**Minutes of the meeting of Mortehoe Parish Council held online via Zoom on Monday 15th June 2020 at 7.00 p.m.**

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

**Clerks: S Hocking and J Keiff Also Present: A Davis (D.C.C.) , P South N.T. and 1 members of the public present**

**100/2020 Apologies for Absence: Councillors: J Richards and D Barron**

**101/2020 Public Speaking – Dr Rosen Re: Rockham Steps** - Dr. Rosen asked for more clarification on the future of the access to the beach and pointed out the importance of the beach to both local businesses and visitors to the village. *Members pointed out that the funding for the project was a huge issue, but along with reassurances from Mr South (N.T.) that all possible avenues for alternative access would be explored.*

**102/2020 Police Report - Reported Crimes for Woolacombe, Bittadon, West Down and Mullacott - Violence without injury 1 Burglary non-dwelling 1 ; Other theft 1 ; Public order offences 1 ; Possession of Drugs 1 Non-notifiable Offences 1 Total 6**  *Members agreed to enquire again as to whether the crimes relating to our community could be itemised so that there was a more accurate indication of trends and problems that could be addressed.*

**103/2020 Declaration of Interests - None**

**104/2020 Minutes: *It was Proposed to approve as a correct record and sign the minutes of the Parish Council Meeting held on May 18th 2020 at 7 p.m. via Zoom link Proposed. Seconded APPROVED UNANIMOUSLY***

**105/2020 County Council Report COVID-19 Prompt Action Fund -** The fund was launched at the very start of the lockdown 24th March as a grant of less than £500 for constituted and not-for-private-profit voluntary, community and social enterprise (VCSE) sector groups and organisations, town and parish councils, charities, or a combination of such groups working together. After the first 50 or so applications it became obvious that, in some cases, £500 was not nearly enough to cover costs such as providing ready meals, transportation and a myriad of other services provided so a further grant fund was added to a maximum of £5,000.To date some 370 separate applications have been received of which some 340 have been processed (some were clearly nothing to do with the present pandemic and the grants were seen to prop up ordinary activities!). Some £330,000 has been distributed so far against an original budget of £480,000. Applications have been tailing off during the last few days so much of the remaining fund will now be put towards the ‘recovery phase’ – at this time I don’t know what that will look like but it is being worked up now. **Transportation -** Friday 5th June will be the last day that National Bus Pass Holders will be able to use passes before 0930. Transport providers need capacity for workers and commuters especially with social distancing reducing capacity on buses by more than 50%. At present bus services are operating at a reduced level of around 50% (although this does vary across the County and are being additionally supported by two parallel CBSSG (COVID-19 Bus Services Support Grant) funds, one paid direct to operators and one via local authorities for supported services – both expire 8th June 2020. A new phase of CBSSG will be paid direct to operators. Stagecoach have indicated that they will aim for an 80% restoration of bus services. **Trains** are running for employment travel only due to the severely reduced capacity, for those of us who love trans this is torture, but we must be patient and become train spotters instead of train users for the time being. So no leisure travel please. **Libraries -** Library buildings may be closed due to the difficulty of social distancing but library staff have been hard at work enhancing their e-readership by increasing their library of e-books, loaning e-readers and even hand delivering books to the more vulnerable or ‘shielded’ residents. **Public Health - ‘Shielded’ Residents -**Starting from around 19,000 vulnerable residents, the count is now about 34,000. Only last Friday did central government release control when announcing Local Outbreak Plans – we will become one of 11 National Beacon Councils to manage locally any outbreak response – for far too long it has been a centrally driven ‘one size fits all’ **Local Outbreak Plans** - These will be supplementary to national testing and tracing arrangements Devon County Council will receive a share of an extra £300m to help establish local outbreak plans which will include local coordination and management of infection control and of local testing and tracing arrangements.  These arrangements, to establish local outbreak plans, are supplementary to the national testing and tracing arrangements, and are to be in place across the country by the end of June. We will be one of 11 national Beacon Councils – the only one in the South West – to help lead and share good practice across the region. There are local concerns however that if lockdown is released too quickly or if there is a huge influx of visitors then that this could cause a second peak of infection. At the same time many local businesses, particularly in the tourism and leisure sectors, are reliant on visitors. A locally managed outbreak response which can quickly spot and then mobilise all our local resources to contain any new clusters of infection or hotspots is seen as a good way to ensure that the release of lockdown can be managed more effectively and safely. **Household Waste Recycling Centres (HWRC)** We reopened our recycling centres on Monday 11 May. Residents are urged to follow government guidance and only travel to recycling centres if the waste presents a hazard and ‘cannot be legally and responsibly disposed of in other ways. To protect the public and staff a series of health protection measures is in force at each centre, including a one-in one-out policy and the two-metre social distancing guidelines. Unfortunately, this means for the time being site staff will not be able to assist with unloading waste. These measures do likely to cause significant delays and queues and we have advised residents to postpone their visit where possible. In addition:  
• Residents displaying coronavirus symptoms, are asked not to visit the recycling centres..  
• Payments on site must be by credit/debit card only. **Household Waste Recycling Centres (HWRC)** vehicle restrictions are from today eased to allow access to the following :-

