

BRANSCOMBE PARISH COUNCIL



MINUTES OF THE BRANSCOMBE PARISH COUNCIL MEETING held in the Branoc Hall Social Room (Village Hall) on **THURSDAY 10 March 2016 at 19.30.**

PRESENT: Cllrs. Bass, Evans, Pike, Mayes, Hall, Pook (EDDC), Knight (DCC), PCSO Sam Slater (Devon and Cornwall Police), Nick Wright, Economic Practice Manager (EDDC)

APOLOGIES: Cllr. Lambert

NO. OF PUBLIC: Tony Fastnedge

PRESS: None

CLERK IN ATTENDANCE: Gail Llewellyn (nee Kenyon)

PUBLIC SPEAKING

Nick Wright – East Devon District Council, Economic Practice Manager gave a presentation regarding ‘Going Paperless’. The presentation can be viewed on the Parish Council Web Site at <http://www.branscombe-pc.org.uk/news/4590221753>. The main benefits for EDDC progressing in this way were advised as follows:

- No need to store files in hard copy
- More environmentally friendly - not using paper
- Quicker for re-consultation
- Can email links / circulate applications round councillors rather than paper
- Access to historic files and planning history
- Speed - Most up to date information is on web site
- Encourages people to talk at parish meetings
- Opportunity for all councillors to view the drawings and plans online before the meeting
- Able to show drawings at the meetings on the screen – viewable by all
- Transparency of Parish / Town council and planning process / decision

Whilst acknowledging that there are perceived barriers and gave possible solutions (see presentation).

The presentation was followed by questions and answers as follows:

1. Cllr Mayes – Is there a contingency plan if the system does not work?
Mike Wright (MW) - advised that they can supply paper applications but as a very last resort.
2. Cllr Pook – Sometimes the scans are difficult to read, can this be improved upon?
MW advised that where there are Computer Aided Design (CAD) drawings they are much better but recently they have had to rescan some applications as the system went down. Colour plans are scanned in grey scale which is better. There is quality control on scanning carried out by the team.
3. Cllr Evans – 98% of the population have internet connection, this is ok but in Branscombe internet connection is very poor>
MW advised that we can go to Sidmouth and look at the plans also the applications

- are advertised in the local paper.
4. Cllr Bass – Asked which papers they are published in as he rarely sees Branscombe applications in the Sidmouth Herald?
MW advised that it is the Sidmouth Herald but not all applications are advertised.
 5. Cllr Evans – Can the neighbourhood notification letter be emailed to residents/businesses?
MW advised that because people move and change their email addresses this could not be done currently.
 6. Cllr Bass – Advised that not everyone is on line or set up to view Planning on Line, how long will it be before we lose paper copies?
MW advised that they aim to achieve ‘Going Paperless’ within the next few months but will be advised by Branscombe Parish Council when we are ready to do so.

Cllr Bass advised that the Parish would aim to do this in the next 6 months.

MINUTES OF PREVIOUS MEETING: Parish Council meeting minutes dated 25th February 2016, which were previously circulated, were agreed and signed by the Chairman as a true record.

DECLARATION OF INTEREST - None

POLICE AND NATIONAL TRUST REPORT

Police

PCSO Sam Slater advised that there had been no recorded crimes for February and that the ‘Have Your Say’ initiative is going really well with the Post Office days being much more successful than the Mobile Library days.

PCSO Sam Slater reported that there had been no crimes reported in the last month.

National Trust – Nothing reported.

MATTERS ARISING

Vacant Councillor Post – The Clerk asked if there had been any interest in the post to Councillors, none had been approached. The Clerk advised that there had been no response back from EDDC regarding interest either. The Clerk asked that Councillors continue their canvassing.

Village Hall Signs – The Clerk advised that a quotation for removal and disposal of the two signs had been received from SWH at £50.00. Cllr Bass asked the Clerk to write to the Village Hall Committee to ask if they would contribute and the response would be discussed at the next meeting.

Dog Waste Stickers – The Clerk advised that she had contacted EDDC regarding stickers to go on all public waste bins to advise that Dog Waste can be disposed in these bins. EDDC have advised that they will be producing these stickers shortly and will supply BPC with a stock of them to be put up.

PLANNING

Planning Update – The update was noted.

PLANNING CORRESPONDENCE

Airfield – Cllr Bass advised that we had a response from Mr. Cocker at EDDC but that he was not satisfied with his response. No witnesses had been interviewed and he feels it is not a good response. Cllr. Pook was satisfied with what Mr. Cocker had investigated. The issue regarding the military aircraft has not been substantiated with the Military to Cllr Bass's knowledge. The perception locally is that Mr Cocker had seen the applicant and made a decision without further investigation. Cllr Pook suggested a meeting with Mr. Cocker. All agreed that this would be favourable. Cllr Pook advised he would discuss Branscombe Parish Council concerns with Mr. Cocker and advise him to arrange a meeting with BPC.

Enforcement Issue – No further or new issues.

Sidmouth Neighbourhood Plan – The areas that is proposed was discussed and it was agreed that BPC had no objections.

