

## **Minutes of the Broadwoodwidge Parish Council meeting.**

**Tuesday 18<sup>th</sup> April 2023 7.00pm at Broadwoodwidge Community Hub**

**Those in attendance:** Cllr James (Chairman), Cllrs Perkin, Worden, Wonnacott, Hawken, Nobbs, Brayley, Gibson, Crocombe, Stratton, Clerk.

**Members of the public present: 2**

**5709. Apologies for absence**

District Cllr Hackett

**5710. Declaration of Interests**

The Chairman declared that interests be raised as they arise.

**5711. Public Open Question Time**

None.

**5712. Police Report**

None.

**5713. County Councillor Report**

None.

**5714. District Councillor Report**

None.

**5715. Council Meeting Minutes**

Minutes of the meeting held 7<sup>th</sup> March and amended minutes of the meeting held 27<sup>th</sup> February were previously circulated. No adjustments needed, proposed by Cllr Crocombe, seconded by Cllr Perkin, all agreed.

**5716. Matters Arising**

The Chairman confirmed that the first grass cut had taken place by the new contractor, one small section behind the hub had not been cut so needs to be pointed out for next time but the rest of the job was done well.

The Chairman commented that the recent first aid courses were well attended, and the instructor was excellent. The Chairman suggested it would be a good idea to run them again in the future.

Cllr Worden raised concerns over the inconsistency noted in the minutes and in the running of Council meetings regarding using guidelines from TDC or DALC. Cllr Worden asked the Chairman to read an email from Stacey Dorey, (head of legal at TDC) which stated that; “a counsellor applying for planning permission should not be put in any worse position than any other member of the public”. The Chairman agreed that there had been some difficulties recently where the guidance from TDC and DALC had differed. The Chairman and clerk apologised again for incorrectly asking Mrs Worden to leave the planning meeting on the 27th of March. The Clerk confirmed that she had asked DALC to attend the meeting to clarify the guidelines, but they had advised this was not something they could do. Cllrs agreed that the code of conduct and standing orders need to be reviewed to provide clarity for the Council going forward. Cllr Nobbs stated that she believed the Chairman and Clerk had both acted in good faith and had run the meetings appropriately given the advice they had received. The statement was supported by Cllrs Brayley, Stratton, Perkin, and Hawken.

Cllr Brayley questioned whether the DALC membership should be renewed if Council will be looking to follow TDC guidance in the future.

Cllr Worden advised that to avoid pettiness he would leave the room for the planning item regarding his business at this meeting. The Chairman responded to confirm that Cllr Worden could remain in the room if he wished to.

#### **5717. Planning**

**1/0249/2023/FUL** - Erection of cabin for tourist accommodation and associated works - Land At Wolf Valley Caravan Park, Broadwoodwidge - Cllr Worden declared an interest and left the meeting room. Cllrs discussed the application, its associated works, its secluded site and intended use. Cllr Brayley proposed the Council leave it to the planning officers to decide. Cllr Wonnacott proposed that Council submit a comment stating that Broadwoodwidge Parish Council have no objections to the application and will support the planning officer's decision. Cllrs unanimously agreed with this.

#### **5718. Footpath maintenance**

Cllr Wonnacott confirmed that the small gate within the large gate on the Downicarey footpath was now working.

#### **5719. King Charles Coronation**

Cllr Brayley reported as follows: The meeting had 18 attendees, with 5 apologies. 6 stalls have been confirmed: - Cards & Artwork; Honey; Plants; Wood Turning; Books & Bric-a Brac: Cake stall will be run alongside cream teas. Events – Was agreed to run as an afternoon event (2 – 5pm) concentrating efforts on children's games and activities, cream teas, and charity raffle. Dispensing with the proposed evening barbeque. Set Up – Set up of tents, gazebo and associated from 10.00am on the morning of the fete (Sunday 7<sup>th</sup> May). All offers of gazebos and assistance with set up will be gratefully received. Stall holders set up from 1pm. An email has been sent to the Hub Committee Secretary requesting permission to borrow items for this community event – including plastic chairs, large tables, crockery, and the tea urn. Stalls are charged at £10.00 per. Cream Teas will be by donation and the raffle in aid of a Royal Charity. (There does not appear to be designated charities for the Coronation, unlike with the Jubilee.) Parking in the field opposite the green (at the Upcott Rd. triangle), by kind permission of the owners. Keeping parking at the green as disabled only. Volunteer parking marshals will monitor and direct motorists, as necessary. Health & Safety Task Risk Assessment undertaken. Designated First Aid – 1 qualified volunteer already in place. A second would be welcomed. Publicity – Posters on notice boards; Flyers to be distributed across Parish by 10 volunteers; will also be advertised on Facebook and PC Website. Contingency Plan – In adverse

