

**Minutes of the Annual Parish Council meeting of Mortehoe Parish Council held in the Council Chamber, The Esplanade, Woolacombe on Monday May 20<sup>th</sup> 2019 at 6.30 p.m.**

**Present:**

**Members:** M Wilkinson, J Dicker, (Chairman), J Richards, D Duffield, K Cook, O Bell and S Woodman.

**Clerk:** S Hocking and J Keiff.

**92/2019 Apologies for absence: Councillors: A Davis (D.C.C.) D Barron**

**93/2019 Election of Chairman** -Councillor Duffield was duly elected as Chairman and the declaration of office was signed. *Proposed, seconded. APPROVED. Members thanked Councillor Dicker for his service as Chairman.*

**94/2019 Election of Vice-Chairman:** Councillor Woodman was duly elected as Vice-Chairman and the declaration of office signed. *Proposed, seconded. APPROVED.*

**95/2019 To confirm the appointments of representatives of committees and sub-committees currently formed.i) Meadow Playing Fields - Councillors Richards, Wilkinson, Dicker, and Cook. (3 representatives required) Confirmed, as and when required.**

**ii) Woolacombe and Mortehoe Tourism Association**

**Councillors Richards, Duffield (as P.C. rep. and Wilkinson (as N.D.C. Rep) – Confirmed.**

**96/2019** It was confirmed that the whole Council act as the Burial Board of the Parish of Mortehoe.

**97/2019** - It was confirmed that Mrs S Hocking be appointed as the Proper Officer

**98/2019-** The council confirmed the appointment of the Responsible Finance Officer as Mrs J Keiff.

**99/2019** - Authorisation of signatures:

- a) H.S.B.C. Bank Current Account - Confirmed - mandated councillors only to cheques and stubs. b)
- Authorisation of Payments - the whole council.

**100/2019** - Appointment to the Parish Emergency Committee

**Confirmed** - The Chairman, Vice-Chairman, Councillors: Richards, Barron and the District Councillor.

**101/2019-** Appointment of representative to serve on Woolacombe Village Hall Committee . **Confirmed** - Councillor Wilkinson

**102/2019** Appointment of representative to serve on the Mortehoe Village Hall Committee. **Confirmed** - Councillor Barron and Bell

**103/2019** - Appointment of representative to serve on the Board of Governors, Woolacombe Primary School. **Confirmed** : Councillors Dicker and (Duffield if required).

**104/20189** Appointment of representatives to serve on the Housing Committee: **Confirmed:**Chairman; Councillors Cook, Woodman, Wilkinson and

**105/2019** Appointment of representative to serve on the Heddon Trust:

**Confirmed: Councillors: Duffield and Wilkinson.**

**106/2019** The Health and Safety Policy was confirmed for Mortehoe Parish Council

The meeting ended at 6 45 p.m.

**Minutes of the meeting of Mortehoe Parish Council held in the Council Chamber, The Esplanade, Woolacombe, on Monday May 20<sup>th</sup> 2019 at 7.00 p.m.**

**Present: Members: D Duffield, (Chairman) , J Dicker, K Cook, S Woodman, M Wilkinson, J Richards and D Barron**

**Clerks: S Hocking and J Keiff**

**Also Present: M Barrow (D.C.C.) ; A Tansley (Airband) and 3 members of the public.**

**107/2019 Apologies for absence: Councillor A Daavis (D.C.C.); D Barron and P.C.S.O Grantham**

**108/2019 Guest Speakers: Matt Barrow from Connecting Devon and Somerset (D.C.C.) and A Tansley Community Ambassador for Airband.co.uk** - Mrs Tansley outlined the plans for the provision of Airband Broadband technology to those areas of the Parish with poor signal. The technology requires line of sight to transmit to homes and businesses in the area and would require 2 new masts in the Parish plus a small radio aerial on each property. The company plan to start work in October 2019 .

**Publicity** – it was agreed to publicise the innovation to allow interested parties to find out more information about the service and to register an interest at [www.airband.co.uk](http://www.airband.co.uk)

**109/2019 Public Speaking**

**Dr. Kay Brennan (Woolacombe Plastic Free)** – Dr Brennan spoke to the council to ask for help in suggesting locations for the placement of banners to promote ‘Plastic Free Woolacombe’  
*Members made a number of suggestions as to locations and for other ways of supporting the initiative.*

**Mr T Deaves from the Marisco Night Club** - apologised to the council for the incidents that occurred around Easter when the club was not fully staffed and there were larger numbers of clients than anticipated. He informed members that the club was fully staffed and that security staff were more actively patrolling the outside of the club and the controlled area for smokers. Members requested that the problems were occurring outside the club and causing disturbance to nearby properties.

