

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

**Tuesday 28<sup>th</sup> May 2024, 7:30pm at Broadwoodwidge Community Hub**

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

**Members of the public present: 0**

## **5935. To Elect the Chairman for the Year 2024/2025 - The new Chairman Will Sign the Prescribed 'Declaration of Acceptance of Office'**

The Clerk asked if there were nominations for Chairman. Cllr J Worden was proposed by Cllr Gibson, Seconded by Cllr Wonnacott. No other nominations were made. All Councillors voted in favour of Cllr J Worden who accepted the role and was duly elected as Chairman for the coming year. He signed the declaration of acceptance of office.

## **5936. To Elect the Deputy Chairman for the Year 2024/2025 - The new Deputy Chairman Will Sign the Prescribed 'Declaration of Acceptance of Office'**

The Chairman asked if there were any nominations for Vice chairman. Cllr Fry proposed Cllr Wonnacott, this was seconded by Cllr Hosken and a unanimous vote was held. No other nominations were made. Cllr Wonnacott accepted and was duly elected as Vice Chairman for the coming year. He signed the declaration of acceptance of office.

## **5937. Apologies for absence**

None.

## **5938. Declaration of Interests**

The Chairman declared that interests be raised as they arise.

## **5939. 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, and the footpaths committee remain as Cllrs Beazley, Fry and Gibson. Proposed by Cllr Hosken, seconded by Cllr Gibson and agreed by all.

## **5940. Public Open Question Time**

None.

## **5941. Police Report**

None.

## **5942. District Councillor Report**

Cllr Gibson advised that he had received some contacts from parishioners in regard to waste and planning. He reported that the TDC annual meeting had taken place and the roles of members had mostly remained the same. Cllr Gibson remains on the committee for Licensing.

## **5943. Council Meeting Minutes**

Minutes of the meetings held 23<sup>rd</sup> April 2024 were previously circulated, minutes proposed by Cllr Hosken, seconded by Cllr Fry and agreed by all as a true record of the meeting. Cllr Gibson abstained as he was not present at the meeting. The Chairman signed a copy.

#### **5944. Matters Arising**

The Chairman asked the Clerk to follow up on her email to Steve Hearse regarding the planning and enforcement process and the concerns raised.

#### **5945. To Ratify the Insurance for the year 2024/2025**

The Clerk had previously circulated the renewal terms for the policy. Councillors noted the fourth noticeboard needed to be added. Councillors agreed to proceed once this amendment had been made. Proposed by Cllr Wonnacott, seconded by Cllr Fry and agreed by all.

#### **5946. To approve Risk Assessments and the Asset Register for 2024/2025**

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

#### **5947. To agree & sign the Certificate of Exemption for the Financial year 2023/2024**

The Clerk had circulated the accounts drawn up by Gareth Pollard. The accounting statements and Certificate of Exemption for the Financial year were agreed, proposed by Cllr J Worden seconded by Cllr Fry and agreed by all.

#### **5948. Annual Adoption of NALC Standing Orders & Financial Regulations for the Year 2024/2025**

Cllr Fry proposed the adoption of both documents, seconded by Cllr Wonnacott and agreed by all.

#### **5949. To agree & sign the Councillors Code of Conduct**

Cllr Fry proposed the adoption of the Code of Conduct, seconded by Cllr Wonnacott and agreed by all.

#### **5950. To nominate & agree the Data Protection Officer for 2024/2025.**

Cllr Fry proposed the Clerk continue the role of Data Protection Officer; the Clerk accepted. Seconded by Cllr Wonnacott, agreed by all.

#### **5951. Accounts due for payment**

Joe Rice First Aid £396.00

Gareth Pollard (end of year accounts) £90.00

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

#### **5952. Planning**

**1/0382/2024/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 Grid Reference 240245 090869 – **Councillors agreed to make no comment.**

**1/0471/2024/FUL** - Retrospective change of use of an agricultural building from agriculture to a mixed use of agriculture, farm business office and workshop, domestic storage including garaging - Upcott Barton, Broadwoodwidge – Cllr Gibson declared an interest and left the room. **Cllrs agreed to support the application subject to the building being subject to building and fire regulations.**

**5953. The Old Blacksmith Shop**

A further option had been provided by G Barriball proposing a green 6ft metal fence at the same cost as the previously agreed quote. Councillors agreed this would be more in keeping and functional. Cllr Hosken proposed accepting this, Cllr Wonnacott seconded, and all Cllrs voted in favour.

**5954. To Receive Correspondence**

None.

**5955. Any other Business**

None.

**5956. Next Meeting**

The next meeting will be held on Tuesday 16<sup>th</sup> July 2024.

**5957. Close**

The meeting was closed at approx. 8.50pm.