

WEST DOWN PARISH COUNCIL MINUTES

West Down Parish Hall.
Wednesday 1st September 2021 at 7.30pm.

Present: Cllrs. S Ayre (Chair), M Reeves (Vice–Chair) R Drew, S Squire, K Oades, R Kenshole and D Cllr M Wilkinson.

Apologies/Approvals. C Cllr A Davis. Cllr T Verney is unable to attend due to work commitments. Apology accepted.

4445. Public Speaking/Question Time.
None.

4446. Police Report.
No Newsletter received at the time of meeting.
August crimes for Morteheo/Woolacombe & West Down (includes Mullacott & Bittadon): -
Violence with injury x 4, Violence without injury x 1, Sexual Offence x 1, Theft x 1, Arson x 1 and Public Order Offences x 3.

4447. Approve and sign Minutes of the August meeting.
Minutes signed.

4448. Matters Arising.
4416. Cllr S Ayre has ordered the Salt online. J Hookway is happy to store and distribute.
4426. Welcome to the new Cllr Richard Kenshole.
4439. More emails have been received for the Beavers Trust, still looking for landowners.

4449. Report from County Councillor.

Peninsula transport- Shaping the future of Transport across the South West

I would be very grateful if the Parish Council would consider responding to the consultation, please. it would be good to hear from residents and businesses too so please do share the message.

Peninsula Transport is the shadow sub-national transport body (STB), bringing together the five lead transport authorities in the Peninsula (Cornwall, Devon, Plymouth, Somerset and Torbay) to work directly with the Department for Transport (DfT) on the strategic transport priorities for the region. Formed in 2018, it is a partnership established to transform transport and boost economic growth for the Peninsula.

The work of Peninsula Transport considers the following key areas:

- Resilient road and rail networks to support connectivity to its key markets in the Midlands, the north of England, London and international gateways at Heathrow, Gatwick and Southampton as well as access to our regional airports and ports
- Impact of technology and innovation in supporting our urban and rural mobility challenges
- Infrastructure investment needed to unlock housing development and create accessible enterprise areas
- Take a regional lead in the transition to decarbonisation of the strategic transport network

The first priority for Peninsula Transport is the development of a regional transport strategy, which plans and prioritizes strategic infrastructure across the peninsula over the next thirty years.

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As part of this work, Peninsula Transport has produced a high-level vision document setting out the goals that will ultimately define the overall direction and principles of the full regional transport strategy.

The high-level vision will be consulted on throughout the summer into September to ensure that the vision is shared with those across the peninsula and determine if the goals meet the needs of those using the network.

Vison and Goals

The key challenge for the Peninsula is to strengthen strategic links to keep pace with the rest of the UK, reinforcing connectivity and maximising opportunities to boost productivity. Transport is a vital part of everyday life and therefore a transport strategy needs to be bold and ambitious, delivering a transport system that that works for people, businesses and the planet.

The vision for the peninsula is: “transforming transport across the peninsula, enabling our society and economy to thrive and our unique and outstanding environment to flourish.”

The vision is underpinned by the following five goals:

- We will improve connections between people, businesses, and places
- We will enhance resilience of the transport network
- We will deliver affordable, zero-emissions transport for everyone
- We will help to improve the health and wellbeing of communities in the peninsula
- We will help the peninsula to be a great place to live and work

The Consultation

The consultation will open week commencing 12th July and will close week ending 17th September 2021.

www.peninsulatrtransport.org.uk.

What happens next?

Once the consultation has closed, Peninsula Transport will use the feedback to inform the full strategy. A number of supporting studies are either underway or planned to support the transport strategy and our website will be updated as the programme progresses. We expect to publish our transport strategy in 2022, setting out our proposals for the delivery a transport system that works best for people, businesses and the planet.

The consultation is on the website: , www.peninsulatrtransport.org.uk, or you can contact us by emailing info@peninsulatrtransport.org.uk.

Coronavirus updates from Devon County Council

Please be aware that we have extremely high rates in the area.

The link below may be of interest to residents with the situation changing and many interested in what is happening locally this link is a useful starting point for questions and the current situation in Devon.

The link takes you to the Covid-19 pages on the Devon County Council Website, it has daily updated information as to positive cases within the area, information about testing and track and trace.

<https://www.devon.gov.uk/coronavirus-advice-in-devon/coronavirus-data/>

Reminder about reporting a highway problem telephone: 0345 155 1004 or online at <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

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Cllr S Ayre is to look at the consultation.