* Bicycles (including cycle towed trailers) with social distancing in place & they will need to queue as part of the traffic flow to be directed to a unloading space by site staff
* All van based people carriers with seats in the back.

All trailers that comply with the normal vehicle restrictions except for at **Sidmouth, Totnes** and **South Molton** for now – this is due to congestion caused by trailers on site with limited capacity to accommodate trailers. All  pick ups (but not towing trailers as per the normal vehicle restrictions) at all recycling **Centres.Vans/ commercial  vehicles** - currently remain excluded from all of the sites – this will be reviewed shortly when a booking system can be introduced such that the number of vans at each site can be limited to a total per day such that the sites do not become too congested due to the amount of time taken to offload these type of vehicles. Pedestrians are also not allowed to deposit waste as there are health & safety concerns that vehicles may park outside of the sites and walk their waste in. Any pedestrian wanting to dispose of their waste will be asked to contact us if they cannot use the District Council kerbside facilities. Many of you have contacted me about the sterling work our contractors are doing in these difficult times, we know there is a lot of waste still being stored in homes therefore along with the much reduced capacity at the HWRC’s queues should be expected.

Please forward my email address to anyone who contacts you with issues about this. **Libraries phased return from 6th July -** Due to Covid-19 our library buildings have been closed since the 23rd March 2020 and our mobile library and home library service have been suspended.  The government has announced that libraries can start to reopen from Monday 6th July.  We are closely watching government plans and announcements as timings will be influenced by the R number (rate of infection) in order to ensure that this number is kept in line with the target.  In line with this guidance we will adjust our plans accordingly.

We will be starting with a contactless ‘Choose & Collect’ service which will be available at most of our libraries and we also anticipate four pilot libraries opening initially with limited public access to the building and bookable sessions on public computers.  We will be operating on reduced opening hours and our phased plan will enable us to operate in a socially distanced way.  The stock team has already returned to prepare for our reopening and to complete tasks they have been unable to do from home.  Our library staff will start to return to our buildings to prepare for when we can welcome visitors back into our spaces.

From Monday 6th July, we will offer a limited service at four pilot libraries (Braunton, Brixham, Chudleigh and Honiton) and will roll out opening across Devon and Torbay in the following weeks.  Both mobile libraries and the home library service have extra considerations for social distancing and we will announce our plans for them shortly.  Getting our services up and running requires careful planning and information will be shared with customers on a regular basis.