**110/2019 Police Report Reported**

**Crimes reported for April : 1 Criminal Damage to property: Criminal damage to vehicle 5:**

**1 Assault ABH; Public Order Act 1: Theft !; malicious communications 1. Total 10 Police Open Office – Friday April 26<sup>th</sup> 4 – 6 at the Council Chamber.** – *Members thanked the police for the event which was well supported by residents. P.C. Grantham reported that he felt that more parental knowledge of the movements of their children would be useful and might help resolve some of the issues which have affected the community in recent weeks. He has also suggested that a list of businesses with C.C.T.V. cameras would be of help with reassurance and possible identification when incidents occur.*

**111/2019 Declaration of Interests - None**

**112/2019 Minutes:**

**It was Proposed to APPROVE** as a correct record and sign the minutes of the Parish Council Finance meeting held on April 15<sup>th</sup> 2019 at 6.30 p.m. in the Council Chamber.**Seconded . PASSED UNANIMOUSLY**

*It was Proposed to APPROVE* as a correct record and sign the minutes of the Parish Council meeting held on April 15th 2019 at 7 p.m. in the Council Chamber. **Seconded. PASSED UNANIMOUSLY**

*It was Proposed to APPROVE* as a correct record and sign the minutes of the Annual Parish Meeting held at Morteohoe Village Hall on April 23rd 2019 at 7 p.m. **Seconded. PASSED UNANIMOUSLY.**

### **113/2019 County Council Report**

**A361 North Devon Link Road update – Pedestrian Cycle Crossings at Bishops Tawton and Landkey and Advanced Planting Works** - Progress on the North Devon Link Road improvement is going well - planning permission has been granted, there were no objections to the Compulsory Purchase of land, and the tender process has started. However there are three items outstanding as a result of the planning permission or the consultations we have carried out.

**Planning conditions** set out the need for advance planting along sections of the route one year prior to the start of works in 2020 so that the planting can mature *before* the existing planting is removed as part of the main works. DCC will now award the contract (up to a value of £500k) so these essential works can begin.

**Bishops's Tawton Roundabout** - There have been concerns regarding the proposed improvement of the Bishop's Tawton roundabout and pedestrian/cycle facilities. As result a more detailed consultation was undertaken. A review of the results of the consultation was undertaken and recognising that any structure will have an impact on residents the recommended option is an underpass. Several suggestions from the consultation have been taken forward for incorporation into the preferred option, such as high-quality lighting and landscaping. We will now progress with the submission of a planning application, begin land acquisition and ultimately tender for the roundabout improvements and underpass

**Landkey Parish Council** suggested at the planning stage for the main scheme that there should be a segregated pedestrian crossing at Landkey Junction when it is upgraded to a roundabout. Having reviewed this suggestion it is felt that the provision of a pedestrian/cycle facility at Landkey Junction is in line with the ambition to remove, where possible, all uncontrolled pedestrian crossings. As such we are proceeding with an options appraisal for a segregated walking/cycling footbridge at Landkey Junction, again we will be submitting a planning application, begin land acquisition and tender when a preferred option emerges.

**Local highway update** - Recently I had a tour of the Parish with Highway officer to look at various issues I have identified recently. We have reported any potholes we came across however it would be very helpful if you would remind residents that it is much quicker to get things sorted if they would be kind enough to report them on line or via the telephone. *A reminder from Devon County Council of how to report a highway problem.....<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>Phone 0345 155 1004 or 0845 155 1004 Please make a note of the reference number so I can follow up any issues arising. Thank you, Andrea Davis County Councillor [andrea.davis@devon.gov.uk](mailto:andrea.davis@devon.gov.uk).*

### **114/2019 Planning**

**66274 Conversion of loft to form additional accommodation with balcony (amended plans) at 7 Sands Apartments, Bay View Road, Woolacombe.**

*Application already determined.*

**65915 Extension & alterations to dwelling together with loft conversion (amended proposal) (further amended drawings) at Homestead Cottage, The Esplanade, Woolacombe.**

Members had no objections to the proposals providing that the recommendations of the Conservation Officer were followed. **Proposed APPROVAL Seconded. PASSED UNANIMOUSLY.**

**66604 Extension & alterations to dwelling including first floor balcony together with re-positioning of rear boundary wall & formation of off-road parking area at 4 Rosalie Terrace, Arlington Place, Woolacombe.**

Members had no objections to this proposal. **Proposed APPROVAL Seconded. PASSED UNANIMOUSLY.**

(The clerk drew members attention to the letter of objection to this proposal)

**66609 Erection of two flats at The Grange, North Morte Road, Mortehoe.**

Members repeated their earlier concerns regarding development at this address and felt that the application represented an over intensification of the site. They felt that any increase in the volume of vehicles trying to access or egress from the driveway onto the narrowest section of North Morte Road was dangerous. They took note of the findings of the recent traffic survey conducted on North Morte Road.

