

**Minutes of Georgeham Parish Council Meeting held on Thursday, 30 May 2024
in Georgeham Village Hall at 6pm.**

Chaired by: Councillor M Beaumont		Clerked by: Sue Keane
Present: Councillors M Beaumont Dr E Williams S Maddocks N Zarza J Young J Cox T Luxton J Collins		Agenda: - Representations from the public Voting of Chair and Vice-Chair Review of year end documents Financial and AGAR review Apologies Declarations of Interest Approval of the Part I Minutes of the Parish Council Meeting held on 28 March 2024 Reports Planning Planning Correspondence Finance To consider responses to matters raised under Public Participation Matters Arising from the Minutes of the meeting held on 25 April 2024 Correspondence Urgent items raised by the Chairman Items raised by Councillors / Clerk Part II Confidential including the approval of the Part II Confidential Minutes of 25 April 2024 Date and time of next meeting
15	Election of Chair and Vice-Chair	
15.1	Election of Chairman Councillor Luxton proposed Councillor Beaumont to stand again Seconded Councillor Maddocks Vote - agreed unanimously	
15.2	Chairman read and signed Declaration of Acceptance of Office	
15.3	Election of Vice Chairman Councillor Zarza proposed Councillor Williams to stand again Seconded Councillor Luxton Vote – agreed unanimously	
15.4	Vice Chairman read and signed Declaration of Acceptance of Office	
16	Apologies Councillor Hare is unable to attend the meeting and sends his apologies	
	Chairman's welcome to the newly elected Council members Tina Luxton and Jim Collins	
17	Representations from the public	
17.1	A representative from Georgeham Football Club spoke to introduce himself and provide an update on the club who will be celebrating their 100 th anniversary this year.	

<p>17.2</p> <p>17.3</p>	<p>Representation from the owner of Stoned Pizza, providing and overview of their plans for the business and the benefits that they feel the company brings to the area. These included local employment and support of local suppliers. They also reported some abusive and aggressive behaviour towards their staff from members of the public along with acts of vandalism.</p> <p>Parking outside various locations in Georgeham It has been reported to Councillor Williams by members of the public that local house owners are putting up notices claiming rights to street parking attached to a property when it is just standard on street parking for any member of the public. One of these locations would appear to represent a danger to pedestrians particularly school children as it is blocking a road entrance on the school route.</p>
<p>18</p> <p>18.1</p> <p>18.2</p> <p>18.3</p>	<p>To consider responses to matters raised under Public Participation. The Council appreciated meeting with a representative from the Football Club and offered their congratulations on the 100th anniversary. An updated copy of the licence agreement has gone out (see item 32.1 later in these minutes) and a club representative will liaise with Councillor Maddocks and/or the clerk on upcoming fixtures. Councillor Maddocks has kindly donated a roller for the pitch, the Council has also gifted a shed to the club for storage of their equipment. It should be noted the cost of maintaining the pitch, plus water, electricity and cleaning is greater than the fee charged to the club and the Council are happy to support the club in this manner.</p> <p>Response to Stoned Pizza representative. The Council thanked them for taking the time to come in and provide an update. The planning application will be reviewed and commented on in the usual manner once it has been submitted to North Devon Planning and it would be inappropriate to comment on any potential plans. The Council were unaware of any illegal activities being carried out and would condemn such activities in any circumstances.</p> <p>Parking outside various locations in Georgeham Councillor Luxton will produce a report and pass that on along with photographs to the Clerk who will email highways and copy County Councillor Maskell on the correspondence. Councillor Maddocks will chase up Highways regarding double yellow lines on road into car park in Croyde. The entrance has been resurfaced and the lines not replaced which is allowing cars to park and block the entrance.</p>
<p>19</p>	<p>Skills audit. A form was circulated prior to the meeting and all Councillors have updated their confidential information.</p>
<p>20</p>	<p>Election of Parish Representatives:</p> <ul style="list-style-type: none"> • Croyde Play Park Inspections N.Zarza • Croyde Skateboard Park S Maddocks • Georgeham Play Area Inspections N Zarza • Croyde Village Hall S Maddocks • Georgeham Village Hall N Zarza • Georgeham Relief in Need Charity T Luxton • Defibrillator T Luxton • Croyde Surf Life Saving Club R Hare • Academy of Beach Sports R Hare • North Devon Surf Coast World Surfing Reserve R Hare • Snow Warden S Maddocks • Highways / potholes J Cox • Community Land Trust J Young • Neighbourhood Plan M Beaumont

