



BRADNINCH TOWN COUNCIL
MINUTES

The Guildhall
Bradinch
Exeter, Devon

Meeting of the Bradinch Town Council
Monday 11th September 2023, 7pm, The Guildhall, Bradinch

Present: Cllr S Crawford (Chair), Cllr E Ottery (Vice Chair), Cllr P Andrews, Cllr S Birley, Cllr J Blythe, Cllr P Chambers, Cllr R Lawson, Cllr S Glendinning, Cllr L Mottram, Cllr M Taylor, Cllr L Taylor, Cllr I Wild.

In attendance: Mrs A Marshall, Clerk, and 1 member of the public.

Public Open Session: None.

Town Council Representative on the Town Trust: No report.

Police Matters: No report.

News from Devon County Council and Mid Devon District Council: Reports circulated. Cllr L Taylor had recently attended a Friday night Police patrol which he found to be very informative. Cllr Ottery reported that she had recently filed a Police report on-line, due to having to wait on the telephone for nearly an hour, following reports of a local youth trying to set light to play equipment at the Recreation Ground with a disposable vape. Residents are urged to be vigilant and to report anything suspicious to the Police.

Town Mayor: Report circulated. The Mayors Charity coffee morning dates were confirmed as being December 30th 2023 and February 24th 2024.

23/71 Apologies for absence: None.

23/72 Declarations of Interest relating to items on this agenda: None at this stage.

23/73 Confirmation of Minutes: It was RESOLVED to agree and sign the following meeting minutes as accurate reflections of the meetings held - Full Council meeting of 10th July 2023, Finance Committee meeting of 10th July 2023, Bradinch Youth Centre Trust meeting of 10th July 2023, Annual Property Inspection meeting of 19th July 2023, Planning Committee meeting of 27th July 2023, Extraordinary Full Council meeting of 27th July 2023, Burial Committee meeting of 29th July 2023 and the Allotment Committee meeting of 31st July 2023.

23/74 Finance:

- a) The bank balance as at 31st August 2023 was noted as being £40,053.47
- b) It was RESOLVED to make the payments for August and September and to note the receipts for July and August.
- c) It was RESOLVED not to pay the Catch 77 budgeted donation until requested.
- d) It was noted that the External Auditors report had been received with no issues raised.

23/75 Planning Applications/Decisions:

- a) **23/01251/MFUL** Application - no comment submitted. Variation of conditions of planning permission 19/01679/MFUL solar facility at land east of Langford Mill and Tye Farm, Langford.
- b) **23/01135/NMA** Approved. Proposed non-material amendment, changes to cladding, windows and glazing on porch and extension to include an additional rooflight at 5 Culver Close, Bradinch.
- c) **23/01138/CLP** Approved. Certificate of Lawfulness, rear extension at 22 Westfield, Bradinch.

23/76 Communications received to the date of the meeting:

- a) **Local walk leaflet** – email from a resident. Further to discussion, it was RESOLVED to support and fund the printing of additional leaflets as long as volumes 1 and 2 of the local walk leaflets were merged, a QR code to the Bradinch Town Council website was added and each leaflet had a purchase price of £1. Cllr M Taylor agreed to oversee the sale proceeds, which would be returned to the Council, through sales at the SPAR shop. A quote for 300 leaflets would be requested. Funding up to £500 would be made available from the remaining Growing Community grant.
- b) **Brambles on the footpath opposite 30 Hele Road** – email from a resident. It was RESOLVED that the Clerk would check whether the hedge, thought to be the responsibility of the Duchy of Cornwall, had now been cut back. The Duchy of Cornwall would be advised of the matter and would be asked to put plans in place to have the hedge cut regularly going forward so as to avoid further safety issues.

c) **Hele Road bus stop** – email from a resident. The issue regarding parked cars making it difficult for buses to access pavements at bus stops which makes it awkward for disabled residents to get on and off buses was considered. It was confirmed that the Council had already raised this issue with DCC Highways and due to the loss of parking spaces the extension to double yellow lines would cause, the matter had not been taken forward. It was RESOLVED to pass the details on to the local DCC Highways representative.

d) **Bradninch Football Club – permission for an additional storage container.** It was RESOLVED that if the landowner, being the Duchy of Cornwall, was happy to give permission then the Council would do the same. It was assumed that all relevant storage safety guidelines would be followed by the Football Club.

