

**GEORGEHAM PARISH COUNCIL.**

PARISH CLERK: MRS SUE KEANE, LAUREL HOUSE, 47 BICKINGTON LODGE, BARNSTAPLE,  
EX31 2LH

email: clerk@georgehamparishcouncil.gov.uk

**TO: ALL COUNCILLORS:** You are summoned to a Parish Council Meeting on Thursday, 30 May 2024  
in Georgeham Village Hall at 6pm.

Sue Keane, Parish Clerk 24.05.24

**Please read the notices below.**

**Members of the public wishing to speak to any item on the Agenda may do so under 'Representations from the Public' at item 15 of this meeting. The time limit for speaking is limited to 3 minutes. The public are not permitted, under Standing Orders, to speak or take part in the meeting before or after this item.**

If members of the public wish to have further information on items mentioned on this Agenda, please contact the Clerk, details above.

No.	Item
1	<b>Election of Chairman</b> Proposed Seconded Vote
2	<b>Chairman to read and sign Declaration of Acceptance of Office</b>
3	<b>Election of Vice Chairman</b> Proposed Seconded Vote
4	<b>Vice Chairman to read and sign Declaration of Acceptance of Office</b>
5	<b>Apologies</b> Councillor Hare is unable to attend the meeting and sends his apologies
6	<b>Chairman's welcome to the newly elected Council members Tina Luxton and Jim Collins</b>
7	<b>Councillors to agree that communications are sent by email. This is required to be ratified on an annual basis.</b> The Clerk will have a form for signature by each Councillor. Proposed Seconded Vote
8	<b>Skills Audit.</b> Elected Councillors have been circulated with the form for completion ahead of the meeting to assist in the next item.
9	<b>Election of Parish Representatives: The Councillor who currently holds this post is shown.</b>  <ul style="list-style-type: none"><li>• Croyde Play Park Inspections N.Zarza</li><li>• Croyde Skateboard Park S Maddocks</li><li>• Georgeham Play Area Inspections N Zarza</li><li>• Croyde Village Hall S Maddocks</li></ul>

	<ul style="list-style-type: none"> <li>• Georgeham Village Hall E Williams</li> <li>• Georgeham Relief in Need Charity</li> <li>• Croyde Surf Life Saving Club R Hare</li> <li>• Academy of Beach Sports R Hare</li> <li>• North Devon Surf Coast World Surfing Reserve R Hare</li> <li>• Snow Warden S Maddocks</li> <li>• Highways / potholes J Cox</li> <li>• Community Land Trust J Young</li> <li>• Neighbourhood Plan M Beaumont</li> <li>• Parish Footpaths J Young</li> <li>• Climate Emergency Group J Cox</li> <li>• Website N Zarza</li> <li>• St George’s Churchyard M Beaumont</li> <li>• Environment E Williams</li> <li>• Glebe Field EV charger liaison</li> <li>• Inspection of Parish Council assets*</li> <li>• Broadband N Zarza</li> <li>• Police Councillor Advocate Scheme J Cox</li> </ul> <p>*Public toilet in Georgeham, Cemetery, notice boards, Parish seats, dog bins, signs.</p>
10	<p><b>Formation of Sub Committees and appointment of Councillors / Terms of Reference:</b></p> <p>(1) Finance – to meet on a quarterly basis</p> <p>(2) HR – to meet to carry out the Clerk’s annual appraisal</p> <p>Proposed Seconded Vote</p>
11	<p><b>To identify any training needs for Councillors.</b></p> <p>Refer to skills audit forms</p>
12	<p><b>Compliance.</b> To review and approve the following documents which have been circulated to Councillors ahead of the meeting for studying:</p> <p>Please note the ones marked with * have already been reviewed and approved</p> <ul style="list-style-type: none"> <li>▪ Standing Orders*</li> <li>▪ Financial Regulations - new for 2024</li> <li>▪ General Risk Assessment*</li> <li>▪ Freedom of Information Act Publication Scheme</li> <li>▪ Equal Opportunities Policy</li> <li>▪ Complaints Procedure</li> <li>▪ Protocol for Filming and Recording</li> <li>▪ Fixed Assets*</li> <li>▪ Data Privacy Policy</li> <li>▪ Data Protection Policy</li> <li>▪ Dignity at Work / Bullying and Harassment</li> <li>▪ Disciplinary Policy</li> <li>▪ Grievance Policy</li> <li>▪ Retention of Documents Policy</li> <li>▪ Safeguarding Policy</li> <li>▪ Sickness and Absence Policy</li> <li>▪ Subject Access Requests Policy</li> <li>▪ Grant Giving Policy</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Environment Policy</li> </ul> <p>It is expected that the above will be approved en bloc.</p> <p>Proposed Seconded Vote</p>
13	<p>Notice of public rights and publication of AGAR To be published 31 May commencing on (c) <b>Monday 3 June 2023</b></p> <p>and ending on (d) <b>Friday 12 July 2023</b></p>
14	<p><b>Banking Arrangements – Payments by BACS.</b> To be ratified on an annual basis:</p> <ol style="list-style-type: none"> <li>1. Councillor to approve payments agreed at a Parish Council meeting</li> <li>2. Designated Councillor to authorize payments through online banking agreed at a Parish Council meeting</li> <li>3. Payments under £1,000 can be made by the clerk and ratified at the next Council meeting if required.</li> </ol> <p>Proposed Seconded Vote</p> <p><b>Payment by DD for regular services e.g electricity, water</b></p> <ol style="list-style-type: none"> <li>1. Payments shown on agenda and minuted</li> </ol> <p>Proposed Seconded Vote</p>
15	<p><b>Representations from the public.</b> <b>14.1 From Councillor Williams</b> I have received a complaint from a parishioner about parking in the low lying area outside Skirr, Clare and one other cottage. The complainant says that local people habitually use the space when parking to go to the church but that there is a notice there implying that Clare Cottage owns the space and the right to park there.</p> <p style="text-align: center;"><b><u>The public are only permitted to speak or take part in the meeting during this item.</u></b></p>
16	<b>To consider responses to matters raised under Public Participation.</b>
16.1	<b>Parking outside Skirr</b>
17	<b>Declarations of Interest.</b>
18	<p><b>Planning</b> Councillor Maddocks in his capacity as North Devon Councillor states that any opinions expressed during discussions of the following planning applications represent a preliminary view and he will naturally reconsider the application fresh when presented all the facts at principle level.</p> <p><b>To consider the following Applications:</b></p>

