

Minutes of the meeting of Bigbury Parish Council (BPC) held on **Wednesday, November 8<sup>th</sup>, 2023**, at the **Memorial Hall (MH), St Ann's Chapel** at 7:30pm.

Present: Cllr. S. Watts (SW), Chairman, Cllr. V. Scott (VS), Cllr. C Case (CC), Cllr D Molesworth (DM), Cllr. J. Fish (JF), Clerk, Cllr H. Wainwright (HW), I.Bramble(IB), DCC Rufus Gilbert (RG) and 7 members of the public (MsP).

1. Welcome

SW welcomed everybody and explained that seating arrangements had been adjusted to help the audibility of proceedings.

2. Open Session:

A MP outlined work to date by Bigbury Net Zero (BNZ) and that they are seeking funding from third party sources. BNZ will be represented at a meeting convened at SHDC for early December.

The matter of the withdrawal of the bus service from Bigbury has been keenly felt by parishioners and a MP believed that the Fare 7 car service would prove inadequate for the demand. DCC Cllr Gilbert invited the MP to email him with all the concerns expressed, for him to look into the issue with DCC.

Those who attended the last Community Coffee morning were pleased to see and talk to the police officer who attended and felt his presence to be a successful initiative.

The renewal of the white line on the recently resurfaced road at Bigbury Green was noted, although with 0 concern that it was not in the same place as the old markings and that the work had been done very late in the evening with some disturbance caused. RG replied that DCC always prefers such work at times of reduced traffic flow.

A member of the public thanked the Lengthsman and the small group who completed the work in Ringmore Drive and elsewhere in the Parish.

3. Apologies for Absence

Apologies received from SHDC Cllr. Taylor and Cllr Hazel Marshall.

4. Declarations of Interest

There were no declarations of interest.

5. Approval of minutes of the meeting held on Wednesday, October 11th, 2023

Subject to an addition to the wording in Minute 2, concerning the need for planning permission for a landscaping scheme which only would be required if it was a part of 'a scheme for a larger development.'. *required as part of a scheme for a larger development and for which planning approval would then be required.*  
SW proposed approval, JF seconded and Cllrs. supported unanimously.

6. Matters arising from the meeting held on Wednesday, October 11th, 2023

- New white lining needed for the road junction at Bigbury Green – done
- Hoardings, for which planning approval has not been obtained, in front of the Seafront site.. - SHDC seem to think the hoardings are within current planning regulations and are acceptable.
- Houses for sale notices at the Royal Oak site and B. on S. car park - removed .
- Overhanging trees impeding vision in Parker Road - to be resolved.
- An environmental group in Chardstock in East Devon has written asking for support for DCC to turn street lighting off completely, or at least after 10:00pm – informed that BPC supports SHDC's dark skies policy.

7. County Councillor's report

- RG reported that, following a recent site visit, the proposed yellow lining in Challaborough will be ratified by DCC.
- DCC mobile library services would be withdrawn because of high costs given the very low numbers of users. However, 50 static libraries will remain open.
- DCC owns 65 fully equipped farms with a total acreage of a little under 6,000 and that there is cross party support to retain ownership of them, with a 'net zero objective' policy for the entire holding.
- With visibility problems at Harraton Cross in mind, CC asked for confirmation of permitted frequency of cuts. RG replied that the birds nesting season was a limiting factor during the summer months and that this summer, a warm dry start followed by periods of heavy rain in summer weather had enabled rapid, strong growth of vegetation which had put DCC's team under great pressure. RG also confirmed that he would not hinder private initiatives to trim growth.

- HW asked about the £7m made available by DCC for EV charging points to be installed in community car parks e.g. the Memorial Hall and RG pointed out that awards would not be given to non-community facilities where commercial gain could arise.

8. District Councillor's Report  
None had been submitted.

9. Planning Related Matters

**SHDC Response Date**

3452/23/HHO: - The Old Chapel, St Ann's Chapel, TQ7 4HQ.

23/11/23

VS outlined the background to the withdrawal of the original application and this subsequent re-application, which addressed concerns SHDC had with the original. The NPC had considered this re-application with regard to JLP and NHP policies and found no material planning reasons for objection and therefore recommended support. Cllrs supported this view and HW proposed support, DM seconded and Cllrs supported unanimously.

10. Financial Statement

Payments due in November 2023.

£ 75.00: - Bigbury Memorial Hall, Hire charges July, Aug. and September, 2023

£ 100.00: - Royal British Legion annual donation.

