

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting that took place on Tuesday 26th September 2017 at 7.30 p.m. in the village hall.

Present: Chairman Councillor R Heggadon, Councillor Trevor Hill, Councillor Darren Reed and Councillor Mrs. B. Cook.

Also present: Louise Watts, Borough Councillor for the Exbourne Ward. There were no other members of the public present.

- 1. To receive apologies for absence and consider if the reason for the absence should be approved by the council.** Apologies have been received from Councillors Gant (he is away) and Clark (work commitments). These apologies were accepted.

- 2. To receive any declarations of interest from members of the council**

Cllr Cook declared an interest in item 7.(a) as she is a member of the village hall committee.

- 3. To receive and approve the Minutes of the meeting held on 25th July 2017.**

Councillor Reed proposed that the minutes be signed. This was seconded by Councillor Cook. The chairman signed the minutes.

- 4 Public Participation**

There were no members of the public present.

- 5 Report by Borough Councillor**

Councillor Watts explained the One Council proposal (West Devon Borough Council merging with South Hams to form one larger council). They are encouraging residents to attend the open mornings. There is to be big changes in the Government funding and changes in other monies that the council receives. If they do not consider the merger now then they will probably be forced to do it further down the line with very little say. There will be savings of £500,000 per year and increased income from the increase in the Council Tax that the residents of the South Hams will have to pay to be on a par with West Devon. There will be benefits in being a larger council. The consultation ends on October 8th as it has to be with the Secretary of State by the end of October.

Devolution was thought to be dead in the water. Without an elected Mayor the council would not get funding. Leaders in the South West have met with an MP, who was more open to the problems in this area. A mayoral system would not work here. A joint committee has been set up to look at ways of dealing with devolution. They are also looking at ways of dealing with productivity (improving public transport, education etc.).

The joint Local Plan will be reviewed in January 2018.

Cllr Cook asked Cllr Watts whether many people had taken up the new scheme where you have to pay to have your garden waste collected. Cllr Watts said she did not have the exact figures with her, but she understood that the scheme had proved popular.

Owing to other commitments Cllr Watts left the meeting. The chairman thanked her for attending.

- 6. Past Subject Matters for further discussion:**

6.1 [6.1] Parish Website – the website is now up and running. Cllr Cook informed the council that the website had had 70 people view it on one day. It was decided to keep this as an agenda item for the time being so progress reports can be made.

6.2 [6.2] The clerk has supplied the council with a proposal for a printer – an Epson costing £79.99. The council has a budget of up to £108. Cllr Reed proposed that the council purchased this printer and Cllr Duffin seconded this.

The gmail address has been set up and is working well. The clerk expressed her thanks to Cllr Cook for setting it up.

Laptop security – the laptop came with a 30 day trial of McAfee, which has expired. The clerk to look at the costs of this and Norton. Cllr Hill advised that it is more expensive to renew McAfee than it is to buy it. The clerk will look at costs.

6.3 [6.4] Contract for new clerk – in progress. The clerk has almost completed this. She mentioned to the council that the previous contract was for 55 hours per year, but it was apparent that the previous clerk invoiced for further hours and she asked if they would consider increasing the hours to 60 per year? The council agreed this.

6.4. [6.5] Devon Air Ambulance Trust – Community Landing Site. Councillor Reed stated he had spoken to the landowners of the proposed site and they have indicated that they are happy for it to be considered as a landing site. Cllr Reed will send the contact details to the clerk, who can then inform DAAT.

6.5 [6.6] Internal Auditor – the clerk has contacted Jill Hicks, who has stated she is prepared to carry out the internal audit for Broadwoodkelly Parish Council next year. A cost has not been provided, but it is not thought it will be over £70.

Grant Thornton had asked a couple of questions regarding the accounts and the clerk has responded to them. The completed Annual Return should be received soon.

6.6 [10] Discuss whether to add an extra signatory to the bank account – there was only one signatory at the last meeting, which meant signing cheques was a little difficult. The members of the council said that this was the first time this had happened and they felt it was not necessary to add an extra signatory at the moment, but if it happens again then the situation can be reviewed again.

6.7 [10] Application for Transparency Code Funding – there is a new window of opportunity to make an application, which closes on October 13th. There is an opportunity to obtain funds for running costs. It was proposed by Cllr Hill and seconded by the Chairman that the clerk submit an application for £315 (12 months running costs of £25 and one hour of training @ £15). This was unanimously agreed.

