

WEST DOWN PARISH COUNCIL MINUTES
West Down Parish Hall
Wednesday 5th February 2025 at 7.00 p.m.

Present Cllrs: S Ayre (Chair), M Reeves (Vice Chair), T Verney, I Lavender, R Kenshole, S Whitby, C Cllr Davis
Also present: ,, Daniel Bleasdale (Clerk) and 4 members of the public.

Apologies: D Cllr Wilkinson, Cllrs H Knight, S Tanton,

24/25 Declarations of Interest: None.

25/25 Public Participation: Mr A Odell raised the issue of flooding in the village and where the many wheelbarrows of removed washed out debris should go, and asked how this could be prevented in the future.

C Cllr Davis said that she would request a drain cleaning.

Cllr Ayre wanted to get a quote to remove the debris from the top of footpath 6, Mr A Odell said that a neighbour would be able to take the debris.

Cllr Lavender pointed out that no one was thanked for the work that was done to prevent the flooding.

It was agreed the Clerk would complain about the fly tipping letter received from DCC Highways by those that cleared the debris and send a letter of thanks to Tony George who is taking away the debris to his nearby garden with the help of some volunteers.

26/25 Approve & Sign Minutes of the Parish Council Meeting held on the 8th January 2025.

Cllr Verney proposed that the Minutes of the meeting held on the 8th January 2025 be accepted as a true record which was seconded by Cllr Lavender. Decision unanimous. Cllr Lavender pointed out a comparison was made between crime last year and this year's crime report and this was not included in the minutes, there was also the spelling of "differed" instead of "deferred" (minute 8/25) that was incorrect. Cllr Whitby pointed out that the Clerk had mixed up Cllr Whitby and Cllr Knights footpaths.

27/25 Matters Arising

Cllr Reeves raised the query of the missing speed sign outside Foxhunters, C Cllr Davis said the sign was removed due to a loose wire and a replacement is on order.

Cllr Lavender raised the issue of the complaint letter about the lights at Combes golf course. The Clerk has raised this with planning who will raise it with the environment agency, it has also been raised with the AONB, as it affects their area although it is not actually in their area, the Clerk also spoke with the golf club owner that said he would put the lights on a timer going forward.

28/25 Police Report

No figures

29/25 Report from County Councillor on Website.

C Cllr Davis report is available on the website.

C Cllr Davis stated that the devolution is continuing and that we will get a Mayor for a unitary authority, the boundaries of which has not been decided. The Government want an interim plan on or before 21st March 2025, with full consultation, which is very difficult in such a small amount of time.

C Cllr Davis was asked about the Community Governance Review by Cllr Lavender, it was clarified that this review is different from the Local Government Review.

Free school meals information was provided and this will be circulated on Facebook, the Council website and village website.

C Cllr Davis reports that AI cameras are going in A361 for monitoring mobile phones usage, average speed and seat belt usage.

30/25 Report from District Councillor.

Not Present.

31/25 Reactive Speed Sign: Cllr Reeves has sent an email to the parish councillors with information regarding the sign.

Cllr Reeves spoke of the 3 proposed locations for rotating the sign just inside the 30pmh entrance zone on the main approach roads into the village.

Permissions will be sought for the positions, and the sign will have data collection capabilities.

The sign will be ordered this month, it is expected to take up to 6 weeks to arrive.

The 3 poles will need to be set at 2.8 metres above ground, and this installation will likely cost less than £500. A community notification is needed to make people aware that the reactive speed sign is coming, the immediate neighbours will be informed earlier. Cllr Ayre will put together the draft -communication.

The Clerk has written an agreement for the land owners that will have given permission to have a pole-on their land.

32/25 Planning Decisions:

Approved

79400 Erection of two buildings to create 7 industrial units & associated parking at Commercial Point Mullacott Cross Industrial Estate Ilfracombe Devon EX34 8FH

79313 Erection of an agricultural shed over existing silage clamp at Cheglinch West Down Ilfracombe Devon EX34 8NW

79553 Approval of details in respect of discharge of condition 3 (Preliminary Contamination Assessment Report) attached to planning permission 78558 (demolition of 3no. barns & erections of 3no. dwellings) at West Hill Farm West Down Ilfracombe Devon EX34 8NF

Prior approval not required

79601 Prior notification for creation of an agricultural access at Greenpark Farm West Down Ilfracombe Devon EX34 8NW

33/25 Planning Applications to consider:

None

34/25 Footpaths

P3 Footpaths forms have been handed to the Clerk for the completion of the P3 grant application. The Clerk will liaise with Cllr Verney to complete the form before the next meeting. The Clerk will contact the footpaths officer Rob Taylor and ask for a meeting with Cllr Verney.

