

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

Chaired by: Councillor Zarza		Clerked by: Sue Mackenzie-Shapland	
Present: Councillors N Zarza (meeting Chair) E Williams S Maddocks (GPC and District) J Collins J Cox J Young R Hare G Bell (County)		Agenda: - Vote in Chair and Vice Chair End of year updates Representations from the public Apologies Declarations of Interest Approval of the Part I the minutes of the Parish Council Meeting held on 16 April 2026 Reports Planning Planning Correspondence Finance To consider responses to matters raised under Public Participation Matters Arising from the Minutes of the meeting held on 16 April 2026 Correspondence Urgent items raised by the Chairman Items raised by Councillors / Clerk Part 2 confidential Date and time of next meeting	
239	Apologies. Councillors Luxton and Maskell were unable to attend and sent their apologies		
240	Election of Chairman NZ Councillor Nik Zarza was proposed by Councillor Young Seconded Councillor Collins Vote - all in agreement		
241	Chairman to read and sign Declaration of Acceptance of Office		
242	Election of Vice Chairman RH Proposed Councillor Cox Seconded Councillor Young Vote – all in agreement		
243	Vice Chairman to read and sign Declaration of Acceptance of Office		
244	Skills Audit. No new elected councillors at present. Please let the clerk know if the current skills audit needs updating.		
245	Election of Parish Representatives: <ul style="list-style-type: none"> • Croyde Play Park Inspections • Croyde Skateboard Park • Georgeham Play Area Inspections • Croyde Village Hall • Georgeham Village Hall • Georgeham Relief in Need Charity • Defibrillator • Croyde Surf Life Saving Club • Academy of Beach Sports 	N.Zarza S Maddocks N Zarza S Maddocks N Zarza T Luxton T Luxton R Hare R Hare	

	<ul style="list-style-type: none"> • North Devon Surf Coast World Surfing Reserve R Hare • Snow Warden S Maddocks • Highways / potholes J Cox • Community Land Trust J Young JY • Neighbourhood Plan working group EW JY • Parish Footpaths J Young • Climate Emergency Group J Cox • Website N Zarza • St George's Churchyard R Hare • Environment E Williams EW • Glebe Field EV charger liaison Clerk • Inspection of Parish Council assets* J Collins • Broadband N Zarza • Police Councillor Advocate Scheme J Cox <p>Requiring overseeing - Public toilets in Georgeham, Cemetery, notice boards, Parish seats, dog bins, signs.</p>	
246	<p>Notice of public rights and publication of AGAR Published on website. commencing on (c) Wednesday 3 June 2026 and ending on (d) Tuesday 14 July 2026</p>	
247	<p>Representations from the public.</p> <p>247.1 Planning application Garden Lodge 81431 - applicant spoke to explain the amendments they have made following GPC feedback.</p> <p>247.2 Request for a stall at the summer garden party. Email circulated.</p> <p>247.3 Email received regarding planning application 81670</p>	
248	<p>To consider responses to matters raised under Public Participation.</p> <p>248.1 The applicant was thanked for their comments. Discussed under item 251.3</p> <p>248.2 Request for a stall at the summer garden party. Councillor Hare proposed to accept the request, seconded by Councillor Maddocks. Vote – all in agreement.</p> <p>248.3 Councillors confirmed they had read the email received on planning application 81670</p>	
249	<p>County and District reports</p>	
249.1	<p>County Councillor Bell Councillor Bell sent in his report, which was circulated in advance of the meeting.</p> <p>Key points to note –</p> <ul style="list-style-type: none"> • Saunton Road, an online survey has been circulated regarding speed limits and a potential cycle trail. HATOC motion 12 June. • Road marshall's handbook. Pothole wardens. To cover potholes that Highways don't regard as safety issue. The point was made that there are whole roads in need of resurfacing. • Foliage encroachment on narrow rural roads. We are now entering the non-flailing season but this doesn't apply to road safety. Councillor Bell to look into the issue. • Bus route – used to be every 20 m ins and now 2 hourly. 	

