

Broadwoodkelly Parish Council

Annual Council Meeting of Broadwoodkelly Parish Council

To the Chairman Mr R. Heggadon and all other members of Broadwoodkelly Parish Council.

You are summoned to the Meeting of Broadwoodkelly Parish Council on Tuesday 27th May 2025 to be held in the Village Hall (following the Annual Parish Meeting).

Members of the public and press are entitled to attend this meeting. However, where an item is deemed confidential any members of the public will be excluded from this part of the meeting. Members of the public are invited to give their views and question the Parish Council on agenda items or any other issues they may wish to raise. Each member of the public will be given three minutes in which to express their views.

Agenda

- 1. To receive apologies for absence and consider if the reason for the absence should be approved by the council.**
- 2. Elect a Chairman**
- 3. Elect a Vice-Chairman**
- 4. Sign Declarations of Acceptance of Office**
- 5. Nominations for Representatives on other Committees:**
 - 5.1 Broadwoodkelly Village Hall Committee**
 - 5.2 Representative to attend West Devon Matters meetings**
 - 5.3 P3 Co-ordinator**
- 6. Dates, times and venue of future meetings.**
- 7. Declaration of Interest from Members:**

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

 - 7.1 The parish council has delegated the power of granting dispensations to the clerk
 - 7.2 To receive written requests for dispensations for disclosable pecuniary interests (if any).
 - 7.3 To grant any requests for dispensations as appropriate.
- 8. To receive and approve the Minutes of the meeting held on Tuesday March 25th 2025.**
- 9. Public Participation**
- 10. Report by Borough Councillor**
- 11. Past Subject Matters for further discussion:**
 - 11.1 [6.1] Parish Website
 - 11.1.1 Changes to email guidance in Practitioners Guide 2025. Councils will now need to have a general email account hosted by an authority owned domain (e.g .gov.uk or .org.uk). The change will apply to 2025/26 AGAR.
 - 11.2 [6.2] Update on village hall events/improvements
 - 11.3 [6.3] Areas of highways requiring work to utilise TAP fund money
 - i. Blind bend on road between Four Crossway and Summers Moor Cross
 - 11.4 [6.4] Broadband
 - 11.5 [6.5] Neighbourhood Plan update
 - 11.6 [6.6] Problem with gate at south end of Footpath 7 – problem reported to DCC
 - 11.7 [6.7] Defibrillator
- 12. Clerk's report and correspondence received**
 - 12.1 *Request from Broadwoodkelly Village hall committee – would the parish council consider paying the insurance for the village hall (sum of £771.87)?*
 - 12.2 *Letter from Okehampton District Community Transport Group requesting a grant.*

12.3 Letter from All Hallow's Church requesting a grant towards the upkeep of the churchyard

12.4 Clerks and Councils Direct

13. Planning:

13.1 Application No. 1008/25/FUL Moorhayes, Broadwoodkelly – change of use of building from holiday use to full time residential use. Comment required prior to meeting. No comment submitted.

13.2 Application No. 0762/25/FUL Walson Barton, Broadwoodkelly – retrospective application for covering of existing livestock collection yard. Comment required prior to meeting. No comment submitted.

13.3 Application No. 0866/25/HHO Whey Barn, Broadwoodkelly – Householder application for extension to dwelling to form additional living space and associated works. Comment required prior to meeting. No comment submitted.

13.4 Application No. 0656/25/ARC Bramble Brook, Broadwoodkelly – Applications for approval of details reserved by conditions 6 (Materials) and 10 (DEV 32) of planning consent 3723/22/VAR(APP/Q1153/W/23/3315904). Discharge of conditions approval.

13.5 Application No.0831/25/CLE Buildings at Colehouse Farm, Broadwoodkelly – certificate of lawfulness for use of barn as independent dwelling. Comment required prior to meeting. No comment submitted.

13.6 Application No. 3774/24/FUL The Bungalow, Ingleigh Green, Broadwoodkelly – replacement dwelling. Permission refused.

13.7 Application No. 1383/25/FUL Willow Chip Farm, Exbourne – siting of static caravan for temporary farm managers accommodation (consultation as a neighbouring parish). Discuss at meeting.

14. Finance

14.1 Internal Audit completed and report read out to the council

14.2 Approve the Annual Governance Statement of the Annual Return

14.3 Approve the Accounting Statement of the Annual Return

14.4 To approve the Certificate of Exemption contained in the AGAR

14.5 Received first half of precept - £1360.50

14.6 Invoice from DALC for renewal of membership - £114.98

14.7 Invoice from clerk for wages/expenses - £246.02

14.8 Invoice from Internal Auditor - £45.00

14.9 Renewal of insurance – Quote from Gallagher (Hiscox £403.10) and a quote from Zurich (£214.00)

14.10 Interest on Business Reserve Account (Mar/Apr) - £19.13

14.11 Balance at Bank

15. Matters for further reporting:

16. Confidential discussion:

16.1 Enforcement cases – there are currently two.

12. Date of next meeting:

July 28th 2025