

Minutes of Branton Marsh Drainage Board Meeting held on Thursday 15 May 2025 in the Committee Room of Branton Parish Council Offices at 7.30pm.

Chaired by: Mrs J Chesters			Clerked by: Mrs S Squire			
Present: Mr J Ashton Mr P Ashton Mrs J Chesters Mr W Hartnoll District Councillor S Maddocks Mr R Paelinck			Agenda: - Apologies Declarations of Interest Approval of the Minutes of the Board Meeting held on 13 March 2025 Finance Matters Arising Clerk's Actions Maintenance Correspondence White Cross Offshore Wind Farm Items to note Items raised at the Chairman's discretion Date of next meeting			
						Action:
1.	Apologies. District Councillor G Bell, Mr D Chugg, Mr D Hartnoll.					
2.	Declarations of Interest. None. The Chairman suggested that Declarations of Interest should be looked at more closely as farmers who have had money from the Whitecross Wind Farm proposal should have declared an interest in the past.					
3.	Approval of the Minutes of the Board Meeting held on 13 March 2025. Approved and signed as a correct record. Proposed by Mr J Ashton. Seconded by District Councillor Maddocks and unanimously agreed. The Chairman asked about the situation for Levy Invoice arrears and was advised by the Clerk that the majority had been paid and that she intended to send out the 2025/26 Levy Invoices before the next meeting, giving maximum chance for all the Invoices to have been paid by the year end on 31 March 2026.					Clerk
4.	Finance. Balances: Lloyds Bank Community Account as at 15 May 2025: £113,862.88					
4.1	The following payments were approved and authorised. Proposed by Mr W Hartnoll. Seconded by District Councillor Maddocks and unanimously agreed.					Clerk to make payments
	Mrs S Squire	Two monthly salary & expenses	Redacted under Data Protection		OP1	
	HM Revenue & Customs	PAYE	£131.20		OP2	
	Braunton Parish Council	Hire of room for meeting on 15/5/25	£17.00		OP3	
	Resourceful Bookkeeping	Pay documents for May 2025	£3.25		OP4	
	Mr M Tucker	Spraying Parrots Feather £405.00				

		Fitting No. 6 levelling device to inner marsh pill stop £100.00 Roundup £285.76. VAT (reclaimable £156.10)	£948.86	OP5
	Vision ICT	Website hosting - July 2025 to June 2026	£185.26	OP6
	Lloyds Bank	Service Charge. May 2025.	£6.09	OP7
4.2	Identification of Marshes. Mr D Hartnoll had given the map to Mr W Hartnoll who brought it to the meeting. Most of the Marshes had been identified and Board Members were able to assist with the remainder. It was felt that all the Marsh owners' names' were now complete and correct on the map and the Clerk would update her own records.			Clerk
4.3	2024/25 Audit. Members were supplied with the accounts, the draft AGAR, details of variances, bank reconciliation, details of land holdings, list of Board Members and Section 48 Notice.			Clerk to prepare paperwork for audit
4.3.1	To approve the accounts for the year ended 31 March 2025. Proposed by Mr J Ashton. Seconded by Mr P Ashton and unanimously agreed.			
4.3.2	To approve Section 1 of the Annual Governance and Accountability Return (AGAR) (Accounting Statements). Proposed by Mr J Ashton. Seconded by District Councillor Maddocks and unanimously agreed.			
4.3.3	To approve Section 2 of the Annual Governance and Accountability Return (AGAR) (Compliance). Proposed by Mr Paelinck. Seconded by District Councillor Maddocks and unanimously agreed.			
4.3.4	To approve the 2025 Statement of Internal Control. Proposed by Mr J Ashton. Seconded by Mr Paelinck and unanimously agreed.			
4.3.5	To approve the dates for the exercise of electors rights which will run from 3 June 2025 to 14 July 2025. Proposed by Mr Paelinck. Seconded by Mr P Ashton and unanimously agreed.			Notice to be displayed on Branton PC n/board
4.4	2025/26 North Devon Council Levy. It was noted that the first tranche of £14,343.60 has been credited to the Community Account.			
5.	Matters Arising. 5.1 Enforcement issues on the Marsh. District Councillor Maddocks had nothing further to add to the report below. The following details have been received from North Devon Council Enforcement Officer: I have recently been made aware the planning application ref 79611 was refused on 5 March 2025 for the following reasons – <i>"The proposal comprises the retrospective development of a storage shed in the countryside without a functional justification in terms of agricultural or</i>			

