

Broadwoodkelly Parish Council

Annual Council Meeting of Broadwoodkelly Parish Council

Minutes of the Annual Council meeting held on Tuesday May 25th 2021 following the Annual Parish Meeting in Broadwoodkelly Village Hall.

Present: Chairman Cllr R. Heggadon, Cllrs R. Gant, Mrs B. Cook, J. Clark, A. Penny, D. Reed and Mrs C. Brook.

Borough Councillor for the Exbourne Ward Barry Ratcliffe was in attendance. 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.

There were no apologies for absence.

2. Elect a Chairman

Cllr Reed proposed Cllr Heggadon as Chairman. This was seconded by Cllr Penny. Cllr Heggadon stated he would remain as chairman for one more year.

3. Elect a Vice-Chairman

Cllr Clark proposed Cllr Mrs Cook. This was seconded by Cllr Mrs Brook.

4. Declarations of Acceptance of Office:

Cllrs R. Heggadon and Mrs. B. Cook signed the Declaration of Acceptance of Office.

5. Nominations for Representatives on other Committees:

5.1 Broadwoodkelly Village Hall Committee

Cllrs Gant and Clark are happy to continue as the representatives

5.2 Representative on the Northern Links Committee

There were no meetings last year because of the pandemic. It was agreed that four members of the council would try and attend a meeting each. Cllrs Mrs C. Brook, D. Reed, J. Clark and Cllr Mrs B. Cook put their names forward. It was explained that more than one councillor can attend a meeting, but if a vote is held then each parish only has one vote.

5.3 P3 Co-ordinator

Cllr Gant stated he was happy to continue in this role.

5.4 Representative on the Broadwoodkelly Community Web Group

Cllr Mrs B. Cook stated she was happy to continue.

6. Dates, times and venue of future meetings

The parish council currently holds their meetings on the fourth Tuesday of every other month (January, March, May etc.) at 7.30 pm in the village hall. The members of the council confirmed that they were happy to continue with that arrangement.

7. Declaration of Interest from Members:

There were no declarations of interest.

8. To receive and approve the Minutes of the meeting held on 23rd March 2021

Cllr Mrs B. Cook proposed that the minutes be an accurate record. This was seconded by Cllr Mrs. C. Brook. The Chairman signed the minutes.

9. Public Participation – there were no members of the public present.

10. Report by Borough Councillor

Cllr Ratcliffe stated he had nothing further to add to his report given during the Parish Meeting.

11. Past Subject Matters for further discussion:

a. [6.a] Parish Website – Cllr Mr. Cook stated there were no updates. The number of hits reduced during lockdown as there were no events being held. Last week the website received 60 hits.

b. [6.b] Devon Air Ambulance Trust – Community Landing site

Nothing heard. It was decided to remove this item from the agenda until some information is received.

c. [6.d] Areas of highways requiring work to utilise TAP fund money

The chairman stated he had spoken with someone from another parish and had been informed that they had purchased bags of tarmac and filled in the potholes themselves. Potholes are a problem, but the council would need to be careful re

liability etc. Cllr Gant stated he had good results reporting potholes on the DCC website and they do get filled in providing they meet the criteria.

d. Broadband

It is understood that Giles from Pattiland has been writing to WDBC, but as yet has received no response. An email has been circulated from a parishioner who received an email from Mel Stride (he had received a response from Openreach).

12. Clerk's report and correspondence received:

The following correspondence is contained within the Councillors folder:

a. Code of Conduct – a revised Local Government Association Model Councillor Code of Conduct has been issued. Cllr Penny proposed that the parish council adopts this new one. This was seconded by Cllr Mrs Cook and agreed by all. The members of the council were all given new Registers of Interest to complete.

b. Risk Assessment – Cllr Gant has assessed the phone box, noticeboard and bench seat and all are in a good condition.

c. Green Spaces – the chairman has received emails from geViews asking if the parish council is interested in any street furniture. The council discussed this and did not wish to pursue.

d. Clerks and Councils Direct – the clerk will peruse.

13. Planning:

a. Applic no 1408/21/OPA Lower Ingleigh, Broadwoodkelly – outline application with some matters reserved for erection of agricultural workers dwelling. Discuss at meeting.

The council discussed the application and wishes to support it providing an agricultural tie remains on the main dwelling and is placed on the new dwelling.

b. Applic No. 0114/21/HHO South Stone Barn, Upcott, Winkleigh – Householder application for erection of porch. Application refused. The decision notice stated that the proposed addition of the porch to the principle elevation is an unnecessary domestic feature which will detract from the simple clear line of the elevation.

c. Application No. 0315/21/HHO Southdown Farm, Broadwoodkelly – Householder application for side extension and internal alterations. Granted conditional approval.

14. Finance:

- a. Internal Audit completed and report read out to the council.

There were no issues raised.

- b.** Approve the Annual Governance Statement of the Annual Return

This document had been circulated prior to the meeting. Cllr Penny proposed that the Annual Governance Statement be approved. This was seconded by Cllr Reed. The chairman and clerk signed the document.

- c.** Approve the Accounting Statement of the Annual Return

This document had been circulated prior to the meeting. Cllr Penny proposed that the Accounting Statement be approved. This was seconded by Cllr Reed. The chairman signed the document (the clerk/RFO had already signed it).

- d.** To approve the Certificate of Exemption contained in AGAR

This had been circulated prior to the meeting. Cllr Penny proposed that the Certificate of Exemption be approved. This was seconded by Cllr Mrs Brook

- e.** Received first half of precept – £1432

- f.** Invoice from DALC for renewal of membership – £59.84

Cllr Penny proposed that this invoice be paid. This was seconded by Cllr Mrs Cook and agreed by all.

- g.** Invoice from clerk for wages/expenses – £202.50

The clerk informed the council that this amount also includes the purchase of a new printer. Cllr Penny proposed that this invoice be paid. This was seconded by Cllr Mrs C. Brook and agreed by all.

- h.** Invoice from Internal Auditor – £45.00

Cllr Reed proposed that this invoice be paid. This was seconded by Cllr Mrs C. Brook and agreed by all.

- i.** Renewal of insurance – £344.37

The clerk informed the council that if they wished to enter into a 3 year Long Term (LTA) the amount would be £330. After a discussion Cllr Penny proposed

that the council enters into the LTA. This was agreed. A cheque was written out for £330.

j. Interest on Business Reserve Account (March/April) – £0.12

k. Balance at Bank

As at 30th April the balance in the Business Reserve Account was £6786.04. As at 30th April the balance in the Current Account was £7503.56 (this does not include the cheques signed at the meeting, but does include the precept).

15. Matters for further reporting:

Cllr Mrs Cook wished to thank the parish council for the cheque in payment of the web hosting.

16. Confidential discussion:

16.1 Enforcement cases – there is a new one on the list.

17. Date of next meeting:

July 27th 2021 this will be held in the village hall unless there is any change owing to the

Covid- 19 pandemic.

There being no further business the meeting closed at 8.40 pm.