19	<b>Planning Correspondence</b>
	<p><b>Notifications</b></p> <p><b>78671</b> Land off Crowborough Road Georgeham Devon Eastings:246889 Northings:139734 Prior notification for extension to agricultural shed to store equipment, hay and feed</p> <p><b>78680</b> Land to rear of 7 Millers Brook Croyde Braunton Devon EX33 1PQ Application for a lawful development certificate for commencement of building works relating to planning permission 62315</p> <p><b>78689</b> Crowborough Farm Georgeham Braunton Devon EX33 1JZ Prior notification for erection of 2 polytunnels for cut flower growing business</p> <p><b>Planning decisions</b></p> <p><b>78394/95</b> The Thatch 14 Hobbs Hill Croyde Braunton Devon EX33 1LZ Erection of a new roof over existing cellar <b>Approved</b></p> <p><b>78505</b> Barn at Denham Farm North Buckland Braunton Devon EX33 1HY Demolition of redundant agricultural building and erection of one new dwelling (following Class Q approval 77146) and associated works <b>Approved</b></p> <p><b>78387</b> Black Rock Putsborough Braunton Devon EX33 1LD Erection of garden studio Decision: <b>Approved</b></p> <p><b>77697</b> Croyde Bridge Bus Stop Hobbs Hill Croyde Braunton Devon EX33 1LZ <b>Approved</b></p> <p><b>78501</b> Land South East of Bottoms Lane Easting:247427 Northing:139253 Darracott Georgeham Braunton Devon EX33 1JY Demolition of barns &amp; equestrian buildings and erection of a self-build, local needs dwelling, associated parking and landscaping <b>Declined to determine</b></p> <p><b>78327</b> 9 Burrows Farm West Watery Lane Croyde Braunton Devon EX33 1NQ Notification of works to trees in a conservation area in respect of removal to ground level of 8x Elm Trees (T1-8), lateral branch reduction of 3x Sycamore Trees (T9-11) and 1x Willow tree (T12) <b>Deemed consent</b></p>

