

Broadwoodkelly Parish Council

Minutes of the Broadwoodkelly Parish Council meeting held on Tuesday November 25th at 7.30pm in the village hall.

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

There was one member 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 Gant had sent his apologies as he has a very early hospital appointment in the morning. This apology was accepted.

The Borough Councillors Mike Casbolt and Louise Watts had sent their apologies. They are unable to attend as they have been at Kilworthy House for full council meetings and have been in regular briefings in respect of the Local Government Restructure. They hope to be able to attend the next meeting.

- 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 September 23rd 2025. Discussion to decide whether to alter the evening the council meetings are held.**

Councillor Mrs B. Cook proposed that the minutes be signed as a correct record. This was seconded by Mrs S. Walters. 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 Councillors were not present, but had emailed a brief report.

Both Councillor Casbolt and Councillor Watts have used their Locality Fund to put £500 each (£1000) towards the village hall's new cooker.

This afternoon by unanimous decision the council voted in favour of the 4-5-1 option for the restructuring of Local Councils. The proposal has been submitted to the Secretary of State and they should know the outcome in May/June 2026.

- 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 had emailed a link to the clerk. The clerk has signed up for a free clerk only email (clerk@bwk-pc.gov.uk). She will let the council know when it is active.

6.2 [6.2] Update on village hall events/improvements – Councillor Mendus-Edwards did the report. There have been many events in the hall. The autumn programme consists of the return of the Soup + Puds, panto rehearsals are in full swing and an extra performance has been added (now 3). Art classes are taking place. The pub club is in limbo at the

moment as attendance has dropped. The Harvest Lunch was well attended. The vicar is moving in February. A surprise party was thrown for Andy Buckerfield. He has secured a £1000 grant from Devon County Council for the warm hub club. Another £3000 has been received from West Devon Borough Council and the £1000 from the two Borough Councillors for the new cooker (the old one having become worn out). Improvements have been carried out to the windows; the old school bell has been renovated. Santa Claus is coming to the hall on Saturday along with other Christmassy happenings (carol singing and a quiz).

- 6.3 [6.4] Broadband – nothing to report. It was decided to remove this from the agenda.
- 6.4 [6.5] Neighbourhood Plan update – Councillor Mrs Walters reported there was still nothing happening. Housebuilding is slowing down (increase in costs and shortage of labour).
- 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. Since the original response from PROW nothing further has been heard. Councillor Mendus-Edwards stated someone from PROW left a message on his phone, but did not leave a telephone number so he was unable to ring them back.
- 6.6 [6.7] Defibrillator – the clerk has contacted Community Heartbeat, who are going to find the document showing that the parish council owns the telephone box. It may take a while. The clerk will contact the insurance company.
- 7. Clerk's report and correspondence received
 - 7.1 *Risk Assessment – Councillor Hawkey stated that Councillor Gant had carried out a risk assessment on the items owned by the parish council. The phone box is good, the noticeboard is good. There is some rot on the bench and if the council agree Councillor Hawkey will take it away for repair. The council were in agreement.*
 - 7.2 *Clerks and Councils Direct*
 - 7.3 *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.*
A discussion was held. The council agreed that the clerk could go to Okehampton Computers and purchase a new laptop up to £600. Councillor Mendus-Edwards stated to ensure that it is futureproof.
 - 7.4 *Glasdon*
- 8. Planning
 - 8.1 Application No. 3140/25/HHO Whey Barn, Broadwoodkelly – Householder application for extension to dwelling to form additional living space & associated works. Discuss at meeting.
Councillor Mrs Cook proposed that the council supports the application. This was seconded by Councillor Mrs Walters. This was unanimously agreed. Councillor Mrs Walters stated that a lot of work has been done to address the issues that West Devon Borough Council had with the original application.
 - 8.2 Application No. 2708/25/AGR Land at SS 618 053, Broadwoodkelly – Application to determine if prior approval is required for a proposed livestock handling & fodder storage building measuring 18m (L) x 9m (B) x 6.7m height to ridge. Prior approval required and refused.
 - 8.3 Application No. 2722/25/CLP Southdown Farm, Broadwoodkelly – (Certificate of Lawfulness for Proposed use) Siting of caravan for use as a farm office. No statutory consultation.
 - 8.4 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. Discharge of Conditions approved.

- 8.5 Application No 2077/25/HHO Glebe Cottage, Broadwoodkelly – Householder application for first floor extension & single storey rear extension. Granted Conditional approval.
- 8.6 Application No. 3774/24/FUL The Bungalow, Ingleigh Green – Replacement dwelling. Application taken to appeal following refusal by WDBC. Appeal Decision Dismissed (Refusal).
- 8.7 Report made to West Devon Borough Council regarding caravans that have appeared in fields near to Shoregate Cross.
The clerk stated she had made it clear that the caravans are in two fields.

9. Finance

- 9.1 Invoice from clerk for wages/expenses - £229.38

It was proposed by Councillor Mrs Cook that this invoice be paid. This was seconded by Councillor Mrs Walters. The clerk will arrange payment by BACS.

- 9.2 Invoice from IONOS for the domain .org.uk - £11.99

It was proposed by Councillor Hawkey that this invoice be paid. This was seconded by Councillor Reed. The clerk asked Councillor Cook if the invoice could be made out to Broadwoodkelly Parish Council in future.

- 9.3 The Council's precept for 2026/27 will need to be set at the next meeting

- 9.4 Interest on Business Reserve Account (Sep/Oct) - £21.50

- 9.5 Balance at Bank - as at today's date the balance in the current account is £1372.96. As at October 31st the balance in the Business Reserve Account is £12081.67.

Councillor Gant had been online and checked the balances and passed them to Councillor Mrs Cook, who stated that these figures agreed with his.

10. Matters for further reporting:

The clerk had omitted to put 'Free tree in the Giant Tree Circle' on the agenda. Has this progressed? Councillor Mendus-Edwards stated this was being followed up. They have received an email to choose a tree to replace the Rowan tree by the church wall.

The clerk asked if the council were agreeable to her disposing of the accounts for the year ended 31st March 2017 – the council were in agreement.

11. Confidential discussion:

- 16.1 Enforcement cases – there is currently one.

12. Date of next meeting:

The clerk stated they had not discussed whether to change the dates of meetings in light of the Chairman's work commitments. A discussion was held and it was decided to change the date to the fourth **Wednesday** of every other month.

January 28th 2026

There being no further business the meeting closed at 8.14pm.