

WEST DOWN PARISH COUNCIL MINUTES

Meeting held via Zoom on
Wednesday 4th November 2020 at 7:30pm.

Present. Cllrs. C King (Chair), S Ayre (Vice Chair), R Drew, M Reeves, S Squire,
T Verney, K Oades and D Cllr. M Wilkinson.

Apologies. C Cllr. A Davis.

4224. Public Speaking.

David Ayre. Speaking on behalf of West Down Parish Hall MC as Treasurer. Last year the Hall requested an increase to help cover the cost of lost revenue from the Post Office as the Hall had granted a reduction of rent to support the service. Unfortunately, the Parish Council were unable to make an increase and awarded the amount of £500. A copy of the original Trust Deed from 1957 reminds us that the Parish Council is the custodian of the Hall and should the Committee cease then the Parish Council are bound to take it on. With the tie between us we hope that you will support us. The Pandemic has reduced our bookings and stopped the ability to fundraise. We were fortunate to have received the government Retail, Hospitality and Leisure Grant. With other grants new chairs have been purchased, a Skittle Alley will be available and additional heating has been fitted to Room 2000 and the Eric Knott Room. The extension project is still ongoing. Winter is usually the busiest time for events, Ferret Racing, Quiz and Musical events that will not take place this year. Thank you.

4225. Police Report.

No newsletter supplied as yet; it is to be put on the village website when available. The reported crime figures for Morteheo/Woolacombe & West Down, (Includes Mullacott & Bittadon) in September were: - Antisocial Behaviour x 4, Violence x 4, Shoplifting x 2 Damage x 1 and Burglary x 1. Of which, Antisocial Behaviour x 1, Violence x 1 and Damage x 1 were in the West Down area.

4226. Minutes of the last meeting.

The October Minutes were approved and signed.

4227. Matters Arising.

a. 4207b. Climate and Environment Grant.

The Parish Hall Committee think that a storage battery could save about £600 a year. It is the intention to look at having an electric charging point available in the car park in the future. It was unanimously agreed to make an application.

b. 4207d. A Domestic Abuse poster giving details of help available is now posted on the Village Website.

c. 4199. Planning Infringements.

The following has been received from NDC Planning Enforcement.

Alleged Breach of condition - **Construction of a new driveway at Churchill House West Down Ilfracombe Devon EX34 8NH**

I refer to the above alleged breach of planning control. Following an investigation, I now have received further instructions from the planning officer. It is considered that the works that have been carried out do not require planning permission.

Under the GPDO provisions the formation, laying out and construction of a means of access to a highway which is not a trunk or a classified road, where that access is required in connection with development permitted by any Class in that Schedule, constitutes 'permitted development'. As no breach of planning control has been established, I will close the file and take no further action.

Unauthorised development - Erection of wooden building/dwelling on land Woodlane Farm West Down Devon

A site visit has been completed and a decision is awaited from the planning officer.

d. 4210. Village Sign. The Sign is being made and fitting should be done next week. Thanks, were given to Cllr M Reeves who has prepared the area in readiness. The application to the DC Grant is in progress.

e. 4213. Poppy Wreath. The wreath has been purchased but the Church Service for Remembrance has been cancelled. It has been agreed that the Chair, Cllr Carole King will still lay the Wreath along with the Chair of the WI and Cllr R Drew is to say a few words. Masks will be worn, distancing and Track and Trace rules will be followed.

f. 4223b. Stang Lane hedges need trimming. Some have been done already but a gentle reminder to a landowner is needed. The Clerk is to contact them. Thanks to Chris Facey were expressed, for trimming around the village.

4228. Report from County Councillor.

No report received.

4229. Report from District Councillor.

a. Village Sign: DCllr M Wilkinson reiterated again that he is happy to fund the full cost of the proposed sign and installation at the junction at Ilfracombe Hill.

b. The climate change grant is available so please claim.

c. Congratulations were given to the Parish Council and particularly to Cllrs King, Ayre and Reeves for their tireless work on the Acorn Development issue. A positive result is hoped for. The people that really need the help are the five families that need homes. DCllr Wilkinson will be attending the Planning Committee meeting along with members of West Down Parish Council.

Thanks, were returned to Cllr Wilkinson for his help and support on this matter.

d. Concern was voiced about a white paper (planning for the future) that has been produced that takes away the local opinion on planning decisions. A petition has been started by the CPRE (Campaign to Protection of Rural England). NDC have also responded with their concern.

e. Lockdown for North Devon, toilets are staying open, carparking is still being charged. Cases of Covid are rising but we are still one of the lowest areas.

Cllr Ayre mentioned that that North Devon District Hospital only have 8 ICU beds.

Cllr Squire mentioned that NDC are advertising lots of Grant Schemes and wondered if they would be suitable for organisations around the village. Emails to be forwarded to possible beneficiaries.

Cllr King mentioned rural homelessness has risen by 115% in two years and has a lot to do with the parishes fight to keep its affordable housing. The ability to work from home has had a detrimental effect on affordable homes in the area as prices are driven up by outsiders moving here.