weather conditions will run the activities, stalls and the cream teas in the Church and Hub, without the children's games.

Cllr Worden questioned where the current funds were being held and what insurance was in place for the event. The Chairman advised that the small amount raised to date is currently held in cash and would be paid into the PC bank account along with any funds raised on the day and then paid out to charity in the same way that it was for the Jubilee celebrations. The Chairman advised that as the event is run by a sub-committee of the Parish Council and some volunteers, they felt that the Parish Council insurance would be covering the liability. Cllr Worden raised concern as to whether this would be the case if the event was moved to the hub and Church due to bad weather. The Clerk will check the insurance provider.

#### **5720. Dog litter bin**

TDC had confirmed that to provide and install a dog foul bin the cost would be £250 payable by the Parish Council. TDC advised they could site it near the grit bin at Rexon Cross. Cllrs agreed to proceed with this.

#### **5721. Restoration of Cross Green phone box**

The Clerk reported that the contractor that was appointed is not able to carry out the work anytime soon and alternative quotes were sought. Only one quote was received which was £270 for the work. Cllrs asked the Clerk to check that the contractor was going to sand it down with a wire brush and apply two coats of paint within this price. It also needs a board put up inside to attach the defib cabinet to. The Clerk will obtain a response and report back.

#### **5722. Change of signatories for bank accounts**

As Cllr Nobbs is not standing at the upcoming election a new signatory is required for the bank account. Cllrs agreed to add Cllr Gibson and Cllr Worden. Proposed Cllr Wonnacott, seconded by Cllr Stratton, agreed by all.

#### **5723. End of year accounts**

Cllrs agreed to use Gareth Pollard Accounting for the end of year accounts as per previous years. Proposed Cllr Brayley, seconded by Cllr Perkin, agreed by all.

#### **5724. Accounts due for payment**

Clerks wages £335.40 (rolling monthly payment)

Clerks expenses – Microsoft 365 subscription £59.99

DALC Membership - £179.86

Mihi Digital - £174.00 (annual website hosting and SSL Certificate)

Cllrs agreed to discuss the renewal of the DALC at the next meeting. Accounts (excluding DALC Membership) proposed by Cllr Crocombe and seconded by Cllr Stratton, all agreed.

**5725. To Receive Correspondence**

The Chairman read a letter of retirement from Cllr Perkin and thanked him for his time as Cllr, wishing him well with his health. Cllr Worden added that Cllr Perkin had been a good help to the Council with balanced views.

The Clerk shared an email from the Forestry Commission regarding a consultation by the soil Association. The Clerk will forward it to Councillors.

The Clerk shared an email from Airband with regards to proposed works. No action required.

**5726. Parish Clerk's Report**

None.

**5727. Chairman's Report**

The Chairman thanked the Councillors that are leaving Council at the upcoming election for their time on the Council and their support to him as Chairman. The Chairman reported that there may be some difficulties for those going forward but confirmed he would offer support where possible. The Chairman apologised for any fault on his part relating to the difficult matters of late regarding guidelines and interests.

**5728. Any other Business**

Cllr Stratton thanked the Chairman and Clerk for their work, the way meetings have been run and their great support. The comments were seconded by Cllrs Brayley, Wonnacott, Perkin and Nobbs.

**5729. Next Meeting**

The next meeting will be held on Tuesday 16<sup>th</sup> May 2023 at 7pm. This will be the Annual Parish Meeting and the Parish Council Annual General Meeting.

**5730. Close**

The meeting was closed at 7.55pm.