	<ul style="list-style-type: none"> • Parish Footpaths • Climate Emergency Group • Website • St George's Churchyard • Environment • Glebe Field EV charger liaison • Inspection of Parish Council assets* • Broadband • Police Councillor Advocate Scheme <p>*Public toilet in Georgeham, Cemetery, notice boards, Parish seats, dog bins, signs. It was noted that the public toilets were needing a lot of repairs due to misuse and a cost analysis needed to be carried out - clerk</p>	<p>J Young J Cox N Zarza M Beaumont E Williams Clerk J Collins N Zarza J Cox</p>
21	<p>Formation of Sub Committees and appointment of Councillors / Terms of Reference: It was agreed that as a small council there was no need for sub committees and as in the past there would be the occasional formation of a working group that would report back to the full council for ratification of any actions or decisions. The finance working party would continue in same way as before and be made up of Chair (Councillor Beaumont) Vice-Chair (Councillor Williams) plus Councillors Zarza and Collins.</p>	
22	<p>Identification of any training needs for Councillors. With reference to skills audit forms the clerk will point out any useful training being offered and book councillors on to any courses they request to attend, with the allocated budget.</p>	
23	<p>Compliance. Reviewed and approved the following documents (other than Financial Regulations which have been circulated to Councillors ahead of the meeting for studying:</p> <ul style="list-style-type: none"> ▪ Standing Orders ▪ Financial Regulations - new for 2024, approval to be carried forward to meeting 27 June. Regulations to be reviewed by the finance committee on 13 June Thursday ▪ General Risk Assessment ▪ Freedom of Information Act Publication Scheme ▪ Equal Opportunities Policy ▪ Complaints Procedure ▪ Protocol for Filming and Recording ▪ Fixed Assets* ▪ Data Privacy Policy ▪ Data Protection Policy ▪ Dignity at Work / Bullying and Harassment ▪ Disciplinary Policy ▪ Grievance Policy ▪ Retention of Documents Policy ▪ Safeguarding Policy ▪ Sickness and Absence Policy ▪ Subject Access Requests Policy ▪ Grant Giving Policy ▪ Environment Policy <p>Proposed to approve apart from Financial Regulations Councillor Beaumont Seconded Councillor Williams Vote – unanimously agreed</p>	
24	<p>Notice of public rights and publication of AGAR Published on Council website 31 May commencing on (c) Monday 3 June 2023</p>	

