

(draft) **Minutes of the Broadwoodwidge Parish Council annual meeting.**

Tuesday 13th May 2025 7.45pm at Broadwoodwidge Community Hub

Those in attendance: Cllr J Worden (Chairman), Cllrs Wonnacott, Gibson, Hosken, L Worden, Beazley, Clerk. Invited guest Ken James leader of Torridge District Council.

Members of the public present: 5

6084. To Elect the Chairman for the Year 2025/2026

Cllr Hosken proposed Cllr J Worden; Cllr Beazley seconded. No other nominations. All Councillors voted in favours. Cllr J Worden accepted the role and signed the acceptance to office.

6085. To Elect the Deputy Chairman for the Year 2025/2026

Cllr J Worden proposed Cllr Wonnacott; Cllr L Worden seconded. No other nominations. All Councillors voted in favours. Cllr Wonnacott accepted the role and signed the acceptance to office.

6086. Apologies for Absence

None.

6087. Declarations of Interests

The Chairman declared that all interests be raised as they arise.

6088. To Appoint Representatives to the Following Committees: i. Planning Committee ii. Footpaths Committee

i. All councillors ii. Cllrs Beazley, Fry and Gibson

Cllr L Worden proposed the committees remain the same. Seconded by Cllr Wonnacott and agreed by all.

6089. Public Open Question Time

A member of the public wished to discuss what can be done about the putrid smell. The Chairman confirmed the council would discuss this later in the meeting.

6090. County Councillor Report

None.

6091. District Councillor Report

Cllr Gibson reported from his role as District councillor and said that Cllr Ken James has covered his report in the earlier annual parish meeting. He added that the DCC elections were disappointing for him personally but because of his canvassing he was now better known amongst the parishes.

6092. Council Meeting Minutes

Minutes of the meeting held March 25th, 2025, were previously circulated. Councillors agreed the minutes as a true record of the meetings. Proposed by Cllr Wonnacott, seconded by Cllr Gibson, all agreed, and the Chairman signed a copy.

6093. Matters Arising

None.

6094. To Ratify the Insurance for the year 2025/2026

Cllr Hosken proposed the fencing around the Blacksmith's Shop should be added and then the policy renewed on the three-year terms. Seconded by Cllr Beazley and agreed by all. The Clerk will action this.

6095. To approve Risk Assessments and the Asset Register for 2025/2026

Cllr L Worden proposed the fencing to be added to the asset register and the risk assessment to remain the same, councillor Beazley seconded, and all councillors agreed. The Clerk will update the documents.

6096. To agree & sign the Certificate of Exemption for the Financial year 2025/2026.

The Clerk had circulated the accounts drawn up by Gareth Pollard. The accounting statements and Certificate of Exemption for the Financial year were agreed and signed by the Chairman and Responsible Financial Officer (Clerk).

6097. Annual Adoption of NALC Standing Orders & Financial Regulations for the Year 2025/2026.

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

6098. To agree & sign the Councillors Code of Conduct

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

6099. To nominate & agree the Data Protection Officer for 2025/2026.

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

6100. Accounts due for payment.

Microsoft 365 subscription - £84.99
Dogs on leads signs - £79.19
Mihi Annual Hosting and SSL Certificate - £216.00
Gareth Pollard – end of year accounts - £96.00
Stamps - £6.96
Mihi email support - £96.00

Accounts proposed by Cllr Hosken and seconded by Cllr Gibson and agreed by all.

6101. Planning

1/0340/2025/FUL - Conversion of agricultural storage shed to 1no. dwelling - Land At Grid Reference 241758 091306 – Cllr Beazley declared an interest and abstained from discussion and voting. The applicant was permitted to speak and advised that he had undertaken works on the site under a countryside stewardship in 2023/24 however, due to a change in circumstances the shed was no longer required for agricultural use and he therefore wished to convert it to a family home. Cllr L Worden raised concerns that as the shed was only granted permission 2 years ago and was already redundant permission to convert to residential could set a dangerous precedent for green field sites in the parish. Councillors also raised concerns over the visual impact from Roadford lake and the sustainability of a

residential property in this location. Councillors agreed to submit a comment raising concerns of the following nature; Design and Visual Impact, Environmental and Landscape Impact, Sustainability and Local Infrastructure and Planning Precedent.

1/0299/2025/FUL - Erection of a single-storey side extension - Thorne Cross Farm – Cllr agreed to support the application.

1/0217/2025/FUL - Proposed lake, solar PV array, storage shed and change of use for caravan pitches – Moorhayes. Cllr J Worden declared an interest and abstained from voting. Cllrs discussed the application and agreed that given the lack of detailed documentation, the environmental risks, landscape impact, and concerns regarding the scale of proposed structures a request that the application be considered by the Plans Committee and not determined under delegated powers was appropriate.

1/0324/2025/FUL/1/0325/2025/LBC - Construction of courtyard link extension, garage conversion and extension to create workshop and car port - The Hayloft – Cllrs agreed to support the application.

6102. To Receive Correspondence

Councillors welcomed members of the public to participate in a discussion regarding the persistent and unpleasant odour affecting the Drownsmill and East Banbury areas of the parish. The Chairman reported that he had investigated the issue and had been informed by the landowner that the materials being spread were permitted and compliant with current regulations. However, concerns were raised by residents about sheep grazing the land just a day after the material had been applied. It was widely agreed that the odour was extremely unpleasant and significantly more intrusive than what would typically be expected from normal agricultural activity. In response, the Council resolved to write to both the Environment Agency and the Public Health department at Torridge District Council to formally raise these concerns and request further investigation.

6103. Any other Business

None.

6104. Date for next meeting

The next meeting will be held on Tuesday 24th June 2025.

6105. Close

The meeting was closed at approx. 8.30pm.