

Minutes of the Annual Meeting of **Beaworthy Parish Council** held at 1930 hours on **Thursday 19th Feb 2026** in Beaworthy Parish Hall.

Councillors present: Cllr Rendell (Chairman), Cllr Hayes, Cllr Johnstone, Cllr Sanders, Cllr Johnstone, Cllr Darling

Also present: A. Braidwood (Clerk), Cllr Southcott (WDBC) Cllr Mott (WDBC)

1. **Chairman's welcome.** Cllr Rendell welcomed attendees to the meeting.
2. **Apologies for absence.** Cllr Balsdon
3. **Public Forum –** No member of public spoke
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 **15th Jan 2026** were a true record and were signed by the Chairman
6. **Clerk's report –** received. **Annex A**
7. **Planning.**
 - 7.1 **3552/25/VAR** - Removal of condition 5 (agricultural occupancy condition) of planning consent NSO/5863, address: Beechcroft, Broadbury, EX20 4NH – consulted as a neighbouring parish. It was **RESOLVED** to support the application with the following comments – It is disappointing to lose another tied property. The PC would have liked it to remain as an affordable property for the local population. The PC would suggest a condition that it only be sold to an individual who has been resident in Devon for a minimum of the preceding 2 years.
8. **Policy Review.** The following documents were reviewed and updates accepted: Disciplinary, Grievance, Privacy Policy.
9. **Councillors Reports – reports on meetings attended and matters brought to the attention of councillors.**
 - 9.1 Highways – a comprehensive list of potholes within the parish had been sent to Highways Liaison Officer and the DCC Councillor for action. This included what3words locations. WDBC ward members were also advised of the poor repairs recently completed, with photographs.
 - 9.2 Parish Hall – **Annex B**
 - 9.3 Crime commissioners – It was agreed Cllr Darling would take over as the West Devon Matters representative.
10. **Defibrillator –** The following plan was agreed:
 - 10.1 Cllr Hayes would check the defib monthly on the evening of the PC meetings.
 - 10.2 The records would be stored with the Clerk who would also record the monthly checks.
 - 10.3 Clerk to create a press release to raise awareness of the defib and also put details on the Website, fliers would be distributed and placed on noticeboards and on/in the BT Phone Box.
 - 10.4 Cllr Hayes was to register with The Circuit, the national Defib Network.
 - 10.5 Cllrs would undertake the online CPR training with RevivR, Clerk to send out link.
 - 10.6 A community training session would be organised to take place prior to the meeting on 19th March in the Parish Hall. Clerk to liaise with Chairman and organise.
 - 10.7 Cllr Hayes was to apply for the warranty extension to 2033.
 - 10.8 Cllr Hayes would monitor the battery and pads and inform clerk when replacements are needed.
11. **DCC and West Devon borough Council Updates:** WDBC verbal update received.
12. **Finance:**
 - 12.1 **The RFO** presented the bank rec, budget to date, reserves and the receipts and payments account up to **30 Jan 2026. Annex C**
 - 12.2 **Grant Application** from Beaworthy Parish Hall for £300 for heating oil had been received. The Council **RESOLVED** to approve the application.

12.3 It was **RESOLVED** to approve the payments as follows:

Reimbursement to clerk for BACS payment to P.S Electrical for the defib installation. **£218.00 +£43.60 VAT**

The public were excluded at **2025 hours**. The Council **RESOLVED** to agree to continue the meeting in **confidential session**, Cllr Southcott and Cllr Mott were invited to remain.

13. WDBC Enforcement – Updates received.

The confidential session closed at **2037** hours

14. Items for the agenda for next meeting, ODCTG grant application, Projector purchase, Bleed Kit purchase, localities grant application.

15. Date of next meeting – 19 Mar 2026 at 19.30 hrs.

16. Meeting closed at: 2050 hours.

Annex A - Clerk Report Feb 2026

Finance:

We have received a grant from the localities fund of £100 towards the cost of the electrician to install the defib.

A new executive summary will accompany the usual finance update spreadsheets. Let me know if this is useful and I will continue it monthly.

Appraisal:

Forms are still outstanding – please can Councillors send these on to Cllr Darling as soon as possible. Thank you. I have resent the forms as a reminder.

Planning

Decisions received:

West Devon Borough Council

Planning decisions between 19 Jan 2026 and 25 Jan 2026

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

Parish:	Beaworthy	
1704/25/FUL	Full Planning Application	
Applicant Name:	Mr & Mrs J Rofe	Officer: Bryony Hanlon
Grid Reference:	(245145, 99642)	Decision Level: Officer Delegated
Site Address:	Ravenswood Broadmoor Farm Beaworthy EX21 5AA	Decision: Conditional Approval
Description:	Erection of 3 Bedroom Detached Dwelling as betterment for previously approved Part Q Barn Conversion.	Decision Date: 21 January 2026
Click here to view the application		

Parish:	Beaworthy	
1715/25/FUL	Full Planning Application	
Applicant Name:	Mrs A Wiffen	Officer: Bryony Hanlon
Grid Reference:	(245123, 99641)	Decision Level: Member/ Officer delegated
Site Address:	Land At Sx 451 996 (Broadmoor Farm) Beaworthy	Decision: Conditional Approval
Description:	Erection of 3 bedroom detached dwelling & garage as betterment of previously approved Part Q barn conversion	Decision Date: 27 January 2026

Resolutions - All resolutions from the January meeting have been actioned with the exception of an email to DCC councillor regarding the potholes as I am waiting for the details to send her.