	and ending on (d) Friday 12 July 2023
25	<p>Banking Arrangements – Payments by BACS. To be ratified on an annual basis:</p> <ol style="list-style-type: none"> 1. Council to approve online payments agreed and minuted at a Parish Council meeting 2. Designated Councillor to authorize payments through online banking agreed at a Parish Council meeting 3. Payments under £1,000 can be made by the clerk and ratified at the next Council meeting if required. This amount may be changed following the review of 2024 Financial Regulations. 4. Confirm bank signatories and replace when councillors retire <p>Proposed Councillor Luxton Seconded Councillor Young Vote - unanimously agreed</p> <p>Payment by Direct Debit for regular services e.g electricity, water</p> <ol style="list-style-type: none"> 1. Payments shown on agenda and minuted. <p>Proposed Councillor Luxton Seconded Councillor Vote - unanimously agreed.</p>
26	Declarations of Interest.
27	<p>Planning 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>There were no new planning applications to review on this occasion</p>
28	<p>Planning correspondence 78671 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>78680 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 Councillor Maddocks reported – work started gateway and drainage in plus concrete footings. Councillor Williams pointed out that the Wildlife Report was from 2016 and should be redone as its out of date. The Clerk will pass this information on to NDC.</p> <p>78689 Crowborough Farm Georgeham Braunton Devon EX33 1JZ Prior notification for erection of 2 polytunnels for cut flower growing business</p> <p>Planning decisions</p> <p>78394/95 The Thatch 14 Hobbs Hill Croyde Braunton Devon EX33 1LZ Erection of a new roof over existing cellar Approved</p> <p>78505 Barn at Denham Farm North Buckland Braunton Devon EX33 1HY</p>

	<p>Demolition of redundant agricultural building and erection of one new dwelling (following Class Q approval 77146) and associated works Approved</p> <p>78387 Black Rock Putsborough Braunton Devon EX33 1LD Erection of garden studio Decision: Approved</p> <p>77697 Croyde Bridge Bus Stop Hobbs Hill Croyde Braunton Devon EX33 1LZ Approved</p> <p>78501 Land South East of Bottoms Lane Easting:247427 Northing:139253 Darracott Georgeham Braunton Devon EX33 1JY Demolition of barns & equestrian buildings and erection of a self-build, local needs dwelling, associated parking and landscaping Declined to determine</p> <p>78327 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) Deemed consent</p>																								
29	Finance.																								
	<p>Balances.</p> <p>Lloyds Bank Treasurers Account as at 25.05.24: £4,394.52</p> <p>Lloyds Bank Business Instant Access Savings Account as at 25.05.24: £103,042.97</p>																								
29.1	<p>To approve the following payments by BACS:</p> <table border="1" data-bbox="231 1368 1490 1917"> <tr> <td>Scribe</td> <td>Accounts software renewal</td> <td>£792.00</td> </tr> <tr> <td>Georgeham Village Hall</td> <td>Hall hire 4 Jan – 30 April 2024</td> <td>£104.00</td> </tr> <tr> <td>NDC</td> <td>Salary recharge backdated and inc 7.72admin fee</td> <td>£1,937.00</td> </tr> <tr> <td>Barum Friend</td> <td>Croyde Play Area security checks for April</td> <td>£230.00</td> </tr> <tr> <td>Dewar Planning</td> <td>Additional work on the bus stop application</td> <td>£300.00</td> </tr> <tr> <td>Lee Rulton</td> <td>G'Ham grass cutting</td> <td>£1,350.00</td> </tr> <tr> <td>Gary Court</td> <td>Moss off Pavilion roof and parking lines</td> <td>£460.00</td> </tr> <tr> <td></td> <td>Councillor Zarza to authorise payments</td> <td></td> </tr> </table> <p>Ratification of the following DD payments from 19 April to 25 May 2024:</p>	Scribe	Accounts software renewal	£792.00	Georgeham Village Hall	Hall hire 4 Jan – 30 April 2024	£104.00	NDC	Salary recharge backdated and inc 7.72admin fee	£1,937.00	Barum Friend	Croyde Play Area security checks for April	£230.00	Dewar Planning	Additional work on the bus stop application	£300.00	Lee Rulton	G'Ham grass cutting	£1,350.00	Gary Court	Moss off Pavilion roof and parking lines	£460.00		Councillor Zarza to authorise payments	
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	BT	Broadband inv	£39.72
	EDF	G'Ham Glebe Field/car park electricity	£138.00
	Source Water	G'Ham playing field/Pavilion water	£38.47
	PWLB	Public Loan (6 monthly)	£2798.75
	Card payment		
	Training (clerk)	Charity Trust Duties	£95.00
	BJ's	Stationery	£17.96
	<p>Agreement on payments. Proposed Councillor Williams Seconded Councillor Young Vote – unanimously agreed</p> <p>EDF Car park/glebe field currently paying £138 on 15th of each month, leaving council £180 in credit. Suggest reducing DD to £70. Moved to 30min meter readings at no charge but better billing.</p>		
30	<p>Review of the budget and approval of AGAR documents after internal audit Reports to be circulated in advance of the meeting.</p> <p>AGAR internal audit and report signed by Chair and Clerk and can now go online.</p>		
31	Matters arising from minutes of the last meeting		
31.1	<p>Review and agree Football Club licence Licence updated by Councillor Young and circulated before the meeting. Agreement to accept the updated licence. Proposed Councillor Maddocks Seconded Councillor Williams Vote - unanimously agreed</p> <p>It was proposed the Council should charge groups £50 for the use of the playing field and Pavilion where such use does not conflict with the licensed use by Georgeham and Croyde FC Proposed Councillor Beaumont Seconded Councillor Luxton Vote – unanimously agreed</p>		
31.2	<p>Summer Community Garden Party Date agreed – Friday 21st June End of school day (2.30 to 5pm) up at playing fields WI to provide refreshments, people will be invited and offered to put up a gazebo etc they would need to provide their own gazebo, table etc. Plan to display what's needed at the churchyard A4 pics, Surveyor's report, statement about conservation area WI have collection box, gardeners club have a stall People to invite – same list as annual parish meeting Clerk to circulate the list then send emails. Add Renewable Energy to the list. Request use of coconut shy from National Trust Offer shop do they want to set up a stall for ice cream with Hockings as back up Councillors Zarza and Collins to help Councillor Maddocks to drop down gazebos</p>		
32	Correspondence		
32.1	<p>Email from Braunton parish councillor Request to encourage DCC to develop expedite community cycles trails in order to complete stretches of the Tarka Trail.</p>		

