

ATHERINGTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Tuesday 17 May 2022 at the Church Hall, Atherington at 7.30pm.

Present: Cllrs J Andrew, A Boyce, Miss J Brayley, Ms C Norman, Mrs R Miller and K Pickard.

In attendance: 9 parishioners, District Councillor R Jenkins, County Councillor P Henderson, Parish Clerk.

It was noted that Cllr Frayne had resigned from the Parish Council. North Devon Council would be notified of the vacancy. NDC would issue notices advising the vacancy, requesting that anyone who wished the vacancy be filled by means of an election to contact them. It was noted that if an election was held, it would likely cost the parish council in excess of £1000.

1. Election of Chairman and Vice Chairman

1. Chairman

Cllr Miss Brayley proposed Cllr Ms Norman be elected as Chairman for the coming year. Seconded by Cllr Andrew. There being no other nominations, Cllr Ms Norman was unanimously elected.

2. Vice Chairman

Cllr Ms Norman proposed that Cllr Andrew be elected Vice Chairman. Seconded by Cllr Miss Brayley. There being no other nominations Cllr Andrew was unanimously elected.

2. Matters Raised by the Public

It was noted that the formal meeting with North West Farmers had not yet taken place.

In response to dog fouling in the village it was agreed to request notices from the dog warden at NDC.

3. Apologies for absence

No apologies for absence were received, all councillors being present.

4. Declarations of Interest

None.

5. Approval of Minutes of meeting held on 19 April 2022

The Minutes of the last meeting was agreed and signed as a true record.

6. Matters Arising from the last meeting

Min. 172 No progress had been made regarding the s106 at Bonds Farm.

Min. 178 The trench for the cable had been dug by WPD.

7. Reports:

1. County Councillor

Cllr Henderson reported that Chittlehampton Primary School would be closing at the end of term. DCC were providing free school transport to Umberleigh School, but not to Filleigh.

The police had increased patrols through the village following complaints regarding parking. The police had not found any issues. The police would attend some parish council meetings, and send reports.

He would be speaking to Mr Sables regarding the replacement of the bollards at Bonds Farm.

2. District Councillor

No report received.

8. Litter Bins

NDC were willing to supply and empty the rubbish bins in lay-bys, but needed to know the locations. The Chairman agreed to complete the forms, listing the lay-bys on the four roads into Atherington, together with the lay-by on the A377 and one at the pavilion.

9. Report on Meeting with South Molton Town Council

Details of a meeting with the Clerk and finance officer at south Molton town council had been circulated to councillors. The main points recommended were:

1. To keep updated with HMRC the PC will volunteer to register for VAT online. This is not compulsory but will make the process easier for the Clerk, who will register online with government gateway.
2. VAT will be claimed quarterly.

3. All invoices to be claimed VAT on will need to be addressed to 'Atherington Parish Council'. For any large invoices required to be paid via the PC, a 'donation' of the funds from the ACPF should be paid into the PC account. ie tradesmen ect
4. An accounts package will be sourced for VAT, Xero was suggested as a reasonably priced option and would cover all we would need. The cost of which should be split as a percentage between PC and ACPF.
5. BACS payments will be introduced, in the same way as cheques are currently. All payments will be agreed at the PC meeting, approved and signed by the Chair. The Clerk then makes the payment.
6. CPF is an asset of the PC, conditions of the subcommittee involve at least 2 members of the PC to be on the ACPF who will feedback from meetings and liaise. Should the PC have use of their facilities there will be no charge.

These procedures were agreed.

10. **Highways**

A pothole was reported on Barnstaple Hill, and blocked drains. These had been reported to DCC Highways. Cllr Henderson stressed the importance of making a note of the reference number, in order that he could chase them up if nothing was done.

It was reported that little thought had been given to the placing of traffic lights at Langridgeford. The position of these made it difficult, if not impossible, for HGVs to pull away.

11. **Telephone Kiosk**

The planning department at NDC had advised that the kiosk was listed, and that planning consent would be necessary before it could be.

12. **Planning Applications**

75127 Demolition of barn and erection of holiday unit at Lower Zeal Langridge Ford Atherington
One letter of objection had been received.

It was reported that the building was not redundant, and that it had been in constant use prior to the application being submitted. The description was incorrect, as it was a wooden stable which had been used for the storage of equipment. The applicant had not consulted with the owners of neighbouring properties.

The council felt that the application did not meet the tests set out in the Local Plan Policy DM18 (2). This site was not directly related to any tourism business. There were concerns raised regarding the local highway network and amenity impacts of neighbouring properties. We also noted that this application is for demolition and new build rather than conversion which again was considered contrary to Policy DM18.

In view of the above it was agreed to recommend refusal.

73168 Outline application for erection of 5 no. dwellings with some matters reserved (appearance, landscaping and scale) (amended description, plan, speed traffic data)
at Land Adjacent Coronation Cottages Atherington

It was noted that although this application was better than the previous one, it still involved the removal of a Devon bank and mature trees. It was agreed to suggest that the application should be for a maximum of three dwellings, with additional parking. The number of parking spaces shown on the application was considered insufficient for the number and size of the proposed dwellings, and would add to parking problems in the village.

New Devon banks should be provided to replace those removed.

It was noted that the applicant had not consulted with those in neighbouring properties and those most affected.

75302 Two storey extension to ancillary building at Horse Shoe Barn Boreat Barton Manor High Bickington

It was resolved to recommend approval.

75084 Conversion of car port to self-contained holiday let at Hazelwood Umberleigh

In recommending approval, it was agreed to raise concerns over the poor visibility for vehicles exiting the property.

13. Finance**Payments:****1. Adoption of Accounts**

The balance sheet had been circulated to councillors. This was unanimously agreed and adopted as a true record of the council's financial affairs for the year 2021/22.

2. Completion of Annual Audit Return**1. Certificate of Exemption**

It was agreed to register for a Certificate of Exemption.

2. Annual Governance Statement

The Annual Governance Statement was agreed, completed and signed.

3. Accounting Statement

The Accounting Statement was agreed and signed.

3. Receipt: 50% Precept £2295.00**4. Payments:**

High Bickington & Atherington Repair Café	£ 300.00	Cheque No.868
Gallagher - Insurance renewal	£1408.03	Cheque No 869
Clerk's Salary & expenses	£ 125.00	Cheque No 870

The three accounts were approved for payment.

Atherington Childrens Playing Field	£1000.00	Cheque No. 871
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It was noted that the parish council had agreed in principle a donation of £100 towards the costs of the Platinum Jubilee celebrations.

14. Playing Field

The grand opening of the Zip Wire would take place over the Platinum Jubilee weekend.

15. Correspondence Received

- 1 A377 Road Closure at Ki8ngford from 9 May for 2 weeks. The diversion would be through South Molton. Noted.
2. Notification of a Resilience Forum at Filleigh Village Hall on 23 May. Noted.

16. Items for the next Agenda

Regularity of Council Meetings; s106 Payment; Queen's Platinum Jubilee.

17. Date of next meeting:

Tuesday, 21 June 2022.

Apologies for not being able to attend the next meeting were received from Cllr Boyce and Ms Norman.

There being no further business the Chairman declared the meeting closed at 9:37pm.

Signed
Chairman

Date