

## EAST BUDLEIGH with BICTON PARISH COUNCIL

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### Minutes of the East Budleigh with Bicton Parish Council Meeting held on Tuesday, 30 July 2019 in the Village Hall, East Budleigh.

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#### PRESENT

Cllrs

M Smith  
M Walters  
C Taunton  
Ms S Miller

J Carter  
Mrs P Hayman (V. Chair)  
D Wensley  
Valerie Lister (Chair)

District councillors P Jarvis, A Dent and T Wright.  
1 member of the public was present.

Ms Jamie Buckley (EDDC) gave a comprehensive report including suggestions as to the processing of funding available to East Budleigh. The areas which could benefit from this funding are; Play, Sport, and Open Space. A copy of Ms Buckley's report is added as an Appendix to these Minutes. Further discussions will take place at the September meeting when councillors have had opportunity to read the report.

#### PUBLIC CONTRIBUTIONS:

It has been proposed and agreed that members of the public be allowed to speak for **3 minutes** at the beginning of the meeting. This time scale will run to a maximum of 30 minutes, therefore allowing 10 people to speak. This will bring EBBPC in line with other town/parish councils. Members of the public wishing to speak on an Agenda item are requested to inform the clerk no later than 29 July 2019. It should be noted that this is **NOT** a question and answer session, it simply provides a vehicle for the public to make the council aware of views of the public before discussing Agenda items.

The clerk had received no applications to speak.

1. **APOLOGIES:** Apologies were received from Cty Councillor Christine Channon. Cllr P Barnard was not in attendance.

2. **MINUTES:** The Minutes of the June meeting were confirmed and were accepted as a correct record and signed by the Vice Chair. Cty Cllr Channon commented that DCC are responsible for road markings at Brick Cross and not EDDC as previously referred to in the June Minutes.
3. **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** Risk Assessment was given by the Chair.
4. **COUNTY COUNCILLORS' REPORT:** No report.
5. **DISTRICT COUNCILLORS REPORT:**

**Cllr Dent** – Cllr Dent's report covered the reduction in Government grant for EDDC which next year will be zero. This will create the potential for a £2million shortfall which will have to be made up through efficiencies, improved digital working practices, fees and charges and staff savings.  
Our aim is to maintain services such as waste and recycling at current levels but it is going to be a challenge.

On 5 September there will be a joint meeting of the Overview and Scrutiny committees where Portfolio Holders and senior officers will give a snapshot of their Service Plans telling the committees of their top priorities. This meeting will take place at EDDC offices in Honiton at 10am and is expected to last all day. This will pave the way for the main meeting of those committees next January when the service plans and budgets will be agreed for the year 20/21.

**Cllr Jarvis** as the Licensing Authority representative reported that there was new measures to safeguard taxi drivers generally and locally in particular. Zero tolerance is now in place.

**Cllr Wright** – Cllr Wright's report deals with the Lower Otter Restoration Project.  
Cllr Dent and I attended a meeting at the EA, Tuesday morning.  
The main thing is that the project is still proceeding.  
The planning application to relocate the cricket club has been submitted.  
The planning application for the main project should be submitted this autumn.  
There will be consultation and it is important that people engage in that.  
Kevin Quant was EBPC's rep on the stakeholders' group. Jim Carter seemed to indicate that he is keen to take over.  
The next stakeholders' meeting is 1400 24 September at CDE's offices Bicton.
6. **MATTERS ARISING FROM PREVIOUS MEETING**

***Toilets in Hayes Lane***  
**RESOLVED** – the clerk reported that the firm Wallgate have serviced and repaired (where necessary) the washing/drying units in the toilets. The parish council has an annual contract which involves a six month inspection and service.

***Otterton Draft Neighbourhood Plan***

**RESOLVED** - Professor Stanley Roberts who spearheaded East Budleigh Neighbourhood Plan, commented on the Otterton draft plan and his report was sent to the Chair of Otterton Parish Council.

**7. MATTERS TO BE DISCUSSED**

***Bus shelter access improvements***

**ACTION** – Cllr Taunton, the Village Hall representative, gave councillors details and drawings of the proposed improvements which will involve the removal of a section of the bus shelter allowing access for wheelchair/walking frame users from the car park and adjoining path to the bus shelter. As the work is being undertaken by local residents the Chair has requested that a letter outlining the safety elements in place for this work including insurance cover and Health and Safety considerations.

***Capital Update***

**ACTION** – as outlined in the Appendix.

***EDDC Heritage Plan/OVA Grant to study the EC Conservation area***

**RESOLVED** – Ms Dee Woods from the Otter Valley Association gave a brief description of the project. East Budleigh residents were invited to volunteer for a three day specialist conservation training period to give the skills necessary to:

- Help appraise a conservation area, its buildings and spaces
- Help carry out a listed building external condition survey
- Help identify local heritage assets
- Help with the educational heritage projects involving historic maps and designing local heritage trails.