	<i>other rural activity. Whilst the scale of the shed is not excessive it does nevertheless erode the countryside setting without agricultural justification. The proposal is therefore contrary to the provisions of Local Plan policies ST07 (4), DM14 (a-c) of the North Devon and Torridge Local Plan, 2018.”</i> I have now been instructed to pursue removal of the remaining building and stored items on site. As such, I have advised the owner of the land to remove the remaining shed, any remnants of the other shed and all stored items and materials from the land within a final 3 months and no later than 18 June 2025. We will be carrying out a compliance visit after this date and if there is no compliance may have to instigate more formal proceedings such as a Notice. I will be in touch again after 18 June 2025.	
5.2	To discuss a Member’s Barbeque. Deferred to the July meeting when it was hoped more Members would be present.	July Agenda
6.	Clerk’s Actions: ❖ Made payments ❖ Contacted Lloyds Bank regarding moving the account to a Community from a Treasurers, resulting in a monthly maintenance fee of £4.25. The answer was that the bank no longer operates Treasurers Accounts which have all been moved to a Community Account, resulting in a monthly service charge. ❖ Updated compliance ❖ Contacted ADA to request that the ADA Gazette publication is sent to new Members, Mr P Ashton, Mr R Berry and Mr R Paelinck. A request was also made to ensure that the publication is being sent to Mr J Ashton, Mr W Hartnoll and District Councillors Bell, Maddocks and Spear.	
7.	Maintenance. All was felt to be in order, with Members noting that the contractor had recently sprayed the Parrots Feather and fixed the remaining levelling device.	
8.	Correspondence.	
8.1	ADA. Email headed ‘Ministerial Announcement Additional Funding for IDB Fund (Tranche 2B)’. Circulated to Board Members on 1/4/25 and noted.	
8.2	ADA. Email headed ‘Briefing Note – Cyber security & IDBs’. Circulated to Board Members on 1/4/25 and noted.	
8.3	ADA. Email headed ‘ADA welcomes further government funding to support floods recovery and water’. Circulated to Board Members on 1/4/25 and noted.	
8.4	Request received for food to be sold at Crow Car Park. The Chairman had asked for this item to be included on the Agenda. It was felt this was a matter for the Braunton Marsh Inspectors and the Chairman will refer the request to their Clerk.	Chairman
8.5	ADA. Email headed ‘Consultation roundtable (Environmental Permitting Regulations – exemption reforms). Circulated to Board Members on 2/5/25.	

8.6	XLinks Morocco. Details had been received that a planned Preliminary Meeting and Hearing due to take place on 19 May 2025 had been cancelled due to more work being required on providing an up to date suite of documents after the government's expected update has been received.	
8.7	ADA. On the morning of the meeting, a number of booklets relating to Good Governance received, and circulated to those present. The Clerk will obtain further copies for Members not in attendance.	Clerk
9.	White Cross Offshore Wind Farm. It was noted that the planning application was considered by North Devon Council Planning Committee on 7 May 2025 where the decision was to grant approval of the proposal.	
10.	Items to note. None.	
11.	Items raised at the Chairman's discretion. None.	
12.	Date of next Meeting: Thursday, 10/7/2025 at 7.30pm in Braunton Parish Council Committee Room. The meeting ended at 8.34pm.	
Summary of Decisions: ➤ Minutes of the Board Meeting held on 13 March 2025 ➤ Payments ➤ Accounts for the year ended 31 March 2025 ➤ Section 1 of the Annual Governance and Accountability Return (AGAR) (Accounting Statements). ➤ Section 2 of the Annual Governance and Accountability Return (AGAR) (Compliance). ➤ 2025 Statement of Internal Control ➤ Dates for the exercise of elector's rights		
These Minutes are agreed by those present as being a true record.		
Signed: Chair of Braunton Marsh Drainage Board.		Date: