

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting held on Tuesday 28th November 2023 at 7.30pm in the village hall.

Present: Councillors R. Heggadon (Chairman), D. Reed, R. Gant, A. Hawkey, Mrs B. Cook, Mrs S. Walters and D Mendus-Edwards

There were four 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 as all the councillors were present. The Borough Councillors have been notified of the meeting, but the clerk hasn't heard anything from them.

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 and there were no requests for a dispensation.

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 26th September 2023 and also the record of the Neighbourhood Plan meeting held on November 8th 2023

It was proposed by Councillor Mendus-Edwards that both sets of minutes be signed. This was seconded by Councillor Hawkey. The chairman signed the minutes.

4. Public Participation

Andy Buckerfield, the Vice-Chairman of the village hall committee, presented a brief update on happenings at the village hall. The committee has produced a strategic plan and revenue/expenditure programme based on the replies from the household survey carried out in May. Five grant applications have been made and four of these has been successful. The outcome of the fifth is still awaited. Work is currently being carried out on the toilets (thus no facilities this evening) and one of the successful grants was from the National Grid 'Warm Hub Club'. Secondary glazing will be installed on front elevation windows and energy efficient lighting in the main hall. The plan is to create a Warm Hub Club – a warm meeting space for people to meet (and save electricity in their own home!) and to this end a range of activities are planned including a community pub, coffee/lunch meet and chat, British Sign Language tasters, table tennis etc.

None of the other members of the public wished to address the council.

5. Report by Borough Councillor – not present.

6. Past Subject Matters for further discussion:

a. [6.a] Parish Website

i. Discuss ownership of website and whether parish council takes it on.

Councillor Mendus-Edwards stated the village hall is no longer responsible for the Website so who will now take it on? Councillor Mrs Cook stated she is taking responsibility along with Dee Gant. They wish to include a lot of information about the village, which they are currently gathering together and will then get it on the website. There are costs involved. The cost for the domain is £12.99 per year and the cost for hosting is £110 or £120 per year. Councillor Mrs Cook stated that she and Dee were happy to go 50/50 with the parish council if the council were happy with that. The members of the parish council were in agreement with that arrangement.

b. [6.b] Improvements to webpages – all improvements have now been made.

- c. [6.c] Areas of highways requiring work to utilise TAP fund money
 - i. Contractor details – the clerk stated she has received the details of a contractor from Devon County Council if they wish to pursue gully cleaning etc. Though at the last meeting mention was made about replacing the Broadwoodkelly Village Signs. The clerk was asked to contact DCC and ask about the cost of a sign and if either DCC or WDBC would help with the cost.
 - ii. Twenty's Plenty – Josh at DCC confirmed that DCC will not fund these signs it will be up to the parish council to organise and fund. They are only advisory and have no legal meaning. He did mention that Sticklepath have a good one. The clerk to find out the cost of these signs.
- d. [6.f] Broadband – Councillor Mendus-Edwards stated that 4G is good in the hall so can connect to that. The village hall are looking into applying for a mobile boost scheme.
- e. [6.g] Neighbourhood Plan meeting – the meeting was well attended with about 30 people there. Graham Swiss, Senior Strategic Planning Officer at West Devon Borough Council, did a good presentation. It was agreed that Councillor Mrs Walters produce something to send out to parishioners for approval at the January meeting. Ascertain if there is significant interest in the parish to produce a Neighbourhood Plan.
- f. [6.f] Dog Fouling - the clerk had emailed the Borough Councillors to ask if there was a direct email to contact the dog warden, but has heard nothing. She will have another look at the website.
- g. [7.a] Snow Warden – the clerk has written to Jon Clark and he has stated he is happy to continue as snow warden. He has an official supply of salt.
Councillor Reed stated he also has some salt if anyone would like some.

7. Clerk's report and correspondence received:

The following correspondence is contained within the Councillors folder:

- a. *Communication within the parish council – Councillor Mendus-Edwards had raised the issue of an email, which had begun 'Dear Broadwoodkelly Parish Council' and asking if a poster could be displayed in the village noticeboard. This had been circulated without all the parish councillors having seen it. It was decided that any emails such as this be sent to the clerk and then forwarded from her email. Councillor Mrs Cook stated she had received the email and as it was a simple request to put up a poster had put it on the website.*
- b. *Request from Okehampton District Community Transport Group for donation – it was discussed. The chairman proposed the sum of £50 be donated to ODCTG. This was seconded by Councillor Reed and agreed by all. A cheque will be signed.*
- c. *Clerks and Councils Direct*

8. Planning:

No planning items at time of preparing agenda.

9. Finance

- a. Invoice from clerk for wages/expenses - £240.08
Councillor Reed proposed that this invoice be paid. This was seconded by Councillor Mrs Cook. A cheque was duly signed.
- b. Interest on Business Reserve Account (Sep/Oct) - £16.61
- c. Cost of election held in May 2023 - £822.32 (this does not have to be paid now, but the council will need to consider this cost when setting next year's precept)
- d. Received second half of the precept - £1360.50
- e. Received refund of VAT from HMRC - £46.21

- f. Balance at Bank – as at 1 November 2023 the balance in the Current Account was £8707.39 (does not include the cheques signed this evening). As at 1 November the balance in the Business Reserve Account was £6867.37. The clerk stated more interest could be earned if some funds were transferred from the Current Account to the Business Reserve Account. She is looking at online banking and will probably require some information from Councillors (e.g mobile phone number etc)

10. Matters for further reporting:

Councillor Gant stated he had recently reported 13 potholes. Devon County Council acknowledged that 8 of those did require action and they have been repairing them.

11. Confidential discussion:

16.1 Enforcement cases – there are currently none.

12. Date of next meeting:

January 23rd 2024

The chairman wished everyone a Happy Christmas and Happy New Year.

There being no further business the meeting closed at 8.32pm