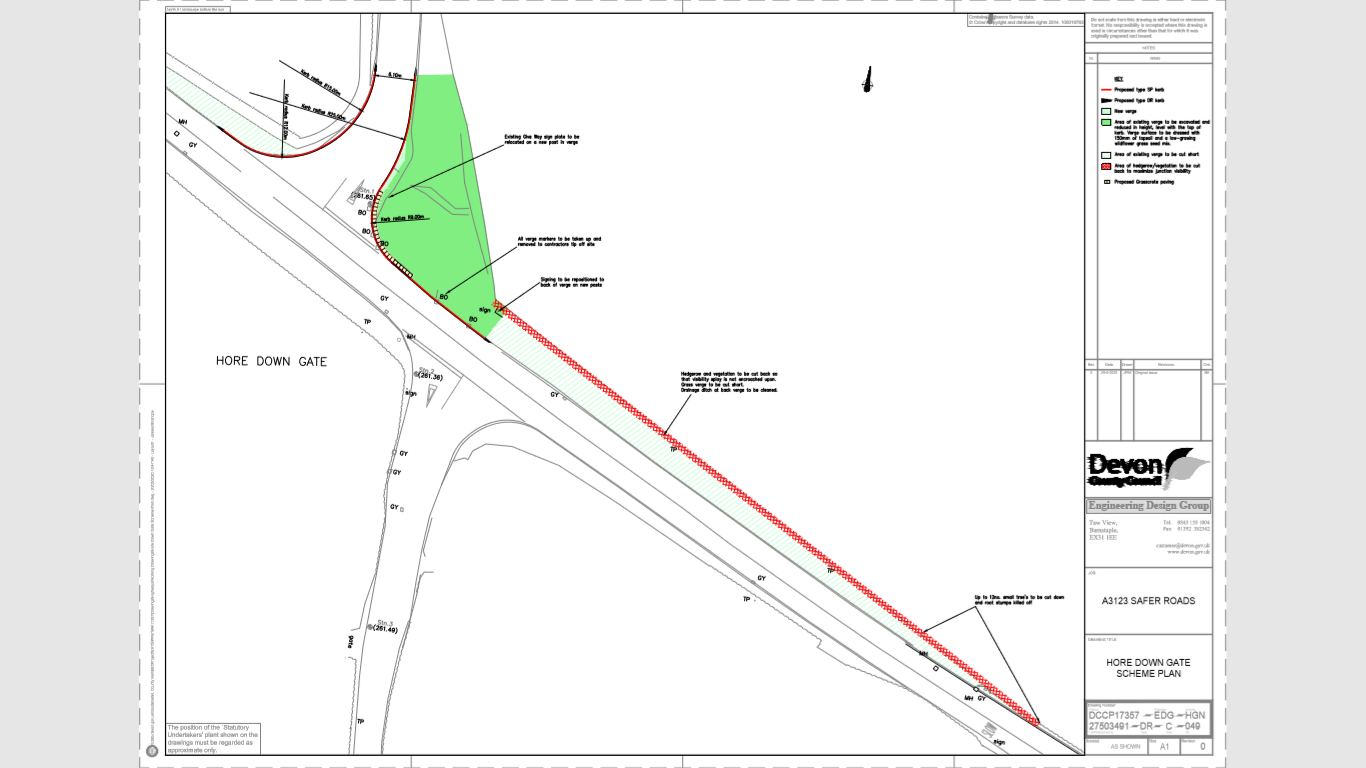
Our services will look different for the foreseeable future but hopefully customers will understand measures we will have in place such as:

