

BRIDFORD PARISH COUNCIL

Clerk/RFO: Mrs T. Mowat, 2 The Beeches, Wet Lane, Christow, Exeter, Devon, EX6 7NQ.
Email: clerk@bridfordparishcouncil.org Phone 07768 784978

20th December 2024

To Members of Bridford Parish Council,

You are hereby summoned to attend a Meeting of Bridford Parish Council, to be held **on Monday 6th January 2025 at 7pm in the Village Hall for the purpose of transacting the following business.**

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

Tamsin Mowat

Tamsin Mowat
Clerk to the Council

AGENDA

1) 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 30 minutes. (Standing Orders 3e and 3f). Reminder that members of the public are not allowed to raise issues when Council is in committee.

2) Apologies For Absence:

3) Minutes – to approve and sign the Minutes of the meeting held on Monday 4th November 2024

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) Review action points from previous meeting –

a) Clerk's action points: highways, credit card, banking, budget, funding for deer fencing for allotments, budget, Q3 expenditure and passwords.

b) Councillors' action points: Cllr. Topley – Free trees scheme for play park, Cllr. Marriott – Parish Volunteer Award Scheme, VE Day celebrations, Cllr. Symons – quote for work on allotment inside hedge, signs for play park gate and Westcott lane

6) District and County Councillor Reports

7) Chair's Report (for information only)

8) PLANNING

Planning Applications - Dartmoor National Park has asked for observations from the Parish Council on the following planning applications:

Applications

DOC/0123/24 3B - Two agricultural buildings, one for livestock and one for agricultural

Storage - Barytes, Bridford, Exeter, Devon, EX6 7JD

DOC/0315/24 3 4 - Replace a flat roof with a pitched roof on an existing outbuilding - Middle Hole Farm, Bridford, Exeter, Devon, EX6 7HU

DOC/0316/24 3 4 - Replace a flat roof with a pitched roof on an existing outbuilding - Middle Hole Farm, Bridford, Exeter, Devon, EX6 7HU

Decisions

0436/24/BC - Class BC - temporary recreational campsite 3 x tent Dates: March 29th to April 1st 2025; May 3rd to 6th 2025; May 24th to 27th 2025; June 14th to 17th 2025; June 21st to 23rd 2025; July 5th to 8th 2025; July 26th to 29th 2025; August 2nd to 5th 2025; August 23rd to 26th 2025; September 6th to 8th 2025; September 20th to 22nd 2025; September 27th to 29th 2025; October 4th to 7th 2025; October 18th to 20th 2025; November 1st to 3rd 2025; November 15th and 16th 2025; December 30th and 31st 2025; January 1st 2026 Coombehead Farm, Bridford, Exeter, Devon, EX6 7LQ

DOC/0123/24 3B DOC/0331/24 4 - Two agricultural buildings, one for livestock and one for agricultural storage - Barytes, Bridford, Exeter, Devon, EX6 7JD Discharged

9) FINANCE

Expenditure

Income

£1100 from DCC for Locality Funding to be paid to Acorn - received 5th November

Allotment rents received in November:

4 x £15 BACS

1 x £30 BACS

Clerk's repaid back pay of £93.94 BACS (see below for details)

Clerk's pension employee contributions backdated to 1st August 2024 (as paid directly to Nest Pensions from Unity Bank account) – £309.21 total (August to December) – BACS 17/12/24

Expenditure

£1100 Acorn – locality funding from DCC – BACS (retrospective approval as previously agreed transfer of funds)

Village Hall room hire for Parish Council meetings £60.00 (July to November 2024) and Post Office use of lower hall (August to October 2024) £84.00 – BACS

£40.79 signs for Westcott and Play park (£6.80 VAT) – (retrospective approval) BACS to Clerk as paid on own CC

Defib pads for Venn Garage c.£86.34 to Andrew Deptford BACS (retrospective approval)

Gritters drinks November £15 to Cllr. Topley - BACS

VE Day flag via Pip Morrison by BACS - £30.60 (retrospective approval)

£144 SLCC ILCA Clerk's training course (retrospective approval; previously agreed as in Clerk's contract)

Clerk's salary November - £629.40 SO

Clerk's salary December (one week less pay due to taking one week of unpaid leave as well as one week of annual leave at Christmas) (BACS payment of £472.05 made for December and regular SO for monthly salary postponed until January)

Clerk's homeworking expenses - £6 per week SO

Clerk's SIM and data plan - £3.99 DD per month

HP Instant Ink £3.99 by SO per month to Clerk as paid on Clerk's own CC

Clerk's back pay from April-October 2024 - £93.94 BACS (due to issues with HMRC PAYE reporting Clerk repaid this in November and it was paid back to the Clerk on 30th December to ensure banking and PAYE details matched).

Clerk's employer's contribution pension payments to Nest Pensions (backdated payments from 1st August when Clerk became eligible for a pension): all by DD - August and September combined £36.66 (£18.33 per month), October £18.33, November £18.88 (due to salary increase), December £14.16 (adjusted for lower salary this month due to unpaid leave and updated in Nest) and £47.21 employee so Clerk owed £15.73 as overpaid contributions to Unity Trust Bank for December – BACS (to be authorised in Unity Bank) From January: £18.88 per month by DD for employer's contributions

Clerk's Salary SO updated to take off Clerk's pension contribution of £62.94 each month from January 2025, as will be paid directly to Nest Pensions, so salary will be £566.46 per month (to be authorised in Unity Bank)

Bank Reconciliations and Statements for September 2024.

Council to resolve to accept the accounts.

10) Budget – resolve to agree

11) Precept – resolve to agree and notify TDC by end of January

12) Travel expenses policy – consider and agree to adopt if approved (draft shared prior to the meeting)

13) Parish Plan - agree date for February meeting

14) Village WhatsApp for culvert clearing – Cllr. Topley to lead

15) Clerk's report (for information only)

Banking update; signatories and CC

Pension and HMRC update

Lighting update

Free trees

Update on Highways: Neadon Lane, grit bins, drains and diverter

ILCA

Internal audit plan

16) Councillors' reports and meetings attended (for information only)

Items for Information - The next council meeting will be on **Monday 3rd February 2025 at 7pm** in the Village Hall.

Email information

DALC bulletins - up to #58

NALC bulletins

DNPA Planning applications

DCC Highways updates

DCC Lighting updates

Revised budget information for review

Q3 expenditure report and Q4 predictions