



A virtual Annual Parish Council Meeting was held via Zoom on Wednesday 5 May 2021 at 7:30pm.

**Present:** Cllrs F Benbow (Chairman), Mrs A Bell, Mrs N Catmore, P Huxtable, Mrs P Kellaway, M Prowse and T Shapland

**In attendance:** 10 parishioners, Cllr Mrs Davis (DCC), Parish Clerk

**1. Election of Chairman and Vice Chairman**

**1. Chairman**

Cllr Shapland proposed Cllr Benbow be elected as Chairman. Seconded by Cllr Prowse. There being no other nominations, Cllr Benbow was unanimously elected.

**2. Vice Chairman**

Cllr Benbow proposed Cllr Mrs Bell be elected as Vice Chairman. Seconded by Cllr Prowse. There being no other nominations, Cllr Mrs Bell was unanimously elected.

**2. Apologies**

Apologies for absence were received from Cllr Mrs L McLean.

**3. Public Participation**

1. It was noted that the matter relating to the reinstatement of a telephone kiosk was unresolved.
2. It was noted that yellow lines opposite the Old Rectory Lane junction was not appropriate. It was agreed to speak to those who were causing a safety hazard by parking their cars along this short stretch of road.
3. The allotment holders at the Community Woodland site enquired if it was possible to erect greenhouses. Cllr Shapland explained that the 'no building' condition had been part of the agreement when the woodland was being planned, as unmaintained buildings could cause a safety issue in later years.
4. The owners of Little Valley Farm explained that they had purchased 33 acres of land at the bottom of the village, and were intending to start a small holding. They hoped to sell the produce locally. Permission had already been granted for a packing shed, with plans for a dwelling to be submitted.

**4. Declaration of Interests**

None.

**5. Approval of Minutes of the meeting held 17 March 2021**

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

**6. Matters Arising from Minutes of meeting held 17 March 2021**

Min. 117. Arrangements to place bog bins around the village were in hand.

**7. Planning Applications**

73167 Erection of a wooden summerhouse at Long Field House Station Road Bratton Fleming

There were no objections to the application provided that the site was within the curtilage of the dwelling.

73141 Erection of single garage at Taw View Road from Beara Cross to Sentry Cross Bratton Fleming Barnstaple Devon EX32 7JL

There was no objection to the application.

**8. Correspondence**

1. A letter of resignation had been received from Cllr M Huxtable. NDC to be advised.
2. An email had been received from the allotment holders. Questions answered at Public Participation.
3. DCC advised a Road Closure 9-10 August between collard Bridge and Goodleigh Cross to enable BT to replace poles.

4. Emails had been received from the Lynton & Barnstaple Railway, who were concerned with the proposal of a public right of way at Chelfham. Cllr Benbow advised that he had spoken to them, and had invited them to attend the next meeting.
5. A letter had been received from a parishioner concerned at the speed of traffic in the vicinity of the village shop. The Chairman had replied stating that the road in question was withing the 30mph speed limit, and that it was the responsibility of drivers to act responsibly and drive at a safe speed.

**9. Memorial**

Cllr Prowse reported that two large stones had been identified. He was making arrangements with the family to view the stones after 17 May when some of the Covid restrictions were due to be eased. Due to the size and weight of the stones, a contractor would be required to carry out the work. This was agreed.

**10. History Page on Website**

No progress had been made. The Chairman reported that an event was being planned to promote the various groups in the parish at the end of June/early July. This could be included.

**11. Highways**

It was reported that sections of Benton Road were in a very poor state, and in need of attention.

**12. Play Area**

It was agreed that the play equipment on the Millennium Green was in need of upgrading as it was about 20 years old. It was important that the community should be fully involved in agreeing what should be done. It would be necessary for the council to set the boundaries including the space available and cost.

Cllr Mrs Bell proposed that £5k come from Composting Group funds, and £15k from the parish council towards the cost of new equipment. Further funding could be available from s106 payments, with £44k being allocated for the Millennium Green and Community Woodland. Help could also be available from North Devon Council.

**13. Management of Public Open Space**

Cllr Mrs Bell proposed asking Mr Rowe to look initially at the Millennium Green and Community Woodland. She considered it important that the parish council, Millennium Green Trustees and the Woodland Group to work together. This was agreed.

**14. Reports**

**1. Composting Group**

Payments made in April were £1000 grant to the parish council; £864 to Mr Heywood for work carried out during the year, and £43 for diesel.

Payments during May had been £17.98 for gloves; £764.81 for chipper service and repairs; £101.82 for a new battery for the chipper.

Receipts for material removed from site had been £508.15 for 15.53 tonnes in December; £1053.26 for 32.2 tonnes in January, £1739.35 for 53.17 tonnes in February and £582.89 for 17.82 tonnes in March.

The balance stood at £17076.24

**15. Finance**

**1. Completion of Annual Audit Return**

The Annual Governance Statement was agreed and completed. These would be signed by the Chairman and Clerk.

**2. Adoption of Accounting Statement 2020/21**

The Accounting Statement was agreed as being correct. To be signed by the Chairman

**3. Receipt**

North Devon Councillor Community Grant. £700 towards provision of ipads for local schoolchildren.

**4. To approve Payments:**

DALC – subscription	£227.00	Cheque No.1244
Clerk’s Salary and expenses	£235.86	Cheque No.1245
NDC – Allotment Rent	£ 10.00	Cheque No.1246
Mr A Kellaway	£ 45.00	Cheque No. 1247

The four accounts were agreed for payment.

**16. Items for consideration for the next Agenda.**

Aerial Photography of the Community Woodland; Lynton and Barnstaple Railway project in relation to the parish; Composting Group Credits.

**17. Date of next meeting:** Wednesday 16 June 2021. Venue to be confirmed.

There being no further business, the meeting closed at 8.20pm.

Signed .....  
Chairman

Date .....