

Branscombe Parish Council

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BRANSCOMBE PARISH COUNCIL MEETING to be held ONLINE: (see website for details)

25 June 2020 at 19.00hrs

Members of the public and press are invited to attend. If requested, there will be a max. of 15 minutes public participation at 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: To receive apologies and to approve reasons for absence
- 2) PUBLIC SPEAKING
- 3) TO CONSIDER MINUTES OF PREVIOUS MEETING: Dated 13th May 2020. Minutes to be signed at next face-to-face meeting
- 4) DECLARATION OF INTEREST: Of personal/prejudicial interests in agenda items and their nature
- 5) ORGANISATIONS' REPORTS:
 - a) Police
 - b) National Trust (expected at meetings in Sept, Nov)
- 6) REPRESENTATIVES' REPORTS:
 - a) Cllr Shaw, DCC
 - b) Cllr Pook, EDDC
 - c) Village Hall
- 7) MATTERS ARISING:
 - a) Placement of tenants in Bucknall Close with regards to anti-social behaviour
 - b) Climate Emergency – DCC update on affects to BPC/it's decision-making processes
 - c) Parish Emergency Plan – Cllrs to update on progress
 - d) Road Wardens – Clerk progressed tarmac order
 - e) To consider putting electric vehicle charging point proposal to Village Hall
 - f) Website accessibility for Town and Parish Councils (Clerk is working with Chris Bass)
 - g) Update website with regards to Gail Llewellyn – consider adding a tribute
 - h) Further electrical improvements to DAA installation at Village Hall – grant form to sign
 - i) Addressing second home owners that break COVID regulations
 - j) Potential contribution towards EDDC Grant for Branscombe Volunteers
- 8) PLANNING
 - a) Update – as attached

- b) To consider the following Applications, Appeals & Enforcements based on local knowledge;
 - i None
- 9) HIGHWAYS/FOOTPATHS
 - a) Update on culvert by Village Hall
 - b) Proposed road closure from Higher Barn to the Old Cider House on 7-11 Sept 2020
 - c) Main road access through Weston blocked by visitors; suggestion of polite notices for parking in Weston and similar for reduced speed through village
- 10) GENERAL CORRESPONDENCE (as previously circulated):
 - a) Reallocation of road space for active travel
 - b) Invite to Councillor Advocate Scheme (Office of the Police and Crime Commissioner)
 - c) Nominations for Queen's Birthday Honours
 - d) Impacts and Use of Devon's Bus Network – circulation of online survey
- 11) FINANCE:
 - a) Finance Update 2019/20 – attached
 - b) Graham Walford-Howell has completed his review of finances for tax year 2019/20
 - c) Sign Form P11DHMRC Benefits in Kind
 - d) Schedule for internal / external audit of accounts:
 - i Complete and issue wet signatures on AGAR/exemption certificate (by 31/07/20)
 - ii Approve and sign draft accounts (by 31/08/20 or earlier where possible)
 - iii Commence public inspection date (on or before 01/09/20 for 30 working days)
 - iv Publication date for final, audited accounts moved to 30/11/20
 - e) To consider payments to be made, including:
 - i Chq. No. 1052 - £180.00 – MAT Electrics (for work in 2019)
 - ii Chq. No. 1053 - £449.64 – MAT Electrics (for work in 2020)
 - iii Chq. No. 1054 - £1,156.20 – Clerk's wages & expenses (inc. Viafix for potholes)
- 12) MATTERS FOR FUTURE AGENDA WITH PERMISSION FROM THE CHAIR
 - a) To consider asking EDDC to extend the dates that holiday parks, etc can open for the year to make up for the deficit experienced due to COVID-19

Date of next meeting tba.

Close Meeting.



Nicky A Langley

Clerk to Branscombe Parish Council & Responsible Financial Officer

Dated: 19 June 2020

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.