

Broadwoodwidge Parish Council

Clerk to the Council: **Kayleigh Walker** e-mail: broadwoodwidgecouncil@outlook.com

To: **All Members of Broadwoodwidge Parish Council**

9th May 2023

Dear Councillor,

You are hereby summoned to attend the ANNUAL MEETING of Broadwoodwidge Parish Council, to be held at **Broadwoodwidge Community Hub on Tuesday 16th May, at the end of the Parish Meeting** for the purpose of transacting the following business. In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend (please advise the Clerk beforehand to enable correct social distancing measures to take place).

Yours sincerely

Kayleigh Walker
Parish Clerk

AGENDA

1. **To Elect the Chairman for the Year 2023/2024**
2. **The Chairman Will Read and Sign the Prescribed 'Declaration of Acceptance of Office'**
3. **To Elect the Deputy Chairman for the Year 2023/2024**
4. **Apologies for Absence** (Please make any apologies known to the Parish Clerk)
5. **Declarations of Interests** – to receive declarations of personal and pecuniary interests in respect of items on this Agenda.
6. **To Appoint Representatives to the Following Committees: i. Planning Committee ii. Footpaths Committee**
7. **Public Open Question Time** – To receive questions from the Public. Each member of the Public may have up to 2 minutes time, the session to last no more than 10 minutes in total. Standing Orders will be suspended during this session.
8. **Police Report**
9. **County Councillor Report**
10. **District Councillor Report**
11. **Council Meeting Minutes** – to approve and sign the Minutes of the Council Meetings held on 18th April 2023 as a correct record.
12. **Matters Arising** – to consider matters arising from the Minutes of 18th April Meeting, not already covered by the Agenda. For information only.
13. **To Ratify the Insurance for the year 2023/2024**
14. **To approve Risk Assessments and the Asset Register for 2023/2024**
15. **To agree & sign the Certificate of Exemption for the Financial year 2023/2024.**
16. **Annual Adoption of NALC Standing Orders & Financial Regulations for the Year 2023/2024.**
17. **Councillors Code of Conduct** – Councillors to review the code of conduct and agree on any alternations. Councillors to sign to confirm they will abide by the code.
18. **To nominate & agree the Data Protection Officer for 2023/2024.**
19. **Councillors to discuss and agree whether to renew the DALC membership.**

20. **Condition of access to Churchyard** – to discuss the resident’s response to the Parish Council letter and agree further action.
21. **Accounts due for payment** – To receive and approve the accounts due for payment.

Clerks wages £335.40 (rolling monthly payment)
Clerks expenses £12.00 (postage)
Accounts Fee for end of year accounts £75.00
22. **Planning**

1/0734/2021/FUL – Appeal lodged - Replacement dwelling pursuant of approval 1/0446/2017/AGMB - Agricultural Building At Grid Reference 238239 091935, Virginstow

1/0440/2023/AGMB - Prior notification for the change of use of agricultural building to 1 no. dwellinghouse and associated building operations under Class Q - Barn At East Kitcham Farm, St Giles On The Heath

1/0392/2023/FULM - Proposed Solar Park (Variation of condition 3 of Planning Application 1/1054/2012/FULM)
Solar Park, Broadwoodwidge, Devon, PL16 0JJ

1/0331/2023/AGMB - Prior notification for the change of use of agricultural building to 1 no. dwellinghouse and associated building operations under Class Q - Agricultural Building At Frankaborough Farm , Broadwoodwidge, Devon,
23. **To Receive Correspondence** – To receive details of correspondence received and sent from 18th April to 15th May 2023 and make decisions on and actions to be taken on matters arising from these.
24. **Parish Clerk’s Report** – To receive a Report from the Clerk – for information only.
25. **Any other Business**– With prior permission of the Chairman, to exchange information only on any other subject.
26. **Close**