

NORTH DEVON COUNCIL

Minutes of a meeting of the EXECUTIVE held at the Brynsworthy Environment Centre, Barnstaple on Monday 5th March 2018 at 10.00 a.m.

PRESENT: Members:

Councillor Brailey (Leader)

Councillors Barker, R. Cann, Edgell, Jones, Lane, Luggar, Moores and Yabsley.

Also Present:

Councillors Chesters, Edmunds, Greenslade, Leaver and Moore.

Officers:

Chief Executive, Head of Resources, Procurement and Service Delivery Manager, Economic Growth Manager, Conservation Officer, Regeneration Manager and Senior Corporate and Community Services Officer (BT).

124 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

125 MINUTES

RESOLVED that the minutes of the meeting held on 5th February 2018 (circulated previously) be approved as a correct record and signed by the Chairman.

126 LEADER'S ANNOUNCEMENTS

(a) Housekeeping procedure rules

The Leader reminded the Executive and those attending of the housekeeping procedure rules.

(b) Severe Weather

Following the recent severe weather, the Leader thanked the Housing team and the Salvation Army for their assistance over the past 10 days by providing their hall for rough sleepers to use during the extreme cold weather. He would be writing to the Salvation Army to thank them for their support on behalf of the Council. The Leader also thanked the blue light services, the National Health Service and Devon County Council who had worked continuously during this period.

The Chief Executive advised the Executive of the role that the Council played during this period and that both Silver and Gold Controls had been activated on 2nd March 2018 and thanked those officers that had worked over the weekend period. Both Amanda Palmer and Ellen Vernon had been on silver control duties for the Council over the weekend. Claire Holm has also worked over the weekend to provide updates on the Council's website and social media to keep the community updated on latest developments within their area. The Council's management team had been in communication via a mobile app for the whole of weekend.

DECISION

That those Council officers that had worked over the weekend which was over and above their duties be thanked for their hard work.

REASON FOR DECISION

To express the Executive's gratitude to officers for their hard work during this period.

127 DECLARATIONS OF INTEREST

The following declarations of interest were announced:

Councillor Edgell	Barnstaple Car Park Parking Strategy – Personal interest as a Member of Devon County Council
Councillor Greenslade	Barnstaple Car Park Parking Strategy – Personal interest as a Member of Devon County Council
Councillor Yabsley	Barnstaple Car Park Parking Strategy – Personal interest as a Member of Devon County Council and Chair of the North Devon Highways and Traffic Orders Committee.

128 BARNSTAPLE CAR PARK PARKING STRATEGY

The Executive considered a report by the Economic Growth Manager (circulated previously), the options and/or alternatives and other relevant facts set out in the report regarding the Barnstaple car park parking strategy.

The Economic Growth Manager highlighted the following:

- A study of the existing car parks across Barnstaple had been commissioned early in 2017. Hydrock had been appointed to undertake a review of car parking and make recommendations regarding future provision and the final report had now been received.
- The aim of the review was to establish the most efficient future provision of car parking for Barnstaple, taking account of future

planned growth, to be incorporated into a Barnstaple Car Parking Strategy and to consider the approach to long stay parking provision at Seven Brethren, in response to the Seven Brethren masterplan proposals.

- The Hydrock study has involved a range of stakeholders. Consultation on the draft report had been undertaken with internal teams, elected Members and Devon County Council. Officers from planning, car parking and Devon County Council Highways had been involved in scoping the study including the methodology. In autumn 2017, the draft report was discussed in detail with car parks, estates, planning policy, development control officers, the Chief Planning Officer and Devon County Council Highways officers. The draft report was then refined and discussed with Barnstaple Ward Members in January 2018 and at Leadership Team with Executive Members. An update was given at Barnstaple Town Council's Planning Committee in December 2017 on all Barnstaple projects which included the car parking study.
- The data had been analysed which had identified the most in demand car parks and most under utilised car parks as detailed in paragraphs 4.8 and 4.9 of the report.
- Future car parking demand was an important element of the study and it was estimated that demand would increase by 21% by 2031. This figure was based on demographic forecasts including traffic growth modelling. However, there were unknown factors which may influence demand for parking spaces including economic performance and car ownership levels.
- The study drew conclusions around the management of car parking spaces and potential future provision of car parking spaces as detailed in paragraph 4.11 of the report.
- Based on the study's conclusions, it was proposed that the Council explores in more detail and develops specific business cases for consideration, where further analysis would be undertaken and reports brought back to the Executive in relation to the Cattle Market car park, Queen Street/Bear Street, Belle Meadow and North Walk as detailed in paragraph 4.13 of the report.