* Libraries may have limited opening times and reduced staffing, this is for the safety of our staff and to enable them to have time to retrieve stock for requests, answer email and phone enquires, prepare items ready for collection and ensure safety and hygiene regimes are followed.
* For safety reasons libraries may initially be offering a more limited selection of stock for people to choose from. All books and items returned to the library will undergo 72 hours quarantine before they are discharged from customer accounts and returned to the library shelves. We will be asking all customers to place returned items into a box at the library to keep them separate from books that are ready to be loaned.
* The reservation service will not be operating initially, instead a free of charge ‘Choose and Collect’ service will be available where customers can select books or request a selection of books, via email or telephone from their local library, ready for collection from the library entrance at a pre-arranged time. The full reservation system will be reintroduced after all libraries reopen.
* From late June some of our libraries will be offering a new contactless book delivery service to customers who live within walking or cycling distance of the library. This will be of benefit to customers who are shielding, vulnerable or unable to travel to the library, as well as those who are digitally excluded and not able to access our eBooks online.
* We will be following national guidance on social distancing and safety precautions. Our libraries will have signs, floor markings and information posters to help everyone understand the procedures to follow. All libraries will have hand sanitiser for customers to use when they enter the building.
* Services such as computer access, printing and photocopying will be available in our pilot libraries with a view to rolling-out these services as more libraries reopen.
* Events in libraries will remain suspended for now but people can still enjoy the activities and events which library staff are streaming and sharing online.

The online digital offer will continue to be improved so you have plenty of choice from the comfort of your home.  Find out more via [devonlibraries.org.uk](https://www.devonlibraries.org.uk/web/arena/catalogue)

We have extended current loans through to the end of August 2020 in order to phase book returns.  Please can we request that you continue to hold onto books, CDs and DVDs.  We do not require you to make a special visit to your local library to return items and you will be able to return them from when your library reopens throughout July and August.  There will be no fines as your current loan period has been extended.

**Hore Down Gate -** junction improvement works at Hore Down Gate start on Monday 8th June for 2 weeks with temporary traffic lights in place.  Works mainly entail kerbing to the junction and improvements to the visibility splay (i.e. reducing the height of the verge and vegetation clearance). I’ve attached the scheme plan for your reference.



**Main Road Network A361 Foxhunters West Down –** Councillor Davis reported that she had secured £750k for the resurfacing of this area, works are being planned currently. **A39 Watersmeet Road -**  £450k has been secured for these resurfacing works, again being planned currently. **School Path and Chichester Park Steps –** will be cut this week. **Clearway to Beach –** Councillor Davis agreed to look at the vegetation and build up of sand on the road on the narrow section of road between the beach entrance and the public toilets. **Sandy Lane signs –** the obstruction of road signs by vegetation will be investigated.

**106/2020 Planning**

**71520 Single storey extension at**

**21 Chichester Park Woolacombe Devon EX34 7BZ**

Members had no objections to this Proposal but felt that screening should be incorporated in the planning conditions in order to protect the privacy of the neighbouring property. ***Proposed APPROVAL. Seconded. PASSED UNANIMOULSY .***

**71557 Removal of part of front wall to provide vehicular access**

**and parking space & provision of charging point for electric car at**

**7 Adas Terrace Mortehoe Woolacombe Devon EX34 7DY**

Members expressed concerns regarding the conservation of the integrity of the current wall and felt that any new wall should use the existing stone.

They had no objection to the proposed work providing it met with the approval of both the conservation officer and highways.

***Proposed APPROVAL. Seconded. PASSED UNANIMOUSLY.***

**Planning Permission Received: None**

**Planning Refusal Received: None**

**107/2020 District Council Report**

**Black Lives Matter -** Councillor Wilkinson informed members that communities had been asked to consider whether any public monuments or celebrated local figures might cause offence to current sensibilities.

**Coastal Issues Group -** Councillor Wilkinson reported on the increased attendance at the shorted meetings now being held via Zoom and suggested that the current crisis would lead to changes in the ways in which such organisations operated in the future.

**North Devon Council Budget –** Councillor Wilkinson reported that the council were currently scheduled to be £3.5 million down on the predicted budget and that all services would be effected in the future unless more government help was forthcoming.

