

## **Broadwoodkelly Parish Council**

**Minutes of the Broadwoodkelly Parish Council meeting that took place on Tuesday 22nd January 2019 at 7.30 pm in the village hall.**

**Present:** Chairman Roger Heggadon, Vice- Chairman Cllr Mrs. Cook (in the chair for this meeting), Councillor R Gant and Councillor A Penny.

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

**1. To receive apologies for absence and consider if the reason for the absence should be approved by the council.** The Chairman Councillor Heggadon has stated that owing to work commitments he may arrive late or not get to the meeting at all. Councillor Clark has sent apologies as he is unwell and Councillor Reed has sent apologies as he is away. These apologies were accepted.

**As the chairman is not present it was unanimously agreed that Councillor Mrs B Cook should chair the meeting. She duly took the chair.**

**2. To receive any Declarations of Interest from Members:**

Councillors Gant, Cook and Penny all declared an interest in item 7b as they are members of the village hall committee.

**3. To receive and approve the Minutes of the meeting held on 25th September 2018**

Councillor Gant proposed that the minutes be signed. This was seconded by Cllr Penny. 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 was thanked for attending the meeting. She updated the council by informing them that Budget Changes for 2019/2020 has resulted in a £73000 surplus. The government have eliminated the negative revenue support grant (linked to business rates) – usually any surplus is paid back to the government. The Rural Services Delivery Grant has increased by £81m (of this WDBC will see £91000). WDBC lobbied local MP's regarding this and are grateful for their hard work in securing this. WDBC has received a one off payment of £25000 from the surplus of business rates. A new waste contract has been awarded, which has saved £250000. This will be implemented in June 2019

when it will be possible to recycle more plastics. The £73000 will go into earmarked reserves.

**The chairman Councillor Roger Heggadon arrived and stated he was happy for Councillor Cook to chair the meeting.**

Councillor Watts stated she has been contacted by the applicants of Whey Barn and she just wished to ascertain the council's position regarding this application before she takes it on. They informed her that they have supported this application each time it has been submitted as it is a local family wishing to make a home in the parish.

Councillor Gant expressed his thanks for WDBC allowing the discretionary rate relief on the village hall without having to send in a request etc.

**Owing to other commitments Councillor Watts left the meeting.**

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

a. [6.a] Parish Website – Councillor Cook reported that a website meeting was held last week. The site is still getting 100-150 hits per week, but it is failing to get advertising so it was decided at their meeting to make the adverts free of charge to try and increase advertising. They are looking to add a video clip of the village.

b. [6.b] Devon Air Ambulance Trust – Community Landing site – the Chairman (R.H.) stated that he has received an email from Toby Russell. The site has been re-visited and he has the number of the landowner so he can contact them to ascertain whether they would be agreeable to its use as a landing site. There would be no cost to the village and it would need to be fenced off to prevent livestock straying into the area of the landing helicopter.

c. [6.c] Defibrillator – as Councillor Clark is not present this will be deferred to the next meeting.

d. [6.d] Areas of highways requiring work to utilise TAP fund money – no areas have been suggested. Councillor Gant stated that DCC have been around filling in potholes.

e. [6.e] Update on grit bin – at the last meeting Councillors Clark and Reed had agreed to look at grit bins and report back to the council as neither were present this will be deferred to the next meeting.

f. [6.f] GDPR review – this document has gone up on the website and councillors have had a chance to look at it. Those present at the meeting were happy with its content.

g. [6.h] Adding Councillor Cook as a signatory – the clerk apologised as she has not yet had chance to get to the mobile bank or a branch so this is still in progress as is adding Councillor Gant.

h. [6.i] Policy on how the council awards grants – Councillor Mrs B Cook has submitted a policy document, but it was agreed to defer to the next meeting to allow councillors more time to look at it.

## **7. Clerk's report and correspondence received:**

*The following correspondence is contained within the Councillors folder:*

a. Request from councillors to attend New Councillor Training – awaiting new dates for 2019.

b. Request from Broadwoodkelly Village Hall committee for a donation towards the cost of the insurance for the annual bonfire – £50.40.