	<p>Clerk to email Councillor – Thanking for the additional information. Our understanding is that DCC have this matter in hand</p>
32.2	<p>Email from Braunton regarding the wind farm proposal application 77576 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.</p> <p>Clerk to respond - We are communicating with Braunton Parish Council. The emails have been shared with the Councillors.</p>
33	<p>Urgent items raised by the Chair - none</p>
34	<p>Items raised by the clerk/councillors - none</p>
35	<p>Approval of the Minutes of the Parish Council Meeting held on 25 April and 1st May 2024</p>
36	<p>Reports.</p>
36.1	<p>County Councillor Maskell</p> <p>Elected as vice chair of DCC. Performing civic duties on behalf of chair the first of which is D Day anniversary 41 new electric buses for Devon some serving Barnstaple locations. New bus lane at Barnstaple Station and buses scheduled to connect with trains 68 new living roof bus stations Extra £10million for road repairs on top of £59.5million £72million for highway maintenance in budget for this year</p> <p>Local government training – concept of councils being more important to wellbeing, keeping people out of hospitals. This should be a primary consideration, parish councils should consider including in Neighbourhood Plan - creating or protecting an environment that supports health and wellbeing</p>
36.2	<p>District Councillors Maddocks and Maskell Bus station to reopen this summer</p> <p>Report from Councillor Maskell regarding on street parking and potential licensing of street traders in Croyde.</p> <p>Councillor Maddocks and Councillor Maskell had a meeting with Head of Licencing from North Devon council to see if there is anything which can be done to improve the current situation. There were a couple of things which have worked in other areas they are going to look into. Working with the district council to see what legal routes can be taken to control unlicensed trading along Moor Lane Councillor Maddocks commented that there was a genuine will to improve the issue within NDC. Potential plan to create no parking zones – not just Croyde but across the area as there are other communities with similar issues. Funding could be available for area zone(s) for the whole of N Devon Now need to evidence it – clerk to forward any emails from the public evidencing street traders to Councillor Maskell.</p> <p>Question raised - Can NDC get a member of the community trained to be a enforcement officer – a community warden.</p>

