

Minutes of the Annual Meeting of **Beaworthy Parish Council** held at 1930 hours on **Thursday 20th Nov 2025** in Beaworthy Parish Hall.

Councillors present: Cllr Rendell (Chairman), Cllr Balsdon, Cllr Hayes, Cllr Johnstone.

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

1. **Chairman's welcome.** Cllr Rendell welcomed attendees to the meeting.
2. **Apologies for absence.** Cllr Sanders, Cllr Wonnacott, Cllr Darling, Cllr Mott (WDBC).
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 **16th October 2025** were a true record and were signed by the Chairman
6. **Clerk's report –** received. **Annex A**
7. **Planning.** There were no planning applications
8. **Councillors Reports – reports on meetings attended and matters brought to the attention of councillors.**
 - 8.1 Highways – it was noted that the potholes Wellmeadow View has not been filled. Clerk was to contact DCC to arrange a meeting with the highways representative.
 - 8.2 Parish Hall – NTR
 - 8.3 Crime commissioners – NTR. It was unanimously **RESOLVED** to appoint Cllr Darling as the new representative
9. **DCC and West Devon borough Council Updates:** WDBC update received – **Annex B**
10. **BT Phone Box –** The RFO presented the costs associated with a defibrillator purchase and maintenance. It was agreed Cllr Hayes would seek the opinions of residents and it was **RESOLVED** to defer a decision to the next meeting.
11. **Finance:**
 - 11.1 **The RFO** presented the bank rec and budget update to **30 Oct 2025. Annex C**
 - 11.2 **Councillor Allowances –** It was proposed, seconded and unanimously **RESOLVED** that councillors would not claim an annual allowance.
 - 11.3 **Training –** It was **RESOLVED** to pay £50 for the cost of councillor training on 24 Nov 25 at Northlew Parish Council.
 - 11.4 **BT Phone Box insurance –** It was **RESOLVED** to add cover for damage/theft/replacement of the phone box to the current insurance at a quoted cost of an additional £10-15 per annum.
 - 11.5 **Draft budget 2026-7-** The budget for 2026-7 was discussed and it was proposed, seconded and unanimously **RESOLVED** to set the budget as at **Annex D**
 - 11.6 **Precept 2026-7** It was unanimously **RESOLVED** to set the precept at **£5950 - Annex E**
12. **Policy Review –** It was **RESOLVED** to approve the Expenses Policy all with the following amendments:
To include the statement that 'it was resolved to not pay councillors an annual allowance reference MIN0102025'.

The public were excluded at **2064 hours**. The Council **RESOLVED** to agree to continue the meeting in **confidential session**, Cllr Southcott was invited to remain.

13. **WDBC Enforcement –** Updates received.

The confidential session closed at **2049** hours

- 14. Items for the agenda for next meeting** – BT phone box defib, reserves policy,
- 15. Date of next meeting** – It was agreed not to hold a meeting in December, and the next meeting would be 15 January 2026.
- 16. Meeting closed at:** 2051 hours.

Annex A - Clerk Report Nov 2025

Finance:

The complaint to Nat West has been resolved and the Signatory Mandate is near completion. I am just waiting for final confirmation. We have, however, received a compensation payment of £150 from Nat West do to the inconvenience and time taken to deal with it.

Appraisal:

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

Planning

Decisions received:

West Devon Borough Council

Planning decisions between 03 Nov 2025 and 9 Nov 2025

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

Parish:	Beaworthy	
1811/25/FUL	Full Planning Application	
Applicant Name:	Mr D Lawrence	Officer: Hayley Easter
Grid Reference:	(246714, 97335)	Decision Level: Member/ Officer delegated
Site Address:	Moorlands Patchacott EX21 5AW	Decision: Conditional Approval
Description:	Retention of barn (retrospective) to be used for mixed use of agricultural & equestrian purposes	Decision Date: 06 November 2025
Click here to view the application		

Received for information only:

Applicant: Mr & Mrs F Glanville

Application Number: 3077/25/PDM

Proposal: Application to determine if prior approval is required for a proposed change of use of agricultural building to 1No dwellinghouse (Class C3) & for associated development

Location: Tutchenor Farm Patchacott Beaworthy EX21 5AR

Resolutions - All resolutions from the October meeting have been actioned.

