

**Minutes of the Annual Fremington Parish Council Meeting  
Held on Monday 12<sup>th</sup> May 2014 at 7.00pm at Fremington Parish Hall,  
Higher Road, Fremington**

**Present:** Cllrs R Cann (Chairman until minute no.1405/15), Cllr B Clifton (Chairman from minute no.1405/16), C Bell, F Biederman, Mrs J Flynn, D Harris, B Hockin, Mrs McCormack-Hole, Mrs S Kingdom, Ms M Scott, B Sherborne and C Turner and T Wood  
Mrs V Woodhouse, Parish Clerk, Mrs E Badcock, Services Officer, and Mrs E Steer, Deputy Services Officer

**In Attendance:** Members of the press and public

1405/15      **To Elect the Chairman for 2014-2015 and presentation of the Chain of Office**  
Cllr Mrs McCormack-Hole nominated, seconded by Cllr Ms Scott, that Cllr Clifton be elected Chairman for 2014-2015. When put to the vote Cllrs Biederman, C Bell, Clifton, Mrs McCormack-Hole, Ms Scott, Sherborne and Wood were in favour.

Cllr Harris nominated, and it was seconded by Cllr Mrs Flynn, that Cllr Cann be elected Chairman for 2014-2015. When put to the vote Cllrs Hockin, Harris, Mrs Flynn, Cann, Mrs Kingdom and Turner were in favour.

It was **resolved** that Cllr B Clifton be elected Chairman for 2014–2015.

Cllr Cann congratulated Cllr Clifton on his election. Members thanked Cllr Cann for his dedication over the last few years.  
Cllr Hockin left the meeting and did not return.

1405/16      **The Chairman will read and sign the prescribed ‘Declaration of Acceptance of Office’**  
The Chairman, Cllr Clifton, read and signed the prescribed ‘Declaration of Acceptance of Office’.

1405/17      **To Elect the Vice-Chairman for the year 2014- 2015**  
Cllr Biederman nominated, seconded by Cllr C Bell, that Cllr Wood be elected Vice-Chairman for 2014-2015. When put to the vote Cllrs Biederman, Harris, C Bell, Clifton, Mrs McCormack-Hole, Ms Scott, Sherborne and Wood were in favour.

Cllr J Bell had nominated himself, seconded by Cllr Mrs Flynn. When put to the vote Cllrs Flynn and Turner were in favour.

Cllr Mrs Kingdom had nominated herself, seconded by Cllr Ms Scott. When put to the vote Cllrs Cann and Mrs Kingdom were in favour.

It was **resolved** that Cllr T Wood be Vice-Chairman for 2014–2015.

1405/18      **Apologies**  
Cllr Brailey, J Bell and the Police.

1405/19      **Declarations of Interest**  
Cllr Mrs Kingdom declared a personal interest in Planning Application 57236  
Cllr Ms Scott declared a Disclosable Pecuniary Interest in Planning Application 56992 as the applicant is her employer.  
Cllr Harris declared a Personal and Prejudicial Interest in Planning Application 56992 as a School Governor.  
Cllr Biederman declared a Personal Interest in Planning Application 56992 as his children attend the school, and a Personal Interest in Item 1405/48 as a member of the Community Group.

1405/20 **Chairman's Announcements**

The Chairman thanked members for being elected as Chairman and read a letter from the MP regarding representations to Central Government about the financial cuts and the impact on local communities.

1405/21 **To agree the agenda between Part A and Part B (Confidential)**

It was **resolved** to agree the agenda between Part A and Part B (Confidential.)

**PART A**1405/22 **To approve and sign the minutes of Fremington Parish Council meeting held on Monday, 7<sup>th</sup> April 2014 as a correct record**

Copies were circulated with the agenda.

It was **resolved**, with no votes to the contrary, to approve and sign the minutes of the meeting as a correct record, Cllr Clifton duly signed the minutes.

1405/23 **To receive, and to ratify the decisions therein, the minutes of the following Committee meetings**

Copies had been circulated with the agenda.

- Finance & Personnel Committee held on Monday 7<sup>th</sup> April 2014
- Parks and Playing Fields Committee held on Thursday 24<sup>th</sup> April 2014
- Tews Lane Committee held on Tuesday 29<sup>th</sup> April 2014

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Finance & Personnel Committee held on Monday 7<sup>th</sup> April 2014

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Parks and Playing Fields Committee held on Thursday 29<sup>th</sup> April 2014.

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Tews Lane Committee held on Tuesday 29<sup>th</sup> April 2014.

1405/24 **To receive reports from outgoing Committee Chairmen:**

- **Finance & Personnel Committee**
- **Footpaths Committee**
- **Parks & Playing Fields Committee**
- **Tews Lane Committee**

The reports were contained within the Annual Report and circulated It was **resolved** to note the reports.

