

Branscombe Parish Council

c/o Higher House, Branscombe, EX12 3BH

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BRANSCOMBE PARISH COUNCIL MEETING to be held in Branoc Hall Social Room on:

THURSDAY 11th April 2019 at 19.30hrs

Members of the public and press are invited to attend. If requested, there will be a max. of 15 minutes public participation prior to the start of the Council meeting. Speakers will be limited to 3 minutes per person. Matters raised should be within the remit of the Agenda of the Council and with the prior permission of the Chair. Requests to speak should be received by noon of the day of the meeting. Members of the public exercising their right to speak will be recorded.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING AS OBSERVERS

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting.

AGENDA

- 1) APOLOGIES
- 2) PUBLIC SPEAKING
- 3) MINUTES OF PREVIOUS MEETING Dated 14th March 2018
- 4) DECLARATION OF INTEREST
- 5) ORGANISATIONS:
 - a) Police
 - b) National Trust Report
- 6) REPRESENTATIVES' REPORTS
 - a) Cllr Shaw, DCC
 - b) Cllr Pook, EDDC
 - c) Village Hall; committee completed application form for picnic tables (passed to Cllr Shaw)
- 7) MATTERS ARISING
 - a) Devon Air Ambulance; date for 1hr presentation with Q&A or drop-in session. DAA will draw up document to publicise the event & prepare docs for planning application
 - b) Allotments Future; allotments cleared and signed contract passed to NT
 - c) Council Road Wardens; response from notice placed in Parish Magazine, if any
 - d) General Data Protection Regulations (GDPR); subscribers contacted
 - e) Council elections; uncontested seats
 - f) Councillor contact details
 - g) Clerk vacancy applications
 - h) Old People's Bungalows; Cllr Pook to advise on original land donation / relevant covenant
 - i) Approve Clerk as signatory on bank accounts (for administrative purposes only)

- j) Annual Internal Audit of Accounts; appoint Graham Walford-Howell as auditor
- k) Annual Meeting Agenda
- 8) PLANNING
 - a) Update – as attached
 - b) Applications, Appeals & Enforcement
 - i APP/U1105/W/19/3221978 Land East of Two Bridges, Sidford (respond by 22/04/19)
 - ii 19/0400/FUL - The National Trust Rangers Office, Branscombe (respond by 02/05/19)
 - c) Correspondence – response on Little Bulstone planning application for field shelter
- 9) HIGHWAYS/FOOTPATHS
- 10) CORRESPONDENCE
 - a) Invite to Community Resilience Forum 13 June (two spaces available to Councillors)
 - b) East Devon AONB Heritage Conference at Norman Lockyer Observatory, 27th April
 - c) Renew SLCC membership £81 (including £5 joining fee)
 - d) Renew DALC membership £123.10
 - e) Devon archives for historical Parish Council data to include with other records
 - f) Great British Spring Clean 22/03 – 23/04/19
 - g) Landmark trees invitation
 - h) Merchant Navy “Fly the Red Ensign Day”
 - i) Parking on grass verge; right past the entrance to Mill Lane travelling towards Masons Arms
- 11) FINANCE
 - a) Finance Update 2018/19 – attached
 - b) Cheques to sign:
 - i Chq. No. 1008 – £645.31 – Clerks Wages and Expenses Dec-Feb 2019
 - ii Chq. No. 1009 – £128.98 – three DALC training sessions for Clerk
 - iii Chq. No. 1010 – £40 – ICO GDPR Registration
 - iv Chq. No. 1011 – £827.93 – Assistant Clerks Wages and Expenses Jan-Mar
 - v Chq. No. 1012 – £129.60 – HMRC
- 12) MATTERS BROUGHT FORWARD WITH PERMISSION FROM THE CHAIR

Close Meeting. (Date of next meeting 9th May 2019 @ 19.30hrs)

SIGNED

Nicky A Langley

Assistant Clerk to the Council and Responsible Financial Officer

Dated: **7th day of April 2019**

Reminder for Members

You must declare the nature of any disclosable pecuniary interests. (Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.

You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered. Make sure you say what your interest is as this has to be included in the minutes. (For example, ‘I have a disclosable pecuniary interest because this planning application is made by my husband’s employer.’)

If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.