36.3	<p>Croyde Play Park. Councillor Zarza Clerk waiting on response from NDC on new litter bin request near Combas Lane – has been chased. Once that has been agreed she can proceed to request litter bins for the playpark, car park and skate park. Meeting set up with Proludic (who worked in Braunton) on 18th June. This is for new play equipment.</p>
36.4	<p>Georgeham play park – Councillor Zarza S106 funding has been requested and the Expression of Interest is eligible for funding.</p>
36.5	<p>Croyde Skate Park Councillor Maddocks Bins full to brim. Rubbish not from skate park, overnight car park campers. Council bins not substantial enough. Councillor Maddocks. Short term plan to move the bin further into the skate park and take photographic evidence.</p>
36.5	<p>Potholes – Councillor Cox 2 potholes reported and both filled. Stentaway Lane pothole also filled.</p>
36.6	<p>P3 Parish Paths Partnership – Councillor Young. 2023/24 Financial Report and grant bids are with Public Rights of Way. Councillor Young has requested an update</p>
36.7	<p>Georgeham Defibrillator Check. Ex- Councillor Huggett. Ex-Councillor Huggett has reported that she has checked the unit and all is working correctly. Ms Huggett is available to hand over the checking process between 4th and 20th June. To be picked up by Councillor Luxton.</p>
36.8	<p>St George’s Churchyard Update from Councillor Beaumont Tenders out to 3 companies but too late for this year to get the work done. Stream wall is the most complex we are waiting for 2 or 3 options needs planning conservation and diocese involved. Work in progress.</p> <p>Costs from Hiax looking £10 – 15K for cob area some of which is identified as the responsibility of St George’s house. The repair work to the cob cannot be done until identified work has been carried out by St George’s House.</p> <p>Bird boxes – update from Councillor Cox Not available until the Autumn, he has the wood ready.</p> <p>Churchyard mowing – review of the contract and corresponding costs to ensure it is detailed enough. Councillor Maddocks to liaise with contractor and request an overview of his plan to carry out the various tasks so the Council can understand the process.</p> <p>Plastic flowers etc – meeting with PCC what policy they would support. Families may have been doing it for a long time.</p>
36.9	<p>Cemetery Clerk – 2024 regulations now published. Confirmation GPC are not paying sewerage. Summerhouse repairs – contractor to quote , with Councillor Williams to move forward Pillar repairs – quote requested, clerk to follow up</p>

36.10	<p>Croyde bus shelter Planning permission agreed under application 77697 Thanks go to Councillor Williams for her persistence and hard work to get this agreed. Trees need cutting back behind the prospective bus shelter – the owner has permission. GPC can offer to get the work done using our contractor if preferred. Councillor Williams to speak with householder.</p>
36.11	<p>Clerk's Actions Internal Audit completed all relevant sections of AGAR now signed ready to go online. Next stage is external audit.</p>
37	<p>Dates of meetings for the 2024/25 Municipal Year. Deferred 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 needs to be rescheduled; 26 September; 31 October; 28 November 2024</p> <p>More dates need to be agreed and scheduled including community engagement events and Annual Parish Meeting 2025</p>
38	<p>Part II Confidential.</p>
38.1	<p>Minutes of last Part II meeting approved</p>
39	<p>Date of next meeting: Thursday 27 June 2024 in Georgeham Village Hall at 6pm. The meeting ended at 8.45pm.</p>
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Part I and Part II Minutes of the Parish Council Meeting held on 25 April 2024 ➤ Planning ➤ Payments ➤ That the meeting goes into Part II Confidential 	
<p><i>These Minutes are agreed by those present as being a true record.</i></p>	
<p>Signed: Chair of Georgeham Parish Council.</p>	<p>Date:</p>