234

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 Ordinary Parish Council Meeting (no.234) to commence at 7:30pm on Wednesday 11th June 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 10th June 2025

**Public Participation Session:** There will be a 15 minute open session, 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 6th June 2025

**Chairman to remind participants that this meeting may be recorded.**

**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. Applications:
		1. 1554/25/CLE Proposal Certificate of lawfulness for existing occupation of an agriculturally tied dwelling in breach of the agricultural tying condition Site Address Beechcroft Broadbury EX20 4NH - Factual info only
		2. Request for a TPO - Ref: RP/549033 Land North of The Old Rectory, Bratton Clovelly, Okehampton, EX20 4LA comments or objections
	2. For Noting only –
	3. For updates – None
	4. Housing drop in event – update
	5. Planning Policy/neighbourhood plan
4. **Agree and sign minutes: -** from the Parish Council Meeting 233 and the Annual Parish Council meeting held on 7th May 2025
5. **Report from WDBC: (Cllr Mott/Southcott) sent via email:**
6. **Update roles and responsibilities:** Highways liaison, Snow Warden, Police liaison, Planning, Finance, Defibrillator checks, Playground checks, PHMC liaison, P3,
7. **Audit:** 2024/24 Audit Return Including Internal Audit report
	* 1. Audit Annual Governance Statement: To be approved and signed
		2. Accounting Statements: To be approved and signed
		3. Internal Audit: this has been signed off by the internal auditor.
		4. Certificate of Exemption: to be agreed and signed
8. **Finance:**
	1. Receive up-to-date report on finances from RFO (Clerk)
	2. To approve the new Financial Regulations
	3. To Note interest on NS&I of £11.55 added to account on 01/01/25 but we did not receive notice of this until May 2025
	4. To approve:

Green Risk Assessment May 2025

Play area Risk Assessment May 2025

Risk Assessment Register May 2025

General Risk assessment May 2025

* 1. To note the payments listed:

TJ Yeo & ST Lane fuel £56.82

P Gilbert metal plate for playground equipment fix £79.74

School room hire for clean-up day TBC

The Clovelly Inn for Electricity £25.00

Insurance £536.77

Internal Audit Maggie Dennis £60

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

1. **P3:** update (Cllr Braidwood)
2. **CPRE Membership**:
3. **Defibrillator training**: £180 plus VAT - To decide to book or not
4. **Playground:** update (Cllr Bowyer) To consider a request from members of the public re: a fitness trail around the playing field.
5. **Police liaison:** (Cllr Huggins)
6. **Roads and ditches:** (Cllr Huggins)
7. **PHMC Report:** (Cllr Gilbert)
8. **General updates**:
9. **Items for next agenda:**
10. **Date of next meeting:** 9th July 2025 7:30pm in the School Room