e) **Beacon Lane bench in need of repair** – email from a resident. It was RESOLVED to ask Trump Engineering for a quote to complete the work.

f) **Guildhall Chamber unavailable day-time Monday to Wednesday** – email from the Town Trust. Cllr Chambers declared an interest due to being a Town Trust Trustee. It was RESOLVED that the Town Trust be asked for a proposal for the use of the Chamber, now and going forward, with regards to the current daytime arrangement and how this would impact on the Council's 'exclusive' use of the Chamber and the annual rent currently being paid. The security and safety implications of the Chamber and its contents would also be raised together with concerns about the strong vapours being used by the business, still very evident during this meeting. Some members of the Council were very concerned about the safety of the very strong vapours being inhaled.

g) **Conservation of the town** – email from a resident. A 'green spaces volunteer group' had been suggested where residents would give time at weekends to help maintain the town's Conservation Area. It was RESOLVED that Cllrs Andrews, Mottram and Birley would aim to set up such a working group, to include the resident, with a view to taking care of areas in the town that were lacking attention and could be improved.

h) **Notification of road closure** – Parsonage Street on 06/12/2023 for South West Water. It was RESOLVED to find out exactly which parts of the road would be closed so that access requirements could be assessed.

i) **Notification of Airband works at Townlands, Ash Cross and Bagmore Hill.** Noted.

j) **Rural Market Town Group** – invitation to join. It was RESOLVED not to join the group.

k) **Hen Street stream clearance** – emails from residents. The Hen Street stream and bank had been cleared by the Council's contractor and two residents had emailed their thanks to the Council for organising the work. The Contractor will continue to tidy the area twice a year going forward. Cllr L Taylor asked for a budget to be considered for future 'one off' clearing sessions in case of need. Cllr Ottery reported that parked cars at the entrance of Hen Street often made access difficult and, as a result, cars had been damaged. Council was reminded that this issue had been discussed at length in the recent past and that it had been resolved to leave the responsibility of parking safely to vehicle owners. Illegal or dangerous parking can be reported to DCC Highways.

l) **Youth Club matter** – email from a resident. Cllr Ottery had provided contact details to a resident wanting to make a complaint to the Youth Club. Not being happy with the response from the Youth Club, the resident had asked the Council for assistance. It was RESOLVED that as the Youth Club is the Council's tenant, the matter falls outside of the Council's remit and so no assistance could be given. The Clerk would respond to the resident accordingly.

m) **Noise complaints, White Lion Inn** – emails from residents. Two complaints had been received from residents with regards to loud music and noise levels over the past weekend. Cllr L Taylor, as District Cllr, had received a further complaint. Whilst the License had not been breached, it was RESOLVED that Cllr L Taylor would meet with the Landlord to advise of the complaints and to ask that consideration be given to residents living nearby going forward. Residents can contact the MDDC Licencing Department on email licencing@middevon.gov.uk with licencing issues or health@middevon.gov.uk with noise complaints.

n) **Drain for surface water in Fore Street** – email from a resident. Following discussion, it was RESOLVED to advise the resident that the Council was unable to help with this enquiry but that DCC Highways should be able to provide the support and information being sought.

o) **Network Rail – Hele flood alleviation scheme.** It was noted that work had been delayed until further notice.

p) **Hedgehog Highway** – enquiry from Sustainable Bradninch. It was RESOLVED that the Council would still be willing to contribute 50% of the £150 funds required in order to purchase the Hedgehog Highway equipment should Sustainable Bradninch wish to cover the remaining funds and run the project.

23/77 D-Day 80th Anniversary 6/6/2024: It was agreed to postpone this item until the next meeting.

23/78 Emergency Plan: Cllr Wild and resident Sue Eakers reported that the new Plan was now considered to be complete. It was RESOLVED to issue a copy to Council and Bradninch Together members for review prior to it being put to full Council for adoption at the next meeting. Once adopted, the plan would be issued to the community and induction training would be arranged. The emergency plan related electrical work at the Guildhall, to enable a generator to be used, had now been completed. Sue was again thanked for all her ongoing help with this project.