***Clearing of lower end of Budleigh Brook***

**ACTION** – The clerk contacted the Environment Agency who will distribute notices to houses adjacent to the brook informing them of their riparian responsibility regarding the clearing of the brook running alongside their properties. These notices are also available to view on the parish council website.

***New charges for toilet cleaning only in Hayes Lane***

**RESOLVED** – the clerk gave details of the proposed increase from EDDC in cleaning charges. The proposed increase was £138 per annum for 2019/2020. Councillors agreed to the increase.

**8. PLANNING – Cllr D Wensley – There was none Applications to be considered.**

	<b>Plan no. &amp; Type</b>	<b>Location</b>	<b>Proposed Development</b>
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**Decisions from EDDC to planning applications**

<b>Reference</b>	<b>Location</b>	<b>EDDC Decision</b>
18/2341/FUL	Threshing Barn, Yettington	Approved with conditions

18/2342/LBC	Threshing Barn, Yettington	Approved with conditions
19/0413/FUL	Bicton College, Bicton	Withdrawn
19/1202/VAR	Pooh Cottage Holiday site	Awaiting a decision
19/1403/FUL	Brookside Cottage. Dalditch Lane, Budleigh Salterton	Awaiting a decision

## 9. REPORTS FROM WORKING PARTIES

**Chair** – No report.

**Clerk** – The clerk reported that the VAT claim had been received. The 30mph road signs had been moved to opposite Pulhayes Farm, East Budleigh Hill. The parish council was now liable for payment of the maintenance of the river level gauge on the allotment plot at a cost of £946. Payment in previous years had been made by DCC. The clerk suggested that the money should be paid from the Flood Reserves & Devon Communities Account of which the pc had £1804 remaining. The clerk has received notification from BT that the public phone box in East Budleigh is to be removed at the end of September through lack of use. Comments are invited from the general public to ascertain the need for the phone box to remain.

**Recreation Ground** – No report.

**Parish Paths Partnership** – Regrowth after the annual cut has been rapid and contractors may be needed for larger areas. Rickety Bridge, the footpath over the River Otter that was declared unsafe and closed 18 months ago has been replaced with a sturdier structure. The riverside path north of Otterton (Bicton 3) is now reconnected to the paths on Anchoring Hill.

**Drakes School** – No report.

**Village Hall** – As covered in Agenda item 7.1.

**East Budleigh Dog owners Forum** – No report.

**Public conveniences** – In a good and clean condition.

**Flood Warden** – Cllr Walters has reviewed the draft Flood Plan for the village and although it is thorough and worthwhile it still requires a good deal of further attention. In July Cllr Walters met with Kevin Quant for a handover. Cllr Walters noted that the parish council should be alert to the need for potential funding for this coming year if any of the items still need to be purchased such as road signs, PPE, sandhoppers and sand. He reported that we have a supply of sand, sandbags and a shovel, all stored at the Community Shop. He has also attended the Rural Futures Conference.

**Any Other Reports** – None

## 10. ACCOUNTS AND FINANCES

The clerk gave out the monthly cash statement and report. She asked for several cheques to be passed for signature. They were proposed, seconded and carried. Cllr Hayman carried out a bank reconciliation and found it to be satisfactory. A replacement Grant cheque for £500 made payable to All Saints ECPCC was issued. The original cheque was reported as lost and had not

appeared in the bank statements for May, June or July as having been cashed. The original cheque was cancelled by the clerk.

**July 2019 – Bills for payment**

		Cheque No.
• North Devon – clerk’s salary & expenses	£ 892.21	1061
• All Saints EBPCC – replacement cheque	£ 500.00	1062
<b>Total</b>	<b>£1392.21</b>	

**11. CORRESPONDENCE**

A synopsis of correspondence, magazines and brochures received and not covered elsewhere on the Agenda was received and read out. The clerk suggested that councillors who were interested in any of the correspondence should take it away to read and return it to the clerk at a later date.

**12. TOPICS RAISED BY COUNCILLORS AND MEMBERS OF THE PUBLIC**

*(Maximum half an hour) – Please note no decisions may be made, but matters may be discussed which involve no more than an exchange of information.*

- A past resident and previous Chair of EB parish council commented on the fact that Clinton Devon Estates have put The Pound for sale on the open market. She gave a brief history of the many and varied uses that the Pound had provided over the years, not only for adults but for children as well. This was an area described as a “green space” in the Neighbourhood Plan and has been a natural habitat and recreation area for many generations in East Budleigh. She was concerned that these valuable spaces always have to equate to money.
- Devon Air Ambulance reported that the community landing site at East Budleigh Football Club is operational.
- East Budleigh Tennis Club sent details of their proposed sign to advertise the Tennis Club. This will be displayed at the entrance to the Recreation Field.