1405/25 **To appoint all members of the Council to serve on the Burial Authority**

It was **resolved**, with no votes to the contrary, to appoint all members of the Council to serve on the Burial Authority.

1405/26 **To appoint five councillors to serve on the Finance & Personnel Committee**

It was **resolved**, with no votes to the contrary, to appoint Cllrs Biederman, Clifton, Mrs Flynn, Mrs Kingdom and Wood to serve on the Finance & Personnel Committee.

1405/27 **To appoint seven councillors to serve on the Parks & Playing Fields Committee**

It was **resolved**, with no votes to the contrary, to appoint Cllrs J Bell, Biederman, Harris, Mrs McCormack-Hole, Ms Scott, Sherborne and Wood to serve on the Parks & Playing Fields Committee.

1405/28 **To appoint five councillors to serve on the Footpaths Committee**

It was **resolved**, with no votes to the contrary, to appoint Cllrs Biederman, Harris, Ms Scott, Sherborne and Wood to serve on the Footpaths Committee.

- 1405/29      **To appoint five Councillors to serve on the Tews Lane Committee**  
It was **resolved**, with no votes to the contrary, to appoint Cllrs Biederman, Clifton, Mrs Kingdom and Sherborne to serve on the Tews Lane Committee. The committee is one member short and it was **resolved** to ask those not present.
- 1405/30      **To approve that the Chairman, Vice Chairman, Chairman of Finance & Personnel Committee and the Chairman of the relevant committee most closely related to the particular matter constitute an Emergency sub-committee**  
It was **resolved**, with no votes to the contrary, to approve the appointment of the Chairman, Vice Chairman, the Chairman of Finance & Personnel Committee and the Chairman of the committee most closely related to the particular matter as an Emergency sub-Committee of the Council.
- 1405/31      **To appoint representatives to outside bodies**  
It was **resolved**, with no votes to the contrary, to make the following appointments:
- |   |                           |
|---|---------------------------|
| Fremington Youth Club                         | Cllr Biederman            |
| Fremington Parish Hall Management Committee   | Cllr Biederman            |
| Tomlin Hall Management Committee              | Cllr Turner               |
| Devon Association of Local Councils/AGM       | Cllr Mrs McCormack-Hole   |
| Taw/Torridge Estuary Forum                    | Cllr J Bell               |
| Fremington & District Environment Group       | Cllr Wood                 |
| Muddlebridge & Babbages Allotment Association | Cllr Ms Scott             |
| Tree Warden (Fremington /Yelland)             | Cllr Wood and Cllr Harris |
| Tree Warden (Bickington/Roundswell)           | Cllr Sherborne            |
- 1405/32      **To review the Council's Standing Orders**  
Standing Orders were reviewed and no amendments made.
- 1405/33      **To review the Council's Financial Regulations**  
A copy of the Council's Financial Regulations together with an amendment report had been circulated with the agenda.  
It was **resolved**, with one abstention, to agree and adopt the Council's new Financial Regulations.
- 1405/34      **To review the Council's Assets and Lease Arrangements**  
A copy of the Council's Asset and Lease Arrangements had been circulated with the agenda. It was **resolved** to note the Council's Assets and Lease Arrangements.
- 1405/35      **To receive the Councillors attendance record for 2013/14**  
A copy of the Councillors Attendance Record had been circulated with the agenda. It was **resolved**, with no votes to the contrary, to note the Councillors attendance record for 2013/14, a copy of which is attached as Appendix One.
- 1405/36      **To receive a report from the Police**  
The District Crime Report, which is attached to these minutes as Appendix Two, was circulated prior to the meeting. It was **resolved** to note the report and to clarify crime numbers with the Police.
- 1405/37      **Public Participation Period**  
A member of the public thanked Cllr Cann for his Chairmanship over the last few years and the way he has allowed members of the public to interact with the Council and concerns were raised about the way in which potholes are repaired. Another member of the public raised concerns about noise from after school activities and parking.

