

Minutes of the Annual Council Meeting of Bridford Parish Council held on Monday 15th May 2023, 7pm in the Village Hall.

Present: Cllr. Padgham; Cllr. Topley; Cllr. Purser; District Cllr. Swain; Cllr. Gallagher; 1 member of the public; Penny Clapham (Locum Clerk).

1) Election of Chairman

- a) Invite nominations and elect a Chairman for the year. Cllr. Padgham was nominated and proposed by Cllr. Purser. Cllr. Padgham accepted the nomination.
- b) Receive the Declaration of Acceptance of Office by the Chairman. Received.

2) Election of Vice Chairman – Cllr. Purser was nominated and proposed by Cllr. Topley. Nomination Accepted.

3) Confirm appointment of signatories for cheque payments and authorised internet bank payments. Currently these are Cllr. Padgham, Cllr. Purser, Cllr. Gallagher and Cllr. Marriott. Confirmed.

4) Appointment/Confirmation of Committees

- i. Planning Committee No committees appointed. All matters will be decided by full council.
- ii. Finance Committee
- iii. HR Committee
- iv. Open Spaces Committee

5) Appointment to Groups

Footpath Warden	Councillors walk nominated footpaths once per year.
Snow Warden	Anne Mayes
Wildlife Warden	Lucy Smerdon

6) General Power of Competence – to resolve to confirm the General Power of Competence, Council are qualified (Localism Act 2011) having two-thirds councillors elected and a qualified clerk (CiLCA or above). Resolved – proposed by Cllr. Padgham, all in favour by show hands.

7) Apologies and Acceptance for Absence: Cllr. Marriott – apologies accepted.

8) 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 Teignbridge District Council within 28 days of the change. None declared.

9) Public Discussion – To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting or any matters the public would like the Council to consider on a future agenda. The period of time designated for public participation shall not exceed 15 minutes. Standing Order 3 (e,f.) refers.

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

10) Chairman's Report (for information only) – a thank you card from Joan Banks was circulated around the councillors. The ribbon cutting on the oak by Ann Lord went very well, nicely organised, with a tea party in the Woodland Park afterwards. Big breakfast on the Coronation Bank Holiday Monday also successful. 50 coronation mugs cost £5.68 each, suggested donation of £5 each. Over the Bank Holiday weekend, took £130 for 26 mugs; 17 given out to local children, 7 left to go other local children. The snow gritter is being checked over. Boxes from Joan Bank's attic have been collected and sorted. The deeds for the village hall have been found and are yet to be checked. Cllr. Padgham will check with the land registry as to what is and is not registered.

11) County & District Councillor reports-

District Cllr. Swain is pleased to be chosen to represent the Teign Valley and is looking forward to working with Council.

District Cllr. Purser informed Council that the composition of Teignbridge District Council is mainly Liberal Democrat and they are in overall control. Direction of the district council to be decided at the next meeting.

12) Minutes –the Minutes of the meeting held on the 3rd April 2023 were approved and signed by the Chairman as a true record.

13) Certificate of Exemption – to resolve to agree the Certificate of Exemption. Resolved. Proposed by Cllr. Padgham, all agreed by show of hands.

14) Internal Audit Report – to note no issues raised by the internal auditor. Noted.

15) Annual Governance Statement – to resolve to agree the Annual Governance Statement is accurate. Resolved. Proposed by Cllr. Purser, all agreed by show of hands.

16) Annual Accounting Statement – to resolve to agree the Annual Accounting Statement is accurate. Resolved. Proposed by Cllr. Gallagher, all agreed by show of hands.

17) Notice of Public Rights and Publication of Council's accounts – to resolve to agree the dates of publication from 5th June to 14th July 2023, thus including the first 14 days of July as required by law. Resolved, proposed by Cllr. Topley, all agreed by show of hands.

18) Insurance Renewal – second year of fixed term contract with Gallagher @ £935.68; to be agreed. Agreed.

19) Asset Register – to consider the asset register and update the figures. To agree actions. June agenda for updating. Assets valued at purchase price.

20) PLANNING:

Planning Applications – Dartmoor National Park Planning has asked for comments from the Town Council on the following planning applications:

- i. 0184/23 Replacement rear lean-to and front porch, White Rock, Bridford. TBA.

21) FINANCE:

Expenditure:	Gallagher Insurers	£935.68
	Lee Accounting internal audit	£84.00
	Visionict Ltd – clerk@ email account	£21.60
	Locum Clerk expenses April	£620.88

DALC annual subscription £152.54 off precept.

Income: First half precept £5875.00 DD

Bank Reconciliation not currently available as unable to access the bank for statements.

Council resolved to accept the receipts and payments account. Proposed by Cllr. Gallagher. All agreed.

22) Banking requirements – to consider changing to a full internet provider for Council’s banking requirements. Information about Unity Trust Bank has been circulated prior to this meeting. Charges are £18 per quarter. Council to agree actions and associated expenditure. Council resolved to change to Unity Trust Bank, Clerk to action. Proposed by Cllr. Gallagher, all agreed by show of hands.

23) Email addresses –

- a) to consider and adopt business style email addresses for all councillors. To agree actions and associated expenditure. Resolved to set up gmail addresses apart from Cllr. Purser who will use his District Council email.
- b) It is required that Councillors give their permission to receive their agendas by email rather than by post. To agree actions. Agreed.

24) Policies for approval –

- i. Co-option Policy
- ii. Asset Register Policy
- iii. Standing Orders – revised. All policies were approved and adopted.

25) Meeting dates for the year to end March 2024 – to consider whether Council require meetings every month, or to go to bi-monthly meetings. Cllr. Topley considers that parishioners have 12 times a year to come to meetings and communicate with councillors and that this should be kept. Council agreed to wait until there is a full council and replacement clerk before considering bi-monthly meetings again. Cllr. Purser understands this but if public wish to contact councillors they can use email or phone; does not consider the public would be disadvantaged. Cllr. Gallagher added that she understands the reasons outlined by Cllr. Topley.

Standing orders suspended for member of the public to add his comments.

Standing orders resumed.

Cllr. Gallagher considers she would err on the side of monthly meetings.

Cllr. Purser suggested this idea should be on the October agenda for further consideration.

Cllr. Padgham thought more people might commit to being a councillor if the meetings were bi-monthly.

Considers the current council have become a really good team and very good at communicating.

There will not be a meeting in August.

26) Clerk’s report

- i. A new email has been set up for the Council.
- ii. Half allotment now let.
- iii. Request from Helen Haywood who does house sitting to put a business card in the Council notice board. One side of the notice board is used for parish business and the other side for other notices pertinent. She can use the public side of the notice board.

EXTERNAL MEETINGS ATTENDED: reports from Councillors

Items for Information

David Price asked if Highways could be reminded about the repairs at the top of Church Lane – Clerk to contact Highways.

Cllr. Topley has checked the risk elements highlighted in the RoSPA report on the play equipment and mitigated them. District Cllr. Purser will arrange a replacement bin for the play area.

Meeting closed 8.28pm.

Signed.....

Date.....

The next Council meeting is on Monday 5th June 2023 at 7.00pm in the Village Hall.

Email circulations during the past month

DALC Newsletter 14 (sent 11/04)

NALC Chief Executive's Bulletin (sent 11/04)

DALC Newsletter 16 (sent 20/04)

DALC Newsletter 17 (sent 28/04)

DALC Newsletter 18 (sent 04/05)