

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting held on Tuesday November 22nd 2022 at 7.30pm in the village hall.

Present: Councillors R. Heggadon (Chairman), R. Gant, Mrs. B. Cook, J. Clark and A. Penny.

The Borough Councillor for the Exbourne Ward, Barry Ratcliffe, had hoped to attend, but had been delayed at the council meeting being held in Tavistock and so would now be unable to be present.

There were two 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.

Councillor D. Reed had sent his apologies as he was attending a meeting at the school. His apology was accepted.

2. Declaration of Interest from Members:

Councillors are reminded to declare any personal or prejudicial interest they may have in any agenda items.

There were no declarations of interest.

2.1 The parish council has delegated the power of granting dispensations to the clerk.

2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

2.3 To grant any requests for dispensations as appropriate

3. To receive and approve the Minutes of the meeting held on July 26th 2022

The clerk apologised for the error with the date – it should read ‘meeting held on September 27th 2022’. Councillor Mrs B Cook proposed that the minutes be signed as a correct record. This was seconded by Councillor Gant. The chairman signed the minutes.

4. Public Participation – the members of the public did not wish to make any comments

5. Discussion on whether Broadwoodkelly should prepare a Neighbourhood Plan or not (includes members of the public)

The clerk apologised for the inclusion of this item because it is being discussed at the January meeting. The topic is being promoted at a village hall event in early January. It is understood that Councillor Reed has offered to promote the Neighbourhood Plan at the event.

6. Report by Borough Councillor – unable to attend.

7. Past Subject Matters for further discussion:

a. [6.a] Parish Website – Councillor Mrs Cook has looked at the Dolton webpage, which has a welcome page to explain the work the parish council does, a councillors page and contact tab. The developer who has designed the Broadwoodkelly webpage also designed the Dolton site. The Dolton site is easy to navigate. If the Broadwoodkelly website is updated it may become more difficult to do our own updating. Councillor Mrs Cook stated she would speak with the developer and obtain a proposal for updating the website for the January meeting.

The website is still getting around 100 hits per week

b. [6.b] Areas of highways requiring work to utilise TAP fund money – there are areas requiring work. If a list can be put together it may be possible to get Ben Pell to come for a half day or full day.

Councillor Clark mentioned the drain by the chicken farm. The drain running underneath the road is running, but the drain to the left of the entrance is blocked. The clerk to contact DCC.

c. [6.e] Dedicated email addresses for councillors in connection with council business – still one or two councillors to create their email addresses.

d. [6.f] Broadband – nothing to report. Giles was going to do some investigation. David Robinson has sent an email around to people in the village.

8. Clerk's report and correspondence received:

The following correspondence is contained within the Councillors folder:

a. **Vacancy on the council following the resignation of Councillor Mrs Cath Brook** – the vacancy must be advertised, but as it is within six months of an election there is not the opportunity for the electorate to request an election. The parish council can co-opt to fill the vacancy, but is not required to do so.

The clerk will get the advert prepared so it can go on the website and noticeboards.

A letter will be sent to Cath to thank her for her work on the council.

b. Clerks and Councils Direct

c. An email from Okehampton and District Community Transport Group thanking the parish council for the donation of £50.

Councillor Mrs B. Cook just wished to mention that a parishioner wished to go on a ODCTG trip, but the group wouldn't come out to Broadwoodkelly to pick the person up. They will come to pick you up to take you shopping.

d. To consider improvements to the present webpages used by the parish council in the context of renewal of the existing website contract for the next financial year and of giving adequate publicity for future meetings.

This has already been discussed, but a mention was made about putting up other information that may be of interest to parishioners. Recently received an email about flooding as an example.