**Proposed REFUSAL Seconded. PASSED UNANIMOUSLY.**

**66612 Siting of 1 non-illuminated welcome & orientation sign at Land opposite water treatment plant, Marine Drive, Woolacombe**

Members had no objections to this proposal. *Proposed APPROVAL. Seconded. PASSED UNANIMOUSLY.*

**Planning Permission Received:**

**66340 Proposed replacement livestock and general purpose agricultural building at Damage Barton, Mortehoe.**

**66307 Dormer loft conversion with Juliet balcony at 21 Hartland View Road, Woolacombe.**

**64656 Retrospective application for siting of one externally illuminated fascia sign & one externally illuminated hanging sign at 12 South Street, Woolacombe.**

**66187 Replacement of window with French doors at Second floor apartment, 1 South Street, Woolacombe.**

**66177 Extension to existing museum at Mortehoe Museum, Mortehoe.**

**66383 Variation of condition 2 (approved plans) attached to planning permission 64724 (conversion & extension to WC block to provide improved facilities together with part change of use to provide kiosk and seating area) to allow a change of location for the bins/ generator and solar panels at WC Block, Marine Drive, Woolacombe.**

**66274 Conversion of loft to form additional accommodation with balcony at 7 Sands Apartments, Bay View Road, Woolacombe.**

**66416 Change of use of agricultural land to camping to provide up to 30 additional pitches for existing site at Lee Meadow Farm Camping, Shaftsborough Lane, Lee, Ilfracombe.**

**Planning Refusal Received:**

**66436 Outline application (some matters reserved) for erection of a single dwelling at Land off North Morte Road, Morteheo.**

**115/2019 District Council Report**

**New Council** - Councillor Wilkinson informed members of the main decision making process of the new council which sees the former Executive Committee replaced by the Resources and Executive cross party committee.

**Coastal Issues** - Councillor Wilkinson will be representing coastal communities.

**Bumblebee Trust** - Councillor Wilkinson reported that he had attended a meeting with a speaker from the Trust and suggested that an invitation to attend a meeting be arranged to seek advice to encourage more pollinators on council land.

**C.P.R.E Competition** - it was suggested that the council enter the Devon Church Yard Competition.

**Drone Survey** - Councillor Wilkinson reported that a drone survey was taking place to record historic sites across the region.

**116/2019 Questions for the National Trust - none**

**117/2019 Correspondence i) Request from Ilfracombe Rotary Club Re Beach Run June 16<sup>th</sup> - *Members agreed to this request.***

ii) **Letter from Mr C Sim Re: Ada's Terrace** – *Members regretted that, unless the building became derelict or dangerous, there were nothing that they could do to help other than to request that the owner take some action to improve it's appearance.*

iii) **Invitation for Councillor Training Opportunities from Fremington Parish Council** - *noted*

iv) **Code of Conduct Training** - **Invite from N.D.C.** – *Noted*

v) **Letter from D Dyer Re: Fortescue Corner** - *Members agreed to help with the maintenance of the area.*

vi) **Consultation on North Devon Coast from Marine Management Organisation** – *Members agreed to participate in the survey as private individuals.*

vii) **Consultation on proposed parking restrictions in North Morte Road** – *Members expressed mixed views on the subject and therefore it was felt that the consultation should go ahead as planned in order that all the residents of North Morte Road should have the opportunity to comment.*

viii) **Request from Morteheo Museum Trust** - *request granted.*

ix) **Request from Mr Stratton for Parishioners Permit** - *members turned down this request.*

**118/2019 Register of Outstanding Matters**

**School Path** – following a complaint regarding the presence of Japanese Knotweed on the path, the authorities were contacted who have reported that the County Policy is not to treat the weed although this matter is now under review.

**Combesgate Toilets** – have been very well used since their opening at Easter. Additional toilets above the beach will be open for the Whitson half term.

**Public Water Fountain** – enquiries have been made with N.D.C. Estates Office to see whether it may be possible to install a public water fountain outside the public toilets opposite the Red Barn.

**Parish Council Audit** – Mrs Drew has conducted her annual audit of the council’s affairs prior to the submission of the annual return to the audit commission. The Chairman, Responsible Finance Officer, Clerk and Mrs Drew will be meeting on the 22<sup>nd</sup> to go through Mrs Drews’ report.

**Parking Restrictions in West Road Woolacombe** - The County Council have informed the council that the submission from the Parish Council was considered when the new parking restrictions were advertised last year and the proposals were relaxed so that we only introduced the changes to the bays on West Road. More details will be circulated shortly.

