

# **BRIDFORD PARISH COUNCIL**

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Clerk/RFO: Mrs T. Mowat, 2 The Beeches, Wet Lane, Christow, Exeter, Devon, EX6 7NQ.  
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28<sup>th</sup> January 2025

To Members of Bridford Parish Council,

You are hereby summoned to attend a Meeting of Bridford Parish Council, to be held **on Monday 3<sup>rd</sup> February 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 6<sup>th</sup> January 2025.

**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: Pound Lane layby and spring plate, DCC Ofsted, DNP planning query, submit Precept request to TDC, signpost parishioners to hardship fund etc in Unity and on website/Facebook, annotate Travel Expenses policy, contact Hania re. internal audit, Westcott rocks

b) Councillors' action points: Cllr. Topley: WhatsApp group for culvert clearing, Cllr. Marriott: Annual Parish Meeting plans

### **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

0019/25 - Retention of agricultural equipment storage shed at Poole Farm, Bridford, Exeter, Devon, EX6 7HY

0031/25 - Single storey extension to the rear of the existing Information Centre at Bridford Woodland Park, Bridford, Exeter

0035/25 - Erection of extension and terrace at Lower Heltor Farm, Bridford, Exeter, Devon, EX6 7EH

### Determined

DOC/0315/24 3 4 Mr J Wilson Chloe Allen Hewitt Replace a flat roof with a pitched roof on an existing outbuilding Middle Hole Farm, Bridford, Exeter, Devon, EX6 7HU - Discharged

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

## **9) FINANCE**

### **Expenditure**

#### **Income**

None this month

#### **Expenditure**

Clerk's salary January - £566.46 (reduced for Pension – see below) SO

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 employee contribution pension payment to Nest Pensions (taken off salary) DD £62.94

Employer's contribution to Clerk's pension payment to Nest Pensions DD £18.88

Unity Trust Bank CC set up fee £50 (retrospective payment) BACS

Engraving of allotment winners cup to Andy and Lynne Bornemisza £2.99 BACS

Bank Reconciliation and Statement for January 2025

**Council to resolve to accept the accounts.**

**10) Internal Auditor** – to resolve to appoint Hania Lee of Lee Accounting as Council's internal auditor for 2024/2025.

**11) Gritter repairs** – to resolve to agree on a schedule for repairs and cost

**12) Parish Plan (circulated prior to this meeting)** – to be discussed and targets agreed prior to Parish Plan meeting on 12<sup>th</sup> February 2025

**13) Annual Parish Meeting** – consider format and date (between March 1<sup>st</sup> and June 1<sup>st</sup>) and agree budget

**14) VE Day** – to discuss and agree date and details of event and any budget needed

**15) Training for Councillors** (Good Councillor guides circulated prior to meeting) – discuss needs and priorities as well as sources of online and printed information

**16) Clerk's report (for information only)**

Clerk's email update

ILCA update

Procurement training

CC update

Play area inspection by ROSPA booked for March

Pound Lane layby update

Neadon Lane update

Carton recycling trial by TDC

**17) Councillors' reports and meetings attended (for information only)**

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

### **Email information**

DALC bulletins - up to #4 (2025)

NALC bulletins

DNPA Planning applications

DCC Highways updates

Gritter repair details

Parish Plan

Good Councillor Guide

Good Councillor's Guide to Finance