 ***East and West Putford Parish Council.*** Minutes of the meeting held at the Collacot Room at Bradworthy Community Hall on Wednesday 24th January 2024 at 19.30pm

**Present**: Cllr Drake (Chair), Cllr Cornish (Vice-Chair), Cllr S.Thomas, Cllr M. Thomas, Cllr Clemens, Cllr Glover, Cllr Moulder, Cllr Hancock, Cllr Pomeroy and Mrs Clarke (Clerk).

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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  Cllr Hazel Hearn |

**Public Participation -**One Members of the public attended to view proceedings

**MINUTES**

01.11.24 **Welcome –** Chair to open the meeting and declare if audio recording is to be

taken.

02.11.24 **Apologies -** were received from Cllr Wooldridge

03.11.24 **Declaration of Interests -** none

04.11.24 **Public Participation:** One person attended but came to view proceedings rather

than participate in them.

05.11.24 **The Minutes of the Meeting** held on 22nd November 2024 were approved and

duly signed.

06.11.24 **Councillors reports:-** There were no reports from the Torridge Councillors and no

attendance by any of them.

07.11.24 **Common Moor** :-

**7.1 Update** - Cllr. Thomas sent round an email in December to update Councillors on progress. Rural Services have completed their work for the year. Devon Wildlife Trust are happy with the revised Swaling plan. This was also approved by Natural England. Natural England also agreed that remaining trees stumps in W6 do not need to be cut down.  
**7.2 Land Agent** - Cllr Thomas, Met with Sally Nichols the new agent and hasagreed to provisionally attend the next meeting.

**7.3 Chippings** - Cllr Moulder confirmed that the chippings will be gone at the end of March/April weather permitting. The amounts are slowly going down.

**7.4 Signage /notices** - Once the area is cleared, as mention was made of needing arubbish clearance due to fly tipping, aiming for February 7th to remove this.Cllr Cornish, Cllr Glover, Cllr Thomas. Also moving the noticeboard.

08.11.24 **I.T:**

**8.1 Domain name** - Cllr Thomas, confirmed that a new domain PutfordParish.gov.uk, name and website.

**8.2 Website hosting and emails** - Cllr Thomas, quote from Fasthosts for hosting and supplying 15 email address £23.57 per month. The clerk mentioned Western Web and was quoted £80 a year after the initial set up costs (of around £650). Cllr Thomas indicated that he was happy to set this up in his own time as per the agreement at the previous meeting. Chair agreed to leave this with Cllr Thomas.

**8.3 Dates and notices for work on Common Moor** and meetings - Chairwomanbelieves the commoners need to be notified The chair asked to be notified, Cllr Thomas indicated that some of this can be weather dependent. Cllr Thomas indicated that notification would be given to the chair.

**8.4 Parish council computer** - The clerk raised the issue of the need for the council to have their own but as there is a store of documents online, it would be wasted. The Parish Council had been considering giving it to the community prior to Covid and the laptop is now quite dated. The chair referred to the clerk who explained it would just be stored for future use for another clerk. The council agreed it should go to Richard Atkins for people to use in the community, via Cllr Thomas.

09a11.24 **Planning:-**

**9.1** Discussion on the responses to planning applications, Chair indicated that nocomment isn’t appropriate as it suggests the council doesn’t review the details. Adiscussion was held about this. Cllr. S. Thomas indicated that there were twoviews to the no comment and the council settled on no objection, which was aprevious view from the council. Another councillor mention was made of havingto express our views according to the TDC rules and requirement, which are notour views and the council want to present their views. The planner, IanRawlingson was sent details of the meeting but has not attended. The councilwould like to hear from TDC as to what they actually want. The clerk will inviteMr. Rawlingson to the next meeting. The setting up of a planning group, will bedelayed until after the TDC have attended.

**9.2** This has been dealt with under 9.1 above. 1/1219/2024/FUL

**9.3** Training - planning, moving forward, has been discussed above

09.11.24 **Co-option of a new councillor,** Hazel Hearn was co-opted onto the council, the proposer was Cllr. Pomeroy and Cllr. Hancock seconded this, the remaining councillors were in agreement. Cllr Hearn, indicated that she has lived in East Putford for 3 years ago but has lived in the area for 34 years, she is from a farming background and has a business in Bideford.