4450. Report from District Councillor.

- D Cllr. M Wilkinson commented that planning deadlines are becoming a problem to a lot of Parish Councils and hopes that the new head of planning will be able to rectify this issue.
- An annual report from Chris Whitty highlights concerns of deprivation and mental health. Very real amounts of money are going to the cities and the proportion is not enough for coastal areas.
- Braunton has signed the Emergency Housing Campaign.
- Lack of staff due to no accommodation is a problem that needs addressing. Pubs are closing or restricting hours due to no staff.
- According to HMRC, 25% of rural properties are sold as second homes.
- Andrew Noall, the new owner of Foxhunters Garage, previously of Stowford Farm is planning a Caravan and Motorhomes sales and service area.
- West Down resident Mark Kentell, as an employee of NDC, now has waste and recycling his under control.

Q. Cllr M Reeves asked what the % of second homes was in West Down?

A. It is unknown but the information will be sought.

Q. Cllr S Squire commented that St Ives have a local rule that priority is given to locals.

A. This is not easy to do but needs to be done. There are Holiday lets on Lower Broad Park. The CLT/Woolacombe social rent plots are being purchased at 10K per plot.

4450. Website.

The Parish Council unanimously agreed to use Western Web (they have done over 40 other Parish Councils) for the website. Cllr M Reeves did the application for the District Councillor Grant on 11th August 2021. They responded with approval. Thanks, given to D Cllr M Wilkinson. The Website will take approx. 2 Months to design. An invoice for upfront costs of £210 inc. vat to register the domain and setup costs was unanimously approved for payment.

The Domain name will be westdownparishcouncil.org.uk. It will link to the village website. Cllr M Reeves requested Cllr R Kenshole's help with his IT knowledge. Training will also be given by Western Web. Thanks, given to Cllr M Reeves for his hard work on that.

4451. Acorn Developments.

The latest from Mr Miles, CEO of NDC who is dealing with S106, is that the agreement was signed by the developers on 23rd June 2021. Money not yet been paid because they have claimed not to have sold the agreed number of properties. Payments are now expected in September and October.

There is an ongoing complaint being dealt with by Jo Teasdale at NDC, the findings of which are awaited. Cllr S Ayre has today circulated another draft complaint letter. Thanks, given to Cllr M Reeves and Mr J Stainer for all their help with this. Cllr S Ayre stated that the Parish Council will push NDC hard.

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4452. CLT (Community Land Trust).

Alison Ward – of Middlemarch has agreed to make a presentation to the public on Wednesday 13th October 2021 at 7:30pm in the Parish Hall which should be able to accommodate 40 people. A leaflet drop of the parish is to be completed when templates have arrived from Middlemarch. A ‘housing needs survey’ is to be carried out. We currently have 15 local families on the register waiting for homes.

4453. P3/Footpaths.

Cllr M O’Halloran has emailed a footpaths report having completed the walks around the Parish area and checked on the three seats Cllr R Drew had asked to be inspected as follows:

Pulland Bridge - The top of this seat could do with replacing it really hasn't been looked after at all.

Farriel Meadow - If this is the seat I am thinking of by the footbridge, it is so heavily overgrown here you can't physically see the bench and would have to fight with the overgrowth to get through, therefore, I could not inspect it correctly.

Stocklands - This bench is leaning forward and really needs to be reset. You will need to visit it to understand, however, it is fit for purpose.

Pathways, again as I have reported the last three times, are heavily overgrown and really do need attention- especially at some of the styles which could prevent access to those less able bodied.

Landowners need to be contacted to remind them of their need to keep them maintained. The identity of the paths and landowners is to be organized by Cllr K Oades. Contact is also to be made with Roz the P3 coordinator for help and advice.

4454. Dog Bins.

No complaints or issues at this time.

4455. Review H&S Policy and Asset Register.

The Asset Register needs to be retyped. It was suggested that the new Clerk be asked to take on Asset register. Cllr R Kenshole offered to help with the update of the H&S document.

4456. Small Grant Fund for 2022/23.

The application for a Grant is to be advertised on the website and in notice board. The WDPCC, WDPHMC, WDVGFA and PTA to be reminded. Applications needed by the 15th October deadline. Applications will be discussed at the November meeting and included in the Budget in December.

4457. S106 Grant Funding – Community Field and Parish Hall.

Requested updated position of the West Down Village Community Field and the Parish Hall have been received. Cllr S Ayre to circulate.

4458. Village Forum.

Mrs C King is to chair the Village Forum on 2nd September 2021, 7pm in the Parish Hall.

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4459. Parish Online Training.

Cllr K Oades is to show fellow councillors how Parish Online works.

4460. GDPR Training.

The course booked for the 23rd Sept is to be cancelled and rebooked when a new GDPR representative has been elected.

4461. Poppy Wreath.

It was proposed by Cllr S Squire that a Poppy Wreath be purchased, 2nd Cllr R Drew, unanimous approval given. Cllr's M Reeves and R Drew are to lay the wreath on behalf of the village.