**Bathing Water Quality –** owing to the current situation, routine readings are not taking place.

**West Down 106 Funding for Affordable Housing -** Councillor Wilkinson reported that owing to the current situation, Acorn Developers were requesting the renegotiation of the 106 agreement made with NDC . This may have implications on affordable housing provision in both West Down and communities across the country.

**108/2020 Questions for the National Trust**

**Correspondence Re: Unauthorised earth works in Twitchen Woods -** Mr South confirmed that the building of tracks and jumps in the wood had taken place without authority and that those responsible had been asked to remove structures and to desist from further activity.

**Provision within the community for off-road cycling -** it was agreed to follow up provisional plans for alternative off-road cycling provision and for both the council and Trust to investigate possible funding opportunities and potential sites to meet the demand of this popular sport.

**Beach Fence -** discussion took place as to whether it may be possible for a combination of volunteers, N.T. and Parkin Estate staff to erect the fence behind the dunes to assist the management of litter and protection of the dunes.

**109/2020 Correspondence: i) Consultation on Public Spaces Protection Order (N.D.C.)** *Members felt that each community should submit a response in order to meet the individual needs of each community and that a blanket response across the whole region was not appropriate. Members were in agreement that existing regulations regarding dog fouling should be rigorously enforced in all public areas. Members suggested that further discussion on this should take place to consider all the measures suggested in the consultation documents.*

**ii) Letter from Ilfracombe Town Council Re: The Tarka Trail -***Members welcomed the recent announcement of the £210,000 funding for the Tarka Trail and hoped that the ongoing legal arrangements would be concluded soon. The clerk was asked to write to Ilfracombe Council to thank them for their interest and to express a willingness to work together.*

**iii) Consultation Letter from N.D.C. and Ilfracombe Re- Cycling Provision -** *Members were keen to investigate improved cycling provision in the Parish for both off-road cyclists as well as users of the current cycle routes within the Parish. The clerk was asked to investigate possible funding for such schemes. It was recognised the challenging terrain of both Woolacombe and Mortehoe presented difficulties for casual cycling  and for those wishing to access the Tarka Trail from the villages. The County Councillor agreed to look at improvements to the provision on the road system to the two villages from a cycling point of view.*

**iii) Update on Devon Bus Services** Most bus services in Devon will be further restored with effect from Sunday 14th June. This is in response to recent Government announcements and a fresh round of funding direct to bus companies for commercially operated services, plus an anticipated additional grant via local authorites for supported services.

A summary for each bus company is attached. Inevitably, these further changes are at short notice and final timetables are in the process of being posted on-line. The County Council’s web site will in due course be including full timetable details as confirmed with each company. In the meantime a summary is attached.: <https://www.traveldevon.info/bus/latest-news-service-updates/>

*Members welcomed the return of the bus service and appreciated the support given by County Council.*

**iv) Request from the Office of the Police and Crime Commissioner -** *Councillor Dicker agreed to stand as a representative of the Council on this board.*

**v**) **Consultation on Yelland Power Station Development - N.D.C. –** *Contents noted.*

**vi) Letter from Mr D Walden Re Litter signs -** *members thanked Mr Walden for his interest and support but felt that there were already large and growing numbers of signs in and around the villages especially with new warning Covid signs. Members felt that additional signs for litter would not be necessary with the return of staff numbers to most organisations who would resume their regular litter patrols.*

**vii) Request from Mrs Buck -** *Members turned down Mrs Buck’s request for free parking on council car parks pointing out that the revenue from Marine Drive provided the council with the income to provide public services and amenities.*

**vii) Request from Mr Morton Re: Parking at the Port Hole Café –** *Members turned down Mr Morton’s request for spaces to be left empty in front of the café. They pointed out that such an action would have financial implications for the council in what is likely to be a difficult year. They also observed that this area of the car park had proved very popular for those less able and the potential customers to the café who had difficulties walking. The Council agreed to reconsider this decision next year.*

**110/2020 Register of Outstanding Matters**

**Replacement of the damaged Village Sign at Damage Barton –** work is due to resume on the rebuilding of the damaged village sign at the end of the month.