249.2	<p>District Councillors Maddocks and Maskell</p> <p>No update. Clerk to contact Councillor Maskell regarding the asset transfer response from NDC.</p>
250	<p>Declarations of Interest.</p>
251	<p>Planning.</p> <p>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>To consider the following Applications: Please refer to the North Devon Planning portal for Parish Council comments.</p> <p>251.1 81670 - Raising roof of existing dwelling to create an additional storey, construction of a single storey side extension and replacement of pitched garage roof at Ocho Rios Langsfield Croyde Braunton Devon EX33 1QD 22 May Councillor Williams proposed refusal of this application, seconded by Councillor Young. The vote to refuse was carried.</p> <p>251.2 81556 - Extensions and alterations to dwelling to include first floor gallery and balcony at 3 St Helens Close Croyde Braunton Devon EX33 1PW by 22 May Councillor Young proposed support of this application with comments, seconded by Councillor Williams. The vote was unanimous in support, and the vote was carried.</p> <p>251.3 81431 - Erection of a holiday let unit (Amended plans) at Garden Lodge North Buckland Braunton Devon EX33 1HY 22 May Councillor Young proposed support of this application with comments, seconded by Councillor Cox. The vote to support was carried, with one abstention.</p> <p>251.4 81731 - Rear dormer extension & alterations to dwelling with associated works at Outer Bias Croyde Braunton Devon EX33 1QE 28 May Councillor Williams proposed support of this application with comments, seconded by Councillor Zarza. The vote was unanimous in support, and the vote was carried.</p> <p>251.5 81739 - Variation of condition 2 (plans) attached to planning permission 70365 (Extension to dwelling including conversion of existing outbuilding to additional habitable accommodation) to allow an amended design at Courtyard Cottage Georgeham Braunton Devon EX33 1JN 28 May Councillor Williams proposed support of this application, seconded by Councillor Maddocks. The vote was unanimous in support, and the vote was carried.</p>
251.6	<p>Other Planning</p> <p>81626 Octopus Cottage, 24 St Marys Road, Croyde, Braunton, Devon, EX33 1PG Lawful development cert GPC discussed this matter and whether the facts presented fell within any of the statutory requirements specified for the granting of a certificate of lawful development and agreed to submit comments to NDC regarding this application.</p> <p>Recently decided applications</p> <p>81696 Westcliffe Cottage, Georgeham, Braunton, Devon, EX33 1JL Notification of works to trees in a conservation area in respect of crown reduction and remove 1 stem on Northeast quadrant of 1 Lime Tree (T1), Crown Reduction of 1 Sycamore tree (T2), Crown Reduction of 1 Beech tree (T3) , Crown Reduction of 1 Copper Beech tree (T4)</p>

