

Minutes of the Annual Meeting of **Beaworthy Parish Council** held at 1930 hours on **Thursday 18<sup>th</sup> Sep 2025** in Beaworthy Parish Hall.

**Councillors present:** Cllr Rendell (Chairman), Cllr Wonnacott, Cllr Coleman, Cllr Sanders, Cllr Johnstone

**Also present:** A. Braidwood (Clerk), Cllr Southcott (WDBC) and 2 other members of public

1. **Chairman's welcome.** Cllr Rendell welcomed attendees to the meeting.
2. **Apologies for absence.** Cllr Balsdon, Cllr Mott (WDBC), Cllr Davies (DCC)
3. **Public Forum – Nil**
4. **Declarations of Interest in items on the agenda – Nil**
5. **Minutes of the previous meeting.** It was unanimously **RESOLVED** that the minutes of the meeting held on the **17<sup>th</sup> July 2025** were a true record and were signed by the Chairman.
6. **Co-option –** The council considered 3 applications from candidates for the position of councillor for Beaworthy East Ward. Cllr Sanders proposed and seconded by Cllr Coleman and resolved to co-opt Michael Darling to the position of member. The Declaration of Acceptance of Office was signed and he joined the meeting.
7. **Clerk's report – received. Annex A**
8. **Policy Review – The following policies were reviewed and it was resolved to approve all with the following:**
  - 8.1 Grants Policy – approved with amendments
  - 8.2 Expenses Policy - not approved, amendments to be approved at October meeting
  - 8.3 Internal Controls Policy - approved
  - 8.4 Equal Opportunities Policy - approved
  - 8.5 Asset Register Policy - approved
  - 8.6 Death of a Senior National Figure - approved
9. **Planning.**
  - 9.1 **1811/25/FUL –** Retention of barn (retrospective) to be used for mixed use of agricultural and equestrian purposes – Moorlands, Patchacott – EX21 5AW. It was unanimously **RESOLVED** to **OBJECT** to this application with the following comments: Drainage: The soak away assessment was completed 5 years ago and is incorrect, a more recent one should be issued. The PC believe a secondary treatment is required.  
Light Pollution: With the proposed diffused light roof sheets the light will also show externally and has the potential to be seen for miles due to the location.  
The site is also next to a barrow site and the size, location and light emissions will impinge on this area.  
Commercial use: it is understood the site is being used commercially and the PC believe this will require a change of land use from agricultural to equestrian and this should be investigated.  
Traffic: this site has the potential to generate more traffic to the area.  
Disposal of bedding waste: The PC request this is investigated as burning of the waste on site may cause the smoke to drift to the highway and the resulting safety issues.
10. **Councillors Reports – reports on meetings attended and matters brought to the attention of councillors.**
  - 10.1 Highways – Received
  - 10.2 Parish Hall – Received.
  - 10.3 Crime commissioners – NTR
11. **West Devon borough Council Update:** Received
12. **BT Phone Box –** The council discussed the future use of the BT phone box which is now owned by the PC. Cllr Sanders to seek opinions of residents and report at the next meeting.

**13. Clerk absence** – It was unanimously **RESOLVED** to approve remote working by the clerk from 11 Dec 25 to 5 March 2026. Clerk to arrange for business continuity with Chairman.

**14. Finance:**

14.1 **The RFO** presented the bank rec and budget quarterly update to **29 August 2025. Annex B**

14.2 It was unanimously **RESOLVED** to approve the following payments:

To implement the increase in clerk salary in line with Local Government Services Pay Review 2025-26 from April 25, to £13.90 p/h. Payment back dated from April-Sept **£44.72**

Go Daddy domain renewal – reimburse clerk for payment **£18.99 + 3.80 VAT**

14.3 **Training** – Consideration of attendance at DALC Being a good councillor training – **deferred to October meeting.**

The public were excluded at **2115 hours**. The Council **RESOLVED** to agree to continue the meeting in **confidential session**, Cllr Southcott departed the meeting.

**15. WDBC Enforcement** – Updates received.

The confidential session closed at **2125** hours

**16. Items for the agenda for next meeting** – BT phone box use, consideration of Defib, public meeting date, co-option, Banking signatories

**17. Date of next meeting** – 16 October 2025

**18. Meeting closed at:** 2130 hours.

## Annex A - Clerk Report Sep 2025

### Finance:

Next thing to think about again is the budget. First draft for October meeting. We have received the remittance for the second half of the precept.