23/79 DCC Highways:

a) **Vehicle Activated Speed Sign (VAS)** – DCC had agreed the suggested sites for the two poles which would hold the speed sign, along West End Road and Hele Road, and would now prepare a quote for the sign and pole installation for Council consideration. Once confirmed, the poles would be installed and the sign ordered. The cost would be in the region of £3,500 which, it was confirmed, the Council holds in reserves for this project. It was RESOLVED to enquire as to whether the recommended sign could be changed from 30mph to 20mph in case of need.

b) **Townlands steps to ramp** – Cllr L Taylor reported that a residents consultation was in progress and that any objection would prevent the project from moving forward. Funding would need to be sourced by the Council and ownership and responsibility of a new ramp would fall to the Town Council if not taken on by DCC Highways. Cllr Ottery had received a pledge from a resident to complete the work for the cost of materials only. Cllr L Taylor agreed to push the matter forward.

c) **DCC Stakeholder Liaison Team.** Noted.

23/80 Footpaths: DCC had looked into the work required to make good footpath 3, from the Cemetery to Hele Road, and was in the process of considering which County project could be postponed in order to find funding to move forward with the footpath 3 works. DCC would be meeting with its Contractor on site next week to plan the work required. Cllr Andrews volunteered to be in attendance. It was RESOLVED to agree the annual footpath report as accurate and to submit it to DCC.

23/81 Trees: The Fore Street trees had been professionally inspected and the resulting advice and a quote to pollard the trees were considered. Council was reminded that it only has responsibility for the trees on the Guildhall side of the street as the trees on the opposite side are privately owned. It was RESOLVED to accept the advice and the quote and to arrange for the work to be completed in early 2024 after the Christmas lights had been taken down. The Clerk would contact the owners of the privately owned trees to advise of the pending work and to offer the services of the Contractor for their own use. With regards to checking the safety of Oak trees in Westfield, difficulties in tracing the owners meant that enquiries were ongoing.

23/82 Committees: It was RESOLVED to give permission to the Recreation and Amenities Committee to carry out the annual inspection of West End Hall from this year onwards (the approval of the Youth Leader should be sought if applicable). Cllr Ottery reported graffiti in the Townlands bus stop and it was RESOLVED that the Clerk would ask the Caretaker to remove this. Cllr Wild reported that consideration was still being given to the correct course of action to take with regards to the removal of ivy from the Yew trees in the Churchyard. Allotments – the recently scheduled meeting had been postponed due to illness. Finance and Planning – no updates.

23/83 Town Visitor Board: Following slight amendment to the suggested wording, it was RESOLVED to agree the visitor board content and to submit this to MDDC. It was confirmed that the board is due to be sited near to the thatched bus shelter and that MDDC is dealing with the required permissions.

23/84 New Website: A resident had offered content on various Wars for the website and it was RESOLVED to accept this. Cllr Wild asked for any outstanding training to be completed. Discussion on adding content from local organisations was pending.

23/85 Cricket Club Lease: Bradninch Cricket Club had confirmed that it had merged with Kentisbeare Cricket Club in February of this year and had asked Council for advice on the amendments to the Lease. It was RESOLVED to advise the Cricket Club that it should seek independent legal advice on the way forward for the Lease. Cllr Glendinning volunteered to oversee moving the matter forward.

23/86 General Data Protection Policy and Privacy Policy regular review: It was RESOLVED to continue with the existing policies until further notice subject to a small update to the Privacy Policy as advised by Cllr Chambers.

23/87 PART 2: It was RESOLVED to enter into part 2 due to the sensitive nature of the business to be discussed, see below items a-d, and in accordance with the Public Bodies (Admission to Meetings) Act, and the Local Government Act 1972, the press and public will be asked to leave the meeting -

a) **Clerk annual review** – circulated and noted.

b) **Caretaker annual review** – circulated and noted. Cllr Birley (with the Clerk and Cllr Andrews) volunteered to cover the Caretakers daily checks of the Recreation Ground during his weeks holiday.

c) **Painting of the goal posts and slide at the Recreation Ground.** Cllr Glendinning declared an interest due to being related to one of the Contractors. Following a review of the quotes received, it was RESOLVED to accept the quote from J Dowrick.

d) **Anti-graffiti treatment for the wooden shelter at the Recreation Ground.** Following a review of the quotes received, it was RESOLVED to accept the quote from J Dowrick.