7. Clerk's report and correspondence received:

Cllr Cook declared an interest and left the meeting.

a. Letter from the village hall committee requesting a grant to assist with the insurance for the bonfire and firework event.

The village hall committee has written asking if the council would assist with the cost of the insurance for the above event (likely to be around £50). The clerk suggested the council could make a yearly donation towards the village hall committee which would cover the costs of insurance for the village hall and the bonfire/fireworks. Cllr Hill stated he preferred that the council be seen to be supporting these events. This was unanimously agreed. Cllr Duffin proposed that the council give a grant of £50 to the village hall committee to assist with this event. This was seconded by Cllr Hill and agreed by all.

Cllr Cook returned to the meeting.

b. The PCC has thanked the Parish Council for the donation towards the upkeep of the churchyard.

c. Risk Assessment – Cllr Gant was not present. Bring to the next meeting.

d. Councillors to review their Registers of Interest

The clerk has acquired the Registers for Cllrs Heggadon and Clark. Cllrs Duffin, Hill, Heggadon and Cook had no amendments to make. Cllr Reed did have an amendment to make and filled in the amendment form. The clerk will keep a copy and send a copy to WDBC.

e. Consultation on the proposal for One Council for South Hams and West Devon.

The chairman had been contacted by a concerned parishioner. After consideration, the council decided they did not wish to comment and they would leave it to parishioners to submit their views.

f. Parish Paths Partnership Annual Workshop 2017

Cllr Gant will attend and if no-one else from the council wishes to go Dee will accompany him. No-one present at the meeting wished to attend.

The following correspondence is contained within the Councillors folder:

g. Devon Senior Voice

h. DALC – Annual Report

8. Planning:

- a. Applic No. 2197/17/FUL – Middlecott, Broadwoodkelly – proposed agricultural general purpose building. Comment required prior to meeting. Council supported.
- b. Applic No. 2796/17/FUL – Upcott Farm, Broadwoodkelly – Change of use from agricultural land to residential garden linked to 3 dwellings. Comment required prior to meeting. Council supported.
- c. Applic. No. 2792/17/VAR – Upcott Farm, Broadwoodkelly - Application for removal or variation of condition 5 of granted planning consent 0164/16/FUL to change use of agricultural barn to holiday units. Comment required prior to meeting. The council had no comment to make.
- d. Applic No. 1628/17/HHO – Pippin Cottage, Broadwoodkelly – Householder application for layout alterations, insertion, enlargement and replacement of windows, alterations and enlargement of existing lean-to, raise chimney stack. Granted conditional approval.
- e. Applic No. 1629/17/LBC – Pippin Cottage, Broadwoodkelly – Listed Building Consent for enlargement of existing lean-to, new and replacement windows, raising of chimney stack and internal alterations. Granted conditional approval.
- f. Applic No. 1918/17/VAR - Upcott Farm, Broadwoodkelly – Application for variation or removal of condition 7 of planning consent 0164/16/FUL. Granted conditional approval.

9. Finance:

a. Invoice from Broadwoodkelly Community Web Group - £350.00

This consists of the website set up costs (£300) and the contribution towards the annual costs of the site for the period up to 31 March 2018 (£50). It was unanimously agreed that this invoice should be paid.

a. (i) Request from Broadwoodkelly Village Hall Committee for a donation to assist with the insurance for the bonfire/firework event (agreed under 7a) - £50.

It was unanimously agreed that a cheque be signed.

b. Balance at bank – as at 1st September 2017 the balance in the Current Account is £5881.54 and the balance in the Business Reserve Account is £2759.91. The chairman initialled the bank statements.

10. Matters for further reporting:

Cllr Reed reported that the road from Brixton Barton through to Middlecott is getting bad. There is a lot of mud on the road, which is also getting into a state of disrepair. The clerk to report to Devon County Council.

Cllr Cook stated she had been approached by residents concerning fencing that has been erected around the garden of Clarkstown Cottage. It is considered to be an eyesore. The clerk to contact the Conservation Officer.

The clerk brought to the attention of the Councillors a Devon Highways Parish and Town Council Conference which will take place on November 7th at Hatherleigh

Community Centre.

11. Confidential Discussion:

11.1 Enforcement cases – there are two cases on the list, but one has been Addressed and confirmation from WDBC has been received that this case has now been closed.

12. Date of next meeting:

November 28th 2017

There being no further business the meeting closed at 8.50 p.m.