

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting that took place on Tuesday 27th November 2018 at 7.30 pm in the village hall.

Present: Chairman Roger Heggadon, Vice Chairman Cllr Mrs. Cook, Councillor R Gant, Councillor D Reed, Councillor J Clark and Councillor A Penny.

Also present: 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. Councillor Hill had emailed the Chairman stating he would be unable to attend the meeting owing to work commitments. This apology was accepted.

2. To receive any Declarations of Interest from Members:

Councillor Penny declared an interest in items 6 g, 7 e, 7 f and 8 e as he is a member of Broadwoodkelly PCC and the village hall and the application (8 e) he is a neighbour.

Councillors Cook and Gant declared interests in item 7 f 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 Cook. 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: the Borough Councillor is not in attendance and no emailed report has been received.

6. Past Subject Matters for further discussion:

a. [6.a] Parish Website – Councillor Cook reported that the website is still getting 100-150 hits per week and information is being put up on it, but there is always room for more.

b. [6.b] Devon Air Ambulance Trust – Community Landing site – the Chairman has tried contacting Toby Russell for an update, but has been unable to get a response.

c. [4] Defibrillator – Councillor Clark stated he understood that everything was in place and are waiting for the council to sort out the telephone box.

d. [6.c] Areas of highways requiring work to utilise TAP fund money – some areas were mentioned: a pit has appeared outside Bill Brook's place where SWW put in a new mains water pipe. It was felt that SWW should remedy this. Past Pattiland leaves are building up and obscuring the drain. It has been noted that the drains along by Brixton have been cleared.

e. [6.d] Update on grit bin – the clerk had contacted Darryl from DCC and arranged a meeting at Fourways on November 22nd. Councillor Gant had been able to attend. Fred has the gate into his field and on the right-hand side of this there are covers belonging to SWW and a cabinet. It had been felt that the grit bin could go there. Darryl is supposed to be sending a map. The clerk stated she had not been sent one yet. It was agreed that Councillors Reed and Clark would look at the grit bins. The clerk will email the links to them.

f. [6.e] GDPR – the clerk had emailed a draft document to put on the website covering GDPR. It can be improved upon, but the council felt it was better to have something on the website than nothing at all so it was decided to put the document on the website and review it at the next meeting. The clerk will email it to Councillor Cook, who will get it on the website.

g. [6.g] Request from Broadwoodkelly PCC requesting a donation towards the upkeep of the churchyard. Councillor Penny left the meeting and the council discussed this request. Councillor Reed proposed that the council makes a donation of £200 towards the upkeep of the churchyard. This was seconded by Councillor Cook and unanimously agreed.

Councillor Penny was invited back to the meeting.

h. [6.h] Signing the forms to add Councillor Cook as a signatory – it had been agreed at the last meeting that Councillor Mrs B Cook be added as a signatory. The clerk had the additional party form and the mandate. It was resolved that the authorised signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance with section 6 and the current mandate will continue as amended. Cllr Councillor Cook was given the form to take to the bank and the mandate will be signed by two authorised signatories. The clerk apologised to the council she had not yet had a chance to get to Hatherleigh to catch the mobile bank to hand in the mandate form connected to adding Councillor Gant as a signatory.

i. [6.i] Policy on how the council awards grants – Councillor Mrs B Cook asked for this to be on the agenda for the next meeting as she has not yet written up a policy.

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. Plymouth and South West Devon Joint Local Plan (JLP) Main Modification Consultation. This document has been received and will be passed between the councillors.

c. Northern Links Meeting on November 22nd at 7.30pm in the Charter Hall, Okehampton. No-one was available to attend.

d. Super Links Meeting on 5th December at 7pm at Council Chambers, Kilworthy Park, Tavistock. No-one is available to attend.

e. Request from Broadwoodkelly PCC for a grant of £25 to cover the cost of the wreath laid at the Remembrance Service to commemorate the 100th anniversary of the Armistice. Councillor Penny left the meeting.