35/25 Grass Cutting Quotes: The Clerk reports that we have 3 quotes for the annual contract and 2 quotes for additional extra work clearing 3 areas and fixing a bridge.

AD Trees and garden was selected to do the extra work, proposed by Cllr Kenshole, seconded by Cllr Verney Approval unanimous.

Pete Starbuck was selected to do the regular grass cutting and maintenance, proposed by Cllr Kenshole, seconded by Cllr Verney Approval unanimous.

36/25 S106 expressions of interest: Bus Shelter upgrades. The Parish Council are looking for low medium and high cost projects that any potential S106 Money can be used for. PTFA would like to receive funding for installation of play equipment £15,000. Village hall improvements, tarmacking. The Parish Council would like an improved bus shelter. The Clerk will not email until other Parish organisations have had meetings.

37/25 NDC Climate and Environment Grant: Cllr Reeves reported that the grant application was sent off and we should hear back later during this month. The Clerk apologised for sending the grant request out later than requested, this was due to him checking a few legal points.

38/25 New Bins at Foxhunters bus shelters: A quote has been acquired by Cllr Reeves, bins were selected and will be ordered by the Clerk. Proposed by Cllr Kenshole, seconded by Cllr Verney Approval unanimous.

39/25 Car Park Lease

Cllr Reeves provided a list of things that he thought need to be queried, Laura at Samuels is waiting on NDC Solicitors. Cllr Whitby also questioned the need to now "Prevent" rather than use "reasonable endeavours" the council will take to prevent issues with caravans or anyone attempting to create/use an unauthorised access (e.g. Gateway). Also, if we have to keep the car park refuse free perhaps we should just use "reasonable" endeavours to do so rather than accept any obligation around providing receptacles for refuse.

The Parish Council had previously received an email in September 2024 confirming that the Parish Council is not responsible for the walls and fences but felt this now needed to be more formally noted. The Parish Council acknowledged that the solicitor fees will increase. The Council agreed this is the way to move forward and the Chair will forward all of our

queries to our solicitor for onward communication with NDC Legal Department.
Proposed by Cllr Whitby, seconded by Cllr Verney Approval unanimous.

40/25 N DC Community Governance Review:

The Clerk attended a course on this and informed the Parish Council that no changes/mergers can take place unless the Parishes involved have agreed to.

41/25 Policy Review IT and Equal Opportunities Policy

The IT policy is robust and does not require any changes, the Clerk will send out the disclaimer that is required, Proposed by Cllr Verney, seconded by Cllr Kenshole-Approval unanimous.

The Equal Opportunities policy remains unchanged Proposed by Cllr Ayre, seconded by Cllr Verney Approval unanimous.

42/25 Finances

a) Balances: Treasures Account: £23,974.87

Business Bank Account £4,915.16

b) Received invoices for payment:

North Devon Council	Clerks Salary	£381.19	
	Admin Charge	£7.72	£389.91
West Down Parish Hall Committee			£117.00
	Total Payment		£506.91

Proposal for payments Cllr Verney seconded by Cllr Reeves, decision unanimous.

43/25 Correspondence

An emergency planning meeting in March.

A broken street light was reported by a Parishioner.

A letter from David Ayre regarding the road from Hore Down Gate to Marwood in Stowford Bridge area, the Road is prone to flooding and this has not been resolved for several years, this has been reported to Devon County Council that say "it doesn't meet the criteria" for requiring action by them .

44/25 Items to be added to the next meeting Agenda

a) Reactive speed sign

b) Asset Register

c) Internal Quarterly Audit

d) Car Park

e) Foot Paths P3

f) S106

g) Bins

45/25 Any Other Business

a) Cllr Ayre, the air ambulance floodlight testing is going fine. First aid training session took place in the village hall involving 20 people.

PART B – THE PUBLIC AND PRESS ARE EXCLUDED FROM THIS PART OF THE MEETING.

46/25 Clerks Pay Increase following receipt of 2024/25 National Pay Agreement:
This has been worked out and North Devon payrole has been instructed.

The meeting closed at 10 p.m.