	<p>Recently decided applications</p> <p>81444 Land on the North side of Church Road, Georgeham, Braunton, Devon, Notification of works to trees in a conservation area in respect of the felling to ground level 5x Conifer trees Decision: Approved</p> <p>81578 Myrtle Farm, 7 Jones Hill, Croyde, Braunton, Devon, EX33 1LX Notification of works to trees in a conservation area in respect of felling to ground level 1x Eucalyptus, 2x Ash and 2x Sycamore Decision: Approved</p> <p>81528 23 Sandy Way, Croyde, Braunton, Devon, EX33 1PP Variation of condition 2 (plans) and condition 3 (Materials) attached to planning permission 80248 (Extensions to dwelling together with conversion and extension to roof to create first floor additional accommodation and associated works) to allow for cladding and removal of hipped roof design and replaced with gable ends Decision: Approved</p> <p>Freedom of information request EIR 11202 – Email response circulated- 17.04.26 - Planning application 81431 No comment required.</p>																						
252	Finance.																						
252.1	<p>Balances. Lloyds Bank Treasurers Account as at 15.05.26 £5,524.11</p> <p>Lloyds Bank Business Instant Access Savings Account as at 15.05.26 £122,275.87</p>																						
252.2	<p>The following payments authorised by BACS:</p> <table border="1" data-bbox="236 1400 1481 2029"> <tr> <td data-bbox="236 1400 651 1503">North Devon Council</td> <td data-bbox="651 1400 1262 1503">Salary recharge, pension and admin fee £7.72</td> <td data-bbox="1262 1400 1481 1503">£1,854.82</td> </tr> <tr> <td data-bbox="236 1503 651 1570">Contractor 1</td> <td data-bbox="651 1503 1262 1570">Remove dead willow, Croyde playpark</td> <td data-bbox="1262 1503 1481 1570">£652.80</td> </tr> <tr> <td data-bbox="236 1570 651 1637">Contractor 2</td> <td data-bbox="651 1570 1262 1637">Georgeham cuts inc cemetery 1 per area</td> <td data-bbox="1262 1570 1481 1637">£465.00</td> </tr> <tr> <td data-bbox="236 1637 651 1704">DALC</td> <td data-bbox="651 1637 1262 1704">Training x 2 Intro to planning</td> <td data-bbox="1262 1637 1481 1704">£84.00</td> </tr> <tr> <td data-bbox="236 1704 651 1805">Contractor 3</td> <td data-bbox="651 1704 1262 1805">Connect Glebefield steps light to the circuit and test</td> <td data-bbox="1262 1704 1481 1805">£1,632.73</td> </tr> <tr> <td data-bbox="236 1805 651 1917">Contractor 4</td> <td data-bbox="651 1805 1262 1917">Croyde playpark cuts x 3 Croyde verges cuts x 3</td> <td data-bbox="1262 1805 1481 1917">£972.00</td> </tr> <tr> <td data-bbox="236 1917 651 2029">Cleaner</td> <td data-bbox="651 1917 1262 2029">Reimburse toilet rolls £16.43 Cleaning pavilion £20.25</td> <td data-bbox="1262 1917 1481 2029">£70.43</td> </tr> </table>	North Devon Council	Salary recharge, pension and admin fee £7.72	£1,854.82	Contractor 1	Remove dead willow, Croyde playpark	£652.80	Contractor 2	Georgeham cuts inc cemetery 1 per area	£465.00	DALC	Training x 2 Intro to planning	£84.00	Contractor 3	Connect Glebefield steps light to the circuit and test	£1,632.73	Contractor 4	Croyde playpark cuts x 3 Croyde verges cuts x 3	£972.00	Cleaner	Reimburse toilet rolls £16.43 Cleaning pavilion £20.25	£70.43	
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		Cleaning toilets and bus shelter £33.75	
	Georgeham village hall	Hall hire Jan to Apr 26	£112.00
	Contractor 5	Tidy up work Croyde Playpark	£360.00
	Contractor 6	Replacement windows Georgeham toilets	£486.00
	Auditor	Internal audit	£180.00
		Proposed by Councillor Maddocks Seconded by Councillor Hare Vote all in favour Authorised by Councillor Zarza	
	Bank reconciliation April circulated, signed by Councillor Zarza Bank statement April circulated		
	Ratification of the following DD and card payments:		
252.3	DD payments		
	Source water 01.05.26	Water, Georgeham cemetery	£20.93
	Source water 01.05.26	Water, Georgeham toilets 3 months	£170.30
	BT	GVH broadband	£50.33
	EDF 21.05.26	Georgeham toilets	£19.88
	Card payments		
	Seton UK	Defibrillator location sign for church porch	£25.27
		Proposed by Councillor Maddocks Seconded by Councillor Hare Vote all in favour Authorised by Councillor Zarza	
252.4	Review of financial reports (circulated) Internal audit report and certificate (circulated) – report from clerk Review financial reports (circulated) PWLB loan out £2798.75 on 21.05.26 Precept payment in £51,327.50 on 27.04.26 £35 paid into the GPC account incorrectly by Football club. Now transferred to Trust account.		
252.5	Quote for non-urgent work at the churchyard. Urgent work going ahead this month. Crown lifting the remaining Limes between the church and St Georges house. Remove waste and leave area tidy. Cost for this: £340 plus vat Cutting Ivy at base of Yew trees and stripping out as much as we can reach from the ground. Remove waste and leave area tidy. Cost for this: £140 plus vat Proposed Councillor Williams Seconded Councillor Cox Vote all in agreement		

<p>253 253.1</p>	<p>Process review for new financial year. Working groups to be agreed/confirmed;-</p> <ul style="list-style-type: none"> • Finance and budgeting (next year budget to be set in November 2026) Councillors Zarza, Hare, Williams and Maddocks (if needed) • HR – to carry out Clerk’s annual appraisal and review pay rates Councillors Zarza and Williams • Planning applications - floating members as required • Churchyard working group Councillors Hare, Williams, Zarza, Young • Neighbourhood plan update n/a at this time. <p>Banking Arrangements – Payments by BACS. To be ratified on an annual basis:</p> <ol style="list-style-type: none"> 1. Councillor to approve payments agreed at a Parish Council meeting 2. Designated Councillor to authorise payments through online banking agreed at a Parish Council meeting 3. Payments under £500 can be made by the clerk, under £2,000 by the clerk in consultation with the Chair, and ratified at the next Council meeting if required. <p>Proposed Councillor Maddocks Seconded Councillor Collins Vote all in agreement</p> <p>Payment by DD for regular services e.g electricity, water</p> <ol style="list-style-type: none"> 1. Payments shown on agenda, ratified and minuted <p>Proposed Councillor Maddocks Seconded Councillor Collins Vote all in agreement</p> <p>Payments by bank debit card</p> <ol style="list-style-type: none"> 1. Made by the clerk up to £500, shown on agenda, ratified and minuted. <p>Proposed Councillor Maddocks Seconded Councillor Collins Vote all in agreement</p>
<p>253.2</p>	<p>Councillors to agree that usual communications are sent by email. This is required to be ratified on an annual basis. Proposed Councillor Zarza Seconded Councillor Hare Vote all in agreement</p>
<p>254</p>	<p>Matters arising from minutes of the last meeting</p>
<p>254.1</p>	<p>Advertisement for general handyman. GPC have budgeted £200 pcm. Agree a message and job description, then advertise.</p>
<p>255</p>	<p>Correspondence</p>
<p>255.1</p>	<p>Vacancy for new Councillor The election office has been informed and have advertised the position. Advert to run until 28 May.</p>
<p>255.2</p>	<p>Update from NDC regarding potential asset transfers. Email circulated. GPC previously submitted linked expressions of interest for both Croyde Car Park and Croyde Public Conveniences to be transferred to it from NDC, both expressions of interest being conditional. There are historic reasons for this. The NDC assets, combined with Croyde Play</p>