4230. Footpaths.

a. A budget has been set-aside that needs to be used on the footpath network. There are two signs that are down and some remedial work is needed on the Community Field bridge over the stream. The decking was overgrown and has now been strimmed but the vegetation below needs removing to allow the water to flow under, this is not an easy job and will require a contractor. A new sign post is needed at Lower Aylescott, this has been reported. Cllr K Oades is to keep the Parish Council updated.

b. Both Cllr R Drew and K Oades confirmed that the maintenance and grass cutting around the village has been carried out.

c. The Grit Box at Aylesdene has been submerged in vegetation. Cllr K Oades offered to trim around it.

d. It was agreed to arrange for a contractor to clear the vegetation below the bridge over the stream on footpath 12, this will avoid the boards rotting and it becoming a larger job. Cllr K Oades and T Verney are to draft a tender request.

4231. Acorn Developments.

An extraordinary meeting was held on Monday 2nd November and the decision was taken to write to the planning department to advise that the Parish Council wish to submit a report of their own to the planning committee for their scheduled meeting on 9th December 2020. No response has been received as yet. The report needs to be in two weeks before the meeting and a public speaking slot will need booking. It was suggested that more than one person attend the meeting to show a united front. It was agreed that a working party, including other interested parties would meet to produce the report and that Cllr S Ayre, M Reeves and C King are to attend the Planning Committee meeting and speak on behalf of the Parish Council and West Down Village.

4232. Additional Councillor.

The Returning Officer has confirmed that no election is required. The Parish Council now need to Co-opt a new member. It was agreed to publish an Expression of Interest on the West Down Website and on Facebook. It is open to everybody. A deadline for applicants will be in December and is to be discussed at the January Meeting.

4233. GDPR.

Cllr S Ayre has been working on this and has noted that the Parish Council need to appoint a responsible person for Data Protection and that registration with The Information Commissioners Office may be needed. Training needs to be offered to the councillors and clerk. More information needs to be gained.

4234. Standing Orders.

The Standing Orders are to be amended and reprinted. Adoption of the revision was unanimously approved.

4235. Planning - Decisions from NDC.

a. None.

4236. Planning Applications

a. 72332 – Prior approval for change of use agricultural building to one dwelling house (Class Q (A&B)) at Land at Trimstone. Concerns on the access route.

b. Applications received after publishing of the agenda.

72230 - Hilltop Barn Willingcott Valley Woolacombe Devon EX34 7HN
Conversion of barn to domestic garage, store and stables. Approved.

4237. Online Banking.

A form for full online access has been completed and needs signing by two current signatories. This will make the Clerk a signatory for bacs payments to be made, the Clerk to set up the payment and another signatory to confirm.

4238. Finance.

a) Bank Statements.

(1) Current Acc.	As at 30 th September 2020. £ 5507.77 reconciled.
(2) 30 Day Notice Account.	As at 30 th September 2020. £ 4,807.83 reconciled.
(3) Petty Cash.	As at 30 th September 2020. £ 4.20 reconciled.

b) Cheques.

661 NDC	Clerk Salary/Dog Bins	£ 344.42
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4239. Correspondence.

- a. WDPHMC - Annual Insurance Policy. Cllr K Oades to peruse.
- b. WDPHMC - Thank you for Grant.
- c. 7 Requests for Dispensation for voting on grant applications have been received from the Parish Councillors and granted to all. Cllr T Verney, due to his status as treasurer will be unable to vote on the WDVGFA Application.
- d. Clerks & Councillors Direct.
- e. Grant Applications from WDPHMC, WDVGFA, WDPCC, WDS PTFA.

4240. Grant Distribution.

- a. WDPHMC were granted £500.
- b. WDVGFA were granted £700.
- c. WDS PTFA were granted £500 on the understanding that receipts for the equipment are shown along with their financial status as soon as available.
- d. WDPCC were granted £1300.

4241. Budget.

The estimated budget has been circulated and after the grants have been agreed it is to be amended and re issued in advance of the next meeting when a final decision will be made.

4242. Grass Cutting and Bus Shelter Cleaning Tender.

The Tender is to remain the same as last year and will be advertised in the Parish Council Notice Board, Website and Facebook. Passed unanimously.

4243. Unresolved Questions.

None.

4244. Items to be added to next meeting Agenda.

- a. Acorn Developments.
- b. Online banking.
- c. Budget.
- d. Approve Grass Cutting Tender.
- e. GDPR.
- f. P3 Footpath Surveys

4245. Any other business.

- a. The Parish Council Notice Board is in need of some TLC. Cllr T Verney and R Drew have offered to take a look.
- b. The Police advocate is being promoted and encouraging Town and Parish Councils to get involved. Cllr S Ayre is the Parish Councils advocate and has received very little of any relevance to us as yet. All relevant information received is being circulated.
- c. The Covid Support Team are again being called upon and are keen to be helpful where they can.

The meeting was closed at 22:03.