Outstanding issues are:

- Clerks' appraisal meeting to be confirmed.
- Nat West complaint regarding FSCA ongoing - clerk chases regularly

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

Annex B

Beaworthy Parish Hall – February 19th 2026

7th Feb Coffee Morning

We had a very successful morning. It was well supported and, as the weather was cold and wet, it was nice to be in a warm and dry hall. A lot of chats and laughs!

We have applied for a full drinks licence as we have a lot of events coming up this year. Please look at our notice board for dates and events.

We now have an email for bookings, set up by our secretary Wendy:

beaworthyparishhall@gmail.com

Upcoming Events:

- Quiz Night – Friday 20th March @ 7:30pm
- Coffee Morning – 7th March, 10–12
- Next Committee Meeting – 4th March
- Country and Western Patch Fest – 1st August
- AGM – 8th April 2026

A lot of hard work for the committee! – we appreciate your continued support.

Beaworthy Parish Hall Committee

Annex C

Finance Executive Summary to 30 Jan 2026

This document provides a financial overview of Beaworthy Parish Council, detailing receipts, payments, reserves, and budget updates as of 30th January 2026. To be read in association with all relevant documents provided.

Receipts and Payments Summary

- Total receipts amount to £5,698.11, primarily from precepts and a VAT refund.
- Total payments are £3,694.71, with significant expenditures on clerk's salary, grants, and office costs.
- The current account balance as of January 30, 2026, is £7,795.26, after accounting for outstanding cheques.

Bank Reconciliation and Reserves

- The bank reconciliation shows a balance per statement of £7,845.26, with a difference of £50 due to outstanding cheques.
- Earmarked reserves total £3,895.97, leaving a remaining balance of £3,899.29.
- Expected additional income is £0, while anticipated expenditures are £1,006.29, leading to an estimated year-end balance of £2,893.00.
- Total working reserves should equal one year's costs, amounting to £5,284.68, with a general contingency of £2,391.68.

Budget Update

- The budget for the fiscal year April 2025 to April 2026 totals £5,401.00, with current spending at £4,194.71, indicating an over/under spend in various categories.
- Key areas of expenditure include clerk salary, office costs, and grants, with some categories showing significant variances from the budgeted amounts.

Asset Register

- The asset register lists items such as a Lenovo laptop, printer, noticeboards, and a BT phone box, with a total asset value of £638.99.
- Recent purchases include a laptop and a grit bin, reflecting ongoing investments in council resources.

This summary encapsulates the financial status and operational expenditures of Beaworthy Parish Council, highlighting key figures and budgetary considerations.

Bank Rec to 30 Jan 2026

Receipts

Total	Precept	Grant	Bank Interest	VAT Refund	Misc		
5,698.11	5,401.00	100.00	-	47.11	150.00	-	-

Payments

Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
3,694.71	2,409.32	300.00	50.00	559.87	125.26	166.83	-	83.43

Bank Summary

Cashbook

		Current Acc
Balance at	01/04/24	5,791.86
Receipts	to date	5,698.11
Payments	to date	3,694.71
Balance at	30/01/26	<u>7,795.26</u>

Bank Reconciliation

Balance per statement 30 Jan 2026

Current Acc
7,845.26

Outstanding cheques	Chq No	Amount
Total Outstanding cheques/DD	400	50.00

(50.00)

7,795.26

Difference

of which is earmarked reserves	3895.97
current balance remaining after reserves	3,899.29
expected additional income	0
expected additional expenditure	1006.29
estimated y/e balance	2,893.00
total in working reserves (should equal 1 year costs)	5284.68

general contingency/working reserves	2,391.68
year end balance	<u>2,893.00</u>
	5,284.68

Budget Update to 30 Jan 2026

BUDGET	FY Apr 25 to Apr 26				
Category	Sub Category	Budget	Budget Totals	To date	over/under spend
Clerk salary		3016.00	3,016.00	2409.32	34.82
Donations			300.00	300	0.00
	other requests	150.00		150	
	St Albans	150.00		150	
Administration and training			250.00	50	200.00
	Admin expenses/mileage	50			
	Training	200		50	
Input Vat to be recovered				83.43	
Office costs			665.00	559.87	105.13
	Printer toner/stationery	60			60
	Go daddy domain renewal	30		18.99	11.01
	Go Daddy website renewal	150		155.88	-5.88
	Village Hall Hire	200		84	116
	Subscriptions DALC	120		100	20
	Subscriptions ICO	40		47	-7
	Subscription to CPRE	0		84	-84
	Audit	65		70	-5
Insurance		170	170.00	125.26	44.74
Grants		300	300.00		300.00
Election Costs contingency		100	100.00		
Reserve/contingency		400	400.00		
Asset Maint contingency			200.00	166.83	33.17
	2 noticeboards	50			
	laptop and printer	150		165.83	
	BT Phone Box			1.00	
Totals including reserves		5401.00	5,401.00	4194.71	
Totals without reserves		4701.00	4,701.00	3694.71	