### Appraisal:

Forms are still outstanding – please can Councillors send these on to Cllr Sanders as soon as possible. Thank you.

### Planning

Decisions received:

#### Planning decisions between 01 Sep 2025 and 7 Sep 2025

The link provided with each application will take you to the webpage for that application

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Parish:	Beaworthy	
<b>2520/25/AGR</b>	<b>Agricultural Determination</b>	
<b>Applicant Name:</b>	Mr R Balsdon	Officer: <b>Richard Geary</b>
<b>Grid Reference:</b>	(246449, 99041)	Decision Level: <b>Officer Delegated</b>
<b>Site Address:</b>	Trew Farm Beaworthy EX21 5AT	Decision: <b>Prior Approval Not Required</b>
<b>Description:</b>	Application to determine if prior approval is required for a proposed agricultural steel portal framed building over existing yard measuring 15.42m (L) x 17.07m (B) x 7.37m height to ridge	Decision Date: <b>01 September 2025</b>
<a href="#">Click here to view the application</a>		

**Resolutions** - All resolutions from the July meeting have been actioned. All planning submissions have been sent and recorded. The contact for the adoption of the BT phone box has been received back and filed.

CPRE membership has been approved.

Outstanding issues are:

- Emergency plan meeting to be arranged.
- Clerks' appraisal meeting to be confirmed.
- Nat West complaint – partially completed - ongoing
- MOU

**Correspondence** – all correspondence has been forwarded to councillors via email

**To note:**

DALC new councillor training Nov 2025

## Annex B – Finance Report and Bank Rec to 29 Aug 2025

### Receipts

Total	Precept	Grant	Bank Interest	VAT Refund	Misc		
2,747.61	2,700.50	-	-	47.11	-	-	-

### Payments

Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
2,060.94	1,167.40	300.00	-	254.00	125.26	165.83	-	48.45

### Bank Summary

#### Cashbook

		Current Acc
Balance at	01/04/24	5,791.86
Receipts	to date	2,747.61
Payments	to date	2,060.94
Balance at	29/08/25	6,478.53

### Bank Reconciliation

Balance per statement 29 Aug 25	Current Acc	6,478.53
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Outstanding cheques	Chq No	Amount
Total Outstanding cheques/DD		

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6,478.53

#### Difference

of which is earmarked reserves	3896.97
<b>balance remaining after reserves</b>	2,581.56
expected additional income	2700.5
expected additional expenditure	2640.06
estimated y/e balance	2,642.00
total in working reserves (should equal 1 year's costs)	5033.68

## Budget Update to 29 Aug 25

<b>BUDGET</b>	<b>FY Apr 25 to Apr 26</b>			
<b>Category</b>	<b>Subcategory</b>	<b>Budget</b>	<b>Totals</b>	<b>To date</b>
<b>Clerk salary</b>		3016.00	<b>3,016.00</b>	<b>1167.4</b>
<b>Donations</b>			<b>300.00</b>	<b>300.00</b>
	other requests	150.00		150.00
	St Albans	150.00		150.00
<b>Administration and training</b>			<b>250.00</b>	
	Admin expenses/mileage	50.00		
	Training	200.00		
<b>Input Vat to be recovered</b>				<b>48.45</b>
<b>Office costs</b>			<b>665.00</b>	<b>254.00</b>
	Printer toner/stationery	60.00		
	Go daddy domain renewal	30.00		
	Go Daddy website renewal	150.00		
	Village Hall Hire	200.00		
	Subscriptions DALC	120.00		100.00
	Subscriptions ICO	40.00		
	Subscription to CPRE	0.00		84.00
	Audit	65.00		70.00
<b>Insurance</b>		170.00	<b>170.00</b>	<b>125.26</b>
<b>Grants</b>		300.00	<b>300.00</b>	
<b>Election Costs reserves</b>		100.00	<b>100.00</b>	<b>100.00</b>
<b>General reserves</b>		400.00	<b>400.00</b>	<b>400.00</b>
<b>Asset Maint reserves</b>			<b>200.00</b>	165.83
	2 noticeboards	50.00		
	laptop and printer	150.00		165.83
Totals including reserves		<b>5401.00</b>	<b>5,401.00</b>	<b>2560.94</b>
Totals without reserves		<b>4701.00</b>	<b>4,701.00</b>	<b>2060.94</b>