

East and West Putford Parish Council.

Minutes of the meeting held at the Collacot Room at Bradworthy Community Hall
on Wednesday 22nd November 2023 at 19.30pm

Present: Cllr Drake (Chair), Cllr Cornish (Vice-Chair), Cllr S.Thomas, Cllr M. Thomas, Cllr Clemens, Cllr Glover, Cllr Moulder, Cllr Wooldridge, Cllr Hancock, Cllr Pomeroy and Cllr Pennington (TDC), Mrs Clarke (Clerk). Two members of the public also attended.

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Council Members

Cllr Lorraine Drake (Chair) Cllr Mike Cornish (Vice-Chairman)	Cllr Sarah Thomas Cllr Karen Clemens Cllr Stephen Glover Cllr Nigel Moulder	Cllr Myles Thomas Cllr Jim Wooldridge Cllr Tom Hancock Cllr David Pomeroy
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Public Participation

2 Members of the public attended giving their views and ask questions on issues from the listed agenda, further details are listed below. Abbreviations used MOP=Member of public/Parishioner

MINUTES

- 01.11.23 **The Chair opened the meeting** and indicated that an audio recording is being taken for the clerks benefit.
- 02.11.23 **Apologies** - none were received
- 03.11.23 **Declaration of Interests** - no declarations of interest were raised on any matter on the agenda
- 04.11.23 **Adjournment for Public Participation** – 15 minutes (3 minutes per attendee) Lucy Clark requested support for a defibrillator in her area. Funding will be available from the government and heart foundation, however an organisation needs to support this before a grant can be made. Cllr Hicks will donate £1k. Various aspects were raised including the electrical supply and maintenance. The council supports this.
- 05.11.23 **New Councillors.** The chair welcomed the new parish councillors and the new clerk, each councillor introduced themselves. Cllr. Hancock is also the snow warden. Cllr. S. Thomas is attending her first meeting. Cllr. Glover is new and on a 2nd meeting and Cllr. Clemens is on her 2nd meeting.
- 06.11.23 **New Clerk** - Chair introduced the clerk and indicated there are 2 good references for the clerk, if any councillor wanted to view them.
- 07.11.23 **Declarations of office**, all have been signed and handed to the clerk.
- 08.11.23 **Minutes from the previous meeting** held on the 27th September 2023 were received and approved.
- 9.11.23 **Councillor Reports-** Cllr Pennington explained his position with TDC to the new councillors along with the differences in wards, his areas are mainly tourism or agriculture. The biggest issues are always planning and he explained the basic process of calling in a planning application.
Other matters: There is a new strategic plan and levelling up was talked about. There was mention of the local housing allowance and how this affects the 57 families TDC are housing which currently costs in excess of 100k a month. Information regarding Victoria Park in Bideford where the funds came from was explained, indicating the funding is not from the parishes.

A councillor raised the issue of pot holes, Cllr. Pennington referred us to Mr. Marsh at Devon CC and the online recording system of pot holes currently in use.

10.11.23 **Common Moor:-**

10.01 Cllr Thomas has the information board, installation at the lay-by needs to be completed, but a suitable area needs to be cleared/cut back first.

10.02 Cllr Thomas, the land agents - Kivells – have worked for us for 5 years. They are ending the contract. Four businesses were approached, two responded. Sally Ann Bloomfield at South Moulton and Sally Nicolls at Milton Damerall. They were asked to tender for the work based on written guidance for the land agent produced by the council earlier this year, which included the details from the meetings with Natural England. The main difference will be costings. Cllr Thomas indicated that the contracts for groundwork have been set for the next five years, so there is minimal administrative work to be carried out each year. The costs of both tenders were considered. Subsequently there will be a meeting with Kivells and Sally

Nicolls. **Cllr. Pomeroy proposed Sally Nicolls and this was seconded by Cllr Moulder**