Outstanding issues are:

- Clerks' appraisal meeting to be confirmed.
- Nat West complaint regarding FSCA ongoing - clerk chases regularly
- MOU – unlikely to go ahead now

Correspondence – all correspondence has been forwarded to councillors via email, to note:

- Devon and Somerset Fire and Rescue Service Precept Survey – please see your emails to take part
- **Good Councillor training – 24 November 2025, at Northlew Village Hall, cost for Cllr Hayes to attend is £50.**
- **New councillors ROIs are now actioned at WDBC and on our website**

Annex B

WDBC Parish Update October 2025

Thermal Imaging Camera Scheme re-launched to support warmer, healthier homes

We have officially re-launched our thermal imaging camera scheme, offering practical support to communities across the borough to help residents identify heat loss in their homes and improve energy efficiency.

This scheme is part of our wider commitment to tackling the climate emergency, supporting residents through the cost-of-living crisis, and improving health outcomes linked to cold, damp housing.



Key details:

- Up to eight communities will be selected to take part this autumn and winter.
- Communities can apply to borrow a thermal imaging camera to assess homes and community buildings.
- Applications are first come, first served, and must include a list of nominated homes.
- The Council will support an “energy champion” in each participating community to lead the local rollout.
- The scheme is once again being delivered in partnership with Tamar Energy Community

[Read the full press release here.](#)

Key messages for residents:

- Stay warm and well: Cold homes can worsen health conditions and increase pressure on health services. This scheme helps identify where improvements can be made.
- Save energy and money: Thermal images show where heat is escaping, helping residents make informed decisions about insulation and other retrofit measures.
- Act locally on climate: Improving energy efficiency reduces carbon emissions and contributes to a more sustainable West Devon.
- Apply now: Communities interested in taking part should apply as soon as possible via the Council website.
- More information and application form: www.westdevon.gov.uk/thermal-camera-hire

Set out below is a message that we have received from Police Colleagues for your information and reference.

Can we please ask that you find time to click on the below links and read the content. The information contained within, is extremely useful and just keeps you mindful of your day to day vulnerability, when it comes to being compromised by foreign states, state actors and proxies. This is not intended to make you paranoid or to scare you but more to make you aware of the progress the above cohort are making, in relation to espionage & foreign interference.

[MI5 issues guidance on countering espionage and interference - GOV.UK](#)

[Protecting our Democratic Institutions: Countering Espionage and Foreign Interference | Defending Democracy | NPSA](#)

We have covered some of this in our Security Briefings but the above goes into more detail.

Project Update: The Wildlife Warden Scheme

The West Devon Wildlife Warden Scheme has evolved from its originally intended format of training members of the public to take part in their own group activities in their parishes, into a signposting scheme with an emphasis on education and increasing awareness of the importance of protecting and promoting biodiversity within West Devon. We are investigating the corporate viability of Wildlife Wardens working individually in their communities to monitor wildlife and be ambassadors for nature.

Creation of the West Devon Wildlife Warden micro-website is nearing completion, with an aim to launch by the end of October 2025. The micro-website will form part of the main West Devon Borough Council site, and will be freely accessible at <https://www.westdevon.gov.uk/wildlife-wardens>. The micro-site will include brightly coloured, non-corporate style graphics to visually differentiate it from everyday council functions. Once live, the micro-website will be promoted via council e-newsletters and social media, with a Wildlife Wardens e-newsletter signposting subscribers to the site. Links will also be sent to collaborating organisations for reciprocal promotion on their e-newsletters and websites.

Educational materials are being created for the micro-website on wildlife gardening, pollinators, with pages on bees, butterflies, and moths. Pages on other pollinators such as wasps, hoverflies, bats, beetles, and birds will follow, with information on their diets, breeding patterns, habitats, and lifecycles and how we can help them. As more content is added to the micro-website, it will be promoted in the two-monthly newsletter. A micro-website content plan has been created for the next 12 months considering important local species and nature's calendar.

The Wildlife Wardens micro-website has 3 main areas:

- 'On Your Doorstep' (wildlife gardening and pollinators to later include topics such as recycling, carbon footprint and how they affect biodiversity).
- 'In the Community' (partner organisations DBRC, TVNL, DWT, Wildling Devon's Churchyards, ACT).
- 'Get involved' (Smartsheet-based events calendar, scheme sign-up form and e-newsletter sign-up link). The Smartsheet-based events calendar signposts users to wildlife and biodiversity-promoting activities happening within West Devon and the wider local area. These activities are hosted by other providers, as such those providers shoulder the risk element and insurance requirements.

Two conference-style events have been planned for March and October 2026 at Kilworthy Park, working with our Community Development Team. These are opportunities for wildlife wardens and collaborating organisations to network and enjoy presentations on topics such as wildlife gardening and species recording.

We are also looking to facilitate monthly activities hosted by external providers (e.g. Parklife SW) between April and September 2026. Examples of potential activities include bat walks, churchyard raking, species monitoring and how to rewild and manage a wildlife meadow.