### **119/2019 Woolacombe Village Centre and Issues raised at the Police Open Office**

Following the ‘Open Office’ held on the 26<sup>th</sup> April a number of issues arose regarding Woolacombe Village Centre and beyond. The Police apologise for not being able to send a representative to the meeting on Monday but had stated that more targeted patrols in the village and surrounding area had limited the numbers of incidents of anti-social behaviour.

**120/2019 Dog Bin provision in North Devon - *Members agreed to accept the proposal from the district council as set out below and to maintain the current arrangements or 4 bins to be emptied twice weekly throughout the year.***

**Proposal from Mr Coles** The current proposal is to provide a tiered charging structure, which allows for a reduction in fee - dependent on the number of collections in a given locality – the charges for which are detailed below.

Premium	£2.50	(1-4 collections per week)
Standard	£2.00	(5-19 collections per week)
Moderate	£1.75	(20 or more collections per week)
Low	£1.50	(40 or more collections per week)

### **121/2019 Parish Council Computer.**

***Members agreed to the purchase of a refurbished lap top computer from Mr Hinton HP 840 14" 15-4300 £295.00 + VAT***

**122/2019 75<sup>th</sup> Anniversary of D Day Landings - Members agreed to the mounted plaques as set out in the details from Fircroft Signs at a cost of £70.00 each. It was also agreed to hold a ceremony on Saturday June 1st at 10.30 a.m. to unveil the plaques at the two locations in the Parish.**

### **123/2019 Matters Brought Forward with the Consent of the Chairman**

**Phone Boxes** - the clerk reported that there had been no further progress regarding the proposed removal of the 3 phone boxes on the Esplanade.

**Combesgate Beach Dog Signage** - it was agreed to look at the signage regarding dog prohibition May - September.

**Request for dropped kerb** - the clerk was asked to write to Councillor Davis to enquire whether it would be possible to install a dropped kerb outside the Tourist Information Centre following an accident at the weekend involving a wheelchair user.

**Parking Review including Marine Drive and possible Pay & Display Meters at the**

**Meadow** - it was agreed to discuss this matter at the next meeting.

**Combesgate Toilets** - it was agreed to make the both the current Gents and Ladies facilities Unisex

**Sign Posts at Fortescue** - the clerk was asked to contact Highways and Councillor Davis regarding the two large storms which were damaged by gales in December and not replaced.

**Rockham Steps** - members regretted the news that the steps would closed for some considerable time.

**124/2019 Cheques and payments for approval and Signature. The following payments were approved and signed at the meeting. The R.F.O. provided a list of payments in conjunction with bank statements which were also checked and approved at the meeting:**

21	<b>S Hocking</b>	<b>1,299.10</b>
21	<b>D Hodges</b>	<b>1,259.11</b>
21	<b>K Ash</b>	<b>1,256.89</b>
21	<b>H.M.R.C.</b>	<b>1,078.54</b>
21	<b>R Walker</b>	<b>1,056.86</b>
21	<b>Bloom Brothers</b>	<b>894.00</b>
21	<b>Bearman Plumbing</b>	<b>856.94</b>
21	<b>Gordons Window</b>	<b>456.00</b>
21	<b>PLandscape</b>	<b>379.48</b>
21	<b>J Keiff</b>	<b>311.60</b>
21	<b>W &amp; M Luncheon Club</b>	<b>289.00</b>
21	<b>Simpsons</b>	<b>203.77</b>
21	<b>Nicholsons</b>	<b>138.70</b>
21	<b>S W Water</b>	<b>101.55</b>
21	<b>Jewsons</b>	<b>100.37</b>
21	<b>Tower Supplies</b>	<b>96.52</b>
21	<b>S W Water</b>	<b>55.65</b>
21	<b>Simpsons</b>	<b>40.54</b>
21	<b>S Hinton</b>	<b>37.50</b>
21	<b>N.T.</b>	<b>30.00</b>
21	<b>Electric Centre</b>	<b>7.54</b>
21	<b>E.D.F.</b>	<b>116.91</b>

**Part 2**

**Correspondence not requiring discussion is available in the Council Chamber**

**Part 3**

**Confidential Matters**

**Correspondence to Note:**

- 1. 'Everyone's Tomorrow' – Newsletter from Senior Council Of Devon**
- 2. Devon Senior Voice - Newsletter.**
- 3. Health Watch Voices**

**Yours faithfully**

*Sally Hocking*

*The minutes of previous meetings are available from the Parish Clerk*

*The order of the agenda items may be altered with the consent of the chairman*

**Date of the next meeting: June 17th 2019 Parish Council Meeting at 7.00 p.m.**

**The meeting ended at 9.35 p.m.**