20	<b>Finance.</b>																																																						
	<p><b>Balances.</b></p> <p>Lloyds Bank Treasurers Account as at 25.05.24: £</p> <p>Lloyds Bank Business Instant Access Savings Account as at 25.05.24: £</p> <p>NS&amp;I savings and Investment</p> <p>Trustees of Georgeham Playing Fields as at £</p>																																																						
20.1	<p><b>To approve the following payments by BACS:</b></p> <table border="1"> <tr> <td><b>Scribe</b></td> <td>Accounts software renewal</td> <td><b>£792.00</b></td> </tr> <tr> <td><b>Georgeham Village Hall</b></td> <td>Hall hire 4 Jan – 30 April 2024</td> <td><b>£104.00</b></td> </tr> <tr> <td><b>NDC</b></td> <td>Salary recharge backdated and inc 7.72admin fee</td> <td><b>£1,937.00</b></td> </tr> <tr> <td><b>Barum Friend</b></td> <td>Croyde Play Area security checks for April</td> <td><b>£230.00</b></td> </tr> <tr> <td><b>Dewar Planning</b></td> <td>Additional work on the bus stop application</td> <td><b>£300.00</b></td> </tr> <tr> <td><b>Lee Rulton</b></td> <td>G'Ham grass cutting</td> <td><b>£1,350.00</b></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>Agree a Councillor to authorise payments</b></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table> <p><b>Ratification of the following DD payments from 19 April to 25 May 2024:</b></p> <table border="1"> <tr> <td><b>BT</b></td> <td>Broadband inv</td> <td><b>£39.72</b></td> </tr> <tr> <td><b>EDF</b></td> <td>G'Ham Glebe Field/car park electricity</td> <td><b>£138.00</b></td> </tr> <tr> <td><b>Source Water</b></td> <td>G'Ham playing field/Pavilion water</td> <td><b>£38.47</b></td> </tr> <tr> <td><b>PWLB</b></td> <td>Public Loan (6 monthly)</td> <td><b>£2798.75</b></td> </tr> <tr> <td><b>Card payment</b></td> <td></td> <td></td> </tr> <tr> <td><b>Training (clerk)</b></td> <td>Charity Trust Duties</td> <td><b>£95.00</b></td> </tr> <tr> <td><b>BJ's</b></td> <td>Stationery</td> <td><b>£17.96</b></td> </tr> </table> <p>EDF Car park/glebe field currently paying £138 on 15<sup>th</sup> of each month, we are £460 in credit.  <b>Suggest reducing DD to £70.</b> I've moved to 30min meter readings at no charge but better billing.</p> <p>Playing fields seems OK, no change required. No opportunity for a smart meter as yet</p>	<b>Scribe</b>	Accounts software renewal	<b>£792.00</b>	<b>Georgeham Village Hall</b>	Hall hire 4 Jan – 30 April 2024	<b>£104.00</b>	<b>NDC</b>	Salary recharge backdated and inc 7.72admin fee	<b>£1,937.00</b>	<b>Barum Friend</b>	Croyde Play Area security checks for April	<b>£230.00</b>	<b>Dewar Planning</b>	Additional work on the bus stop application	<b>£300.00</b>	<b>Lee Rulton</b>	G'Ham grass cutting	<b>£1,350.00</b>											<b>Agree a Councillor to authorise payments</b>					<b>BT</b>	Broadband inv	<b>£39.72</b>	<b>EDF</b>	G'Ham Glebe Field/car park electricity	<b>£138.00</b>	<b>Source Water</b>	G'Ham playing field/Pavilion water	<b>£38.47</b>	<b>PWLB</b>	Public Loan (6 monthly)	<b>£2798.75</b>	<b>Card payment</b>			<b>Training (clerk)</b>	Charity Trust Duties	<b>£95.00</b>	<b>BJ's</b>	Stationery	<b>£17.96</b>
<b>Scribe</b>	Accounts software renewal	<b>£792.00</b>																																																					
<b>Georgeham Village Hall</b>	Hall hire 4 Jan – 30 April 2024	<b>£104.00</b>																																																					
<b>NDC</b>	Salary recharge backdated and inc 7.72admin fee	<b>£1,937.00</b>																																																					
<b>Barum Friend</b>	Croyde Play Area security checks for April	<b>£230.00</b>																																																					
<b>Dewar Planning</b>	Additional work on the bus stop application	<b>£300.00</b>																																																					
<b>Lee Rulton</b>	G'Ham grass cutting	<b>£1,350.00</b>																																																					
	<b>Agree a Councillor to authorise payments</b>																																																						
<b>BT</b>	Broadband inv	<b>£39.72</b>																																																					
<b>EDF</b>	G'Ham Glebe Field/car park electricity	<b>£138.00</b>																																																					
<b>Source Water</b>	G'Ham playing field/Pavilion water	<b>£38.47</b>																																																					
<b>PWLB</b>	Public Loan (6 monthly)	<b>£2798.75</b>																																																					
<b>Card payment</b>																																																							
<b>Training (clerk)</b>	Charity Trust Duties	<b>£95.00</b>																																																					
<b>BJ's</b>	Stationery	<b>£17.96</b>																																																					

