Bratton Clovelly Parish Council



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

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**Minutes of Parish Council Meeting (no.219) held at 7:30pm on Wed 10th January 2024, in the School room.**

Present: Cllrs Braidwood, Gilbert, Jellyman, Huggins and May. WDB Cllr Southcott and R Ward – Clerk

There was one member of the public.

1. Public Participation: Restricted to 15 mins in total. None
2. Apologies: To receive apologies and to approve reasons for absence: Cllr Bowyer and WDB Cllr Mott sent apologies. ***Accepted***
3. To note the resignation of Cllr McNelis and to elect a new Chairman: Noted. Cllr Huggins was ***elected*** as Chairman of the Parish Council
4. Declaration of Interest: Register of Interests: Councillors are reminded of the need to keep their register of interests up to date. To declare any personal or pecuniary interests in items on the agenda and their nature. (Councillors with pecuniary interests must leave the room for the relevant items). ***None***
5. Co-option: approve notice of co-option: Notice of Co-option was agreed and posted that evening.
6. West Devon Report: Cllr Southcott/Mott this had been emailed round. Cllr Southcott reminder the PC about the thermal camera that could be borrowed and used to see where parishioners were losing heat, should they be interested.
7. Planning –
	1. 3581/23/HHO Proposal: Householder application for construction of a home office (retrospective) Site Address: Kalehouse Farm, Bratton Clovelly, Okehampton, EX20 4JG This had been withdrawn prior to our meeting
	2. Other planning (Non decision making )- to note:

7.2.1 4092/23/PDM Application to determine if prior approval is required for a proposed change of use of agricultural building to 1No dwelling house (class C3) & for associated development (Class Q (a+b)) Location: Land at SX 480 957 Broadbury, Okehampton ***Noted***

7.2.2 Appeal decision for 3568/22/HHO – Dismissed. ***Noted***

1. Agree and sign minutes: - from 8th November 2023 (217) and 6th December (218) ***Agreed***
2. Finance:
	1. Financial report (Clerk - emailed round) ***Noted***
	2. To approve precept request of £7851 discussed at previous meetings and adjusted to account for known increased charges. ***Agreed*** Proposed by Cllr Huggins and seconded by Cllr May- Unanimous
	3. To note Clerks pay rise of £1 per hour back dated to 1st April 2023 in accordance with NALC guidelines ***Noted***
	4. To note payment of Clerk’s wages and HMRC Payments - Total paid from 4th Nov to 3rd Dec 2023 - £266.07 and to be paid from 4th Dec to 3rd Jan £287.71 plus back dated pay award of £195 (£1 per hour for 5 hours a week, for 39 weeks) ***Noted***

*Note the following payments*:

WDBC Dog Waste bin emptying £238.68

TJ Yeo and ST Lane fuel 239.64

Internal Auditor £15.00

Phil Gilbert Notice board £228.00 ***Noted***

*And approve*: SJ Coleman Fuel for Churchyard total of £108.57 ***Approved***

1. PHMC report – Cllr Gilbert ***None***
2. Square: Update Cllr Huggins/Jellyman ***none***
3. Dog waste bins: Cllr Jellyman: there are two bins in the village emptied weekly and two on the Packhorse trail, emptied fortnightly. The one at the Eversfield end of the trail seems to be being missed and a parishioner has had to empty it. Clerk to contact Localities officer to try to resolve.
4. Defibrillator – Update: ***no issues***
5. Library: Discussion/decision about how to replace the mobile library. It was agreed to ask Lois Samuels the County Councillor, who the contact about setting up an outreach library.
6. New Notice board and discuss use of redundant noticeboard: Approval to purchase for up to £260 and plan for redundant one. ***Approved***. Cllr Huggins will post on the Hub that the new PC noticeboard is on the Hall and that the old one will remain in place for general use but will no longer be maintained by the PC. Cllr Bowyer and Cllr Gilbert will hold the keys.
7. Policy review: All are on the website for inspection and were approved in May 2023. Proposed – Grants policy. Forwarded to next meeting for signing.
8. Police Liaison: Cllr Huggins – Update: Okehampton police station customer desk will be open 10-3 Monday – Thursday to start with and will go to 6 days a week soon.
9. Roads and ditches: Cllr Huggins - Update: there have been incidents involving very large lorries that can’t turn at the pub due to congestion with parking. Cllr Huggins will ask Cllr Lois Samuels who to contact Highways about this issue.
10. P3: Cllrs Gilbert and Braidwood – Update: there was a blockage on the river Wolf by Northcombe. Cllr Gilbert has cleared as much as he can and has contacted the landowner about their responsibilities.
11. Playground Report: Cllr Huggins - Update on fencing and approve payment: contractor has been delayed by bad weather. A proforma invoice will be raised so the PC can purchase the required materials in advance of works starting.
12. Items for next agenda: As raised: setting up a small planning committee to advise the full PC. Lock box for hall key (noticeboard?) Grants policy,
13. General updates to note: As raised: Clerk will book the Hall for planning training on 29th Feb for all Cllrs
14. Date of next meeting: 15th February 2024 at 7:30pm - School Room (to avoid Valentine’s day)