

Beaworthy Parish Council
Draft Minutes of
The Annual Meeting of the Council (AGM)

Beaworthy Parish Council

held on Thursday 11th July 2019 at 7.30pm at Beaworthy House, Beaworthy.

1. Nomination to re-elect Cllr B Rendell as chair, proposed by Cllr Holloway and seconded by Cllr Coleman.
2. Signatures of declaration of acceptance of office, Declaration as Chair, completed by Cllr Rendell and signed by Clerk
3. Present:
 Council: A Braidwood (Clerk), Cllr Rendell, Cllr Coleman, Cllr Balsdon, Cllr Sanders, Cllr Wonnacott, Cllr Holloway
 Members of the public: Nil
4. Apologies: Cllr Mott
5. Declarations of interest in items on the agenda - None
6. Minutes of the previous meeting held on 21st March 2019 were approved as a true record and signed by the chair.
7. Matters arising - none.
8. Roles of councillors
 - i. Declarations of acceptance of office – signed by all Councillors and to elect Cllr Sanders as Vice Chair was proposed by Cllr Holloway and seconded by Cllr Wonnacott.
 - ii. Secondary roles: To elect Cllr Coleman as Responsible Financial Officer was proposed by Cllr Wonnacott and seconded by Cllr Balsdon.
 - iii. It was agreed to seek a 7th councillor and a decision would be made at the next meeting.

9. Planning-

New applications:

Ref 1935/19/TPO. Cllr Sanders to confirm and for discussion and response the next council meeting

Updates:

Ref 2708/18/HHO - The extension over garage received conditional approval.

Ref 0824/19/FUL – Stables at Kimber View had received conditional approval.

10. **Clerks report** – A Braidwood had met with the outgoing clerk. She reported the Beaworthy website had been amended and a new email address set up for parish clerk:

beaworthyparishclerk@gmail.com.

Contact information had also been sent to Cllr Chapman and Cllr Mott. Clerk would continue to update information on the website and would personally renew the subscription when due, to be reimbursed once receipt received.

11. **Finances**

- i. Annual Governance and Accountability Return 2018/2019. Clerk was to speak to Bratton Clovelly Parish Clerk for Internal audit then coordinate with Cllr Coleman for preparation and external audit.
- ii. The budget for 2019/2020 was discussed and approved. Please see the attached report. Clerk was to contact DALC regarding renewal. Clerk was to look to reduce stationary/paper use to reduce this budget.
- iii. New signatories for banking were discussed. New Signatories were to be Cllr Coleman, Cllr Sanders and Cllr Balsdon to remain. It is noted this process can be lengthy.
- iv. All agreed that the role of Parish Clerk would be filled by A Braidwood and the budget set for £1500 annually. A contract of Employment would be drawn up and agreed and signed at the next meeting.

12. Items for the agenda for next meeting: Discussion and agreement on a 7th Councillor.

13. Date of next meeting was set for **1st August at 1930 hours at Beaworthy House.**

Further meetings would be published on the website and were set for:

10th October

5th December

6th February

All at 1930 hours at Beaworthy House

14. Close of meeting – 2100 hours