234

Bratton Clovelly Parish Council



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

*07504890775 • Email:* [*brattonclovellyclerk@brattonclovellypc.co.uk*](mailto:brattonclovellyclerk@brattonclovellypc.co.uk)

**Minutes of** Ordinary Parish Council Meeting (no.234) held at 7:30pm on Wednesday 11th June 2025 in the School Room

Present: Cllrs Jones, Huggins, Jellyman, Bowyer, Gilbert, WDBCllr Southcott and Mrs Ward - Clerk

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

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

1. **Apologies:** Cllrs Braidwood, May and WDBCllr Mott ***Accepted***
2. **Declaration of Interest: None**
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 No information to pass on
      2. Request for a TPO - Ref: RP/549033 Land North of The Old Rectory, Bratton Clovelly, Okehampton, EX20 4LA : No Objection – the TPO is fully ***supported***
   2. For Noting only –
   3. For updates – None
   4. Housing drop in event – Cllr Jones has been trying to contact the WDBC officer involved with no joy. He will try to arrange for a meeting with her in the next few weeks to see what they can do for us. WDBCllr Southcott will help liaise.
   5. Planning Policy/neighbourhood plan to be discussed at the meeting from 3.4 above
4. **Agree and sign minutes: -** from the Parish Council Meeting 233 and the Annual Parish Council meeting held on 7th May 2025 ***Agreed***
5. **Report from WDBC: (Cllr Mott/Southcott) sent via email:** WDBC Southcott has spoken to highways re state of local roads – hopefully the road from The Bratton Clovelly Inn to Lewtrenchard school will be patched this summer.
6. **Update roles and responsibilities:** Highways liaison – Cllr Huggins, Snow Warden – Cllr Gilbert, Police liaison – Councillor Huggins, Planning - Cllrs May, Gilbert and Jones, Finance – Cllr Jellyman, Defibrillator checks - Cllr May, Playground checks – Cllr Bowyer, PHMC liaison – Cllr Gilbert, P3 – Cllrs Braidwood, Gilbert and Jellyman, Playing Field inspections – Cllr Jellyman
7. **Audit:** 2024/24 Audit Return Including Internal Audit report
   * 1. Audit Annual Governance Statement: ***Approved and signed***
     2. Accounting Statements: ***Approved and signed***
     3. Internal Audit: this has been signed off by the internal auditor. ***Noted***
     4. Certificate of Exemption: ***Agreed and signed***
8. **Finance:** 
   1. Receive up-to-date report on finances from RFO (Clerk) ***Approved***
   2. To approve the new Financial Regulations - A discussion took place about certain sections and these will be amended and presented next time.
   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 ***Noted***
   4. To approve: ***All agreed (***Cllr Jellyman has offered to check the playing field for obvious defects)

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 ***Approved***

1. **P3:** update (Cllr Braidwood) Cllr Gilbert asked WDBCllr Southcott to chase Joh Boyd as we still have had no response since last year
2. **CPRE Membership**: agree membership was too expensive and that we could always join later if it was felt it could be beneficial at that time
3. **Defibrillator training**: £180 plus VAT – agreed to plan for Sept/October and to ensure Young Farmers are invited Cllr Bowyer will find out who is the chairman. Cllr May will investigate the requirements of a First Response team.
4. **Playground:** update (Cllr Bowyer) To consider a request from members of the public re: a fitness trail around the playing field. This has been explored previously and it is felt that there is little demand to offset the very high cost.

It was agreed that a letter would be send to Richard Mitchell asking for a response to our issues within 2 weeks or we would not be paying his submitted invoice.

1. **Police liaison:** (Cllr Huggins) None
2. **Roads and ditches:** (Cllr Huggins) See Item 5
3. **PHMC Report:** (Cllr Gilbert) The dog rally to be held on 14/06 is usually very lucrative – Bacon sandwiches will be for sale as well as lunches and cream teas.

The committee is still looking for members and a Chairperson.

1. **General updates**: None
2. **Items for next agenda:** Finance regs, Code of conduct

**Meeting closed at 21:25**

1. **Date of next meeting:** 9th July 2025 7:30pm in the School Room