

## BERE FERRERS PARISH COUNCIL

At a meeting of the Council held in the Council Chambers, Bere Alston on Tuesday 25<sup>th</sup> June 2024.

### Present

Cllr. R. Leithall	Chair of the Council
Cllr. P. Archer	Cllr. P. Crozier
Cllr. P. Dennis	Cllr. B. Lamb
Cllr. D. King	Cllr. J. Maciejowska
Cllr. R. Maycock	Cllr. M Patterson
Cllr. D. Pengelly	Cllr. C. Shaw

### 97. Apologies

An apology was received from Cllr. V. Grose. The Council accepted her apology. Apologies were also received from Cllrs. A. Blackman and I. Saxby. Noted that an apology was received, via voicemail, from Cllr. Wager, but was not received until after the meeting.

### 98. Declaration of Interests

No declarations were made.

### 99. Notifications of items of interest as the discretion of the chair. No action can be taken on these items.

Cllr Dennis – the Youth2Youth Annual General Meeting will be held in the Hut on Monday 8<sup>th</sup> July 2024 at 6 pm.

### 100. Chair's Report

Cllr. Leithall's report:

On Friday 14<sup>th</sup> June 2024, the Clerk informed all Councillors that the Council's new .gov.uk website was live. The next step is to roll out all Councillors a new gov.uk email addresses. Suggestion was this be added to the agenda of the next Council meeting on 30<sup>th</sup> July.

On Thursday 6<sup>th</sup> June 2024, as Chair of the Council, I attended D-Day events in Bere Alston, which were organised by the Bere Alston Branch of The Royal British Legion. A church service was well attended, children from the Bere Alston primary school laid a wreath and there was an interesting talk on D Day. In the evening a beacon was lit. It was noted that people were disappointed they were not aware of this event and the Chair of the Bere Alston British Legion has apologised for this.

A letter was sent to the Head Teacher at Bere Alston Primary School congratulating them on their Good Ofsted report and the school's engagement with the community. I understand the letter was well received.

### 101. To receive reports from the District Councillors

Cllrs. Blackman and Saxby had sent their apologies.

### 102. To receive a report from the County Councillor

The County Councillor was unable to attend the meeting.

**103. To approve and adopt the minutes from the Annual Parish Meeting held on Tuesday 28<sup>th</sup> May 2024 as a true meeting and taken as read, to deal with matters arising.**

Cllr. Leithall proposed approval of the minutes, seconded by Cllr. Lamb.

**Matters Arising**

**Minute 45**

With regards to the replacement of the Parish Hall windows, this will be discussed under matters arising from the F & G.P meeting held on 18<sup>th</sup> June. Cllr. King highlighted a trip hazard with one of the floor boards in the Hall. Cllr. Dennis to investigate.

**Minute 46**

The Parish Council had requested, via Freedom of Information Act, to see an email sent by the Head of West Devon Borough Council Planning department, which was referred to in the a West Devon Committee meeting held on 16<sup>th</sup> April 2024, when the Burrington Homes application was discussed. A copy of the email has now been sent to the Parish Council and it is an email sent from the Developer to the Planning Officer. Cllrs Lamb and Crozier are putting together a response and Cllr. Lamb proposed that Cllrs. Leithall, Crozier and the Clerk review the document and if satisfied to send to West Devon. Seconded by Cllr. King. All in favour. It was discussed that it would not affect the outcome of the Burrington Homes application, but hopefully a better process will be put in place for the future applications, the Planning department need to have a better working relationship with Parish Councils.

**Minute 47**

With regards to the recent Premier Store planning application, the Clerk confirmed it has been refused by West Devon Planning Department. She had also received an email from a member of public, upset that the Parish Council had objected to this application. The Clerk stated she had replied to the member of the public, stating the Parish Council had in fact supported the application, it had been refused by West Devon and with member of public's permission, could she forward her email onto Cllr. Blackman.

**Minute 52 (30)**

Cllr. Pengelly confirmed that the Contractor they met on 14<sup>th</sup> June at the Down, also quoted approx. £30K to top up all the rubber surfacing at the play park. The Sub-Committee will now meet, before the next Open Spaces meeting, to discuss other options.