10.11.24 **Grant Application** - Putford Football Club. There were suggestions of the amounts at the previous meeting. The clerk recalled Cllr Thomas indicating that it was dependent on the outcome of spending on Common Moor v the RPA grant in, print outs were provided and up-to date figures. Cllr Pomeroy suggested as they are local we should support this. The history of the football

Cllr. Thomas indicated there are now fixed contracts for the next five years,therefore we can predict the future outlay. Cllr Thomas indicated what thesefigures are expected to be. Previous councillors have suggested taking some of thespare funds as a reserve to support the parish council and/or grants that come in.The clerk provided past figures on spending and the council were in support of thegrant. Cllr Pomeroy proposed it and Cllr Hancock seconded it. A grant of£1000.

11.11.24 **Skittle Alley -** The clerk is no further forward on this as no exact address has been provided and/or postcode. Councillors mentioned a postcode and will obtain it and provide this is the clerk. Various councillors obtained the what three words for the clerk to use in the interim, which are:- Clashing Magic Toasted.

12.11.24 **Calendar -** sales/profit to charities. Cllr Thomas, has indicated that it should be near to £700, printing costs to come off will produce approximately £290.00 The profits will be split 50% to the church and 50% the air ambulance.

13.11.24 **Review of Policies - 13.1 to 13.3**. some will need updating for change, alter, amend. The council suggested the clerk update the out of date information and raise queries then review at the next meeting on each policy.

The ones that do not require substantial changes can be agreed prior to the nextmeeting. The grant policy was discussed and Cllr. Clemens indicated this oneneeds a general update as this was checked prior to consideration of the grantbeing made.

14. 11. 24 **Notice Board** - removal to another location - The Chair indicated that the noticeboard opposite Mambury Cottages is difficult to reach, a suggestion was made to put it in the lay-by at Common Moor. Damp has been a problem with the notice board. The proposer was Cllr. Glover, Cllr S Thomas seconded it, the damp will be looked at after it has been in situ for a while.

15.11.24 **Finance**

**1. Council Approved the following Payments:-**

Bradworthy Parish Memorial Hall - £12.00Fast hosts - re website hosting (Dec and Jan) Inv 74135576 £12.00Parish Clerks Salary £471.35HMRC £102.40Kivells Invoice £1000.00Grant Application £1000.00Rural Services £7,178.00.

**2. To Approve Bank Balances.** Due to the circumstances listed in no.3 below the clerk is unable to update these. **Lloyd’s Bank Accounts as at**

**Treasurers Account £Instant Access Savings £**

Bank Interest - Nov / Dec NS & I Unable to update until the bank provide statementsfrom last year.

**3. Update on the Banking Arrangements –** The clerk indicated that Lloyd’s hadbreached ICO rules by putting us in charge of a business in London by error. They havesubsequently sent a compensatory amount of £100.00 to the Putford account.

16.11.24 **Correspondence received and/or clerks report:-** Clerk and Councils direct was passed to Cllr S. Thomas, ICO to renew, Dalc bulletins see below. Clerk explained who DALC are.

17.11.24 **Any other Business:**

**17.A** As everyone was aware there was a disagreement between Cllr. Thomas andthe clerk, the chair asked both of them if they would be prepared to put the matterto bed: The clerk agreed and as did Cllr M. Thomas. At this point Cllr. S.Thomassaid "I think we have to be able to disagree with each another particularly if yourin the working environment as you’d often send each other emails if you’d havedisagreement that’s part of learning, moving on isn’t it? It has to happen, but it hasto happen civilly doesn’t it."

**17.1** Dalc Bulletins - Cllr Cornish requested this

**17.2** Date for the APM (1/3-1/6), will be combined with the AGM starting at 19:00

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

To go on the agenda, Cllr Hancock snow warden

Application for a grit box, the clerk will refer this to highways and bags of salt.The new box needs to go half way up the hill at: **Eureka / Malsmbury Hill,Bridge Hill and Putford Bridge Hill.**

Update on the Defibrillator application with Lucy Clark, the clerk will contact herfor an update. The council want to consider further defibrillators in the area.

19.11.24 **Date of Next Meeting -** Wednesday 27th March 2024

20.11.24 **The meeting closed at 20:41p****m**