9. Planning:

a. Application No. 0896/22/FUL Moorview Farm, Bondleigh (sent as neighbouring parish) change of use from existing studio to form accommodation create new extension to form new photographic studio; install shepherds huts and construct "Tree Houses" for holiday accommodation; form parking in existing equine sand school and install new sewerage treatment plant. The application has been withdrawn.

b. Application No 1844/22/ARC Cherry Hayes, Ingleigh Green, Broadwoodkelly – Application for approval of details reserved by Condition 8 (surface water drainage) and 9 (Foul drainage) of planning application 3123/21/FUL. Discharge of conditions approved.

c. Application No. 2100/22/FUL Holbrook, Broadwoodkelly – Creation of a dwelling (following a class Q prior notification being granted under 4219/21/PDM). Granted Conditional approval.

d. Application No. 3490/22/LBC Walson and Clarkstown Cottages, Broadwoodkelly – Listed Building Consent for retention and alterations to chimneys. Discuss at meeting.

The original letter sent out by WDBC has a date when comments should be sent in by and when the planning list comes out there is an even earlier date on the list. The clerk had sent out an email asking councillors for their opinions as the earlier date was prior to the meeting. A number of councillors responded and the clerk consulted with the chairman and a "Support" comment was sent in just after the agenda went out as the earlier deadline was November 17th. The clerk emailed the councillors to inform them the comment had been submitted. Councillor Penny expressed his disappointment at this as he had a comment he wished to make. The clerk apologised and the chairman stated that Councillor Penny could look online and see if he can submit a comment himself.

e. Application No. 3489/22/FUL Walson and Clarkstown Cottages, Broadwoodkelly – Retention and alterations to chimneys. Discuss at meeting.

Explanation as above.

f. Application No. 2600/22/FUL Highcroft, Broadwoodkelly – RE-ADVERTISEMENT (revised plans) Construction of four new dwellings including one affordable and three open market with associated parking and infrastructure. Granted conditional approval.

g. Application No. 2583/22/LBC Judleys Thatch, Ingleigh Green, Broadwoodkelly – Listed Building Consent for alterations to listed building and replacement of existing stable block. Granted conditional approval.

h. Application No. 2582/22/FUL Judleys Thatch, Ingleigh Green, Broadwoodkelly – replacement stable block and alterations to existing car port (part retrospective). Granted conditional approval.

i. Application No 3790/22/NMM Splatt Methodist Church, Broadwoodkelly – non material minor amendment to planning consent 2303/22/FUL (change of use from redundant chapel to dwelling) to omit internal porch and replace with external porch. Information sent out for info only no comment to be submitted.

10. Finance

a. Invoice from clerk for wages/expenses – £193.37

The invoice had been circulated prior to the meeting and included costs for binding some sets of minutes. Councillor Mrs Cook proposed that the invoice be paid. This was seconded by Councillor Penny.

b. Received second half of precept – £1360.50

c. Received from sale of two Jubilee Mugs (paid by BACS) – £12.00

d. Received refund of VAT from HMRC – £86.99

e. Begin discussion on setting precept for 2023/24 – this will be discussed at the next meeting.

f. Interest on Business Reserve Account (Sept/Oct) – £3.44

g. Balance at Bank – as at 1st November the balance in the current account was £8717.93 (this does not include the cheque signed this evening.). The clerk showed the chairman a receipt to show the £36 cash received from the sale of jubilee mugs has been paid into the parish council account, but is not shown in the above total.

As at 1st November the balance in the Business Reserve Account is £6792.89.

11. Matters for further reporting:

The clerk stated an email had been received from Citizens Advice Bureau requesting a grant – the parish council stated it could be placed on the agenda for the January meeting.

The clerk has had problems with the black ink on the printer – she has carried out cleaning on it and a message came up that it could be the print heads. She could try another ink cartridge. She looked online and the print heads could be £40-£50 to replace. The parish council felt it would be best to purchase a new printer.

Councillor J. Clark asked if anyone else had seen a person out walking around late at night (2-3am). No-one else had observed anyone walking at this time of night.

12. Confidential discussion:

16.1 Enforcement cases – these remain the same.

12. Date of next meeting:

January 24th 2023

There being no further business the meeting closed at 8.10pm