10.03 Removal of Chippings from Common Moor. Removal of Chippings from Common Moor. Quotes from Coles obtained by Councillor Moulder x 2. Rural services contacted Cllr. Thomas regarding the work that has to be carried out this year in two areas, one near the layby the other bottom left hand corner, an area that is wet. It was agreed a trailer will be provided to take the chippings away. Discussion was held about this and moving this to March due to the weather. Rural services will need to be contacted. A quote has been obtained from Mathew Coles for a 22-ton digger with driver at a cost of £500 +vat a day. This will prevent tracking back and forth. **It was proposed by Cllr Wooldridge to use the above quote and seconded by Cllr Cornish, the rest of the council were in agreement.**

11.11.23 **11.01 Update Budget -** the clerk provided the details. Talked about spending from previous budgets, not including the RPA. District councils are looking to see smaller increases to the precept due to the current state of the economy. Options were provided to the council, increases in figures were provided as insurance has seen a 20% increase. Various aspects were discussed including the position on Common Moor and Local election costs were explained.

The chair would like to leave the precept as it is. Cllrs agreed so the precept remains at £3090.00 **The budget amount was proposed by Cllr Moulder and seconded by Cllr Thomas.**

11.02 Agree Budget for 2024

NB Comments from External Auditor re size of reserves and level of Precept were discussed and mention was made of the skittles alley renovations.

11.03 Precept was Agreed: The council considered the current economic situation and choose not to increase the funding burden on the parishioners for this coming year.

12.11.23 **Planning -** no applications have been received. The clerk will book the planning officer for training at the next meeting in January.

13.11.23 Website hosting, clerk advised there is no requirement to move to a .gov.uk site/email address, Cllr Thomas indicated that he was informed differently and the clerk checked and found JPAG and Dalc indicate that there is no necessity to have a .gov site currently however there maybe moves towards this over the next couple of years.

14.11.23 **14.01** The council approved all the payments listed in the agenda.
Note. Bradworthy hire of hall in November has been taken out. Bank balances were provided and were approved. A discussion was held on the names to be used for authorisation purposes.

14.02. Bank Balances. Lloyds Bank Accounts as at 12th October 2023

Treasurers Account £ 5942.73 Cr

Instant Access Savings £ 25100.78 Cr

14.03. New Banking Arrangements – The council agreed to the new signatories for the Council's Bank Accounts, Namely Mrs Clarke – Parish Clerk, Cllr Moulder and Cllr Hancock

15.11.23 Correspondence received:-

15.01 A request for funding from North Devon Records office. The chair suggested a donation of £50 Cllr Thomas proposed this and it was seconded by Cllr Wooldridge.

15.02 Correspondence from Geoffrey Cox MP was read out, the councils views were sought with regards to road conditions, levelling up and the royal mail (letter, post and broadband problems). The MP will petition the House of Commons.

The preferences on five projects were decided on, as per the MPs request:-

1. The rejuvenation of Bideford, Northam, Torrington and Holsworthy town centres with a town centre improvement scheme and special retail zones.
2. The restoration of the Bideford-Barnstaple railway line
3. The creation of a Bideford Maritime Heritage area, including historic ships and Maritime Heritage Centre.

15.03 Citizens Advice – Fuel Voucher Scheme for parishioners struggling on prepayment meters, the CAB can issue set amounts on application, a poster will be provided on the facebook page. Clerk to send the poster to Cllr. Miles

16.11.23 **Any other business**, photographic competition, 15 contributors with a total of 90 photographs were provided for the Calendar. Cllr Thomas will bring the laptop, to the next meeting.

17.11.23 **Matters for the next meeting:-**

17.01 A discussion was held about the Skittle Alley and ascertaining where to start to resolve this. Clerk to contact Cllr Pomeroy prior to checking the land registry and probate records.

17.02 Grant application by Putford FC – raising funding for updating the changing facilities. There was a general supportive discussion about this however this will be reviewed fully at the January meeting.

17.03 Ian Rowlands will be booked for a planning presentation, for training purposes.

18.11.23 **Date of Next Meeting** - Wednesday 24th January 2024

19.11.23 Close of Part I

20.11.23 **Part II - EXEMPT SESSION**

Confidential Matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2)

21.11.23 Employment related matters – the employment contract was signed.

22.11.23 Close of Meeting Part I and II at 21:30pm

Signed..... Dated.....