

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 Wednesday 27th May 2026 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**
 - 5.4 Snow Warden**
- 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 Wednesday March 25th 2026.**
- 9. Public Participation**
- 10. Report by Borough Councillor**
- 11. Past Subject Matters for further discussion:**
 - 11.1 [6.1] Parish Website**
 - 11.1.1 New email clerk@bwk-pc.gov.uk is now operational**
 - 11.2 [6.2] Update on village hall events/improvements**
 - 11.3 [6.3] Neighbourhood Plan update**
 - 11.4 [6.7] Defibrillator – registration required on a new website ‘The Circuit’**
- 12. Clerk’s report and correspondence received**
 - 12.1 Review Registers of Interests – all councillors have now reviewed their register of interests**
 - 12.2 Community Self Delivery of minor highway improvements – possible passing place between Four Cross Ways and Barn Town Cross.**
 - 12.3 Risk Assessment – repair on bench carried out?**
 - 12.4 Adopt IT policy**
 - 12.5 Road Closure Order Park Farm to Shoresgate Cross, Broadwoodkelly Outside Moor Park to Outside Grattons – 27 April to 1 May – to lay duct, install chamber and clear blockage.**

12.6 Parish Paths Partnership – any issues with any of the footpaths.

12.7 Woodland Federation Governing Board – seeking a governor

12.8 Clerks and Councils Direct

12.9 NBB Recycled Furniture

13. Planning:

13.1 Application No. 0872/26/FUL Land at SS 613 080 – proposed roof over existing dung store. No comment submitted.

13.2 Application No. 0787/26/CLE The Barn, Southdown Farm, Broadwoodkelly – Certificate of Lawfulness for existing use of converted barn as a single dwelling house rather than annex or holiday dwelling. The parish council was asked for a comment and a comment was submitted.

13.3 Application No. 1165/26/AGR Taylors Down, Broadwoodkelly – Application to determine if prior approval is required for a livestock agricultural building measuring 27.4m (L) x 27.4m (B) x 8m height to ridge. No statutory consultation sent out for information only.

13.4 Application No. 0872/26/FUL Land at SS 613 080 – proposed roof over existing dung store. Granted conditional approval.

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 - £115.01

14.7 Invoice from clerk for wages/expenses - £240.30

14.8 Invoice from Internal Auditor - £45.00

14.9 Renewal of insurance from Zurich Municipal - £214.00

14.10 Invoice from Community Heartbeat for Annual Support Cost for defibrillator - £198.00

14.11 The clerk has submitted a claim for refund of VAT - £189.33

14.12 Interest on Business Reserve Account (Mar/Apr) - £17.75

14.13 Balance at Bank

15. Matters for further reporting:

16. Confidential discussion:

16.1 Enforcement cases – there are currently two.

12. Date of next meeting:

Wednesday July 22nd 2026