

Minutes of the **meeting of the Beaworthy Parish Council** held at 1930 hours on **Thursday 28th Sep 2023** in Beaworthy Parish Hall.

Councillors present: Cllr Sanders (Chairman), Cllr Coleman, Cllr, Cllr Wonnacott, Cllr Balsdon

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

1. **Chairman's welcome.** Cllr Sanders welcomed attendees to the meeting.
 2. **Apologies for absence.** Cllr Higgins, Cllr Johnstone, Cllr Rendell
 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 unanimously **RESOLVED** that the minutes of the meeting held on the **20th July 2023** were a true record and were signed by the Chairman.
 6. **Clerk's report –** received. **Annex A**
 7. **Planning.** To review and respond to the following applications received on WDBC planning portal.
 - 7.1 **2956/23/FUL** - Proposed development to include the retention of an already existing feed storage bin and a proposed feed storage bin to be situated next to it (retrospective). - Development Site at SX 460 974 (consulted as a neighbouring parish) - It was **RESOLVED** to Object based on the following comments: Although the Council approved of the initial application for the building, this is not what has been built and neither is it in the site position that was initially approved. Therefore, based on the current building and application for the additional storage towers the council object due to the overbearing nature of the development, the position, due to the design and appearance of the structure.
 - 7.2 3084/23/CLE – it was **RESOLVED** to request an extension for considering this application until the next meeting on 19th October.
 8. **Councillor reports:**
 - 8.1 Highways update – NTR
 - 8.2 Parish Hall Report – Received
 - 8.3 Crime commissioners Report – NTR
 - 8.4 Northern Links - NTR
 9. **WDBC Report –** Received
 10. **Policies for review –** The Internal Control Policy and the Grants Policy were reviewed and it was **RESOLVED** no amendments were required. Both are to be reviewed in 2 years unless new legislation requires changes.
 11. **Finance:**
 - 11.1 The RFO presented the Finance Report and bank reconciliation **30 Aug 2023 (Annex B)**
 - 11.2 It was proposed and unanimously **RESOLVED** to approve the payments as follows:

Reimburse Clerk for payment of Go Daddy website renewal	£ 17.97 + £3.59 VAT
Reimburse Clerk for purchase of printer cartridges	£ 52.44 + £10.49 VAT
- The Council **RESOLVED** to continue in **confidential session at 2055 hours**. Cllr Southcott was invited to stay.
12. **Enforcement –**updates were received.
- The confidential session closed at **2103** hours
13. **Items for the agenda for next meeting –** planning applications 2166/23/FUL and 3084/23/CLE
 14. **Date of next meeting –** 19th October 2023
 15. **Meeting closed at:** 2104 hours.

Annex A - Clerk Report - Sept 23

Finance:

Grant – I have still not received any requests for the grant, which is still available, I have updated the website with information and created a popup when anyone visits the site. Please let people know and where to go for info on the website.

Appraisal:

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

Planning

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

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

Outstanding issues are:

- Emergency plan meeting to be arranged.
- Clerks' appraisal meeting to be confirmed.
- Nat West complaint - ongoing
- MOU

Correspondence

- ICO renewal notice has been received – DD £35 has been taken for 23/24 subscription.
- Grit bin - still awaiting invoice from DCC
- I have spoken to the new Parish Hall treasurer and hall bookings etc have been confirmed
- I received an email with an offer from a resident to remove the noticeboard at the church and refurbish it. This was offered free of charge and the only cost may be a new plaque saying Beaworthy Parish Council, for which a quote will be provided.

Annex B - Finance Report and Bank reconciliation to 30 Aug 2023

Receipts								
Total	Precept	Grant	Bank Interest	VAT Refund	Misc	Column2	Column3	
2,175.30	2,130.50	-	-	44.80	-	-	-	
Payments								
Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
1,700.47	1,026.15	150.00	-	227.43	125.55	-	-	21.34
Bank Summary Cashbook			Current Acc					
Balance at	01/04/23		4,746.57					
Receipts	to date		2,175.30					
Payments	to date		1,700.47					
Balance at	30/08/23		5,221.40					
Bank Reconciliation			Current Acc					
Balance per statement 30 Aug 23			5,319.33					
Outstanding cheques	Chq No	Amount						
Total Outstanding cheques								
	DD	35.00						
	285	62.93						
			(97.93)					
			5,221.40					
Difference			-					

2nd Quarter Budget Update

BUDGET	FY Apr 23 to Apr 24				
Category	Sub category	Budget	Totals	To date	Under or overspend
Clerk salary			2,462.74	1,026.15	2,462.76
Donations			300.00	300.00	-
	Madworthy	150.00		150	
	St Albans	150.00		150	
Administration and training			250.00		250.00
	Admin expenses/mileage	50			
	Training	200			
Input Vat to be recovered				24.93	
Office costs			583.00	245.40	337.60
	Printer toner/stationery	50		52.44	(2.44)
	Go daddy domain renewal	25		17.97	7.03
	Go Daddy website renewal	100			
	Village Hall Hire	218			
	Subscriptions DALC	85		74.99	10.01
	Subscriptions ICO	40		35.00	5.00
	Audit	65		65.00	-
Insurance			170.00	125.55	44.45
Grants			300.00		300.00
Election Costs contingency		100			
Reserve/contingency		400			
Asset Maintenance contingency			200.00	200.00	-
	2 noticeboards	50			
	laptop and printer	150			
			4,065.74	1,722.03	

2023/24 Reserves

Asset Replacement	Balance brought Forward	284.83
	Addition/Reduction this year	200.00
	Balance to be carried forward	<u>484.83</u>

Contingency/general reserves	Balance brought Forward	1,701.68
	Addition/Reduction this year	-
	Balance to be carried forward	<u>1,701.68</u>

Election contingency	Balance brought Forward	836.78
	Addition/Reduction this year	-
	Balance to be carried forward	<u>836.78</u>

Summary	Balance brought Forward	2,823.29
	Addition/Reduction this year	200.00
	Balance to be carried forward	<u>3,023.29</u>