£ 362.40: - Marshall Farming, Parish Lengthsman's services.

£ 8.10: - I. Bramble; Clerk's mileage: St Ann's Chapel, BPC Oct 11th 45p/mile

£ 11.70: - I. Bramble; Clerk's mileage: Easton, Oct. 23rd, pothole repair 45p/mile

£ 11.70: - I. Bramble; Clerk's mileage: Bigbury, NPC mtg. October 26th 45p/mile

£ 11.70: - I. Bramble; Clerk's mileage Stakes Hill and B. on S. pothole repair, November 6th, 45p/mile

The cash book has been updated to October 31st, 2023 for uploading onto the Bigbury Parish website. The cash book and bank statements have been reconciled to October 31st, 2023 at £59,757.18 and the working surplus stands at £15,093.18.

SW proposed approval of the above statement, VS seconded and Cllr support was unanimous.

HW pointed out that cash book uploaded most recently onto the Community website went only as far as S.2022. IB disputed this but undertook to check the entry.

11. Budget and monitoring PC expenditure

SW has continued to maintain and update the recording of parish income and expenditure, separately from the Cash Book. It was noted that the cash book was not the easiest document to read and understand. IB reported that it is in a format that has been used for some years and that satisfies statutory reporting requirements.

12. Progress on play park improvement

Quotes have been sought and are awaited from suppliers of play park(PP) equipment. Local play parks have been visited for comparison. The stainless steel equipment at Chillington was especially noted for its appearance and durability.

IB was asked to advise the Trustees of the land involved of BPC's intention to re equip the PP. **IB to Action**

13. Pothole repair update and Pothole Register

SW reported on progress to date and that all the reported instances on the Bowls Cross to Duke's Mill road, in Ringmore Drive and on Stakes Hill have been dealt with. The group will not work on the B3392, because it is a DCC responsibility and for health and safety considerations. As a busy road it requires traffic control lights, which is beyond BPC's trained capacity.

The Lengthsman also deals with blocked drains etc. and has investigated the flooding of the road at Bigbury Green which has been ascribed to a blocked drainage channel. This will need contractor with specialist equipment to clear it. Similarly, the flooding on the road to Bigbury Golf Club probably involves a field drain clearance requiring the hiring of a digger.

SW proposed that quotes be obtained for this work; CC seconded and Cllr support was unanimous..

**IB to Action**

14. Standing Orders

- A revised, updated document has been prepared to include recommended wording by Devon Association of Local Council (DALC). This document will require Council approval in due course. **IB to Action**
- The NPC Committee and appointment/election of members was raised by CC, concerned that its Terms of Reference did not stipulate a limit on time served by members or refer to a need to encourage regular new membership with perhaps regular election/re election to the Committee being introduced.
- CC was concerned about NPC decisions being 'ratified' by BPC. wording This will be revised.

- Bank procedure for BACs payments to be made was questioned. **IB to Action**
- The timing of 6:00pm AGMs was questioned and IB replied that the time was a statutory requirement. **IB to Action**
- However, the precise wording involved will be looked at and revised if thought necessary. **IB to Action**

15. Health & Safety Policy

CC proposed approval of the new policy as submitted, HW seconded and Cllrs. supported unanimously.

16. Training and Development Policy

CC proposed approval of the new policy as submitted, HW seconded and Cllrs. supported unanimously.

17. Risk Assessment Policy

Discussion was deferred to the December meeting.

**IB to Action**

18. Rat infestation quotes B. on S. car park

DM reported that the recent, high and vigorous storm tides had cleared the infestation naturally.

SW proposed no further action, unless the problem remerges. CC seconded and all Cllrs supported.,

19. Correspondence received

IB reported that BPC has received SHDC's notification of the Parish costs for the recent Parish Council elections and that these will be included in BPC's forthcoming precept discussions.

**IB to Action**

20. Any Other Business

- A Defibrillator training date of Tuesday Nov. 14<sup>th</sup> has been set.
- SW will examine a potential private use for the redundant St Ann's Chapel mirror.
- DM and JF will clear the sand, etc. that has slid down into the cycle racks to bring the racks back into use. The RNLI has removed the doors from its locker next to the cycle racks and IB will ask for the remainder to be removed.

**IB to Action**

The meeting closed at 9:20pm.,

Draft minutes subject to approval at the next meeting.

The next meeting will be held in **the Memorial Hall, St Ann's Chapel at 7:30pm on Wednesday, December 13th, 2023.**

Signed ..... Chairman

Dated.....