

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting that took place on Tuesday 23rd January 2018 at 7.30 p.m. in the village hall.

Present: Chairman Councillor R Heggadon, Councillor T Hill, Councillor R Gant, Councillor Mrs J. Duffin, Councillor J. Clark and Councillor Mrs. B. Cook.

Also present: Councillor Louise Watts, Borough Councillor for the Exbourne Ward and one member of the public present.

- 1. To receive apologies for absence and consider if the reason for the absence should be approved by the council.** Councillor D. Reed had sent his apologies as he is away. This apology was accepted.

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

There were none.

- 3. To receive and approve the Minutes of the meeting held on 28th November 2017.**

Councillor Hill proposed that the minutes be signed. This was seconded by Councillor Gant. The chairman signed the minutes.

- 4 Public Participation**

The member of the public did not wish to address the council.

- 5 Report by Borough Councillor**

Councillor Watts began by informing the council that the Secretary of State has chosen WDBC as one of the Business Rate pilot areas. This will be of financial benefit to the Borough Council. They are looking at budget cuts for the coming years and have set up a group to look at where income can be generated and where cuts can be made. Possibly increasing parking charges, they may look at whether to close the Okehampton Office (possibly run drop in days at village halls) and they may look at stopping accepting cash and cheques (this would save £17000).

Steve Jordan (one of the Chief Executives) is leaving so there will only be one Chief Executive for the moment. This will save money.

WDBC has been given the go ahead to run a Community Lottery. 50% of the ticket sales will go to a good cause (chosen by residents). The other 50% will be retained by WDBC.

Devolution update – the Heart of West Devon Group is putting together a strategy to establish better transport links and connectivity (broadband and 4G).

The One Council proposal is definitely off for the time being. Members of WDBC were concerned that it was being rushed and felt it needed to be more carefully thought through. West Devon would have lost quite a few Councillors. South Hams were against some of WDBC's income generating schemes.

Councillor Gant asked Councillor Watts about the Discretionary Rate relief for village halls and if there are plans for this to end. Councillor Watts stated that WDBC would not wish to cause problems for Community buildings – she will enquire.

Councillor Cook asked about stopping payment by cash and cheque. It would affect those who don't have good broadband or internet skills.

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

6.1 [6.1] Parish Website – Cllr Cook informed the council that after Broadwoodkelly had featured on local TV the website had 30 hits instead of the usual 20 – 25. She urged people to take photos of things happening in the parish as she is happy to put them up on the website.

6.2 [6.2] Printer and laptop security - The clerk stated she had purchased the Norton security/antivirus, but it had gone up to £17.99. This was accepted by the members of the council.

6.3 [6.4] Contract for new clerk – in progress. The clerk had emailed DALC and had been emailed a copy of the Model Contract. It was decided to remove reference to sick pay and as the clerk is under the earnings limit for a pension to make reference of such in the contract. Sign at the next meeting.

6.4. [6.5] Devon Air Ambulance Trust – Community Landing Site – the Chairman stated DAAT have made contact with him, but a meeting will be arranged when the weather has improved.

6.5 [7.b.] Set the Budget for next year 2018/19 – as mentioned at the last meeting the clerk mentioned that the council has good reserves and could consider either reducing or keeping their precept (budget) at the same level as last year. The precept for this current year was £3107 and in 2016/17 it was £2948. The council discussed this and it was proposed by Councillor Hill that the precept be kept at £3107. This was seconded by Councillor Cook.

It was agreed that the clerk produce a draft of the budget information and then circulate it for Councillor approval before publishing on the website.

Councillor Cook suggested having a small pot of money (e.g. £100) that local groups could apply to for a small amount of funding. This was considered to be a good idea.

6.6 [7.f.] External audit – qualifying criteria for exemption. The clerk has contacted DALC and the qualifying criteria is turnover of less than £25000 and meeting the Transparency Code requirements.

7. Clerk's report and correspondence received:

a. Closure of NatWest Bank in Okehampton – the parish council banks with NatWest and it was considered that there was no need, at this time, to change to another bank. The clerk will call in and out where to send any instructions (eg instruction to transfer funds from one account to another). The situation will be monitored and if any problems arise then the situation will be reviewed.

The following correspondence is contained within the Councillors folder:

b. Clerks and Councils Direct

8.Planning:

- a. Applic No 4140/17/FUL – Grattons Farm, Broadwoodkelly – application for agricultural workers mobile home. Comment required prior to meeting. The council submitted a neutral view with the comment that the proposed mobile home looks more like a static one.
- b. Applic. No. 4361/17/FUL – Part Upcott, Track to Upcott, Broadwoodkelly – planning application for the erection of two garages. Comment required prior to meeting. No comment submitted.
- c. Applic No. 3534/17/FUL Upcott Farm, Broadwoodkelly – Change of use of agricultural land to residential land link to barn conversion approved (1936/16/PDM). Granted conditional approval.
- d. Applic No. 3538/17/FUL – Upcott Farm, Broadwoodkelly – Change of use from agricultural land to residential land linked to 2no barn conversions approved (0164/16/FUL). Granted conditional approval.
- e. Received since the agenda went out. Applic no. 0033/18/ARC – Upcott Farm, Broadwoodkelly – application for approval of details reserved by conditions 6 (surface water design) and 7 (facing and roofing materials) of planning consent

1918/17/VAR. There is no statutory consultation requirement on this application (sent out for info only).

9. Finance:

a. Transferred £4000 from the current account to the Business Reserve Account.

b. Invoice from clerk for wages and expenses - £123.15

This includes the purchase of the Norton Security. Councillor Duffin proposed that this invoice be paid. This was seconded by Councillor Clark and agreed by all. A cheque was signed.

c. Received reclaimed TAP fund from Iddesleigh parish council - £300

d. Received interest on Business Reserve Account - £0.27

e. Balance at bank – as at 20th December 2017 the balance in the Current Account is £3349.35 (this does not include the cheque signed at tonight's meeting) and the balance in the Business Reserve Account is £6760.32. The chairman initialled the bank statements.

10. Matters for further reporting:

Councillor Gant stated he had reported three potholes on the Devon County Council website, but he was not sure if they had been filled in yet.

Councillor Hill mentioned the gutter by Grattons Farm which could do with clearing. There is still TAP fund money to be spent and it was felt it would be a good idea to get a list together and pay for some Highways work to be done.

Councillor Hill also mentioned the Snow Warden. The council does have one and shares a gritter with Monkokehampton and Iddesleigh parish councils. It was considered to be a good idea to put some info on the website. The clerk to produce something.

The member of the public left the meeting.

11. Confidential Discussion:

11.1 Enforcement cases – a general discussion was held.

12. Date of next meeting:

March 27th 2018

There being no further business the meeting closed at 8.40 p.m.