4462. Planning - Decisions from NDC:

- a. 73666. West Hill Farm. West Down EX34 8NF.
Prior approval for change of use of agricultural buildings to dwelling house. Approved.
- b. 73472. Philip Dennis Foodservice Mullacott Cross Industrial Estate Ilfracombe Devon EX34 8PL.
Creation of a Caravan Storage Area to include Permeable Track & Erection of a Secure Perimeter Fence. Approved.

4463. Planning Applications:

- a. 73594 - Manor House. Listed building application for replacement roof (using Spanish natural slates) together with insertion of replacement windows & door frames (front elevation) at Manor House West Down Ilfracombe Devon EX34 8NH

Three letters were received by the Parish Council from local residents re this application. These were read out by Cllr S Ayre. All letters expressed concerns of the asbestos roof not being removed in the correct way and therefore endangering the health of local residents. Other concerns in relation to the replacement of light giving corrugated plastic with windows that will overlook gardens.

Cllr M Reeves had noted the asbestos and at the present there is no consultation with NDC Environmental Health. All agreed that removal is important and must be managed with the correct health and safety precautions. Clear panels to replace the light giving panels should not be allowed under the listed consent.

All agreed that a H & S Survey needs to be carried out and that specialists need to be used. It is also noted that Footpath 10, past the front gate of the Manor House and through the Graveyard should not be blocked by parked vehicles or skips etc.

A guarantee from planning that they are using specialists with latest licenses will be shown to all neighbours. It should also be noted that work is happening inside. As the property is Grade 2 listed should this have planning permission too?

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Cllr S Squire proposed approval with concerns of the residents about safety measures. Proper survey needed and a professional wildlife survey done and clarification re plastic side elevations. Consultation with residents. 2nd Cllr K Oades Unanimous approval. With above points.

- b. 73569 – Foxhunters. Conversion of public house to form two dwellings, demolition of bungalow, erection of two dwellings and formation of parking area at Foxhunters Inn West Down Ilfracombe Devon EX34 8NU.

Concerns were raised about issues accessing the highway. Do newbuilds need to be accessible for the disabled?

Cllr S Squire proposed approval, 2nd Cllr K Oades. Unanimous approval.

- c. Applications received after publishing of this agenda.
None.

4464. Correspondence.

- Clerk & Councils Direct Magazine.
- Road Works Notice. Diversions will be in place during road closures at Iron Letters Cross to Lynton Cross from 15th November until 10th December 2021.
- A letter from Mullacott Farm with regard to the unsuccessful purchase of an affordable home in the village (sold to a local family with long standing village ties).

4465. Finance.

a. Bank Statements:

- | | |
|---|-----------------------|
| (1) West Down Parish Council as at 31 st August 2021 | £5,563.63 reconciled. |
| (2) 30 Day Notice Account as at 31 st August 2021 | £4,805.79 reconciled. |
| (3) No Petty Cash. | |

b. BACS payments:

- | | | |
|------------------|----------------|----------|
| (1) Allwaysthere | Grass cutting | £ 367.50 |
| (2) NDC | Clerk Salary | £ 195.73 |
| (3) NDC | Dog Waste Bins | £ 195.00 |
| (4) Westernweb | Web design | £ 210.00 |
| (5) WDPHMC | Hall Rental | £ 87.00 |

- c. Cllr M Reeves online banking access has been completed. Card reader not received as yet.

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4466. Audit Report from J Snooks.

A typed report has been received from Julie Snooks and is to be reviewed at the next meeting along with the procedure for review of policies.

4467. Unresolved Questions.

None

4468. Items to be added to next meeting Agenda.

- Community award.
- GDPR Training.
- Parish Online Training.
- Audit Report.
- Policy review procedure.

4469. Any other business.

- a. Some of the West Down letters on the Sign at Dean Cross have fallen off, the rest are to be removed and to be kept in safe keeping with Cllr's K Oades and R Drew. A plan is needed to water proof from the inside so that the letters can be replaced.
- b. Cllr S Squire mentioned that the 'Slow Down' signs at the Foxhunters bend have been replaced by other signs promoting the new bar/eatery. This is to be investigated.
- c. Due to the resignation of Cllr M O'Halloran a Councillor Vacancy is to be advertised through North Devon Council.
- d. Kids AED pads need renewing. Pads to be purchased.
- e. C Cllr A Davis to be advised that the White Lines around The Square area need renewing as confusion on the right of way has been noticed.
- f. The Community Award has been presented to M Hodsman.
- g. A verbal complaint has been received about a white car blocking the highway. It is one of many vehicles that could be reported.
- h. Cllr S Ayre requested help in sorting and archiving the old Parish Council paperwork.
- i. Cllr S Squire raised concerns of safety with the railway sleepers that have been laid by the entrance for Plant Machinery on the road from West Down to Willingcott. With darker nights approaching, could reflectors be suggested? C Cllr A Davis to be asked for advice.

Part B

4470. Parish Clerk Vacancy.

Meeting closed at 10:45pm