

**Minutes of the meeting of Bridford Parish Council held on Monday 3<sup>rd</sup> March 2025 at 7pm in the Village Hall.**

**Present** – Cllr. Topley (Chair); Cllr. Purser; Cllr. Marriott, Cllr. Symons, Cllr. Gallagher, 0 members of the public; Tamsin Mowat (Clerk)

Meeting opened at 7pm

<b>Agenda item</b>	<b>Action</b>	<b>Owner</b>
<b>1) Public Discussion:</b> None as no members of the public present		
<b>2) Apologies For Absence:</b> Cllr. Ashenden-Pearce (family illness) – absence approved and agreed by all, District Councillor Swain		
<b>3) Declarations Of Interest:</b> None		
<b>4) Minutes</b> – to approve and sign the Minutes of the meeting held on the 3 <sup>rd</sup> February 2025 - all agreed and minutes signed		
<b>5) Review action points from previous meeting</b>  <b>a) Clerk’s action points:</b> Euro Forest lorries, DCC Highways: trees on Pound Lane, grit box by pub, back lane verge and Westcott rocks, Good Sam defibrillators, DNPA Ranger - footpath by Pooks, Locality Funding bids – play park bench and APM, Vision ICT cancellation, play park lease length, verges management plan, neighbours planning query, contact Glasdon, book VH for APM, Unity article on VE Day, DALC training dates and needs analysis, CC online account and carton recycling trial. All in hand. Chair thanked the Clerk for carrying out this list of actions.  <b>b) Councillors’ action points:</b> training needs analysis and training requests – all Councillors, APM plan – PM, VE Day wording for Unity – JT, Smatter group and WhatsApp – PM. All reviewed and all in hand.		
<b>6) District and County Councillor Reports</b> – summarised here and full report available at the end of the minutes and on the website  District Councillor Purser gave an update on the devolution of local government and potential new arrangements for unitary authorities and the challenges involved.  Local Plan working its way through, further consultation. New target figures for Teignbridge: 720 houses per year but 1098 wanted by the Government.  Teignbridge District Council budget finally agreed – gone up by 4.99% as has Devon’s budget.  Teignbridge Council meetings under scrutiny for the behaviour of Councillors, including Police involvement.		
<b>7) Chairman’s Report (for information only)</b> – summarised here and full text available at the end of the minutes and on the website	Put clothing bank on April agenda	Clerk

<p>The Chair covered training needs for Councillors, the Clerk's annual appraisal and training, the Clothing Bank, DCC Locality Funding, replacement of the Clerk's laptop, the cutting of the allotment hedge, the Parish Emergency Plan and the Parish Plan.</p>		
<p><b>8) PLANNING</b>  <b>Planning Applications</b> - Dartmoor National Park has asked for observations from the Parish Council on the following planning applications:</p> <p>0052/25 - Westcott Dairy - road From Plaston Green to Plaistow Green, Bridford, Exeter, EX6 7EJ – new farm tracks – prior notification – no comments</p> <p>0061/25 - Higher Neadon, Bridford, Exeter, Devon, EX6 7JE - Replacement single storey extension on existing footprint plus external repair/alteration work to existing chimney – full planning permission – support</p> <p>0070/25 - Conversion of redundant rural building to single residential dwelling house at Lower Lowton Farm, Lowton Lane, Bridford, Exeter, Devon, EX6 7EN – support</p> <p><b>Planning Decisions</b></p> <p>0250/24 - To retain an existing mobile home as permanent accommodation for an agricultural worker Seven Acre Farm, Bridford, Exeter, Devon, EX6 7AR - withdrawn</p>	<p>Submit comments to DNPA planning portal</p>	<p>Clerk</p>
<p><b>9) FINANCE</b></p> <p><b>Income</b> None this month</p> <p><b>Expenditure</b></p> <p>Clerk's salary February - £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  ICO fee for 2025/6 subscription - £47 by annual DD  CC monthly fee £3 by DD to Lloyds Bank (for Unity Trust)</p> <p>Bank Reconciliation and Statement for February 2025.</p>	<p>Set up payments in Unity Trust bank</p>	<p>Clerk</p>

Council to resolve to accept the accounts – all agreed		
<b>10) Disciplinary and grievance policy</b> (circulated prior to meeting) - to be adopted – all agreed	Annotate policy with date adopted	Clerk
<b>11) Publication Scheme</b> (circulated prior to meeting) - to be discussed and adopted – FOI requests can be lengthy in terms of time taken preparing, paper and printing - costs per page and with a discretionary note– resolved to adopt and publish once costs added.	Add costs per page and item then publish on website	Clerk
<b>12) Verges management plan</b> – circulated prior to meeting for comments and approval – similar to last year. Notices to be put up on verges to explain work – need to be larger – discuss with Lucy. QR code on poster to explain it. Many thanks to Lucy for such a clear plan. Agreed to adopt.	Contact Lucy about signs	JT
<b>13) APM plans; Smatter group and WhatsApp</b> – plans to be discussed and agreed; Volunteers’ Celebration Saturday 17 <sup>th</sup> May – to be paid for with DCC Locality Funding of £700 – change to VH hire - 10.30am set up and book both rooms until 4pm and timing of event is 12-3pm 2 (10.30-12 set up and tidy up 3-4pm). Move APM back to June PC meeting date. To be arranged: displays, music, bunting, food and drink - Ploughman’s lunch and cakes etc. Tables set up upstairs and display boards around and posters on tables. Pull up banner. Bridford Picnic – brown bags – picnic rugs outside – tables and chairs inside – treasure hunt - children to remain responsibility of parents. Invitations to everyone in the parish including those who are already volunteering Unity article to invite all parishioners and Facebook and website posts to advertise At the event, promote volunteering in the village. WhatsApp in relation to Emergency Plan is a good idea as not everyone uses Facebook – WhatsApp ready with QR codes ready to scan – post on Facebook page and website and Unity – launch with people in already. Disappearing messages? Smatter group – two hours a month – to clear drains or litter pick etc.	Contact Anne Cronin to adjust VH booking times for Celebration and APM  Check public liability insurance  Unity article wording and invitations and banner  Website and Facebook posts to advertise	Clerk  Clerk  PM  Clerk
<b>14) VJ Day</b> – 15 <sup>th</sup> August – discuss and agree whether celebrations to be organised - Cllr. Symons to lead; are we going to mark the day? Discussed that we are doing VE celebrations, do we also want to do VJ Day as 80 years and last time there will be people here who have that in their living memory? Difficulties with lighting beacons and logistics of that. It was felt that not much appetite for VJ Day and tricky time of year as summer holidays and day before Christow Show so capacity limited. Agreed to state something on Facebook and in Unity to recognise the day and fly flag on church: Remembering parishioners who remember the day and those who fought and died or were lost in the conflict.	Check if we can time a post on Facebook – set up beforehand.  Add to Unity article for August  Liaise with Pip Morrison over VJ Day flag purchase	Clerk  Clerk  Clerk/JT