22	<b>Review of the budget and approval of AGAR documents after internal audit</b> Reports to be circulated in advance of the meeting.
23	<b>Matters arising from minutes of the last meeting</b>
23.1	<b>Review and agree Football Club licence</b> Licence updated by Councillor Young and circulated before the meeting.
23.2	<b>Summer Community Garden Party</b> Date agreed – Friday 21st June End of school day (4pm) \up at playing fields WI to provide refreshments, people offered to put up a gazebo etc People to invite – same list as APM, anyone else? Assign tasks
24	<b>Correspondence</b>
24.1	Email from Adrian Bryant Braunton parish councillor Ref Guardian article <a href="https://www.theguardian.com/environment/article/2024/may/16/cycle-network-strawberry-line-somerset-volunteers?">https://www.theguardian.com/environment/article/2024/may/16/cycle-network-strawberry-line-somerset-volunteers?</a> Please can Georgeham Parish Council ask Devon County Council to allow community cycle path construction, so projects like the Tarka Trail between Willingcott and Knowle can be completed? Thanks, Adrian Bryant Braunton parish councillor
24.2	<b>Email from Braunton regarding the wind farm proposal application 77576</b> 2 letters from Save our Sands We believe your community have a right to know the facts and ask all the parishes of North Devon to call parish council meetings, update the communities on the risks posed and support our North Devon Council's call to withdraw the application.
25	<b>Urgent items raised by the Chair</b>
26	<b>Items raised by the clerk/councillors</b>
27	<b>Approval of the Minutes of the Parish Council Meeting held on 25 April and 1<sup>st</sup> May 2024</b>
28.	<b>Reports.</b>
28.1	<b>County Councillor Maskell</b>
28.2	<b>District Councillors Maddocks and Maskell</b> Report from Councillor Maskell regarding on street parking and potential licensing of street traders in Croyde. Councillor Maddocks and I had a meeting with Head of Licencing from North Devon council to see if there is anything which we can do. We have discussed some ideas, there were a couple of things which have worked in other areas which she is going to look into. We are working with the district council to see what legal routes we can take to control unlicensed trading along Moor Lane
28.3	<b>Croyde Play Park. Councillor Zarza</b> Clerk waiting on response from NDC on new litter bin request near Combas Lane – has been chased.
28.4	<b>Croyde Skate Park Councillor Maddocks</b>

28.5	<b>Georgeham Play Area. Councillor Zarza</b>
28.6	<b>Potholes. Councillor Cox</b>
28.7	<b>P3 Parish Footpaths – Councillor Young</b> 2023/24 Financial Report and grant bids are with Public Rights of Way. Councillor Young has requested an update.
28.8	<b>Defibrillator check E Huggett</b> All well with the defibrillator Ms Huggett is available to hand over the checking process between 4 <sup>th</sup> and 20 <sup>th</sup> June.
28.9	<b>St George's Churchyard</b> Update from Councillor Beaumont  Bird boxes – update from Councillor Cox
28.10	<b>Cemetery</b> Clerk – 2024 regulations now published. Confirmation GPC are not paying sewerage. Summerhouse repairs Pillar repairs
	<b>Croyde bus shelter</b> Planning permission agreed under application 77697 Thanks go to Councillor Williams for her persistence and hard work to get this agreed.
28.11	<b>Pavilion</b> S106 expression of interest with NDC, awaiting a response
29	<b>Dates of meetings for the 2024/25 Municipal Year.</b> The following have been booked at Georgeham Village Hall, all on Thursdays at 6pm in Georgeham Village Hall. 4 Jan; 25 Jan; 29 Feb; 21 Mar; 28 Mar; 25 Apr; 30 May; 27 June; 25 July; 29 August; 26 September; 31 October; 28 November 2024  More dates need to be agreed and scheduled including community engagement events and Annual Parish Meeting 2025
30	<b>Part II Confidential.</b>
30.1	<b>Minutes of last Part II meeting approved</b>
32	<b>Date of next meeting: Thursday, 27 June 2024 in Georgeham Village Hall at 6pm</b>
33	<b>Misc</b>