REPRESENTATIVES' REPORTS:

Cllr Pook –

EDDC Council Tax had been set at £1635.79 for band D with £48.57 (avg.) Town and Parish Councils, EDDC £126.78, DCC £1,207.62, £172.84 Police and £79.98 Fire Service.

Cabinet had approved the CPO of the land for the church graveyard swap.

Waste – a new waste disposal contract had been negotiated with a contractor starting July 2016 which is a reduced cost and better service and will include mixed plastic and cardboard.

EDDC Monthly performance figures snapshot – 99.06% of rent due on council houses had been received on time, Local suppliers 90% of invoices per paid within 10 days, and 43% of waste is recycled.

Cllr Knight –

Potholes - Advised he had carried out a tour of Branscombe Parish area with his Neighbourhood Highways Officer Brian Hoare and they are going to do all the potholes in a block which is in hand.

Disabled Parking Spaces Park Field Close – An application had been received from residents for more spaces to be provided, however he has advised them that no more can be provided as there are already 15% of the total number of spaces on site.

Defibrillator – Cllr Knight advised that if the Clerk completes the application form for the £250 from the Locality Fund he will deal with it but it had to be in by Tuesday of next week. The Clerk asked for a form to complete which Cllr Knight advised he would send through. Cllr Knight also advised that if the money is not spent by this financial year he can request that it is rolled forward to next year's accounts.

HIGHWAYS:

Road from The Square to Great Seaside Farm, Branscombe – to repair water main – 1st to 4th

March 2016 – Noted

Potholes – Discussed under Cllr Knight’s update.

FOOTPATHS: Nothing to report.

CORRESPONDENCE:

Parishes Together Funding - cc£500 – Going Paperless equipment – The Clerk advised that she had submitted an application for this fund in partnership with Aylesbeare, Broadclyst, Clyst Honiton, Clyst Hydon, Cranbrook, Colyton Raleigh, Dunkeswell Farringdon, Offwell, Poltimore, Rockbeare, Sheldon and Whimple. If successful BPC should receive £449.90 towards equipment for going paperless which could include an overhead projector and screen. To be discussed further once funds have been received.

At the beginning of the meeting the remote control for the TV could not be located which meant that the equipment could not be linked to the Laptop, in future this could be a real problem, Cllr Bass asked that Cllr Pike check where the remote control is kept.

Queens 90th Birthday Commemorative Medal – The Clerk had received a sample Medal which can be bought for distribution to its residents/businesses. The cost is £1.99 each excluding carriage and VAT plus £7.50 carriage with a minimum order value of £99.50 (not including VAT and carriage). This was noted with no further action currently.

Election Notices – EDDC

The following information had been received regarding timing of Elections from EDDC:

Police and Crime Commissioner – 5 May 2016

Statutory Notice	Date
Notice of Election	24 March 2016
Notice of Election Agents	7 April 2016
Statement of Persons Nominated	8 April 2016
Notice of Poll	26 April 2016
Situation of Polling Stations	26 April 2016

EU Referendum – 23 June 2016

Statutory Notice	Date
Notice of Referendum	17 May 2016
Notice of Referendum Agents	31 May 2106
Notice of Poll	1 June 2016
Notice of Poll and Count Agents	16 June 2016

It was agreed to put these dates on the web site and Parish Notice Boards.

Public Spaces Protection Order – EDDC – This was discussed and it was agreed that there were none in Branscombe. All open spaces will be enforceable after the order is issued

which will include dog fouling on footpaths.

Letter from Post Office – A letter was received on 2nd March 2016 advising the Clerk that the Post Office have agreed to progress with the Post Office at the Village Hall from 13th January 2016.

EDDC War Memorial Maintenance – EDDC have send a quotation for the next financial year to maintain the war memorial at £96.90 + VAT. The Clerk had also received a quotation from Chris Fuell who maintains the churchyard for £85 (no VAT). Cllr Bass asked that the Clerk asked for Chris Fuell to put this in writing and we will discuss at our next meeting.

FINANCE:

Finance Update – The Clerk advised that the books have now been balanced and are published on the web site. It was also discussed who would be auditing the books come the new financial year. Cllr Bass that in previous years Graham Woolford-Howell had done this free of charge for us and he would approach him to do them for us again.

Cheques to sign –

931	Thomas Westcott (Payroll run)	-	£52.80
930	Community First Insurance (Employer Liability)	-	£202.53

PART B MATTER - None

MATTERS BROUGHT FORWARD WITH PERMISSION OF THE CHAIRMAN:

Cllr Mayes – Advised he had been approached by a resident regarding the new lighting at the Masons Arms blasting out all night. The Clerk advised that this may have been approved as part of their recent planning application and for him to check this before any further action is taken.

The Clerk – Advised that she had done some preparation work for the AGM looking at Branscombe Parish Council achievements in the past year and handed a draft to the Cllr Bass. Cllr Bass advised that this would be good to hand out to the public at the meeting and he would go through it.

The next meeting is due on 7th April 2016 @ 19:30 in Branoc Hall (Village Hall) Social Room.

Meeting closed at 9.00 pm

Signed..... Date