<p><b>15) Clerk's report</b> (for information)</p> <p>Update on DCC Locality Funding bids – full funding received for both bids – play park bench and Volunteers’ celebration; to be spent, or at least allocated, by end of the financial year 2024/5 (5<sup>th</sup> April 2025)</p> <p>Highways update – reported issues with back lane, flooding at Swanaford turn on Valley Road and Westcott rocks</p> <p>Logging update – last load from Laployd plantation now finished and not due to return for next few years; Forestry company will liaise with Clerk</p> <p>Planning update – a notice outside a property is sufficient notification of a planning application; no need to officially notify neighbours (DNPA Planning advice)</p> <p>Footpaths update – Clerk contacted DNPA Ranger - repairs to fencing and bridge below Pooks are due to take place shortly</p> <p>Fouling in the churchyard/village – reminder to go into Unity magazine</p>	<p>Reminder re. fouling in the village to go in Unity article April</p>	<p>Clerk</p>
<p><b>16) Councillor's reports and External Meetings attended</b> (for information only)</p> <p>Cllr. Symons reported on Church meeting re. future of Bridford Church on 24<sup>th</sup> March 2025. Churchyard due to be closed as burial plots full. NALC legal advice has been noted. New church warden needed.</p> <p>Westcott rocks – DCC have said they won’t deal with this issue as it’s not in their remit.</p>	<p>Contact TDC to check re. taking over maintenance of churchyard</p> <p>Check Westcott rocks issue and agree next steps</p>	<p>Clerk</p> <p>SS and JT</p>
<p><b>Items for Information</b> - The next council meeting will be on <b>Monday 7th April 2025</b> at 7pm in the Village Hall.</p>		
<p><b>Meeting closed at 21.01</b></p>		
<p><b>Email information</b></p> <p>DALC bulletins - up to #9 (2025)</p> <p>NALC bulletins</p> <p>DNPA Planning applications</p> <p>DCC Highways updates</p> <p>Euro Forest update</p>		

Signed:

Date:

## CHAIR'S REPORT – MARCH 2025

### Parish Clerk

First congratulations to our clerk Tamsin for passing the 1st module of her ILCA training. Tamsin's annual appraisal has just been completed with all targets achieved and no issues identified. We are looking forward to a year of consolidation. Thanks also to Tamsin for completing the funding requests for a new Playpark bench and a Celebration of Volunteers Meeting in May. The clerk's laptop has two problems; rather than try to fix an elderly laptop, after discussion with Chair and Vice Chair, as the overall cost is less than £200, it was agreed that Tamsin should go ahead and purchase a new laptop. She has found one with an overall cost of £136 without VAT - free delivery; antivirus Norton software; a one-year warranty and one year of Microsoft.

### Allotment

The allotment hedge has been cut. Thanks to Alex Weaving for Church Lane side and Cllr Symons' team for inside. Thanks also to Lou Lucraft for clearing the allotment after the cut. Changes are afoot in the village and there will be allotments coming vacant in the next few months.

### Emergency Plan

I will circulate the first draft of the plan after this meeting. I apologise for time taken. I will ask for feedback by the time of the next meeting. I will then work on it, recirculate, then bring to the June meeting for PC approval.

### Parish Plan

Councillor commitments meant the Parish Plan meeting scheduled for February did not go ahead. It is felt important that all councillors are involved. I think it best to update the one we've got then perhaps try again for next February.

### Clothing Bank

They are coming to empty the bank on March 26th. The company has explained that they are only able to offer 20p a kilo, not 50p a kilo, they previously paid. There is some opinion that it may not be worth our while to continue with the clothing bank, but suggest we wait to see how much we get this time and make a decision at our next meeting.

## District Councillor Purser's report March 2025

Devolution of local government into new unitary authorities – Teignbridge might join with South Hams, West Devon and Torbay as a Unitary Authority potentially. East and North Devon potentially together. Plymouth might want to be a distinct one but need more population. Working towards elections in 2027 but pressed for time. They want an elected mayor which might be for Devon (Cornwall want to be separate). Towns and Parish Councils will likely carry on as they are but will report into a Unitary authority rather than a District Council. Unitary Councils are supposed to make things similar by providing a single point of contact but budgetary issues. Redundancy costs will be occurred.

Local Plan working its way through, further consultation. New target figures for Teignbridge: 720 houses per year but 1098 wanted by the Government.

Budget finally agreed – TDC gone up by 4.99% as have Devon.

Teignbridge Council meetings under scrutiny for the behaviour of Councillors, including Police involvement.