Minutes of the Broadwoodwidger Annual Parish Council meeting,

Tuesday 17th May 2022, 7.40pm at Broadwoodwidger Community Hub

Those in attendance: Cllr James (Chairman), Cllrs Perkin, Worden, Stratton, Hawken, Wonnacott, Crocombe, Clerk, District Cllr Watson

Members of the public present: 5

5531. To Elect the Chairman for the year 2022/2023

The Clerk asked if there were nominations for Chairman. Cllr James was proposed by Cllr Hawken, Seconded by Cllr Wonnacott. Carried nem.com. Cllr James accepted and was duly elected as Chairman for the coming year.

5532. The Chairman Will Read and Sign the Prescribed 'Declaration of Acceptance of Office'

The Chairman read and signed the declaration of acceptance of office.

5533. To Elect the Vice Chairman for the year 2022/2023

Cllr James proposed Cllr Worden, this was seconded by Cllr Stratton and a unanimous vote was held. Cllr Worden accepted and was duly elected as Vice Chairman for the coming year.

5534. Apologies for absence:

Cllrs Nobbs, PCSO Jess Mceldon, County Cllr Morrish.

5535. Declaration of Interests

The Chairman declared that interests be raised as they arise.

5536. To Appoint Representatives to the Following Committees: i. Planning Committee ii. Footpaths Committee

Councillors agreed that the planning committee will continue to include all Parish Councillors, proposed by Cllr James, seconded by Cllr Crocombe. Councillors agreed that the Footpaths Committee will remain as Cllrs Nobbs, Hawken and James, proposed by Cllr Stratton, seconded by Cllr Worden.

5537. Public Open Question Time

A member of the public reported that on the footpath between Downicarey Chapel and Acorns there is a gate that will not open. The Clerk will report this to DCC.

5538. Police Report

No report received. The Chairman reported that a car had been damaged at the weekend. It was parked near the Village Green and had a broken windscreen, a scratch and had eggs thrown at it. On the same evening an incident occurred at St Nicholas Church where there was broken glass in the doorway and signs of an attempted break in. Both have been reported to the Police, the Church incident has been acknowledged but the vehicle incident has not.

The Clerk will contact PC Frank Morgan and PCSO Jess Mceldon and ask that either one or both attend the next Parish Council meeting expressing that we have not had an officer in attendance since 2019.

5539. County Councillor Report

The Clerk read out the written report that was received from Cllr Morrish ahead of the meeting. It read as follows:

Hi All,

I'm sorry but I have to be at Bridgetule pc tomorrow evening so will not be with you.

Report

A very busy month from your Parrish with communications regarding Refugees, Roads, Planning, School buses and Dcc Farms. In total 22 emails were responded to as well as 5 phone calls.

Life at County hall is slowly getting back to normal with around 65% of staff back in the office.

At long last it seems the officers have backed down and have now said yes to double yellow lines down the hill [chapel street] after a long fight with me which will help the flow of traffic up and down the hill. The pothole team continue their endless job and this week are in the Bradford and woods Otto area.

I do apologise for not being with you and I hope your meeting goes well. Hope to be with you at your next meeting.

Kind regards, James

5540. District Councillor Report

Cllr Watson advised that Cllr Ken James had covered most of his report during his speech in the earlier Annual Parish Meeting so would not duplicate that information. He advised he had been unwell for a period but was starting to feel much better. Cllr Watson confirmed he had been in the Parish on several occasions with Grant McGill, enforcement officer for Torridge. He was asked by Cllr Worden if additional officers should be employed and responded that it was not viable to do so however they are looking for a contractor for certain projects. Grant McGill currently has 240 cases on his books and his colleague has 180. Cllr Watson advised there was a report published by Sean Harrington regarding enforcement protocol that Council members may wish to read. The Clerk will obtain a copy.

5541. Council Meeting Minutes

Minutes of the meetings held 5th April 2022 were previously circulated, no adjustments needed, proposed by Cllr Perkin, seconded by Cllr Stratton, carried nem.com

5542. Matters Arising

The new noticeboard for Grinacombe Moor has now arrived. Councillors will visit the site and decide on the best location and installation method in due course.

5543. To Ratify the Insurance for the year 2022/2023

The Clerk had previously circulated the renewal terms for the policy. Cllr Stratton proposed that it is accepted on the 3-year basis which provides a financial discount. Seconded by Cllr Wonnacott. Carried nem.com.

5544. To approve Risk Assessments and the Asset Register for 2022/2023

The Clerk will add the flagpole to the Asset Register, the Risk Assessment was approved by all Council members.

5545. To agree & sign the Certificate of Exemption for the Financial year 2022/2023.

The Clerk provided a copy of the 2021/2022 accounts drawn up by Gareth Pollard. Cllr Worden queried why no wayleave payment had been received. The Clerk will investigate this. The accounts and Certificate of Exemption for the Financial year were agreed, proposed by Cllr Perkin, seconded by Cllr Worden, carried nem.com

5546. Annual Adoption of NALC Standing Orders & Financial Regulations for the Year 2022/2023.

Council members agreed to the NALC Standing Orders and Financial Regulations.

5547. Councillors Code of Conduct – Councillors to sign to say they continue to abide by the Code of Conduct as set out in 2018.

Council members agreed to the Councillors Code of Conduct and signed to confirm their understanding of this.

5548. To nominate & agree the Data Protection Officer for 2022/2023.

Cllr James proposed the Clerk take the role of Data Protection Officer; the Clerk accepted. Seconded by Cllr Perkin, carried nem.com.

5549. Accounts due for payment

Clerks Wages £286.00

Clerks Expenses (cyan ink cartridge) £9.94

Gareth Pollard (end of year accounts) £75.00

Accounts proposed by Cllr Wonnacott and seconded by Cllr Stratton, carried nem.com

5550. Planning

None.

5551. Councillors Grant Received

The Chairman reported that a grant had been received from Cllrs Watson and Hackett of Torridge in the sum of £1115.90 for a second community defibrillator. The Clerk had noted the amount as £1000 in the agenda and apologised for this. The Parish Council will agree on purchase and location to place it at the next meeting. Cllr James thanked Cllr Watson for the funds.

5552. To Receive Correspondence

Details regarding a Chewing Gum Task Force grant scheme had been received, Council did not feel this would be necessary in the Parish.

The Clerk had been made aware of The Road Warden Scheme and raised it for Council to consider. Council had looked at this before and as a voluntary position did not think it was viable due to the amount of work involved and finding an appropriate volunteer.

5553. Parish Clerk's Report

None.

5554. Any other Business

A member of the public wished to share details of an event in aid of The Queens Platinum Jubilee which will be held on the evening of Thursday 2nd June at Upcott Barton. Full details will be posted to residents and the Clerk will put details on the Parish Council website.

Cllr Wonnacott confirmed that the online banking was now set up correctly and payments can be made via bank transfer with dual authorisation although there is a short time limit for the second signatory to approve the payment. Cllr Watson advised that the time limit can be extended. The Clerk will ask Cllr Nobbs to investigate this.

Cllr Watson was asked whether the caravans at Roadford Lake were residential or holiday homes as it appears that they may be being sold as residential. He was also asked to investigate if there were more caravans sited than were originally granted permission for. Cllr Watson will investigate.

5555. Next Meeting

The next meeting will be held on Tuesday 28th June 2022.

5556. Close

The meeting was closed at 8.30pm.