	<p>Park, Croyde Village Hall and Croyde Village Green (which are all in the same location) form a vital central provision for the public in the Parish.</p> <p>NDC have refused to transfer Croyde Car Park and agreed to transfer Croyde Public Conveniences.</p> <p>GPC to look further into the land relating to the NDC assets. In the mean-time Parish Clerk to update NDC that without the transfer of Croyde Car Park, the Parish Council is unlikely to agree to assume responsibility for Croyde Public Conveniences. Given the relatively small number of resident parishioners (approximately 1,300), the resulting precept cost per household would be disproportionately high for the Parish to sustain such a service.</p> <p>GPC are continuing to explore possible options, but this reflects the Council's present view.</p> <p>It was noted from the NDC email circulated that: the income Croyde Car Park generates for NDC is substantial (£115k per annum) and Croyde Public Conveniences are categorised as being "at risk".</p>	
256	Urgent items raised by the Chair. n/a	
257	Items raised by the clerk/Councillors.	
257.1	<p>Summer garden party – 12 June at Georgeham Playing Fields.</p> <p>Details are in hand, the project is being managed by Councillor Zarza, gazebos, tables. chairs etc will need to be transported and set up on the day, and then later taken down.</p>	
257.2	<p>Neighbourhood Plan update</p> <p>The update is currently on hold due to LGR</p>	
257.3	<p>Article 4 and 60 day camping.</p> <p>Update on progress and agree next actions – agreement to identify land as a test. With the working group to move forward.</p>	
257.4	<p>Fingerposts.</p> <p>Fingerpost knocked over and badly damaged on Northfield Road with the junction of Nethercott Road. Update from Councillor Bell, Highways have said that fingerposts are not a highways issue. The fingerpost has a Highways warning sign for skid risk on it which may bring it within Highways remit. If not, possibly a job for a maintenance person once hired.</p>	
257.5	<p>Light at the steps on Glebefield</p> <p>The light has now been connected to the GPC network and tested. The existing light head has been reused. Installation Certificate issued.</p>	
258	Reports	
258.1	<p>Croyde Play Park. Councillor Zarza</p> <p>Councillor Maddocks – checked the recent maintenance work it is ok for now but short term only. Potential for a local contractor who constructs play equipment to deal with damaged wood under maintenance and repairs. Could look at replacing like for like with larch wood or similar. Some pieces of equipment need urgent action. Looking at a 5 – 10 year plan.</p>	
258.2	<p>Croyde Skate Park. Councillor Maddocks</p> <p>Nothing to report.</p>	

258.3	Georgeham Play Area. Councillor Zarza Nothing to report
258.4	Potholes. Councillors Cox and Hare Councillor Cox has reported several roads/potholes.
258.5	P3 Parish Footpaths. Councillor Young PO received for 2026 contribution. £280 to be used on FP 22 The gate on FP 1 has been fixed.
258.6	Defibrillator check. Councillor Luxton Everything is working correctly.
258.7	St George's Churchyard. Working group. Grounds maintenance meeting held on 1 May. See quotes item 252.5 Informal meeting to discuss other maintenance with Reverend Solosy on 8 May Churchyard survey carried out on 8 May.
258.8	Cemetery. Quote accepted to remove a hanging branch. £112 + VAT
258.9	Councillor advocate scheme. Councillor Cox Nothing current to report. There is a meeting in July in Exeter.
258.10	Speed camera update – Councillor Hare On hold due to pressure of other activities.
259	Approval of the Minutes of the Parish Council Meetings held on 16 April 2026 Proposed by Councillor Young, seconded Councillor Williams, unanimously approved
260	Part II Confidential.
260.1	Approval of the minutes held on 16.04.26
261	Misc
261	Date of next GPC meeting: Thursday 25 June in Georgeham Village Hall at 6pm The meeting ended at 20.40pm.

Summary of Decisions:

- **Vote in Chair and Vice- Chair, declarations**
- **Part I Minutes of the Parish Council Meetings held on 16 April 2026**
- **Planning**
- **Payments**
- **That the meeting goes into Part II Confidential**

These Minutes are agreed by those present as being a true record.

Signed:
Chair of Georgeham Parish Council.

Date: