

BRIDFORD PARISH COUNCIL

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

7th October 2025

To Members of Bridford Parish Council,

You are hereby summoned to attend a Meeting of Bridford Parish Council, to be held **on Monday 13th October 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 1st September 2025

5) Welcoming new Councillors: Alexia Hollingsworth and Ian Acheson are to be welcomed to the Council after being co-opted at September's meeting. Ian to sign the declaration of acceptance of office and Code of Conduct. (Alexia has signed the declaration with the Clerk prior to the meeting due to being away on holiday.) New Councillors to take up their positions immediately.

6) Review actions from previous meeting:

Clerk's action points: ask DCC Highways for an update on Weir View works, send new Councillors ROI, policies and arrange for signing of declarations, post links to Devon devolution survey (and printed QR code) in Unity and scam warnings on website and Facebook, report back to DNPA: what three words locations for each application would be very useful, make payments in Unity Trust Bank, calculate back payments for salary, pension and NI and tax, scan in and add date adopted to end of policy and bring to October meeting for new Councillors to sign, send all allotment holders new agreement with invoices before 1st October, research other local parishes arrangements and check contracts and tender process

against Financial Regs, ask Ines DCC re. schedule of clearing drains and match funding for lengthsman, put Parish Action Plan on agenda for October in order to prepare for November with regards the finances for the budget, request raw data from speed check in July 2025 from DCC – ask Ines in the first instance and then if needed a freedom of information request for all the data, two signs to be purchased for Sean to put up: one sign (6ft 6inches limit except for access and other just 6ft 6inches) and check budget. Can try presenting invoice to DCC for signs, add bus shelter repainting to budget list for 2026/7

Councillors' action points: JT: arrange engraving of allotment cup, SS: paint fort in play park, EG: send local width restriction sign example that DCC has already put up as precedent set; PM: paint bus shelter

7) District and County Councillor Reports

8) Chair's Report (for information only)

9) PLANNING

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

Applications

0150/25 - Amendment to planning application: Siting of a temporary rural worker's mobile home, extension to agricultural building; retention of track (retrospective) and yard (revised proposals) at Coombehead Farm, Bridford, Exeter, EX6 7LQ

0308/25 - Retention of field shelter, tape fencing, use of land and building in connection with horse training including hard surface area for horse walker, manure trailer, welfare caravan and parking for vehicle/horse trailer or box at Barn at Swanaford House, Bridford, Exeter, EX6 7HG

0321/25 - Erection of single storey rear extension at Barnstone, Bridford, Exeter, Devon, EX6 7HR – certificate of lawfulness

Decisions

0234/25 - Erection of single storey domestic storage outbuilding: The Grange, Bridford, Exeter, EX6 7LA The Grange, Bridford, Exeter, EX6 7LA Grant of Conditional Planning Permission

Decision 0258/25 - Retrospective planning application for the retention of 2 stables, a feed/bedding store and covered manure storage area– Field off Lane from Bridford to Commons Hill, Bridford - refused

10) FINANCES

Income

Precept £6721 by BACS

Allotment rents:

£45 two half plots rent plus deposit for new half plot

£45 3x half plot rents

£15 half plot rent

£15 half plot rent

Interest on Instant Access Savings account Unity Trust Bank £2.99 BACS

Expenditure

Agreed at September meeting and to be paid in October: Clerk's pay increase Salary, Pension, Income Tax and NI backdated to 1st April 2025. Salary scale point 32 increase is from £21.52 per hour to £22.20 per hour. Salary 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 employer pension contribution (on increase to qualifying amount only) £0.61 additional each month, so £3.66 total amount April-Sept. Tax and NI c. £2.12 additional per month so c. £12.72 for Apr-Sept (need to run through PAYE tools). Total additional salary, pension, income tax and NI for 6 months April-Sept c. £138.78.

Clerk's new salary from October onwards £601.44 as Salary £666 minus employee pension contribution of £64.56 and income tax for October c.£2 (confirm exact amount on PAYE Tools) by BACS, monthly employer pension contribution £4.38 per month and NI c. £36.41 per month.

Defib pad replacements for Village Hall defib £65 + £6.95 postage plus VAT so £86.34 authorised by Clerk as urgent replacement asset and Chair informed as per Financial Regulations

Gritter service £367.66 including VAT of £61.28 to Glasdon by BACS

Village hall hire: Parish Council hall hire July-Sept 2025 £30 by BACS and Post Office hall hire 1st July-30th September £72 by BACS

Allotment deposit refunds Leanne Bird £15 BACS and Paul Tallett £15 by BACS

2nd Quarter financial report sent by email before the meeting

Bank reconciliation and statement Unity Trust Bank and CC statement

Council to resolve to accept the accounts

11) Standing orders (circulated before the meeting) updated in line with Financial Regulations – resolve to adopt revised version including process for posting draft minutes within one calendar month.

12) Parish Council Action Plan - consider action points for coming year and necessary finances for budget setting purposes and also plan to budget to replace play park equipment over 5-10 years. Resolve to agree action points.

13) Drains and ditch clearance (information sent before meeting from other local parishes and DCC) – resolve to agree to wait a year and see how the winter season is with Sean's work on the top ditch above Church Lane and usual drain clearance schedule on Pound Lane by DCC.

Clerk's report (for information only)

Updates on churchyard closure, gritter, VH registration, Westcott HGVs signs, Twinning sign, Pound Lane HGV usage and sign, allotments, VAT claim and TDC community funding

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

Items for Information - The next council meeting will be on **Monday 3rd November 2025** at 7pm in the Village Hall. Note that there is no meeting in December.

Email information

DALC bulletins - up to #42 and NALC bulletins

DNPA Planning applications

DCC Highways updates

Village Hall registration updates

Updated Standing Orders

Information on lengthsman work from local parishes and DCC Highways