



The Annual Parish Council Meeting was held in Bratton Fleming Village Hall on Wednesday 15 May 2019 at 8.10pm.

Present: Cllrs F Benbow, J Balman, Mrs L Bulled, M Huxtable, Mrs L McLean, Mrs P Kellaway, M Prowse and T Shapland

In attendance: 10 parishioners, Parish Clerk

1. Election of Chairman and Vice Chairman

1. Chairman

Cllr Shapland proposed Cllr Benbow be elected Chairman for the coming year. Seconded by Cllr Prowse. There being no other nominations, Cllr Benbow was unanimously elected.

2. Vice Chairman

There were no nominations for Vice Chairman.

2. Apologies

There were no apologies for absence.

3. Public Participation

1. A request was received for minutes to record 'actions' in order that items do not get missed.
2. The need for sheltered accommodation in the village was expressed, in order that those with a vast knowledge of the parish do not have to move away.
3. Potholes were reported at the top of Barn Hill. The Clerk advised that there had been reported, but that DCC did not consider them to be a safety defect, and were therefore not proposing to repair them. The importance of everyone reporting potholes etc to DCC was stressed, as the more reports they had, the more likelihood there was of DCC carrying out repairs.
4. A sunken trench across the road near Bratton Cross was reported.
5. Cllr Prowse was thanked for all his work in connection with the White Hart, for which he had the village's full support.
6. A request for a pond on the Millennium Green was received. It was noted that the site suggested was the landing site for the Devon Air Ambulance.
7. The spread of brambles and mole hills on the Millennium Green were reported. Cllr Shapland reported that the contractor was currently dealing with the problem.
8. Japanese Knotweed was reported in the Village Hall car park. It was noted that this was a Village Hall problem, which would be reported at the next meeting.

4. Declaration of Interests

None.

5. Co-option of Parish Councillor

One expression of interest in being Co-opted as Parish councillor had been received, from Mrs Catmore.

Cllr Huxtable proposed that Mrs Catmore be co-opted. All in agreement. Mrs Catmore signed her declaration of acceptance, and took her place on the council.

6. Approval of Minutes of the meeting held 17 April 2019

The minutes of the last meeting were agreed and signed as a true record.

7. Matters Arising from Minutes of meeting held 17 April 2019

Cllr Shapland and the Clerk were arranging a meeting in order that invoices on the Community Woodland allotments can be issued.

8. Planning

1. **Applications:** None.

2. Decisions

1. Approval:

- 63826 Conversion of barn to form one dwelling (amended description) (amended plans) Chelfham Barton Chelfham
- 63827 Listed building application for conversion of barn to form one dwelling (amended description) (amended plans) Chelfham Barton Chelfham
- 66327 Retrospective application in respect of change of use of an agricultural building to a mixed use of agriculture & firewood use class b2 (general industrial) (amended description), Crossways Knightacott Cross Bratton Fleming

2. Withdrawn:

- 65605 Change of use & conversion of buildings to 6 residential dwellings (amended description) Chelfham Mill School Goodleigh.

Cllr Prowse explained that problems had been experienced with the Environment Agency due to recent changes in their National Guidance.

9. Correspondence

- 1. NDC were arranging Code of Conduct Training for parish councillors at Brynsworthy on 4 June.
- 2. DALC Newsletter. The recent newsletter contained details of training sessions on 'Being a Good Councillor'. Cllr Mrs Bulled expressed an interest in attending. Clerk to make the necessary arrangements.
- 3. Clerks & Councils Direct. Noted.

10. Highways

Traffic Calming

Cllr Mrs Davis had advised that she considered the recent work to be of poor quality, and was requesting that it be re-done.

It was noted that DCC had insisted that the work be done under a road closure. It was hoped that future work would be timed so as not to coincide with the start or end of the school day.

11. Dog Bins

North Devon Council had advised that they were now in a position to offer parishes a dog bin emptying service. The cost to empty five bins would be £2 per bin, the same as was being charged by the previous contractor.

It was agreed accept the district council's offer, and to request that the bins were initially emptied on a weekly basis. NDC to be informed of the exact locations as soon as the bins were erected.

12. Neighbourhood Plan

Work was in progress in preparing the end of grant report. It was hoped that it would not be necessary to return any of the grant money, as no further grants were available.

It was hoped that it not be necessary to employ the services of a consultant to prepare the report, and that this could be done by a suitably qualified parishioner.

13. Reports

1. Composting Group

Cllr Shapland reported that no payments had been received during the past month. Expenses had been £1000 to the Parish Council towards the cost of a new defibrillator and cabinet. The balance stood at £15299.29.

2. Chairman's Report

The Chairman welcomed Cllr Mrs Bulled to her first meeting since being elected as parish councillor.

He also congratulated Cllr Prowse on his re-election as District Councillor.

Cllr Benbow was pleased to report that the website was now working, and to-date the parish council's agendas and minutes had been uploaded, together with recent copies of the Bratton Fleming News.

14. Adoption of Standing Orders and Policies

It was unanimously agreed to readopt the Standing Orders and various policies without change.

15. Finance

1. Completion of Annual Audit Return

The Annual Governance Statement was agreed and signed by the Chairman and Clerk.

2. Adoption of accounts for 2018/19

Cllr Benbow proposed that the accounts be adopted. Seconded by Cllr Huxtable. All in agreement.

3. To approve Payments:

Bratton Fleming Village Hall	£ 37.00	Cheque No.1153
North Devon Council - allotments	£ 10.00	Cheque No.1154
Parish Clerk’s salary & expenses	£118.38	Cheque No.1155
Mr A Kellaway	£ 45.00	Cheque No.1156

The four accounts were agreed for payment.

16. Items for consideration for the next Agenda.

Defibrillator training; Traffic Calming; Co-option of Parish Councillor

17. Date of next meeting: Wednesday 19 June 2019

There being no further business, the chairman closed the meeting.

Signed
Chairman

Date