Cllr. Leithall proposed adoption of the minutes, seconded by Cllr. Archer.

**SO, RESOLVED**

**104. To approve and adopt the minutes from the Plans & Highways meeting held on 4<sup>th</sup> June 2024 as a true meeting and taken as read, to deal with matters arising.**

Cllr. Maycock proposed approval of the minutes, seconded by Cllr. Patterson.

Before dealing with matters arising, Cllr. Maycock proposed writing a letter of no confidence to the West Devon Borough Council Planning department, as they have continued to disregard the Neighbourhood Plan, when it has comes to making planning decision. Seconded by Cllr. Lamb. All in favour.

**Matters Arising**

**Minute 60 (717)**

Measures are being put in place at Denham Bridge road to stop wide vehicles crossing and damaging the bridge. There is nothing in place to prosecute drivers/companies, who damage the bridge and of the four letters, the Parish Council sent to Devon & Cornwall Police and Devon County Council asking why this is the case, only the Police and Crime Commissioner has replied to state that information is not held by their Office. Devon & Cornwall Police have acknowledged receipt of the letter, but as yet sent no further information. Devon County Council has not acknowledge receipt of the letter.

**Minute 61**

All agreed an amendment to the draft minutes with regards to noted comments made by the public with planning application, 2215/22/FUL, they do object to the road being used for bus stop.

The Parish Council have commented to West Devon, that bus stops on the road was totally unacceptable and residents shouldn't be asked to wait on the verge for a bus. It was also

highlighted that those with mobility issues would struggle to get on and off the bus, if the stop was on the road.

Cllr. Lamb updated the Council to say the application was likely to be discussed at the Development Management and Licensing Committee meeting, at West Devon, at the end of July 2024 and they will discuss the conditions of the applications. It is hoped those conditions will be sent to the Parish Council a week before the meeting for review.

Minute 66 Cllr. Patterson highlighted a concern that gritters have not yet tried to cross the bridge with the preventative measures in place. Cllr. Crozier said that Simon Hill, the Senior Bridge Engineer for the County of Devon, who attended the Public Meeting regarding Denham Bridge on 7th May 2024, stated that the concrete blocks and eventually posts will be designed to ensure ambulances and gritters can get through. Cllrs. Sanders and Simon Hill will come back to the Council, once the preventive plan has been fully formulated.

Cllr. Maycock proposed adoption of the minutes, seconded by Cllr. Maciejowska.

**SO, RESOLVED**

**105. To approve and adopt the minutes from the Open Spaces meeting held on 11<sup>th</sup> June 2024 as a true meeting and taken as read, to deal with matters arising.**

Cllr. Crozier proposed approval of the minutes, seconded by Cllr. Maciejowska.

Matters Arising

Minute 72 The Clerk had contacted Bere Alston in Bloom regarding the rubbish hidden behind bushes in the memorial garden. Their response was they haven't finished tidying up yet, some of the ivy will be removed and they have put some of the tree and shrub cuttings at the back by the wall, for the insects and wildlife.

Minute 73 The poster for the rounders meet up on 3<sup>rd</sup> July 2024, states only over 18s only, but kids can attend, if they are accompanied by an adult.

Minute 74 The Council's strimmer has been fixed and the new lawn mower has been collected.

Minute 75 Cllr. Crozier stated there were too many posters up at the Bere Alston recreational field and there should only be one notice. The Clerk to look into this.  
Cllr. Lamb stated he had reported his dog attack to West Devon Locality Team and had received a sympathetic reply.

Minute 76 Cllr. Pengelly confirmed that the Contractor they met at the Down, quoted approx. £30K to top up all the rubber surfacing at the play park. The Sub-Committee will now meet, before the next Open Spaces meeting, to discuss other options.

Minute 77 Cllr. Archer asked if the urgent actions highlighted on the monthly playpark inspection, had been completed. The Clerk to follow up with the Workman, as a matter of urgency.

Minute 80 The complaint from a resident regarding the path located in Pilgrim Drive has been reported to West Devon.

Cllr. Shaw proposed adoption of the minutes, seconded by Cllr. King.

**SO, RESOLVED**

**106. To approve and adopt the minutes from the F & G.P meeting held on 18<sup>th</sup> June 2024 as a true meeting and taken as read, to deal with matters arising.**

Cllr. Lamb proposed approval of the minutes, seconded by Cllr. Dennis.

