

Minutes of the **meeting of the Beaworthy Parish Council** held at 1930 hours on **Thursday 19th January 2023** in Beaworthy Parish Hall.

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

Also present: A. Braidwood (Clerk), Cllr T Southcott (WDBC) J Scillitoe (DCC Highways) and 4 members of the public

1. **Chairman's welcome.** Cllr Rendell welcomed attendees to the meeting.
2. **Apologies for absence.** Cllr McInnes (DCC), Cllr Mott (WDBC)
3. **Public Forum –** One member of the public spoke for 10 minutes regarding the flooding on Blackhill and the railway crossing near Halwill
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 **15th Dec 2022** were a true record and were signed by the Chairman.
6. **Clerk's report –** received. Annex A
7. **Planning –**
 - 7.1 **4431/22/HRN** - Application for Hedgerow Removal Notice to remove 15 metres of hedgerow to enable proposed 10km replacement water pipes from Northcombe to Prewley. It was unanimously **RESOLVED** to support the application. Clerk to submit response to WDBC.
8. **Policy Review –** It was unanimously **RESOLVED** no amendments were required to the current Expenses policy.
9. **Cyber Security Talk –** It was agreed Cllr Coleman would liaise with the organiser and suggest 16 March, if possible, to coincide with the Annual Parish Meeting. Other dates would be considered if not.
10. **Speed Watch presentation –** It was unanimously **RESOLVED** that no representative would attend the meeting on 26 Jan 23 in Okehampton as this was not currently an issue in the parish.
11. **Councillor reports:**
 - 11.1 Highways update – An update on the flooding on Blackhill and potholes in the parish was given by J Scillitoe who also answered questions from the members of the public attending. It was advised to continue reporting all issues on the DCC website when they arise.
 - 11.2 Parish Hall Report – Received, it was confirmed charge for hire would remain at 2022 prices for 2023
 - 11.3 Crime commissioners Report – NTR
 - 11.4 Northern Links - NTR
12. **West Devon Borough Councillors update –** Received, including notice of new multi-million pound funding acquired for a transport hub for Okehampton.
13. **Finance:**
 - 13.1 The RFO presented the finance report, bank reconciliation to **28 Dec 2022 - Annex B**
 - 13.2 **2023/34 DRAFT Budget –** It was proposed and unanimously **RESOLVED** to approve the 23/24 budget, this included an increase in the clerks salary to SCP 8 in line with the National Salary Award 2022 and benchmark job evaluation. **Annex C**
 - 13.3 **23/24 Precept – –** It was proposed and unanimously **RESOLVED** to approve the 23/24 precept of **£4261 – Annex D**

The Council **RESOLVED** to agree to continue the meeting in **confidential session at 2042 hours**. Cllr Southcott was invited to stay for the discussion.

14. Enforcement –updates were received

The confidential session closed at **2050** hours

15. Items for the agenda for next meeting. Purchase of a new girt bin, date for Annual Meeting of the Parish and Annual Council Meeting

16. Date of next meeting – 16 February 2023

17. Meeting closed at: 2055 hours.

Annex A - Clerk Report Jan 2023

Finance

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

Need a volunteer for the annual internal finance controls check already been done previously by Cllr Johnstone and Cllr Higgins – cannot be a bank signatory

Planning

- We are still waiting for the final Memorandum of understanding which will agreed to sign up to.

7.2 4521/22/ PDM – Application to determine if prior approval is required for a proposed change of use of agricultural building to 1 dwelling house Class C and associate operation development Class Q (a+b) – **answer not applicable**

- I have received 2 more responses to the housing survey and have put a reminder on the website to say it is still open and to send any responses if possible

Resolutions

All resolutions from the Dec meeting have been actioned.

Outstanding issues are:

- Emergency plan meeting to be arranged
- Clerks appraisal meeting to be confirmed –
- Nat West complaint
- MOU
- BT Kiosk restoration. BT have cleaned up the site and we are now waiting for a response from the Field Officer to see if it can be painted.

Correspondence

May Local elections – I will send out a separate email with important dates and what needs to be done

Annex B - Finance Report to 28 Dec 2022

Receipts								
Total	Precept	Grant	Bank Interest	VAT Refund	Misc			
4,337.26	4,261.00	-	-	76.26	-	-	-	
Payments								
Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
2,618.92	1,486.71	600.00	30.00	301.29	156.12	-	-	44.80
Bank Summary			Current Acc					
Cashbook								
Balance at	01/04/22		3,613.76					
Receipts	to date		4,337.26					
Payments	to date		2,618.92					
Balance at	30/12/22		5,332.10					
Bank Reconciliation			Current Acc					
Balance per statement 30 Dec 22			5,368.10					
Outstanding cheques	Chq No	Amount						
	277	36.00						
Total Outstanding cheques			(36.00)					
			5,332.10					
Difference			-					

Notes:

Current balance of £5332.10 includes Reserves (currently at £2523.29)

Actual balance less reserves - £2808.81

Estimated remaining expenditure from budget – very approximate figure of what we definitely have to spend and a guess at costs such as training £350 however we have budgeted for another £942 of expenditure but it won't be this much as we have some underspends as you see from the budget

Estimated end of year balance (less reserves) - £1866.73 – based on budgeted expenditure

This balance is categorized as our operating reserve (separate from the emergency contingency reserve) and should be equal to our precept to allow for one year operations should no precept be received, therefore as this is currently low, any underspend in either reserves category will be transferred to this. For example, the elections reserve after May 2023 elections if not all used.

Annex C – BUDGET – FY Apr 23 to Mar 24

<u>Category</u>	<u>Sub category</u>	<u>Budget</u> £	<u>Totals</u> £
Clerk salary		2462.74	2,462.74
Donations			300.00
	Madworthy	150.00	
	St Albans	150.00	
Administration and training			250.00
	Admin expenses/mileage	50.00	
	Training	200.00	
Office costs			578.00
	Printer toner/stationery	50.00	
	Go daddy domain renewal	25.00	
	Go Daddy website renewal	100.00	
	Village Hall Hire	218.00	
	Subscriptions DALC	80.00	
	Subscriptions ICO	40.00	
	Audit	65.00	
Insurance			170.00
Grants			300.00
Reserves			200.00
	Election Costs contingency	0	
	Reserve/contingency	0	
	Asset Maintenance contingency		
	• laptop and printer	150.00	
	• 2 noticeboards	50.00	
TOTAL			4,260.74

Annex D – Precept FY Apr 23 to Mar 24

Precept				
	Precept	<i>divided by</i>	Tax Base	<i>equals</i>
2019/20	£ 1,878.00		79.43	£ 23.64
2020/21	£ 3,610.00		81.74	£ 44.16
2021/22	£ 4,132.00		82.95	£ 49.81
2022-23	£ 4,261.00		86.06	£ 49.51
2023-24	£ 4,261.00		86.17	£ 49.45
			change	-£ 0.06
				-0.13%
Based on per band D household				
Council tax 2023/24 (TBC)	£ 2,190.95			
Precept per year	£ 49.45			
percentage of overall council tax	2.26%			
Per week	£ 0.95			