

Minutes of the Broadwoodwidge Annual Parish Council meeting,

Tuesday 16th May 2023, 7.15pm at Broadwoodwidge Community Hub

Those in attendance: Cllr J Worden (Vice Chairman), Cllrs Wonnacott, Gibson, Hosken, Beazley, L Worden, Fry, Clerk.

Members of the public present: 7

5736. To Elect the Chairman for the year 2023/2024

The Clerk asked if there were nominations for Chairman. Cllr J Worden was proposed by Cllr Wonnacott, Seconded by Cllr Gibson. Cllr Fry proposed Cllr Wonnacott who explained he did not wish to stand due to time constraints. All Councillors voted in favour of Cllr J Worden who accepted the role and was duly elected as Chairman for the coming year.

5737. The Chairman Will Read and Sign the Prescribed 'Declaration of Acceptance of Office'

The Chairman read and signed the declaration of acceptance of office. As it is an election year all Councillors signed an acceptance of office for their positions as Councillors.

5738. To Elect the Vice Chairman for the year 2023/2024

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

5739. Apologies for absence:

District Cllr Hackett, County Cllr Morrish, Cllr Ken James, Members of the public Mr Evans & Mrs Brown.

5740. Declaration of Interests

The Chairman declared that interests be raised as they arise.

5741. 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 J Worden, seconded by Cllr Wonnacott and agreed by all. Cllr J Worden proposed the Footpaths Committee to be Cllrs Beazley, Fry and Gibson, seconded by Cllr Wonnacott and agreed by all.

5742. Public Open Question Time

A member of the public stood to congratulate Cllr Gibson on his successful election to District Councillor. All attendees joined and a round of applause was given. Cllr Gibson thanked everyone.

A member of the public reported following the King's Coronation Celebrations and the report read as follows:

On behalf of the Coronation Fete Sub Committee, I am pleased to report that the Coronation Fete took place as arranged on Sunday 7th May 2023 and was a great success. Thanks to the weather being favourable, the fete was able to take place at the planned venues, on and around The Green at Broadwoodwidge. And thanks to a

small army of volunteers delivering fete event leaflets to all residences in the entire civil parish, the residents turned out in vast numbers to support the afternoons events. All the afternoon's events were very popular. The children got stuck in making crowns for the highly successful crown competition, enjoyed decorating souvenir bookmarks, made short work of the treasure hunt and emptied the lucky dip before moving on to the games. The adults participating actively in the cream teas, (over 100 served), doing their best to empty all the attending stalls and investing in tickets for the excellent raffle prizes, before watching and in some cases, joining in with the children's races. Rounding off with an impromptu adult tug of war. The afternoon concluded with the raffle draw and singing the national anthem. As they were leaving, attendees congratulated the various volunteers on an enjoyable afternoon and expressed hopes that this might turn into an annual event. As already mentioned, the fete was a great success. However, without the help and support of the following, it would never have taken place, so, thanks to The Parish Council, who by sponsoring the Fete Subcommittee, providing the venue of the Green and providing the necessary insurance cover, enabled the event to go ahead. The Hub trustees, who loaned the hub to run the coffee mornings that raised early funding for the fete and generously loaned tables, chairs and catering equipment to run it and Mr & Mrs Northey for allowing parking on their field. All those volunteers who turned out to meetings in awful weather, delivered leaflets to every residence in one of the largest civil parishes in Devon, baked and served goodies at the fund-raising coffee mornings and the fete itself. Put up (and took down) tents, and children's games, along with fetching and carrying. Obtained some magnificent raffle prizes. Ran the children's games and activities and generally made the fete the success it was, raising an amazing £808 (after expenses) for charity, to be equally shared between Devon Air Ambulance and the Princes Trust. Finally, as there is clearly great support for a similar event to take place on an annual basis, we would request that the new Parish Council members look favourably on the establishment of a Fete Sub Committee under the new regime.

The Clerk added that when the funds raised were taken to the bank there was a further £20 taking the total raised to £828.00.

5743. Police Report

The Clerk reported that a zoom meeting had taken place with Holsworthy Rural Police. The meeting was once again poorly attended with only 4 Parish's being represented. The PC advised there had been several attempted break-ins in Holsworthy town centre which they were dealing with. The PC also said that they are receiving a lot of reports regarding speeding and are focusing on this along with some drug related issues.

5744. County Councillor Report

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

Good evening, Sorry I can't be with you as I'm at another Parish AGM tonight. At long last things are really moving on the road repair team. There is currently 3 teams out in Torridge working to get the roads sorted, We have the county AGM next week where we will meet the new CEO. Just 8 communications from your parish this month on topics such as selling of council farms to solar power and potholes Hope to see you all soon, James.

5745. District Councillor Report

Cllr Gibson advised that he did not have a report at this early stage in his role but with the AGM coming up he would report back at the next meeting.

5746. Council Meeting Minutes

Minutes of the meetings held 18th April 2023 were previously circulated, an incorrect date had already been amended, minutes proposed by Cllr Wonnacott, seconded by Cllr Gibson and agreed by all.

5747. Matters Arising

Restoration of the phone box at Cross Green has been carried out. Mr Nobbs has agreed to fit a wooden board inside for the defibrillator cabinet to be attached to. An electrician is required to install the defibrillator. Cllr Fry recommended John Browning as the electrician and provided a contact number for the Clerk to approach him.