## Matters Arising

Minute 90 Cllr. Leithall to liaise with the Clerk on the letter to be sent to West Devon regarding the Council's concerns with certain points in the proposed transfer of land at Pilgrim Drive document.

Minute 91 Cllr. Dennis had informed the Committee of the window repairs already completed by Beregen and their future plans for replacement of all windows and the front door.

Minute 93 The suggestion by the member of the public, that the Council could look into obtaining a communal bus for local organisation to use, is not something the Council should be involved with and the individual was asked to approach TASS, to enquire whether their services could be used. Cllr. Maycock has spoken to a friend from Callington, regarding their communal bus and will pass the information, when received.

Cllr. Lamb proposed adoption of the minutes, seconded by Cllr. Dennis.

### **SO, RESOLVED**

#### **107. To receive the Internal Audit Report 2023/24**

The report had been sent out to all members prior to the meeting. All agreed to accept the report.

#### **108. To approve and sign the 2023-24 Annual Governance Statement**

All agreed to approve the statement. Cllr. Leithall, as Chair of the Council signed the statement.

#### **109. To approve and sign the Accounting Statements 2023/24**

All agreed to approve the statement. Cllr. Leithall, as Chair of the Council signed the statement.

#### **110. To note the dates of the Exercise of Public Rights as from Thursday 27<sup>th</sup> June 2024 to Wednesday 7<sup>th</sup> August 2024**

The dates were noted.

#### **111. To note the Statement of Variances for 2023-24**

The Clerk explained the statement of variances. They were noted and accepted by the Council.

Cllr. Crozier wished to thank the Clerk for her due diligence in completing the audit.

#### **112. Approve the Sports Development Committee's proposal to open the Down Recreational field toilet**

Cllr. Lamb talked through the proposal to turn the outside toilet at the Pavilion, into a public toilet. Three local builders were asked to provide an estimate on the work required to repair and refurbish the toilet. Details of those quotes will be discussed in Part 2. The County Councillor, Cllr. P. Sander is supporting the project and we have applied for a grant from his Locality Budget for £1,250, to cover the repair costs, plus other equipment required, for example a hand dryer.

The Committee also propose a separate six-month temporary toilet cleaning contract, which will be for one hour either two days or three days a week be advertised. At the end of this period dependent on demand, this could be extended to 12 months. We intend that the toilet should only be open 10am to 5pm and we would need a person to open and close and we intend to see if we can get three or four people to volunteer to do this job.

Cllr. Lamb proposed going into Part 2, seconded by Cllr. Archer.

Cllr. Crozier proposed coming out of Part 2, seconded by Cllr. Maycock.

Cllr. Lamb proposed contracting 5Star Property Maintenance to complete the work required at the toilet. Seconded by Cllr. Dennis. All in favour.

Cllr. Lamb proposed the Clerk go ahead with arrangements to secure a toilet cleaner for the Pavilion toilet. Seconded by Cllr. King. All in favour. Cllr. Lamb and the Clerk to discuss the role first with the current Toilet Cleaner.

Cllr. Lamb proposed acceptance of policy document for the Sports Development Committee. Seconded by Cllr. King. All in favour.

### **113. Correspondence**

1. An email from the Chair of the Wildflower Garden, in the dog field asking where the Orchard Interpretation about market gardening and labels for the community orchard, please placed.

It was agreed that this should be discussed at the next Open Spaces meeting on 9th July 2024.

2. Source for Business – The latest water bill for the Bere Alston public toilet, indicates there is a water leak.

The Clerk has spoken to the Supplier and the account is on hold till 5<sup>th</sup> July 2024. In the meantime, the Clerk and the Workman are investigating where the leak might be coming from.

### **114. Questions from any members of the public present, at the discretion of the Chair.**

There was one member of the public present, who had questions regarding the opening of the toilet as a public one. The Council confirmed they would be installing a hand dryer and would consider installing push tops, to stop the taps being left on.

There being no further business, the Chair thanked members for attending and declared the meeting closed at 8.50 pm.

Signed by the Chair

Signed this date 30<sup>th</sup> July 2024