**111/2020 Coronavirus Update Woolacombe Village Centre Part Pedestrianisation –**  information on the costing of various signs barrier systems, cones and water barriers will be sought in time for the meeting with Councillor Davis and a representative from Highways. A draft Road Traffic Order, Risk Assessment and plans are being prepared. An application for the costs of signs etc will be submitted to either or both N.D.C .and D.C.C. **Highway Recommendations -** in order to avoid potential conflict between individual businesses and or the Parish Council as to the use of pavement space, it may be advisable for any plans made up after consultation to be the recommendations made by the County Council rather than the Parish Council .

**Consultation -** the following businesses had been consulted regarding the scheme:

Bar Electric; Hunter Surf wear; Woolacombe Pharmacy; Londis; Fudgies; The New Gallery; Fat Face, Woolacombe Bay Hotel: Woolacombe Bay Holiday Parks and Parkin Estates.

**Parking Arrangements -** limited short-term parking would be available at the Woolacombe Bay Hotel. Members were grateful to Ms Lancaster for her support .

**Other Practical Arrangements -** it was agreed to investigate the borrowing of water barriers and the services of a Chapter 8 accredited person necessary for the granting of a traffic order . **Eye- Ball Surf Camera –** members agreed that the camera should be switched back on. **Marine Drive -** the clerk reported that the car park has not been busy but the systems put in place to protect the staff and public seem to be working well.. **Security -** was employed for the first few days to lock the car park and move on overnight campers. The situation will be reviewed in accordance with the weather and surf forecast.

**112/2020 Affordable Housing Update -** the Chairman of the Committee reported on an working group meeting held during the month. Progress had been made in the setting up of a bank account.

**113/2020 Matters Brought Forward with the Consent of the Chairman**

**Skateboard Park Plans - *Members agreed to submit a planning application for the proposed park after more consultation with the National Trust. It was also agreed to pursue the practical arrangements necessary for the possible provision and movement of the half pipe run. Proposed APPROVAL. Seconded PASSED UNANIMOUSLY.***

**Life Guard Provision –** the Chairman read out a letter to the Council thanking them for the signage recently displayed at Mullacott warning members of the public of the lack of provision of a life-guard facility at Woolacombe during recent weeks.

**Mullacott Sign -** it was agreed to erect a new sign at Mullacott welcoming visitors back to Woolacombe .

**114/2020 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 prior to the meeting:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Barum Friend Security Co | 05/06/2020 |  | Intruder alarm response 11/7/20-12/7/21 | 240.00 |
| Occasional Suppliers | 25/05/2020 |  | Screwfix- new padlock- SH reimburse | 45.00 |
| Occasional Suppliers | 20/05/2020 |  | Novus Med- masks/ visors re covid 19 | 144.90 |
| EDF | 13/05/2020 |  | EDF- xmas lights | 81.78 |
| National Trust | 12/05/2020 |  | NT/ bus turning area rent 1/6/20-31/5/21 | 30.00 |
| Bloom Brothers | 15/06/2020 |  | grass cutting/ strimming | 380.00 |
| PLandscape | 29/05/2020 |  | Greensward & Combesgate Green cut | 342.00 |
| Sally Hocking | 16/06/2020 |  |  | 1272.92 |
| Janet Keiff | 16/06/2020 |  |  | 265.93 |
| Dave Hodges | 16/06/2020 |  |  | 858.29 |
| Roy Walker | 16/06/2020 |  |  | 842.49 |
| HMRC | 16/06/2020 |  | paye month 3 | 787.69 |
|  |  |  |  |  |
|  |  |  |  | 5291.00 |
|  |  |  |  |  |

**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: July 20th 2020 Parish Council Meeting 7.00 p.m.**

**The meeting ended at 9.15 p.m.**