The clerk informed the council this will be a S.137 payment. Councillor Clark proposed that the council pay the £25 to cover the cost of the wreath. This was seconded by Councillor Cook and unanimously agreed. Councillor Penny returned to the meeting.

f. Request from Broadwoodkelly Village Hall committee for a donation towards the cost of the insurance for the annual bonfire. Once those that had declared an interest had left the meeting it was noted that Councillor Clark was also a member of the village hall committee and if he left there would not be a quorum so it was agreed to discuss this item at the next meeting when Councillor Hill is present.

g. Request from Torridge, North, Mid & West Devon Citizens Advice for a donation. This request was discussed and it was agreed not to make a donation.

h. Okehampton District Community Transport Group has emailed thanking the council for their donation.

i. Broadwoodkelly Village Hall has expressed thanks for the Council's donation towards the Peace Tea.

j. Clerks and Councils Direct

8. Planning:

a. Applic No. 2975/18/FUL Land at SX 628 104, North East of Lewersland Farm, Broadwoodkelly – proposed fodder and general-purpose agricultural building. Council supported.

b. Applic no. 3229/18/PDM Newer Park, Broadwoodkelly – notification for prior approval for a proposed change of use of agricultural building to a dwelling house (Class C3) and associated operational development (Class Q (a) & (b)). Comment required prior to meeting. A neutral view submitted.

c. 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). Comment required prior to meeting. Council supported.

d. Applic no. 3183/18/LBC Judleys Thatch, Road to Hayes Cottage, Ingleigh Green, Broadwoodkelly – Listed Building Consent for proposed alterations and extension. Discuss at meeting.

The application was discussed and it was decided to support the application.

e. 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. Discuss at meeting.

The letter from WDBC sent in connection with this application asks for factual evidence to either support or refute the claim.

The council instructed the clerk to reply stating that the parish council can offer no factual evidence to either support or refute the claim/application.

f. Applic no. 2598/18/FUL Ingleigh Green Farm, Ingleigh Green, Winkleigh – erection of new agricultural barn for the use of storing agricultural machinery and making use of the existing agricultural track. Granted conditional approval.

g. Applic no. 3004/18/PDM Barn at Fourways, Fourways Cross, 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)). Prior approval required and given.

h. Since the agenda went out Applic No. 3229/18/PDM Newer Park, Broadwoodkelly – (see 8b above) – prior approval required and given.

9. Finance:

a. Invoice from clerk for wages and expenses – £104.79

Councillor Reed proposed that this invoice be paid. This was seconded by Councillor Clark.

b. Interest on account (Sept £0.26 and Oct £1.14) – £1.40

c. Begin discussion on setting the Precept/Budget for 2019/20 – a brief discussion was held and it was agreed to discuss it more fully and set the precept at the next meeting.

d. Making tax digital – reclaiming VAT – this was mentioned in the latest DALC newsletter and the clerk commented that some of the software involved costs £20 per month and with the amount of VAT being very small it would probably be financially unviable, but the clerk would contact DALC and ascertain whether other options are available.

e. Cheques for the payments agreed at 6 g and 7 e above were signed.

f. Balance at bank – the balance in the Current Account as at 1st November is £5091.40 (does not include the payments made this evening) and the balance in the Business Reserve Account as at 1st November is £6764.01.

10. Matters for further reporting:

Councillor Gant had attended the P3 meeting at Shobrooke. He spoke with the Footpath warden for this area and he is confident that the stiles at Barntown will be changed to gates before Christmas. He has acquired some plates to put on the wood on the path at Walson Barton to make it less slippery.

There is a talk about Smart Meters at the village hall on December 6th.

11. Confidential Discussion:

12.1 Enforcement cases – they remain the same.

12. Date of next meeting:

January 22nd 2019

There being no further business the meeting closed at 9.25 pm

