



Bratton Clovelly Parish Council

Minutes of Annual Parish Council Meeting and ordinary Meeting 196, held on Wednesday 26th May 2021 in the Parish Hall

Time commenced: 7.00pm

Those present: Cllrs. McNelis, Waters, Wallwork, Gilbert, Hughes, Levy and WDBC Cllr Southcott

Mrs R Ward (Clerk)

Members of the public: two

Public participation: None

Annual Meeting

1. Outgoing Chairman's Welcome: Cllr McNelis welcomed everyone to the meeting.
2. Election of Chairperson: Cllr McNelis was re-elected Chairperson, unopposed.
3. Election of Vice-Chairperson: it was agreed that the vice chair role would be filled on an ad hoc basis by the most suitable person at the time.

Ordinary Meeting

1. **Apologies:** None
2. **Declaration of interests:** None
3. **Planning:**
 - 3.1. For Decisions - 1471/21/FUL Proposal: application for two additional treehouses, demolition of a decommissioned milk parlour and erection of new service building for an office, laundry and workshop. Site Address: Wolf Wood Barn, Bratton Clovelly, EX20 4JD **supported** – The councillors felt that this business is good for both the environment and local economy. The proposed development will potentially create opportunities for local people too.
 - 3.2. For Noting: None
 - 3.3. Enforcement issues: None
 - 3.4. Updates: West Headson 2295/20/FUL (Gate) Planning department is waiting on more information. – this planning decision is imminent but will probably go to committee
 - 3.5. Rectory field 2847/19/FUL (10 Houses) this is with the landscaping officer. This planning application has been refused.
 - 3.6. **Cllr Rockett arrived**
4. **Report from West Devon:** previously circulated. Cllr Mott has become the new Mayor. WDBC are taking woodland lotting very seriously and will be lobbying Westminster about the issue. There was a brief discussion about living in woodland and its impact on the environment.
5. **Agree and sign minutes** from 22nd April 2021: **Agreed**
6. **20/21 Audit Return Including Internal Audit report**
 - 6.1. Audit Annual Governance Statement: **approved and signed**
 - 6.2. Accounting Statements: **approved and signed**
 - 6.3. Internal Audit: this had been signed off by the internal auditor.
 - 6.4. Certificate of Exemption: **agreed and signed**

7 Finances:

- 7.1. Receive up-to-date report on finances from RFO **Approved**
- 7.2. insurance quote – approve this year’s quote of £422.48 (last year was £411.63) **Agreed**
- 7.3. To ratify the below listed payments:
- | | |
|---------------------------------------|---------|
| Community Heartbeat Trust Defib. Pads | £88.80 |
| Loveday Lamb Internal Audit | £15.00 |
| Came and Co insurance | £422.48 |
- 7.4. To note and agree payment for Clerks salary including working from home benefit (non-taxable £26) and HMRC Payments – totalling £251.55, 4th April to 3rd May 2021
- | | | |
|----------------|--|---------------------------|
| £202.35(clerk) | £45.20 HRMC Element (£4 under payment) | Approved and noted |
|----------------|--|---------------------------|

8. Approve and adopt: Complaints Policy and Procedure

Approved

9. New accessible web site: None

10. **Grass Cutting in the Square:** It is believed that someone has organised a cut but wishes to remain anonymous. The PC is very grateful but insurance issues were discussed. The PC urges the anonymous parishioner to contact the clerk, in confidence, to discuss this issue.
11. **PHMC update:** Insurance for events on field and car park. The PC is only covered for events that it organises. Would the PHMC consider giving overall management of outdoor events to the Parish Council? There are two councillors on the PHMC who could take this role, in the form of heading small “work to finish” parties, on behalf of the PC, for each event, and feedback to Parish Council regularly so we can inform our insurers. The PHMC must agree to this if they wish to be covered by PC insurance for future outside events.
12. **Regional Fraud Protect Advisor liaison:** Cllr Levy spoke with Ashley Jones, the Regional Fraud Protect Advisor employed by the South West Regional Organised Crime Unit (SWROCU). Ashley has kindly offered to visit Bratton Clovelly to give the Fraud Safety presentation to residents. The presentation is free and it will be an insight into the current fraud risks. There will be an opportunity to ask questions at the end of the presentation. Ashley will be giving away ‘The Little Book of Big Scams’ for residents to take home. Alternatively, Ashley has provided a link which can be added to the Bratton Clovelly website for anyone who wishes to watch the presentation remotely. <https://youtu.be/Ovc3IToxvsY>. A date and time for this presentation is to be confirmed.
13. **Snow Warden:** Cllr Gilbert has agreed to be snow warden with support from other councillors and parishioners. Cllr Waters will forward info to Cllr Gilbert.
14. **P3:** update – Sam Holden has offered to consider this role – He will contact Ros Davies at County for more information. Clerk to forward latest survey.
15. **Flooding update:** Cllr Levy has experienced difficulties contacting the West Devon Sand bag contact – it was suggested that Steve Brockman be approached.
16. **Playground:** The weeds in the Playground are causing a problem – Clerk to contact Andy Barton and request he sprays.
17. **Correspondence:** None
18. **Date of next meeting:** 15th July 2021 at 19:30 in the Parish hall

Signed Chairman _____ Date: _____

Clerk _____