If the three members of the village hall committee leave the meeting the meeting will not be quorate so this will be deferred to the next meeting.

c. Dispensations – the problem encountered above should be addressed through the use of a dispensation. The council has to conduct its business and to enable this a dispensation can be granted to allow someone who has an interest in the agenda item to remain at the meeting and participate in any discussion and/or to participate in any vote. The clerk has spoken to Phillip Debidin at WDBC regarding this and has received a dispensations procedure guide (which has been sent out to the councillors). There will need to be an agenda item and Phillip has advised that the dispensations be granted for one meeting rather than for a period of up to four years. The clerk will get this on the agenda for the next meeting.

d. Clerks and Councils Direct

e. Parish Council elections will be held this year on May 2nd – information has been sent out. Publication of Notice of Election is 21st March 2019. WDBC send out nomination papers and these need to be delivered BY HAND (one person can be nominated to hand in a number of papers) to the Tavistock offices by 4 pm on 3rd April 2019.

## **8. Planning:**

a. Applic no. 3324/18/PDM Whey Barn, Mount Pleasant Farm, Broadwoodkelly – Notification for prior approval for proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development (Class Q (a) & (b)) (resubmission of 0914/18/PDM). Prior approval required and refused.

b. Applic no. 3183/18/LBC Judleys Thatch, Road to Hayes Cottage, Ingleigh Green, Broadwoodkelly – Listed Building Consent for proposed alterations and extension. Granted conditional approval.

c. Applic no. 3663/18/CLE Caravan at Southdown Farm, Broadwoodkelly – Application for a Lawful Development Certificate for existing use of land for siting of residential mobile home. Certificate of lawfulness (existing) certified.

d. As of 1st April West Devon Borough Council will cease issuing paper copies of planning application. Parish Councils will be required to view them online. There is no broadband at the village hall so it was agreed that when the clerk sends out the list of planning applications that the councillors view them at home. If there are any issues regarding an application then the clerk will be requested to print off certain documents to enable discussion at the meeting.

## **9. Finance:**

a. Invoice from clerk for wages and expenses – £112.67

The above includes an ink cartridge required for the printer.

Councillor Cook proposed that this invoice be paid. This was seconded by Councillor Penny.

The clerk informed the council that the Norton Security requires updating. The council agreed that she should purchase a 1 year subscription as she did last time.

b. Interest on account (Nov £1.11 and Dec £1.15) – £2.26

c. Set the precept/Budget for 2019/20 – the clerk informed the council that for the years beginning 1st April 2017 and 2018 the precept was £3107. In the year prior to this it was £2948. The council does have healthy reserves for its expenditure commitments. After some discussion it was agreed to reduce the precept by 3% (£93) to £3014. The council will also received the Council Tax Support Grant of £78. The clerk will submit this request.

d. Making tax digital – reclaiming VAT. Following a discussion at the last meeting regarding whether it would be financially viable for the council to reclaim the VAT the clerk has contacted DALC and they have replied stating they have tabled a formal legal query with NALC on this topic because of the cost implications for smaller councils and when they have an answer, they will share it via the newsletter.

e. Balance at bank – the balance in the Current Account as at 21st December is £4761.61 (does not include the payments made this evening) and the balance in the Business Reserve Account as at 31st December is £6766.27.

#### **10. Matters for further reporting:**

Councillor Gant stated he had submitted the P3 forms. The diversion at Redhayes has a few signposts missing. The footpath to the rear of the hall through to Barntown has two stiles – one of them is slippery. DCC have this in hand and are to replace it with gates (hopefully kissing gates). He has not requested any further funds.

#### **11. Confidential Discussion:**

12.1 Enforcement cases – they remain the same.

#### **12. Date of next meeting:**

**March 26th 2019**

**There being no further business the meeting closed at 8.45 pm**