

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting held on Tuesday September 23rd at 7.30pm in the village hall.

Present: Councillors Mrs S. Walters, R. Gant, Mrs B Cook, A. Hawkey and D. Mendus-Edwards.

Neither of the Borough Councillors were present and there were no members of the public present.

As the Chairman was not present Councillor Mrs S. Walters took the chair.

1. To receive apologies for absence and consider if the reason for the absence should be approved by the council.

The chairman sends his apologies as he is away with work. He has asked if the members of the council would consider changing the evening of the meetings as his work commitments appear to clash with meetings. The clerk had checked the calendar and the November meeting looks okay, but there would be a clash again with the January meeting. The members of the council stated if he is able to attend the November meeting a discussion could be held then. Councillor D. Reed sends his apologies because of work issues. These apologies were accepted.

2. Declaration of Interest from Members:

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

- 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.

There were no declarations of interest. No dispensations were requested.

3. To receive and approve the Minutes of the meeting held on Tuesday August 5th 2025.

Councillor Mrs B Cook proposed that the minutes were signed. This was seconded by Councillor Mendus-Edwards. The chairman signed the minutes.

4. Public Participation – there were no members of the public present.

5. Report by Borough Councillor – the Borough Councillor was not present.

6. Past Subject Matters for further discussion:

6.1 [6.1] Parish Website – nothing to report.

- 6.1.1 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.

Councillor Mrs Cook stated the .org.uk email address would cost about £18 per year, but there is a free .gov.uk email and she will send the clerk the link.

- 6.2 [6.2] Update on village hall events/improvements – the solar panels are on the roof and supplying electricity to the grid (free at the moment). The cricket match was held at the end of August. The Fun Day, led by Ed, was well attended. The cycle marathon was very popular (42 people registered). The Broadwoodkelly Collective was a popular event. Over 100 people came to see the work of the 12 exhibitors. Exhibitors did well and so did the hall. It was a lot of work, but it is hoped to hold it again next year. Andy Buckerfield is improving and hoping to be back in the first half of October.

- 6.3 [6.4] Broadband – broadband is being used in the hall.

- 6.4 [6.5] Neighbourhood Plan update – Councillor S Walters stated there was very little news on this front. West Devon Borough Council are going on their own with their plan. Graham Swiss has now retired and Councillor Walters is trying to find a new contact.
- 6.5 [6.6] Problem with gate at south end of Footpath 7 – problem reported to DCC – a response has now been received from DCC.
The clerk emailed PROW and stated the parish council has previously reported an ill fitting gate at the south end of Footpath 7 near the village hall. Would Devon County Council consider providing a gate with a pedestrian gate in it and perhaps a gate post and the parish council would erect it? PROW have responded thanking us for the email, which will be passed onto the Area Warden who will carry out an inspection.
- 6.6 [6.7] Defibrillator – the clerk has not yet contacted Community Heartbeat, but will do so before the next meeting.
7. Clerk's report and correspondence received
- 7.1 *Risk Assessment – not done yet, but Councillors Hawkey and Gant will do it this week.*
- 7.2 *Clerks and Councils Direct – the clerk will peruse.*
- 7.3 *Litter left after the recycling lorry has collected the recycling – the clerk had emailed WDBC. They have responded stating they have contacted the contractor who will reiterate to all the crews the importance of ensuring the compartment doors are closed when travelling between collections. If any further issues are experienced then please contact them with the location of the incident for further investigation.*
- 7.4 *A message has appeared on the council's laptop advising that after October 14th Windows 10 will no longer receive security updates. Unfortunately the device is not compatible with Windows 11 due to hardware limitations.*
Councillor Mrs Cook proposed buying a new laptop. The clerk offered to take the laptop into Okehampton Computers and see if it is possible to update to Windows 11. The council accepted this offer.
8. **Planning:**
- 8.1 Application No. 2077/25/HHO Glebe Cottage, Broadwoodkelly – householder application for first floor extension & single storey rear extension. Discuss at meeting.
All the members of the council were in favour. The clerk to submit a comment supporting the application.
- 8.2 Application No. 2602/25/ARC Highcroft, Broadwoodkelly – Application for approval of details reserved by conditions 3 (Hard & Soft Landscaping Scheme), 5 (Sustainable Drainage Option), 6 (Materials) and 10 (DEV 32) of planning consent 2600/21/FUL. No statutory consultation requirement on this application – sent out for information only.
9. **Finance**
- 9.1 Invoice from clerk for wages/expenses - £231.25
Councillor Mrs Cook proposed that this invoice be paid. This was seconded by Councillor Mendus-Edwards.
- 9.1a The second half of the precept has been received from WDBC - £1360.50
- 9.2 Interest on Business Reserve Account (Jul/Aug) - £21.05
- 9.3 Balance at Bank – as at today's date the balance in the Current Account is £1604.21 (includes the addition of the precept, but not the clerk's wages agreed above). The balance in the Business Reserve Account is £12060.17.
Councillor Gant agreed these figures and the chairman signed the statements.
10. **Matters for further reporting:**
The parish council had received an email regarding the Giant Tree Circle. Broadwoodkelly lies near to one of the key locations. They will provide the tree (a native species) and arrange planting. The clerk to contact them and suggest they liaise with either Councillor Mrs S Walters or Councillor D Mendus-Edwards.

Councillor Gant stated Devon County Council now had a new directive. If you report a pothole they will now also fill in some around it.

11. Confidential discussion:

16.1 Enforcement cases – there are currently two.

12. Date of next meeting:

November 25th 2025

There being no further business the meeting closed at 8.06pm