Met Office message on being winter ready

The Met Office has issued its latest seasonal preparedness guidance for winter, aimed at supporting local authorities and partners in planning for adverse weather. The update includes:

- Forecast insights for winter 2025/26, including potential risks from cold snaps, snow, and prolonged wet weather.
- Advice on resilience planning, including coordination with emergency services and community support networks.
- Resources for public communication, helping councils share timely and accurate weather-related information with residents.

https://weather.metoffice.gov.uk/warnings-and-advice/weatherready/weatherready-winter-toolkit?utm_campaign=15189401_WeatherReady%20Winter%202025%20Partner%20Email&utm_medium=email&utm_source=Met%20Office

Annex C – Finance Report and Bank Rec to 30 Oct 2025

Receipts

Total	Precept	Grant	Bank Interest	VAT Refund	Misc		
5,598.11	5,401.00	-	-	47.11	150.00	-	-

Payments

Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
2,837.92	1,686.53	300.00	-	475.87	125.26	166.83	-	83.43

Bank Summary

Cashbook

Current Acc

Balance at	01/04/24	5,791.86
Receipts	to date	5,598.11
Payments	to date	2,837.92
Balance at	30/10/25	8,552.05

Bank Reconciliation

Current Acc

Balance per statement 30 Oct 2025 8,552.05

Outstanding cheques Chq No Amount

Total Outstanding cheques/DD

-

8,552.05

Difference	-
of which is earmarked reserves	3895.97
balance remaining after reserves	4,656.08
expected additional income	0
expected additional expenditure	1863.08
estimated y/e balance	2,793.00
total in working reserves (1 yr costs)	5184.68

RESERVES - 2025/26

Asset Maintenance Reserve	Balance brought Forward	509.67
By precept	Addition this year	200.00
clerk laptop	Payments this year	166.83
	Balance to be carried forward	542.84
Working Reserves	Balance brought Forward	1,991.68
By precept	Addition this year	400.00
	payments this year	
	Balance to be carried forward	2,391.68
Election reserves	Balance brought Forward	861.45
By precept	Addition this year	100.00
	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

Annex D – Budget 2026-7

Category	Sub-category	Budget	Totals	Power
Clerk salary		3000.00	3,000.00	LGA 1972 s112 (2)
Donations			300.00	
	other requests	150.00		
	St Albans	150.00		
Administration and training			250.00	
	Admin expenses/mileage	50.00		LGA 1972 s112(2)
	Training	200.00		LGA 1972 s111
Input Vat to be recovered				
Office costs			900.00	
	Printer toner/stationery	60.00		LGA 1972 s111
	Go daddy domain renewal	30.00		LGA 1972 s142
	Go Daddy website renewal	180.00		LGA 1972 s142
	Village Hall Hire	300.00		LGA 1972 s134(4)
	Subscriptions DALC	120.00		LGA 1972 s143
	Subscriptions ICO	50.00		LGA 1972 s111
	Subscription to CPRE	90.00		LGA 1972 s143
	Audit	70.00		LGA 1972 s111
Insurance		200.00	200.00	LGA 1972 s111
Grants		500.00	500.00	LGA 1972 s137 if nothing else
Devolution increased responsibilities reserve		200.00	200.00	
BT Phone Box and defib reserves		400.00	400.00	Public Health Act 1936 s234
Asset Maint reserves			200.00	LGA 1972 s111
	2 noticeboards	50.00		
	laptop and printer	150.00		
		5950.00	5,950.00	

Annex E – Precept 2026-7

	Precept	Tax Base	<i>equals</i>	per week
2019/20	£ 1,878.00	79.43	£ 23.64	0.45
2020/21	£ 3,610.00	81.74	£ 44.16	0.85
2021/22	£ 4,132.00	82.95	£ 49.81	0.85
2022-23	£ 4,261.00	86.06	£ 49.51	0.95
2023-24	£ 4,261.00	86.17	£ 49.45	0.95
2024-25	£ 4,869.00	87.47	£ 55.66	1.07
2025-26	£ 5,401.00	89.68	£ 60.23	1.16
2026-27	£ 5,950.00	90.00	£ 66.11	1.27
		Increase of	£ 5.89	
			9.77%	

Based on per band D household

Estimated Council tax 2026/27 £2,420.00

Precept £6.11

percentage of overall council tax 2.73%

Per week £1.27

Notes: Tax base figure for 2026 will be available in Dec 25. This is currently last year's figure.

Percentage of overall council tax will be available when WDBC figures for CT are released.