

# **BRIDFORD PARISH COUNCIL**

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

To Members of Bridford Parish Council,

You are hereby summoned to attend a Meeting of Bridford Parish Council, to be held **on Monday 1<sup>st</sup> September 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** – to vote and agree on apologies received:

**3) 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.

### **4) Minutes** – to approve and sign the Minutes of the meeting held on the 7th of July 2025

**5) Allotment judging results:** Jonathan Beer (this year's judge) to attend to announce results and present the cup

**6) Vote for the co-option of new Councillors:** to agree by majority vote whether to co-opt new Councillors (applications circulated prior to the meeting and candidates invited to attend meeting)

### **7) Review actions from previous meeting:**

**Clerk's:** Post June's minutes and APM minutes to website along with news from July, buy defib sign for Venn Garage and super glue and add to Sept agenda finances, put Friends of the Church and Twinning group in touch with Andy Swain re. interest in community fund, set up payments in Unity Trust Bank, provide printed copy of Code of Conduct to Councillors to all sign together at September meeting and for any new Councillors in the future, contact Parish Online to set up free Gov.uk domain name and Clerk email address, add Cllr. Marriott and Veda to the WhatsApp group, ask Ines about 30 zone and request results of speed check, liaise with Christow Parish Council, continue to liaise with Ines and share with Speed Watch WhatsApp group, contact David Price to ask to judge allotments, contact interested parishioner and invite

him to next meeting, send him application details re. co-option and add voting to co-opt to September's agenda, post DNPA forum briefing note to website, contact Ines to ask about the Spring Plate on Pound Lane; has it been fixed? Follow up with Andy re. return of gritter.

**Councillors'** Cllr. Gallagher - Community WhatsApp to be set up in September, Cllr. Topley: Keep an eye on the livestock next to the play park as currently nothing in the field, put together poster and items for Fete stall, Cllrs. Topley, Symons (and Purser): look at the diverter to see what's needed and make a plan from there.

## **8) District and County Councillor Reports**

## **9) Chair's Report (for information only)**

## **10. PLANNING**

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

### **Applications**

0234/25 - Erection of single storey domestic storage outbuilding - The Grange, Bridford, Exeter, Devon, EX6 7LA

0245/25 - Retrospective external alteration and repair works to existing chimney – Full Planning Permission – Householder - Higher Neadon, Bridford, Exeter, Devon, EX6 7JE

0244/25 - Retrospective external alteration and repair works to existing chimney – Listed building consent - Higher Neadon, Bridford, Exeter, Devon, EX6 7JE

0258/25 - Retrospective planning application for the retention of 2 stables, a feed/bedding store and covered manure storage area at Field off Lane from Bridford to Commons Hill, Bridford, Exeter, EX6 7HU

### **Decisions**

None this month

## **11. FINANCES**

### **Income**

£9.54 Clerk's pension employee contribution for June as overpaid from BPC account due to issue adjusting automated payments after refund from Nest, now resolved

£9.54 for July Clerk's pension employee contribution too as above as issue continued but manually corrected for August onwards

### **Expenditure**

Clerk's Pension employee's contribution rate increased for June and July to £74.10 due to locked automated calculation so Clerk repaid difference of £9.54 per month as already taken from Salary and paid directly to Nest (now resolved for August onwards)

August salary reduced due to one week of unpaid parental leave £484.20 minus pension but plus tax rebate of £3.80 (as under threshold this month) so £439.58 BACS

£48.42 employee Pension contribution for August, taken off salary; £0 employer contribution to Pension for August as under qualifying earnings rate due to unpaid leave

HMRC National Insurance contribution for August £6.28 BACS

Clerk's September salary £645.60 BACS

Nest pension contributions September: employer £3.77 and employee £64.56 by Direct Debit

HMRC tax and NI for Clerk for September £35.29 BACS

National Pay increase for Local Government employees recommended by NALC, if approved, to be backdated to 1<sup>st</sup> April 2025 Scale point 32 increase is from £21.52 per hour to £22.20 per hour – HMRC Tax and NI and Pension payments to be backdated as well. Would be: Apr-Sept 2025 6 months at 30 hours per month, increase of £0.68 per hour so £20.40 per month and total for 6 months of £122.40. Additional pension (on increase to qualifying amount only) so £0.61 additional each month and £3.66 total amount additional employer contribution from April-Sept and from October onwards £4.38 per month (will leave employee contributions as they are) Tax and NI (need to run on PAYE tools but c. £36.41 an increase of £1.12 per month). Additional total to budget for employment for 12 months of 2025/6 is £244.80 Salary, £7.32 Pension and £13.44 tax and NI so total is £265.56 (increase of 3% on employment line of budget - up to 15% variance allowable under AGAR guidelines. Have made a note to anticipate for coming years).

Amazon for defib sign £13.74 (£2.29 VAT) and glue £5.39 (£0.90 VAT) – paid by BPC CC (retrospective approval as agreed that needed urgently due to lack of visibility for defibrillator)

Replacement benches for bus stop (approved by Clerk in consultation with Chair, in accordance with financial regulations, as replacement assets for rotten benches that had collapsed) and fitting of these to Sean Symons (Westdown Fabrications) £420 plus VAT £84.00 total of £504 paid by BACS

### **Bank reconciliations and Unity Trust Bank statements for July and August and CC statement July**

#### **Council to resolve to accept the accounts**

**12) Code of Conduct** – all current Councillors to sign to agree to revised Code of Conduct (circulated before meeting). Clerk to scan in and add date adopted to end of policy.

**13) Allotment agreement update** (circulated ahead of meeting) agree to adopt updated agreement as previously discussed and consider rent increase ahead of 1<sup>st</sup> October rents due rent due beginning of Oct; would need to inform allotmentees before 1<sup>st</sup> October and give them one year's notice of new agreement to begin October 2026 and for rent to increase from October 2026

**14) Diverter update and lengthsman funding** – agree next steps and whether to look into match funding from DCC. Consider lengthsman's role ahead of the budget – research and find local options (check contracts and tender process against Fin Regs)

**15) Play park action plan** – updated version for agreement to be circulated ahead of meeting

**16) Parish Council Action Plan** – agree priorities and timescale for this. Intended to set out strategy and short- and long-term objectives (over up to 5 years) to inform direction and budget planning. Consider issues for BPC such as replacement of play equipment over time and lengthsman work. Objectives, method, timeframe, ownership, resources, evaluation and review. It should be about Council's priorities based on community's needs.

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

Updates on church closure, power lines, audit exemption, speeding, new email for Clerk and Village Hall registration

## **Councillor's reports (for information only) and Out and About in the Community**

### **Correspondence received**

Update from Glasdon re. servicing of gritter. Due to staff shortages, this is now due to take place in September. Further contact will be made regarding any replacement parts needed at that time.

**Items for Information** - The next council meeting will be on **Monday 13<sup>th</sup> October 2025 (not the usual first Monday of the month)** at 7pm in the Village Hall.

### **Email information**

DALC bulletins - up to #36

NALC bulletins

DNPA Planning applications

DCC Highways updates

Updated play park plan

Updated Code of Conduct

Updated allotment agreement