### **BRIDFORD PARISH COUNCIL**

**Locum Clerk: Mrs P. Clapham, Penton Chapel, Christow, Exeter, Devon, EX6 7NP. Tel**

**Email:** [**pennyclapham35@gmail.com**](mailto:pennyclapham35@gmail.com) **Phone 07840 867485**

29th March 2023

To Members of Bridford Parish Council.

You are hereby summoned to attend a Meeting of Bridford Parish Council, to be held **on Monday 3rd April 2023 at 7pm in the for the purpose of transacting the following business.**

Members of the public and press are invited to attend the meeting.

*Penny Clapham*

Penny Clapham BA (Hons) PSLCC

Locum Clerk to the Council

## **AGENDA**

1. **Locum Clerk –** Council to resolve to appoint Penny Clapham as Locum Clerk until such time as a new clerk can be recruited for the Council.

**2) PUBLIC DISCUSSION**

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 15 minutes. (Standing Orders 3e and 3f).

Reminder that members of the public are not allowed to raise issues when Council is in committee.

**3) Apologies For Absence:**

### **4) Declarations Of Interest**: In accordance with the Code of Conduct, members are required to

### declare any personal or disclosable pecuniary interests, including the nature and extent of such

### interests they may have, in items to be considered at this meeting. Members are also reminded

### that any change to their Declaration of Interests must be notified to the Monitoring Officer at

### District Council within 28 days of the change.

**5) District and County Councillor Reports -**

### **6) Minutes** – to approve and sign the Minutes of the meeting held on the 6th February 2023.

**7) Open Spaces –**

1. Play Park: to receive an update from Cllr. Topley
2. Bus Shelter: to receive an update from Cllr. Marriott
3. Village Garden – to receive an update from Cllr. Topley

**8) Telephone Box Library –** to receive an update from Cllr. Topley

**9) Bridford Hill –** to consider requesting Highways restore Bridford Hill to the primary gritting route.

**10) Parish Plan Review –** to agree actions and final review of the Plan.

**11) PLANNING**

**Planning Applications -**  District Council has asked for comments from the Parish Council on the following planning applications:

1. 00/82/23 Retrospective application land to south of Pound Lane, Bridford.

No Objection (sent in to DNPA, date not known)

**Planning Decisions**

1. 0604/21 Removal of condition 5, (retrospective) to regularise the use of annexe and single storey extension., Copplestone Farm, Bridford

REFUSED

1. 00473/22 Temporary rural workers dwelling, erection of agricultural building and yard, Coombehead Farm, Bridford.

REFUSED

**12) FINANCE**

**Expenditure** J. Banks – plaque for commemorative tree £14.80

J. Banks - Notice Board for bus shelter £184.20

J. Banks - 50 Bone china Coronation mugs £339.00 £538.00 (total)

Play Safety – play area inspection £119.40

1. Hawkins – damage by gritter £54.94

ICO – subscription £40.00

J. Banks – employment February & March £651.84

PAYE – January/February/March £244.40

J. Banks – office expenses Q4 £136.95

Bridford Village Hall – March for Post Office & Meeting £66.00

Bridford Village Hall – invoice paid between meetings £149.25 info only

**Income**

Bank Reconciliation and Statement not yet available

Council to resolve to accept the accounts.

**13) Insurance renewal –** Locum Clerk to ascertain the insurance details prior to this meeting.

**14) Internal Audit –** the audit will now be carried out by Hania Lee of Lee Accounting as the Locum Clerk cannot act as Locum and do the audit. Council to resolve to agree the appointment of Hania Lee.

**15) King Charles Coronation –** to receive any updates pertinent to these celebrations.

**16) Clerk's report**

**Councillor's reports and External Meetings attended (for information only)**

**Items for Information -** The next council meeting will be on Monday 15th May 2023 at 7pm in the Village Hall. This will be the Annual Council Meeting