- 13. DATE OF NEXT MEETING** – This meeting will take place at **7.30pm** on Tuesday, 24 September 2019 in East Budleigh Village Hall.

**The meeting closed at 8.55pm**

Signed .....Chairman Date .....

## Appendix – Capital Update suggestions and procedures – Ms Jamie Buckley

### East Budleigh Parish Council

- £3,924 Open Spaces monies. Must be spent on formal parks, amenity open space (seating, lighting, benches, countryside walks etc), youth play.
- £1,729 for outdoor, capital sports projects.
- Community Infrastructure Levy, **up to** £10,500 over the next two years.

### Section 106 Sports - £1,729

- The sports money can't be spent in locations where there are ten or less years left on the lease. I believe your current lease for the recreation area is only 8 years. **As the PC wants to put the sports project in the recreation field you'd need to ensure that the lease is extended to at least 11 years (as any successful project has to be in place for a minimum of ten years). Whilst going through that process, ask landowners (Clinton Devon?) if they would agree to the winning project being installed on land they own. I'm not sure what stage Sulina would need the lease extension to be at before we start a community vote, I'll ask.**
- Only projects that seem to just about be affordable with the £1,700, as agreed by the PC, would be:
  - 5 a side football goals
  - Basketball hoop

These projects would just about be affordable. There was some discussion about sloping sites? **After further discussion with our Streetscene Officer we would ask that the parish council make sure each of these projects would be affordable, installed, with the recreation field site agreed on before we go out to the community with the projects. Could Cllr Wensley do this?**

- The PC / EDDC would need to plan and conduct a community vote to find out which one residents want to see happen. **This was delegated to Jamie and Cllr Wensley to carry out.**
- Whichever project wins, the PC as leasee for the land would need to agree to maintain the project for a minimum of ten years. **Would the PC agree to that?**

### Open Spaces - £3,924

PC can decide to spend it on what they want for community benefit as long as:

- It's meeting the needs of the new residents of the parish / is needed as a result of the extra residents.
- It's a new capital project or enhancement of existing. The project must be not be able to be regarded as maintenance.

Anything that the Open Spaces money is spent on must be formal parks, amenity open space (seating, lighting, benches, countryside walks etc) and / or youth play (for example skate park, climbing wall, football goals).

Ideas from your community that could potentially be eligible for Open Spaces monies, as long as the PC can argue the project meets the requirements above:

- Improved cycle paths – depending on project.
- Sheltered covered place on the playground for oldies as well as mums.
- Bench near circular flower beds in Rolle Arms area – depending on whether this could be classed as an amenity open space area?
- Public toilet in the village hall play area. As this is a building, I'm not sure this would be eligible, I'll check with Sulina.
- Improved general signage – depending on the specific project.
- Main recreation ground area made more easily accessible. Properly constructed road / path / surface for real disabled access to ground / wood / court.
- Better network of footpaths to avoid B3178 – as long as this would be something like a countryside walk.
- Second inner gate to recreation field from Wynards entrance to prevent dogs running beyond the owner's vision and possible consequences thereof.

Or the parish council could decide to spend it on a different project.

**When you have a project in mind check it with Sulina Tallack, EDDC's Section 106 Officer.**

Community Infrastructure Levy monies and Open Spaces monies could potentially be added together to fund larger projects. **This would be a decision for the PC to make.**

**Community Infrastructure Levy, up to £10,500 over the next two years.**

PC can decide to spend it on what they want for community benefit as long as:

- It's meeting the needs of the new residents of the parish / is needed as a result of the extra residents.
- It's a new capital project or enhancement of existing. The project must be not be able to be regarded as maintenance.

This is national guidance.

The parish council could decide to spend it on one or more of the community ideas from Cllr Wensley's list, or on a different project(s) as long as they can argue that they fit within the criteria above.

Ideas from your community list definitely not eligible for these monies:

- Improving the general maintenance of grass verges, weeds in gutters, public open spaces – this is maintenance.
- Unclear if adding baby changing facilities to the hall would be eligible, this would need to be the creation of a new room for baby changing and not simply adding a baby changing table into an existing room.
- Re-timing the street lamps.
- Improving the gravel landscaping outside the shop.
- Replacement of trees on the corner of Vicarage Lane and Wynards Road, replacement of dead tree opposite the shop car park.

The other suggested projects could potentially be eligible, depending on details. Depending on the details, others may become ineligible.

When you have a project in mind double check it with Sulina Tallack, EDDC's Section 106 Officer.