23/88 Events, comments, updates:

a) Action/Project Register - updated and circulated.

b) Remembrance Sunday – Cllr Birley confirmed that he would be overseeing the event again this year and that the service would be held at St Disens.

c) Town Fair - Cllr Mottram declared an interest due to being a member of the Town Fair committee. The Council was pleased to be involved with the Fair, to have contributed funding and to have its logo used. Cllr Crawford would re-issue the Council rota. The event will run from 12-4pm on 16th September 2023. The Council is covering the 'feed the clown' and 'splat the rat' stalls with donations going to the Chairman's charity. Cllr Glendinning asked for volunteers this Wednesday, from 2pm, to help put up a tent for the Circus Skills act.

d) Christmas Lights Working Group - Cllr L Taylor asked for any volunteers to get in touch with him.

e) Training for new Councillors – arranged for next Tuesday, 7.30pm, at the Guildhall for Cllrs Lawson and Mottram.

f) Townlands play park new equipment – Cllr Birley had taken delivery of the new picnic tables and benches which would be installed shortly with the help of Cllrs Crawford, Ottery, Glendinning and Andrews.

g) Register of Interest forms – Cllrs Ottery, Mottram, Andrews and Lawson were reminded to complete and submit their forms to MDDC as a matter of urgency.

h) Field for sale - Cllr L Taylor shared a rumour in connection with the possibility of a field coming up for sale which could be used for car parking. Cllr Birley volunteered to investigate.

i) Car Sharing Scheme - Cllr Mottram asked for this matter to be put on a future agenda for Council consideration.

j) Bradinch Rugby Club artifact - Cllr Blythe reported that a resident had offered to donate a walking stick, connected with the old rugby club, for safe keeping. The resident would be directed to the Town Trust.

23/89 Next Town Council meeting: Monday October 9th 2023

The meeting closed at 10.14pm

PAYMENTS AUGUST/SEPTEMBER 2023		£	VAT	RECEIPTS JULY/AUGUST 2023		£
Staff salaries net	Paid August	1,702.61	n/a VAT	Bank Interest	July	18.51
Staff salaries net	Sept	1,702.61			Aug	20.17
Peninsula Pensions Paid August	Employee	85.37	n/a VAT	Burial Fees	July	0
	Employer	322.34			Aug	0
Peninsula Pensions Sept	Employee	85.37				
	Employer	322.34				
HMRC	Aug	325.57	n/a VAT	Allotment Fees	July	0
HMRC	Sept	325.57			Aug	30.00
Clerk expenses	Aug	104.26	Inc VAT	MDDC S106 Townlands		2,368.00
Clerk expenses	Sept	80.48		MDDC S106 Roundabout		3,677.56
C Crawford raffle prize Mayors Fund	Sept	14.00	n/a VAT	DCC P3 Footpaths		500.00
R&R Services (weed spraying)	Aug	854.86	Inc VAT	HMRC VAT reclaim		887.25
CloudNext annual payment (website)	Aug	119.98	Incl VAT			
Catch 77	Sept	2000.00	n/a VAT			
Emergency Plan electricity work (grant)	Sept	385.43	Incl VAT			

NBB Recycled Furniture (Townlands)	Sept	2,841.60	Incl VAT		
PKF Littlejohn LLP (external audit)	Aug	378.00	Incl VAT		
SWW Allotments 28/4/23 - 13/7/2023	Aug	106.96	n/a VAT		
SWW Churchyard 20/4/23 - 13/7/2023	Aug	19.27	n/a VAT		
Faulkner & Neal - Circus Skills Town Fair	Sept	360.00	n/a VAT		
Bouncy Castle Town Fair Mayors Fund	Sept	150.00	n/a VAT		
Bradinch Bolt prizes Mayors Fund	Sept	70.00	n/a VAT		
Information Commissioners Office (ICO)					
annual direct debit due 15/10/23	Oct	35.00	n/a VAT		
Fine Memorials – number amendment	Sept	60.00	Incl VAT		
Duchy of Cornwall annual rents					
Bithywind Allotment site	Sept	408.00	Incl VAT		
Football Field site	Sept	408.00	Incl VAT		

End.

DRAFT