- 1405/38 **To Receive and Agree the Internal Audited Accounts for the Financial Year 2013-14 together with the Parish Council's Internal Auditor's Report**  
Copies of the documentation had been circulated with the agenda.  
It was **resolved** to agree, with no votes to the contrary, the Internal Audited Accounts for the Financial Year 2013/14 together with the Parish Council's Internal Auditor's Report.
- 1405/39 **To Review the Council's Statement of Internal Control for the financial year 2014-2015 in accordance with the Local Government Act 2003**  
Copies of the documentation had been circulated with the agenda.  
It was **resolved**, with no votes to the contrary, to note and agree the Statement of Internal Control.
- 1405/40 **To Consider and Agree the Audit Commission's Annual Return for the Year Ended 31<sup>st</sup> March 2014**  
Copies of the documentation had been circulated with the agenda.  
It was **resolved**, with no votes to the contrary, to note and agree the Audit Commission's Annual Return for the year ended 31<sup>st</sup> March 2014.
- 1405/41 **To Discuss and Agree the Annual Governance Statement Detailed in the Audit Commission's Annual Return for the Year Ended 31<sup>st</sup> March 2014**  
Copies of the documentation had been circulated with the agenda.  
It was **resolved**, with no votes to the contrary, to agree the Annual Governance Statement for the year ended 31<sup>st</sup> March 2014.
- 1405/42 **To review the Members' Code of Conduct**  
Copies of the revised Code of Conduct were circulated and it was **resolved**, with no votes to the contrary, to adopt the revised Code of Conduct.
- 1405/43 **Highways Issues – update**  
It was **resolved**, with no votes to the contrary, to request from the County Council figures on how much has been spent on drain cleaning in the parish and how much it would cost to clean all the drains; it was further **resolved** to invite a County Officer to a future Parish meeting.
- 1405/44 **Matters to Note (all held in the office unless specified as enclosed)**  
  - Senior Council for Devon – Devon Senior Voice – Spring 2014
  - Letter from Came & Company re Spring Parish Matters
  - Healthwatch Devon – Issue 4 - Spring 2014
  - Devon County Council – Notice of prohibition of through traffic & parking – Higher Road, Fremington – 9<sup>th</sup> June to 25<sup>th</sup> July 2014 (Copy enclosed)
  - Police and Crime Commissioner – Response to letter reference parking in Beechfield Road (Copy enclosed)
  - Devon County Council – submission of Devon Waste Plan to the Secretary of State for independent examination
  - Devon County Council – Response to letter reference potholes (Copy enclosed)

It was **resolved**, with no votes to the contrary, to note the above.
- 1405/45 **District and County Councillors' Reports – To receive reports from the District & County Councillors**  
Cllr Cann reported that the District Council is about to launch a North Devon wide Dog Awareness Campaign and they are looking at making it easier to report dog fouling offences.  
  
Cllr Biederman reported that a County meeting is being held to discuss the closure of care homes and day centres and Mr Tony Hogg the Police Crime Commissioner will be attending a District Meeting. Cllr Biederman further reported that the application submitted to vary the height restriction for the Allenstyle development had been withdrawn.

- 1405/46 **To formally adopt the Flag Poles outside of Fremington Parish Church and consider quotations for refurbishment**  
It was **resolved**, with no votes to the contrary, to adopt the flag poles outside of Fremington Parish Church. Members consider the quotation that had been received for the refurbishment of the flagpoles, Cllr Harris offered to undertake the work at no charge to the Council (other than the materials) and this will be investigated.
- 1405/47 **To receive update on Local Plan**  
Cllr Cann updated members on the Local Plan and stated that it is now out for consultation. It was **resolved**, with no votes to the contrary, to arrange a separate meeting to comment on the Local Plan.
- 1405/48 **To discuss whether it is deemed appropriate to liaise with any organisation which is identified as potentially causing a parking problem within the village in an attempt to deconflict timings and to possibly request that some form of car park marshalling be provided for events** (Item requested by Cllr Turner)  
Cllr Cann left the meeting at 8.25pm and did not return.  
  
Members discussed the issue of parking around the village when events are held at the Manor; it was acknowledged that the football club and other organisations also cause problems with parking and it was **resolved**, with no votes to the contrary, to speak to the Manor informally and ask if they could request some parking marshals from people hiring the venue and to also identify and speak to all other organisations in the parish.  
  
Cllr Turner and members of the public left the meeting and did not return.
- 1405/49 **North Devon Council – Planning Applications**  
North Devon Council, the determining Authority, has asked for comments from this Parish Council on the following planning applications:  
  
Cllrs Ms Scott and Harris declared an interest in the following item which could not be discussed as the meeting was inquorate:  
  
56992 Proposal: Erection of single storey extension to form new library  
Location: Fremington Community Primary & Nursery School, Beechfield Road, Fremington, Barnstaple  
Applicant/Agent: Mr P Cloke  
  
57099 Proposal: Conversion of garage to form additional living accommodation  
Location: 14 Higher Westlake Road, Roundswell, Barnstaple  
Applicant/Agent: Mrs J Wright  
  
It was **resolved**, with no votes to the contrary, to recommend APPROVAL subject to appropriate design and no adverse impact on the amenity of neighbours.  
  
