

Beaworthy Parish Council

MIN0042022

Minutes of the meeting of the Beaworthy Parish Council held at 1930 hours on Thursday 21st April 2022 in Beaworthy Parish Hall.

Councillors present: Cllr Rendell. (Chairman), Cllr Higgins, Cllr Coleman, Cllr Johnstone, Cllr Wonnacott, Cllr Balsdon

Also present: A. Braidwood (Clerk), Cllr T Southcott (WDBC), Cllr C Mott (WDBC), 1 member of public

1. **Chairman's welcome.**
2. **Apologies for absence.** Cllr Sanders
3. **Public Forum** – No members of the public spoke
4. **Declarations of Interest in items on the agenda** – Nil
5. **Minutes of the previous meeting.** It was **RESOLVED** that the minutes of the meeting held on the 24th March were a true record and were signed by the Chairman.
6. **Clerk's report** – received, **Annex A.**
7. **Planning - 0834/22/HHO-** Householder application for conversion of garage into additional living space. (Resubmission of 0202/22/HHO) Park Cottage, Patchacott, EX21 5AR
It was **RESOLVED** to support the application with the comments, not issues can be seen, it is in the current footprint of the property.
8. **Policy review – Finance Risk Assessment**– It was unanimously **RESOLVED** to accept the amendments.
9. **Councillor reports** –
 - 9.1 Highways update – site meeting is pending with highways officer.
 - 9.2 Parish Hall Report – received. It was agreed the PC website could contain a page for the Parish Hall for information and notices. Clerk would update as required
 - 9.3 Northern Links – awaiting a decision to be made to continue the meetings
 - 9.4 Crime commissioners Report – nothing to report
10. **West Devon Borough Councillors update** – Received.
11. **Finance:**
 - 11.1 RFO presented the Finance report, budget update, bank reconciliation and Annual Statement of Accounts to 31 March 22. **Annex B**
 - 11.2 **Internal Auditor** –It was proposed and unanimously **RESOLVED** to appoint R Ward as the internal auditor for 2021/22 accounts.
 - 11.3 It was unanimously **RESOLVED** to approve the following payments:

| | |
|---------------------------------------|-----------------------|
| DALC and NALC affiliation fee 2022-23 | £55.00 plus £7.15 VAT |
| Printer toner cartridges replacement | £45.25 plus £9.05 VAT |

The payments to Madworthy Chapel and St Albans Church donation for grass cutting 2022 were deferred until the next meeting. The RFO was to obtain further information.

The Council **RESOLVED** to agree to continue the meeting in **confidential session at 2040 hours**. Cllrs Southcott and Mott were invited to stay for the discussion

12. Enforcement –updates were received.

The confidential session closed at **2048 hours**

13. Items for the agenda for next meeting. Emergency Plan, Highways meeting. Donations

14. Date of next meeting – 19 May 2022

15. Meeting closed at: 2055 hours.

Annex A - Clerk Update 21 Apr 2022

Finance

The internal audit should be completed by the end of April and will be ready for approval for the PC meeting in May

Our first 2022 precept remittance has been received

Grants

I have carried over the 2021/22 grant funds to this FY awaiting request for funding

Website

Please continue to review the website

Highways

- Cllr Sanders is collating issues and arranging a site meeting
- **Planning**
 - We are still waiting for the final Memorandum of understanding which will agreed to sign up to.
 - The last response for 0652/22/CLE has been submitted via the portal
 - The decision on planning appeal ref 4154/20/FUL has been circulated

Resolutions

All resolutions from the March meeting have been actioned.

Outstanding issues are:

- Emergency plan meeting to be arranged
- Highways meeting to be confirmed
- Equal Opportunities Policy to be drafted
- Clerks appraisal meeting to be confirmed
- Site Visit with WDBC Planning
- Nat West complaint
- MOU

Correspondence – all relevant correspondence has been distributed via email. Nothing is outstanding currently.

Finance Report and Band Rec to 31 Mar 2022

| Totals to Date | | | | | | | | |
|---------------------------------------|-----------------------|-----------------------------|---------------------------|---------------------|------------------|--------------------|-----------------------|------------|
| Receipts | | | | | | | | |
| Total | Precept | Grant | Bank Interest | VAT Refund | Misc | Column2 | Column3 | |
| 4,169.43 | 4,132.00 | - | - | 37.43 | - | - | - | |
| Payments | | | | | | | | |
| Total | Clerk's Salary | Grants and Donations | Admin and training | Office Costs | Insurance | Asset Maint | Election Costs | VAT |
| 3,101.16 | 1,982.24 | 300.00 | - | 337.37 | 156.12 | 249.17 | - | 76.26 |
| Bank Summary Cashbook | | | | | | | | |
| | | | Current Acc | | | | | |
| Balance at | 01/04/21 | | 2,545.49 | | | | | |
| Receipts | to date | | 4,169.43 | | | | | |
| Payments | to date | | 3,101.16 | | | | | |
| Balance at | 31/03/22 | | 3,613.76 | | | | | |
| Bank Reconciliation | | | | | | | | |
| Balance on statement 31 Mar 22 | | | 3,667.84 | | | | | |
| Outstanding cheques | Cheque No | Amount | | | | | | |
| | 365 | 54.08 | | | | | | |
| Total Outstanding cheques | | | (54.08) | | | | | |
| | | | 3,613.76 | | | | | |
| Difference | | | - | | | | | |