Councillor Greenslade addressed the Executive in his capacity as Chairman of the Overview and Scrutiny Committee. He advised that the Committee had appointed a working party to review the findings of the report. He stated that the Bear Street and Hardaway car parks may be under utilised due to the lack of signage. He expressed concern that the possible closure of some of the smaller car parks would have an impact and increase on street residential parking. Impact on air pollution needed to be taken into consideration as part of the review. He understood that Devon County Council was due to make an announcement regarding the future of the Civic Centre building later in 2018. It was important to provide park and ride facilities to encourage people to visit the town. He stated that Barnstaple Town Centre Management needed to be fully engaged with this process.

Councillor Greenslade declared a personal interest as a Devon County Council Member appointed to Barnstaple Town Centre Management.

In response to questions from Councillor Leaver, Councillor Brailey advised that Devon County Council and the North Devon Highways and Traffic Orders Committee would be consulted on the strategy. The provision of park and ride facilities was the responsibility of Devon County Council.

In response to questions, the Economic Growth Manager advised the following:

- That in relation to the future of Belle Meadow car park, officers had engaged with the Practice Manager of Brannam Medical Centre to identify the car parking needs of patients visiting the Centre.
- In response to concerns raised regarding the resistance of some elderly people from using multi storey car parks, she advised that due to the timescale for the delivery of an 800 space multi-storey car park, it was anticipated that users of the car park would be from a different peer group.
- Consultation would take place with the existing disability access group regarding any options explored.
- Timescales would be identified as part of the project development work.

DECISIONS

- (a) That the findings and recommendations from Hydrock's Barnstaple Car Parking Report be noted;
- (b) That the Hydrock report be made available on the Council's website;
- (c) That project development work continues on the main recommendations within the report and a programme of work to implement the recommendations be prepared, and that further reports and business cases be brought back to the Executive;
- (d) That consultation and communication strategies will form part of (c) above.

REASONS FOR DECISIONS

- (a) This project supports North Devon Council's vision to create a stronger North Devon, and will support the Growth of the North Devon economy, one of the Council's two headline corporate objectives, and will ensure the planned growth of Barnstaple as the regional centre.
- (b) This project facilitates the delivery of the Seven Brethren masterplan, which brings a wide range of significant regeneration benefits for the locality.

- (c) The Barnstaple Car Parking Results and Recommendations Report from Hydrock will provide an evidence base to improve transport and parking in and around Barnstaple, and to advance the future vision for the town

129 PUBLIC CONVENIENCE SCHEME

The Executive considered a report by the Procurement and Service Delivery Manager (circulated previously), the options and/or alternatives and other relevant facts set out in the report regarding proposed amendments to the Public Convenience Scheme.

The Procurement and Service Delivery Manager highlighted the following:

- The Public Convenience Policy had been adopted in 2010 and reviewed in 2016. Since this date the review had ceased.
- The Scheme allowed the public to use the public convenience facilities in approved organisations and businesses during their opening hours. A formal application process was involved and an annual payment was made to those organisations, which met the criteria based on usage, available facilities and availability of funding.
- Each year since 2010 between 10 and 12 Parishes have submitted a claim for a grant to maintain the toilets. The sums issued had decreased to £5,580 between 10 claims.
- Claimants were required to provide 4 water meter readings, copies of utility bills and data on usage. This was time consuming for the claimants to provide and Council officers to calculate and process.
- It was proposed that the existing facilities were accepted automatically provided they were still open and the payment be made for 2018/19 to the same value as 2017/18. The payment would then be reduced to 50% for 2019/20 and then to cease the grant. This would give sufficient time for the Parishes to precept and budget for the proposed change.

Councillor Greenslade addressed the Executive in his capacity as Chairman of the Overview and Scrutiny Committee. He advised that the lack of public conveniences in some rural areas would be an issue and careful consideration should be given prior to any decision being made.

Councillor Brailey advised that should the decision be made to reduce and cease payments for public conveniences, consideration would be given to any Parish Councils experiencing financial difficulties in keeping the facilities open.