The bank signatories have not yet been updated, the Clerk will resubmit the request and try again. In the meantime, Cllrs agreed to ask the current signatories to sign the cheques for approved accounts.

5748. To Ratify the Insurance for the year 2023/2024

The Clerk had previously circulated the renewal terms for the policy and has asked for a revision including the second defibrillator, the new dog foul bin and the Grinacombe noticeboard. New terms are awaited and the Clerk will circulate these in due course.

5749. To approve Risk Assessments and the Asset Register for 2023/2024

Councillors approved the Asset Register and the Risk Assessment, proposed by Cllr Gibson, seconded by Cllr Beazley, agreed by all.

5750. To agree & sign the Certificate of Exemption for the Financial year 2022/2023

The Clerk provided a copy of the 2022/2023 accounts drawn up by Gareth Pollard. The accounts and Certificate of Exemption for the Financial year were agreed, proposed by Cllr Wonnacott, seconded by Cllr J Worden and agreed by all.

5751. Annual Adoption of NALC Standing Orders & Financial Regulations for the Year 2023/2024.

Cllr Fry proposed the orders should be written in the third person and should refer to 'they' rather than 'he'. Cllr J Worden clarified that where a Councillor is asked to leave the meeting this is to mean leave the meeting table as they must not be put in a worse position than any member of the public that may attend the meeting. The Clerk will amend the documentation and re-issue for approval at the next meeting.

5752. Councillors Code of Conduct – Councillors to sign to say they continue to abide by the Code of Conduct as set out in 2018.

As with 5751 the Clerk will re-issue for the same reasons for approval at the next meeting.

5753. To nominate & agree the Data Protection Officer for 2023/2024.

Cllr J Worden proposed the Clerk continue the role of Data Protection Officer; the Clerk accepted. Seconded by Cllr Beazley, agreed by all.

5754. Councillors to discuss and agree whether to renew the DALC membership.

Councillors discussed the membership, and its benefits along with the contradictions in guidance and advice that have arisen between DALC and TDC and agreed to lapse the policy for the time being.

5755. Condition of access to Churchyard

Councillors discussed potential ideas for improvements to the road. Members of the public were encouraged to contribute to the discussion. Cllr J Worden reported that following some investigations it appears that neither of the residential properties own the section of road, neither do DCC Highways and neither do the Parish Council. Cllr J Worden suggested that the Church had not been helpful as they do not know their ownership boundaries. The Church Warden responded that it was not acceptable to suggest that and recommended that the Chairman approach Peter Peter & Wright to find out who owns it. The Church Warden proposed that the three main users pay for the improvements on an equal basis which had also been suggested in an email from the occupiers of Church Cottage along with suggestions of material to use. Cllr Beazley asked what the ideal solution was and it was confirmed that would be to tarmac the area however it would be too risky in terms of water run off and drainage. Cllr J Worden stated that the Parish Council could not provide a grant to the Church itself for the work but there is scope to provide a grant to the Churchyard Maintenance Fund. A member of the public confirmed they are currently trying to find out who owns it and that a community effort to improve the access may be the best way forward. Cllr J Worden confirmed the current chippings were put down by the Church. Cllr Gibson proposed some interlocking matting is purchased to put down underneath new chippings to stop them spreading. He will investigate costs to compare with suggestions from the occupiers of Church Cottage and revisit the matter at the next meeting.

5756. Accounts due for payment

Clerks Wages £335.40 (rolling monthly payment)

Clerks Expenses (postage) £12.00

Gareth Pollard (end of year accounts) £75.00

Accounts proposed by Cllr Wonnacott and seconded by Cllr J Worden and agreed by all.

5757. Planning

1/0734/2021/FUL – Appeal lodged - Replacement dwelling pursuant of approval 1/0446/2017/AGMB - Agricultural Building At Grid Reference 238239 091935, Virginstow – **Councillors agreed no further comments required.**

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 – **Councillors agreed to support this application, proposed by Cllr Wonnacott, seconded by Cllr Fry, greed by all.**

1/0392/2023/FULM - Proposed Solar Park (Variation of condition 3 of Planning Application 1/1054/2012/FULM) Solar Park, Broadwoodwidge, Devon, PL16 0JJ – Cllr J Worden declared an interest and left the meeting table. **Councillors agreed to support this application, proposed by Cllr Hosken, seconded by Cllr Beazley, agreed by all. Cllr Wonnacott returned to the meeting table.**

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 – **Cllr Beazley declared an interest and left the meeting table. Councillors agreed to support this application, proposed by Cllr L Worden, seconded by Cllr Hosken, agreed by all.**

5758. To Receive Correspondence

Airband sent notification of a new pole that is due to be installed on Tower Hill road.

5759. Parish Clerk's Report

The Clerk reported that as there are 3 seats remaining on the Parish Council the correct protocol would be to advertise the positions for co-option. All Councillors agreed the Clerk should proceed.

The Clerk distributed Register of Interest forms for all Councillors to complete and submit to TDC within 28 days.

5760. Any other Business

Cllr Beazley has been asked by members of the public to discuss the potential of having a children's play area on the Village Green. Cllr J Worden confirmed that it had been investigated previously and does not seem feasible due to the cost, safety risk, ongoing maintenance and regulations that surround a playground.

Cllr Fry asked who the best person was to contact regarding potholes and was advised to contact DCC Highways.

5761. Next Meeting

The next meeting will be held on Tuesday 27th June 2023.

5762. Close

The meeting was closed at 8.20pm.