Current Banking in – Receipts to 30 Jan 2026

Totals 5,698.11 5,401.00 100.00 - 47.11 150.00

Date	From Whom received	Particulars of Receipt	Total	Precept	Grant	Bank Interest	VAT Refund	Misc
16/04/25	WDBC	Precept	2,700.50	2700.50				
08/85/2025	HMRC	VAT refund	47.11				47.11	
16/09/25	WDBC	Precept	2,700.50	2700.50				
29/10/25	Nat West	Compensation for mandate error	150.00					150.00
30/01/26	WDBC	localities grant	100.00		100.00			

Reserves 2025-2026		
Asset maintenance and Replacement laptop and noticeboards		
	Balance brought Forward	509.67
precept	Addition this year	200.00
clerk laptop	Payments this year	166.83
	Balance to be carried forward	542.84
Working reserves (12 months)		
	Balance brought Forward	1,991.68
from precept	Addition this year	400.00
	payments this year	
	Balance to be carried forward	2,391.68
Election reserves		
	Balance brought Forward	861.45
from precept	Addition this year	100.00
Virement to BT phone box reserve	payments this year	
	Balance to be carried forward	961.45
Summary		
	Balance brought Forward	3,362.80
	Addition this year	700.00
	reductions this year	166.83
	Balance to be carried forward	3,895.97

ASSET REGISTER to 30 Jan 2026

Description	Date Purchased	Purchase Cost
Lenovo laptop	01/04/2025	£165.83
Epson XP-432 Printer	13/09/2017	£100.00
Noticeboard at Beaworthy Church	20/11/2019	£0.00
Notice Board for Patchacott	04/02/2020	£0.00
BT Phone Box	03/09/2025	£1.00
Grit Bin	03/11/2023	£372.16
Defibrillator	22 Jan 2026	0
	Total	638.99

Current Banking out Payments to 30 Jan 2026

Totals **3,527.88** 3,694.71 2,409.32 300.00 50.00 559.87 125.26 166.83 - 83.43

Date	To Whom received	Particulars of Payment	Chq No	Minute Ref	Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint & Purchase	Election Costs	VAT
17/04/25	St Albans Church Beaworthy	grant awarded for churchyard maintenance Inv 001 and donation for grass cutting	389	MIN0032024	300.00		300.00						
17/04/25	DALC	DALC membership 2025 Inv 002	391	MIN0042025	115.28				100.00				15.28
01/04/25	AO Retail	New Lenovo clerk laptop Inv 003	390	MIN0042025	199.00						165.83		33.17
28/04/25	A Braidwood	Salary Apr 2025	SO	NA	233.48	233.48							
05/05/25	Penny Clapham	Internal Audit Fee 2024/25 Inv 004	393	MIN0052025	70.00				70				
15/05/25	Community First Trading Ltd	Annual insurance renewal 2025 Inv 005	394	MIN0052025	125.26					125.26			
28/05/25	A Braidwood	Salary May 25	SO	NA	233.48	233.48							
28/06/25	A Braidwood	Salary Jun 25	SO	NA	233.48	233.48							
28/07/25	A Braidwood	Salary July 25	SO	NA	233.48	233.48							
24/07/25	CPRE	membership 2025-6	396		84.00				84				
28/08/25	A Braidwood	Salary Aug 25	SO	NA	233.48	233.48							
30/09/25	BT Phone Box purchase	BT phone box Inv 006	395		1.00						1.00		
24/09/25	A Braidwood	Back dated salary increase Apr to Sep Inv 007	397	MIN0072025	44.72	44.72							
24/09/25	A Braidwood	Go Daddy reimbursement for domain renewal Inv 008	398	MIN0072025	22.79				18.99				3.8
28/09/25	A Braidwood	Salary Sep 25	SO	NA	233.48	233.48							
30/09/25	ICO	ICO subscription	DD	NA	47.00				47.00				
16/10/25	A Braidwood	Go Daddy reimbursement for website renewal Inv 009	399	MIN0092025	187.06				155.88				31.18
29/10/25	A Braidwood	Clerk Salary Oct 25	SO	NA	240.93	240.93							
20/11/25	Northlew Parish Council	Councillor Training 24 Nov for Cllr Hayes Inv 010	400	MIN0102025	50.00			50.00					
28/11/25	A Braidwood	Clerk Salary Nov 2025	SO	NA	240.93	240.93							
28/12/25	A Braidwood	Clerk Salary Dec 2025	SO	NA	240.93	240.93							
11/12/25	Village Hall committee	Village Hall Hire for 6 months	401	MIN0102025	84.00				84.00				
28/01/26	A Braidwood	Clerk Salary Jan 2026	SO	NA	240.93	240.93							