parish boundary, this topic would be featured on future agendas.

b) Crossstream

As promised at the last meeting GR has reviewed this site and following a discussion with SHDC planners has now completed a planning breach notification which will be dealt with in due course – see comments re enforcement in 9a above.

VS had concerns that these issues had been raised nine years ago and that if action was not taken soon, too much time would have elapsed to enforce any improvements. SW confirmed the Enforcement Officer was in possession of a report dated 2011 highlighting the issue and that he had visited this site at that time with both the Police and Environment Agency.

GR suggested it would be helpful if photos of the site were submitted with any communication with the Enforcement Team adding he had already submitted at least twenty.

It was agreed to include this topic on future agendas.

c) Footpath diversion order No. 28

An image showing this diversion is included as appendix 'a' to these minutes.

CC declared an interest as a neighbour.

Clerk read a letter from a resident offering reasons why it was not appropriate to discuss this proposal at this point in time. VS agreed and proposed that the Council object to this diversion order as it is premature with no permission for the development it was required to serve yet granted. EH seconded this and all Councillors agreed.

d) Neighbourhood Plan

VS provided an update which is detailed in appendix 'b' with these minutes:

A copy of the 'Local Letting Plan' referred to in the above document is included as appendix 'c' to these minutes.

BT confirmed he would talk through the detail with SHDC Councillors and expected this phase to be completed in Spring 2021.

10.0 Update on Bigbury Coronavirus Support Group (BCSG) activities

SW provided an update which is included as appendix 'd' with these minutes:

SW thanked all those who had given a valuable contribution to the Community and KH added that everyone had 'faired well' as a consequence, further suggesting that when it is safe to do so, waste skips be placed in the Community to allow residents to dispose of the waste and rubbish they have been sorting out during the lock-down period. BT stated he would provide funding towards this.

SW had some concerns about the expected influx of visitors after relaxation of 'Lockdown' and the impact it may have on Holywell Stores.

11.0 Allocation proposals for SHDC Covid-19 grant £495.00

Clerk reminded the Members that sufficient funds were available (working surplus £18,060) to cover incidental costs and expenses. However, for the purpose of the SHDC grant the Parish Council were obliged to properly account for how this was allocated and spent. Clerk requested the following be included for consideration: £178.75 Street solutions – car park closure signs, £43.17 Zoom – video conferencing for 3 months April, May and June 2020, £48.00 Purely Paper – incremental carriage charge, £58.38 Bigbury News coronavirus related stationery.

It was agreed to allocate the above to the SHDC fund, leaving an open balance of £166.70

12.0 VJ day celebrations

It was agreed to add this to the June agenda and note that when this event takes place it should retrospectively include VE celebrations as well.

13.0 Cllr. Rosevear – St Lawrence burial ground

GR confirmed that discussion had taken place with Matt Rowland and that a meeting would be scheduled with members of the PCC in respect of the capacity of the burial ground. Carry forward to a future agenda.

14.0 Open session

There were no further issues of interest or concerns raised by members of the public.

15.0 Correspondence received

SS proposed an increase to the contracted price for the maintenance of the war memorial be approved. GR seconded this which was agreed to by all Councillors.

16.0 Agenda items for future meetings

Planning - Herb Heaven  
Planning - Crosstream  
VJ (VE) day celebrations  
St Lawrence burial ground  
Bigbury News – funding  
Waste skip placement

17.0 EH raised the following items not shown on the agenda

Grass cutting – Memorial Hall and football field. EH suggested a local resident be given the task to cut the grass and that the Council discuss with SHDC termination of the current contract. Clerk advised that having only just been told that grass needed cutting, SHDC had been contacted and the job would be completed this week.

It was suggested the requirement for a new 2021 SHDC contract be reviewed prior to the renewal date.

Burgh Island – Managing Director of Burgh Island advised they had hoped to open Pilchard Inn but were unable to do so safely. Work was to be undertaken on the slipway and footpaths would be closed.

BT and VS both advised it is illegal to close / obstruct a Public Footpath and asked EH to communicate this back to the Managing Director who may not be aware of this legislation.

EH suggested the Parish employ a Lengthsman to undertake certain tasks across the Community, including clearing the drains near the Golf Club/Lincom Lane turn off – a particular hazard that repeats in periods of heavy rain. SW advised this was currently a DCC responsibility and such issues should be reported through the DCC website, which works well for potholes.  
GR suggested reviewing this matter prior to setting the 2021 precept.

NOTE Supporting information is uploaded to the Parish Council section of the Bigbury Community website.

It is acknowledged that a few individuals had significant difficulty in joining this meeting on-line. Most of this was outside the control of the Parish Council

The meeting closed at 9:18pm.

The next meeting is to be held on **WEDNESDAY June 10<sup>th</sup> at 7:30pm**

Signed..... Bigbury Parish Council