

DRAFT Minutes of the

Meeting of the Beaworthy Parish Council

Held on Thursday 10th October 2019 at 7.30pm at Beaworthy House, Beaworthy.

1. **Apologies.** None
2. **Present** - Cllr Rendell (Chair), Cllr Sanders (Vice Chair), Cllr Coleman (RFO), Cllr Wonnacott, Cllr Holloway, Cllr Balsdon, A Braidwood (Clerk), Cllr Southcott (WDBC)
3. **Chairman's welcome.**
4. **Public Forum** (items for next meeting) Two members of the public were present, Mr M Johnstone and Mr Y Whitechurch. Both standing for co-option.
5. **Declarations** of interest in items on the agenda. Cllr Sanders member of the Beaworthy PCC.
6. **Minutes of the previous meeting** held on **5th September 2019** were approved as a true record and signed by the chair.
7. **Councillor Reports. None**
8. **7th Councillor** – The Chair introduced the candidates standing for co-option.
 - a. Clerk confirmed the legal qualification for both from the completed application forms.
 - b. Chair introduced the council and both candidates were given the opportunity to answer questions from the council and ask any questions.
 - c. Candidates were invited and confirmed they would remain for the meeting until closed for Part 2 discussion.
9. **Planning** - To consider a response to new applications and updates. No new application had been received.
10. **Clerks report** – including correspondence and any other item which has been brought up to the attention of the clerk, which is not on the agenda
 - a. Updated Financial Regulations were complete and proposed by Cllr Coleman, Seconded by Cllr Wonnacott. Unanimously agreed.
 - b. WDBC had requested an update on the snow warden to replace Bryan Hill. Council agreed clerk to investigate the options as no one currently nominated. Look into feasibility, costs, contractor use. Clerk to update council when received and decision delayed to next meeting.
 - c. Discussion took place on a possible donation to Citizens Advice. It was agreed that with no information on uptake in Beaworthy Parish that this would not be taken on.
 - d. Clerk had received information on the uncontested election fees from WDBC. For 2020 they would be £63.22 and would be added the 2020/2021 budget.
 - e. Social event discussion – agreed to be added to the agenda when the Parish Hall was completed.

11. **Closure of meeting** 2030 hours.
 - a. Discussion on both candidates took place. Cllr Southcott was invited to stay. Council resolved to co-opt Mr Mark Johnstone as a Beaworthy Parish Councillor.
12. **Meeting reconvened** at 2045 hours.
13. Clerk to notify decision by email within 2 days to both candidates.
14. **Finances**
 - a. Clerk presented the Budget for 2020/21 for discussion. New expenditure to consider included a contingency, future Parish Hall booking costs, a full year of clerk's salary, uncontested election costs from WDBC. There is currently no other source of income. Clerk was do draw up a worst-case scenario budget and discussion and decision on precept would be made at the next meeting prior to request of precept in January.
 - b. Bank reconciliation 31 March 2019 was approved and signed by the chair.
 - c. ICO Data protection fee – Direct Debit had been approved and payment due to be withdrawn on 14h October.
15. **To agree actions and any associated expenditure**
 - a. Clerk requested consideration of reimbursement for Precepts and Budget course attended on 8th October at DALC at a cost of £42. Proposed by Cllr Sanders and Seconded by Cllr Holloway. Unanimously approved.
16. **West Devon borough Councillors report/update.**
 - a. Cllr Southcott advised of road closure in Tavistock. Clerk to publish on the website. Updated the council on the new recycling process with effect from 2 December. Clerk to publish information on the website.
 - b. Cllr Southcott was looking for volunteers for the Speed Watch initiative. Clerk to publish information on the website.
 - c. Cllr Southcott also raised the subject of an Emergency Plan. Clerk to investigate this and advise at next meeting.
17. **Items for the agenda for next meeting** – A Patchacott resident has asked Cllr Holloway to report the potholes in their area. Cllr Holloway would complete the online notification. Update at next meeting.
18. **Date of next meeting - 4th December at 1930 hours at Beaworthy House.**
19. **Meeting closed at 2145 hours.**