Councillor Chesters advised that Braunton Parish Council had discussed the possibility of taking over the responsibility of the public conveniences in Braunton car park.

Councillor Edmunds advised that the public conveniences at Lee Bay were the only toilets on the coastal footpath between Mortehoe and Lee Bay. He hoped that a planning application could secure the provision of public conveniences and would not wish the facility to close prior to a replacement being secured.

Councillor Yabsley advised that the public conveniences at Witheridge were heavily used and had just undergone an upgrade. The nearest town was 10 miles away.

DECISIONS

- (a) That the consideration of the report be withdrawn to enable further discussions to take place with Parish Councils regarding proposals on the future provision of public convenience facilities;
- (b) That the existing public convenience facilities be accepted automatically provided that they are still open and the payment be made for 2018/19 to the same value as for 2017/18.

REASONS FOR DECISIONS

To enable further discussions to take place with Parish Councils regarding the future of the public conveniences grant scheme prior to consideration by the Executive.

130 LEE CONSERVATION AREA – ADOPTION OF AMENDED CHARACTER APPRAISAL AND EXTENDED BOUNDARY

The Executive considered a report by the Conservation Officer (circulated previously), the options and/or alternatives and other relevant facts set out in the report regarding the proposed adoption of an amended Character Appraisal and extended boundary for the Lee Conservation Area.

The Conservation Officer highlighted the following:

- The Conservation Area boundary for Lee was originally designated in 1986 and had not been amended since. A draft Character Appraisal was produced in 2015 and public consultation had been carried out in August 2017. As a result of comments received, the document and proposed new boundary were reviewed again and a further consultation exercise carried out in December 2017.
- Section 71 of the Planning (listed Buildings and Conservation Areas) Act 1990 states that local planning authorities have a duty to formulate and publish proposals for the preservation and enhancements of Conservation Areas. Carrying out Conservation Area Character Appraisals which either incorporate or are supplemented by

Management Plans was the current method of satisfying Section 71 of the act.

- The Council had been engaged in a programme to provide Character Appraisals and boundary reviews for all of the 41 Conservation Areas in the District since 2008. Lee was the 33rd Conservation Area to be tackled in the programme and the remaining 8 would be completed as resources permit.
- The Executive in September 2015 agreed that the draft Appraisal and revised boundary be put out to public consultation and that a further report be brought to Executive to consider an amended Conservation Area Appraisal for adoption following consultation. Public consultation had been undertaken twice as detailed in paragraphs 4.3 and 4.4 of the report.
- Once adopted the Character Appraisal and revised boundary will be a material consideration in determining planning applications within and adjoining the Conservation Area. It will supplement relevant planning policies within the adopted Local Plan.
- Since the publication of the Executive agenda, an objection had been received requesting that a field be removed from the Conservation Area boundary. Apart from this one objection, all other consultees were supportive of the revised boundary and character appraisal. No comments or objections had been received from the owner of the Lee Bay Hotel.

In response to a question from Councillor Edmunds, the Conservation Officer advised that paragraph 10.8 of the Character Appraisal had been carefully worded taking on board the views of residents and would not require the hotel building to be retained.

DECISION

That the Lee Conservation Area Character Appraisal 2018 and the revised boundary for the Conservation Area be formally adopted.

REASONS FOR DECISION

- (a) The Character Appraisal is a document which identifies the key characteristics of the Lee Conservation Area, and incorporates a revised boundary. It has been put forward twice for public consultation, and the final document has incorporated most of the suggestions made.
- (b) Once adopted the Character Appraisal and revised boundary will be a material consideration in determining planning applications within and adjoining the Conservation Area. It will supplement relevant planning policies within the adopted Local Plan.

131 BUILDING CONTROL JOINT COMMITTEE

The Executive considered the minutes of meetings of the Building Control Joint Committee held on 23rd November 2017 and 8th February 2018 (circulated previously).

DECISION

That the minutes of the meetings of the Building Control Joint Committee held on 23rd November 2017 and 8th February 2018 be noted.

REASON FOR DECISION

To advise the Executive of the outcomes of meetings of the Building Control Joint Committee as the appointing body.

Chairman

The meeting ended at 11.19 a.m.

NOTE: The above decisions shall not take effect until the five clear working days have elapsed from the date of publication: 7th March 2018.