57236 Proposal: Increase height of existing garden wall from 1.2m to 1.9m  
Location: Old Pound, Hill Top, Fremington, Barnstaple  
Applicant/Agent: Mr J & Mrs C Kelly  
  
It was **resolved**, with no votes to the contrary and one abstention, to recommend APPROVAL subject to appropriate design and no adverse impact on the amenity of neighbours.

57252 Proposal: Variation of Condition 2 (approved plans) attached to planning permission 49652 to allow for amended positions of plots 207-210-1  
Location: Land at Woodville, Sticklepath, Barnstaple  
Applicant/Agent: North Devon Homes Ltd

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

57256 Proposal: First floor extension to dwelling  
Location: 14 Merrythorn Road, Fremington, Barnstaple  
Applicant/Agent: Mr R Page

It was **resolved**, with no votes to the contrary, to recommend APPROVAL subject to appropriate design and no adverse impact on the amenity of neighbours.

57277 Proposal: Extension to dwelling  
Location: 91 Lynhurst Avenue, Sticklepath, Barnstaple  
Applicant/Agent: Mr & Mrs Quick

It was **resolved**, with no votes to the contrary, to recommend APPROVAL subject to appropriate design and no adverse impact on the amenity of neighbours.

57299 Proposal: Siting of 2 internally illuminated static signs  
Location: Unit 3, Roundswell Retail Park, John Penrose Road, Roundswell, Barnstaple  
Applicant/Agent: T J Morris

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

57301 Proposal: Extension & alterations to dwelling  
Location: 13 Lyddicleave, Bickington, Barnstaple  
Applicant/Agent: Mr H J Kempf

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

57303 Proposal: Reserved matters application in respect of erection of dwelling with integral garage & car parking (outline permission 56655)  
Location: Southfork, Pottery Lane, Yelland, Barnstaple  
Applicant/Agent: Mr & Mrs K Birch

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

57335 Proposal: Extension to dwelling  
Location: Sea Cape, 11 West Yelland Road, Yelland, Barnstaple  
Applicant/Agent: Mrs M Davies

It was **resolved**, with no votes to the contrary, to recommend APPROVAL subject to appropriate design and no adverse impact on the amenity of neighbours.

57418 Proposal: Application for consent for works to trees covered by a Tree Preservation Order in respect of removal of one Beech tree (amended description)  
Location: Fremington Manor, Fremington, Barnstaple  
Applicant/Agent: Ms M Ward

It was **resolved**, with no votes to the contrary, to recommend REFUSAL the tree has a significant visual impact within Fremington.

It was further **resolved** to arrange for Cllrs Biederman, Wood and Harris to meet on site at the Army Camp with the North Devon Council's Tree Officer to discuss removal of trees.

1405/50

**North Devon Council – Planning Decisions**

To note that North Devon Council, the determining Authority, has APPROVED the following applications with conditions as filed:

56143 Proposal: Variation of condition 2 (approved plans) attached to planning permission 49652 to allow amended plans to provide for an additional dwelling (amended plan)  
Location: Land at Woodville, Sticklepath, Barnstaple  
Agent/Applicant: Trewin Design Partnership

56996 Proposal: Extension to dwelling  
Location: Meadow View Cottage, Bickington, Barnstaple  
Applicant/Agent: Executive Management Assist Ltd

57063 Proposal: Extension to dwelling together with replacement conservatory roof  
Location: 38 Merrythorn Road, Fremington, Barnstaple  
Agent/Applicant: PWH Associates (Barnstaple) Ltd

57085 Proposal: Siting of 4 non-illuminated fascia signs (amended description)  
Location: 2 Lauder Lane, Roundswell, Barnstaple  
Agent/Applicant: Mrs Julie Greasley

57097 Proposal: Extension to dwelling  
Location: 51 Bickington Lodge, Bickington, Barnstaple  
Agent/Applicant: Mrs Ros Raistrick

57278 Proposal: Application for consent for works to trees covered by a Tree Preservation Order in respect of crown lifting of one Pine tree  
Location: Santamana, 97 Yelland Road, Fremington, Barnstaple  
Agent/Applicant: Mr R Hunnibell

The following application has been WITHDRAWN and will no longer be considered:

57061 Proposal: Removal of Condition 36 (restriction of dwelling height) attached to planning permission 56054 to allow for no restriction on dwelling height  
Location: Allenstyle, Barnstaple  
Applicant/Agent: Maria Bailey Planning

It was **resolved**, with no votes to the contrary, to note the above.

1405/51

**Councillors Questions**

None.

**Part B**

There were no items for Part B

1405/52

**Close**

There being no further business the meeting closed at 8.50 pm.

Signed ..... Dated .....