Bratton Clovelly Parish Council



*Clerk to the Council: Rachel Ward •* Crane Cottage, Germansweek, Beaworthy, Devon EX21 5B

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**To: Members of Bratton Clovelly Parish Council:**

You are duly summoned to attend the Annual Parish Council Meeting Followed by the ordinary meeting (no.233) to be commence at 7:30pm on Wednesday 7th May 2025 in the School Room

If you wish your comments to be taken into account but cannot attend please send them to the Clerk, by email if possible, to arrive by 5pm on 6th May 2025

**Public Participation Session:** There will be a 15 minute open session at the beginning of the Ordinary meeting, following the Annual meeting of the Parish Council, for residents to raise issues and questions for future consideration or to give views to the Parish Council on issues on this agenda. Additional public time may be added at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

Rachel Ward, Clerk to the Council

Friday 2nd May 2025

Agenda

# Annual Meeting

1. **Outgoing Chairman's Welcome:**
2. **Election of Chairperson:**
3. **Election of Vice-Chairperson**: if council decides one is required
4. **Signing of acceptance of office:**

# Ordinary meeting

**Public Participation:** Restricted to 15 mins in total.

1. **Apologies:** To receive apologies and to approve reasons for absence
2. **Declaration of Interest:** 
   * 1. Register of Interests: Councillors are reminded of the need to keep their register of interests up to date.
     2. To declare any personal interests in items on the agenda and their nature.
     3. To declare any pecuniary interests in items on the agenda and their nature, (Councillors with pecuniary interests must leave the room for the relevant items).
3. **Planning:** 
   1. For Decisions – Applications: Reference: 0883/22/FUL Proposal: The erection of 10 houses (including 4 affordable houses for local residents); the provision of new access, road and associated landscaping (Resubmission of 2847/19/FUL) Site Address: Land North of The Old Rectory, Bratton Clovelly, Okehampton, EX20 4LA
   2. For Noting – None
   3. For updates – Drop in
4. **Agree and sign minutes:** - from the Parish Council Meeting 232 held on 12th April 2025
5. **Report from WDBC**: (Cllr Mott/Southcott)
6. **Finance:** 
   1. Receive up-to-date report on finances from RFO (Clerk)
   2. To confirm year end accounts 24-25
   3. To note the first half of the precept has been paid - £3986
   4. Note interest of £60.69 on Playground saving acc

To note NS&I have yet to send the January statement despite being chased several times

* 1. To consider a grant request from ODTG. Sent round earlier.
  2. To note the payments listed:

Stone barn and Village Hall Hire £77.00

PHMC Mower maintenance £300

Insurance TBC

Kerry Brookes Clean-up day expenses TBC

School room hire for clean-up day TBC

WDBC Dog bin emptying £238.68

Playsafe playground inspection March 25 £100.80 (Paid March ’25)

TJ Yeo & ST Lane fuel £244.70 (paid in Nov 24)

Internal Audit L Lamb £15 (paid in Nov 24)

Clovelly Inn Defibrillator Electricity £25 (paid in Nov 24)

Clerk’s salary and HMRC Payments –£332.15 for 4th April 2025 to 3rd May 2025

1. **To review/approve the following Policies and risk assessments and asset register**.

To review the following:

* Civility Respect model councillor officer protocol
* Code of conduct May 2025
* Complaints Policy & Procedure - May 2025
* Financial-regulations May 2025
* Internal Control Policy 2025
* Grants policy 2025
* Protocol on Recording of Meetings May 25
* Standing orders May 2025
* Green Risk Assessment May 2025
* Play area Risk Assessment May 2025
* Risk Assessment Register May 2025
* General Risk assessment May 2025
* Register of assets May 2025

1. **P3:** update (Cllr Braidwood)
2. **Playground:** update (Cllr Bowyer)
3. **Police liaison:** (Cllr Huggins)
4. **Roads and ditches:** (Cllr Huggins)
5. **PHMC Report:** (Cllr Gilbert)
6. **Clean up date feedback**: (Clerk)
7. **General updates:**
8. **Correspondence:**
9. **Items for next agenda:**
10. **Date of next meeting:** 11th June 2025 7:30pm in the School Room