

## **Minutes of the Annual Broadwoodwidge Parish Council Meeting**

**Wednesday 25<sup>th</sup> May 2016, 7pm**

**Those in attendance:** Cllr Worden (Chairman), Cllrs Crocombe, Perkin, Banbury, Hawken, Durstan, James, and Wonnacott. Cllr Watson. Clerk.

**Members of the public present:** 8

**4672. To Elect the Chairman for the year 2016/2017.**

Cllr Worden was elected Chairman for the forthcoming year. Proposed by Cllr Perkin, Seconded by Cllr Banbury. Carried nem.com

**4673. The Chairman will Read and Sign the Prescribed 'Declaration of Acceptance of Office'**

Cllr Worden Signed the declaration. Counter signed by the clerk.

**4674. To Elect the Deputy Chairman for the Year 2016/2017**

Cllr James was elected deputy chairman, pending checks on co-opted councillors holding office. Proposed by Cllr Hawken, Seconded by Cllr Durstan. Carried nem.com

**4675. Apologies for absence:**

Cllr Nobbs.

**4676. Declaration of Interests**

The chairman declared that interests be raised as they arise.

**4677. To appoint Representatives to the following committees:**

i) Planning Committee

Cllr Worden proposed that all members of the council should be members of the planning committee, as per the last year. Cllr Wonnacott supported the proposal, and Cllr Perkin seconded. Carried nem.com

ii) Footpaths Committee

Cllrs Nobbs was reappointed to the Footpaths Committee. Carried nem.com

**4678. Public Open Questions**

No public raised questions

**4679. Police Report**

Nothing to report from the police.

Cllr Banbury warned they had an intruder on the farm recently, although it appears nothing was taken.

**4680. Minutes of the Meeting 13<sup>th</sup> April 2016**

Proposed by Cllr James. Seconded by Cllr Banbury. Carried nem.com

**4681. Matters Arising from the minutes of 13<sup>th</sup> April 2016**

None

**4682. To Ratify the Insurance for the Year 2016/2017**

The policy cover was reviewed and approved. Proposed by Cllr Wonnacott. Seconded Cllr James. Carried nem.com

**4683. To Approve Risk Assessments and the Asset Register for 2016/2017**

The register and risk assessments were distributed at the meeting. All approved and carried nem.com

**4684. To Receive and agree the Internal Accounts, the annual Audit Return and the Annual Governance Statement detailed in the Annual Return for the Financial Year 2015/2016.**

Copies of the Accounts, Annual Audit Return and Annual Governance Statement for the financial year were circulated. The PC gave explanations where necessary. After discussion, Cllr. Perkin proposed the Internal Accounts for the year ended 31<sup>st</sup> March 2016 be approved and signed. Cllr. Crocombe seconded the proposal which was carried nem.com. (Vote 8 For. 0 Against. 0 Abstentions). Cllr. Worden, Chairman, and the PC/RFO duly signed the accounts.

**4685.** Cllr. Perkin proposed that the Annual Audit Return and Annual Governance Statement for the year ended 31<sup>st</sup> March 2016 be approved and signed. Cllr. Wonnacott seconded the proposal which was carried nem.com. (Vote 8 For. 0 Against. 0 Abstentions). Cllr. Worden, Chairman, and the RFO duly signed the Annual Audit Return.

**4686. Grass Cutting**

Cllr Worden suggested that as Dan Genders has not had an increase in the grass cutting for the past three years, a £10 per cut increase would be reasonable for the good job he does.

Cllr Perkin proposed the increase, Cllr James seconded. Carried Nem.com

Also suggested was that for safety reasons when cutting the green it would be advisable to move the fence back onto the green by about a foot when it is replaced, to enable someone to stand on the bank and cut it. Proposed Cllr Perkin. Seconded Cllr James. Carried nem.com

**4687. Village Green Matters**

A complaint was received from Torridge about the fence on the village green. This was reported back to them as already in hand and in the process of being completed.

A further complaint was received about dog fouling on the green. Clerk to report to dog warden again.

Signage is to be ordered this month. More cars are parking around the green but it was decided to wait until the sign is up and then chase up owners of vehicles that persist once rules have been clearly displayed.

The Barriballs have removed the fence on the green. There are two flower beds outside another property, that are actually on village green that make grass cutting difficult. It was suggested the clerk write to the property owner and ask them to remove the beds and return it to village green. Proposed Cllr Crocombe. Seconded Cllr Wonnacott. Carried nem.com

It was looked at the possibility of moving the bank back to create more parking space, but it is not achievable as it would go into the water pipe. An alternative is to remove the topsoil on the bottom side of the green and insert steel staging, and replacing the topsoil so it still looks like green, but is able to support vehicles. A quote to be sought for this work. Carried nem.com.

**4688. Accounts for payment**

Clerks Expenses £31.69  
DALC Membership £120.60  
Zurich Insurance £206.32

**Accounts were proposed for approval by Cllr Perkin, and Seconded by Cllr Crocombe. Carried nem.com**

**4689. Planning – 1/0483/2016/FUL**

Support the application. The property is barely visible to neighbours or from the road. All in favour of the application. Proposed Cllr Crocombe. Seconded Cllr Perkin. Carried Nem.com.

**1/0353/2016/CPE**

The council stand by their original comments. Proposed Cllr Hawken. Seconded Cllr Banbury

**1/0398/2016/FUL & 1/0412/2016/LBC**

The plans are very confusing. Clerk to arrange a site visit ASAP.

**4690. Correspondence 13/04/2016- 24/05/2016**

Received

1. Cllr Parsons (4) - Road Warden Scheme, Highways Correspondence. Updates
2. Public Sector Executive (9) – Updates
3. Fenland Leisure – E Sales
4. Rural Services Network (8) – Newsletter
5. Devon Communities Together – Newsletter
6. Planning Support (8) – Consultations and Decisions
7. Cllr Worden – Chairman’s Report & General Correspondence
8. Komplan – E Sales
9. John Allen MCTI Meeting (2)
10. Healthwatch Devon – Newsletter
11. DALC Newsletter
12. Sandra Cawsey – Holsworthy Area Advisory Group
13. Exchequer at Torridge – Remittance Advice
14. Lakeside Reception (3) – Meeting bookings
15. Jessica Emery – Insurance
16. DALC - Pay scales

Sent

1. Cllr John Worden – Agendas, Queries, Minutes
2. All Cllrs – Agendas, Minutes and updates
3. Planning Support – Feedback on discussed plans April Meeting. Queries.
4. Cllr Parsons – Highways and Meeting Correspondence
5. Steve Brockman – Highways Issues

**4691. Chairman’s Report**

Nothing to report.

**4692. Clerks Report**

The clerk informed the meeting that her printer had broken. The cost of a new printer is approx. £65. Cllr Perkin proposed the council buy the new printer. Cllr Hawken seconded. Carried nem.com

**4693. Any Other Business**

Cllr Worden asked if the council were happy to provide a letter of support to the community fund for funding they are seeking for the church room. Proposed Cllr Wonnacott. Seconded Cllr Durstan. Carried nem.com

**4694. The meeting closed at 8.55pm.**

The next meeting is Wednesday 6<sup>th</sup> July, 2016. 7pm at Roadford Lake