

Minutes of the Annual Meeting of **Beaworthy Parish Council** held at 1930 hours on **Thursday 16th April 2026** in Beaworthy Parish Hall.

Councillors present: Cllr Rendell (Chairman), Cllr Hayes, Cllr Darling, Cllr Sanders, Cllr Wonnacott, Cllr Johnstone

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

1. **Chairman's welcome.** Cllr Rendell welcomed attendees to the meeting.
2. **Apologies for absence.** Cllr Mott
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 **19th March 2026** were a true record and were signed by the Chairman
6. **Clerk's report** – received. **Annex A**
7. **Planning.**
 - 7.1 **0640/26/CLE** - Certificate of lawfulness for existing change of use of land from agriculture to the construction and use of the site as a menage (sand school) for equestrian use. Moorlands Patchacott EX21 5AW.

The Council **RESOLVED** to submit the following comments –“ The Parish Council can confirm that the land/building has been used for the purpose described, in excess of the last ten years”
8. **Premises licence application**

A new premises licence application for their premises at Beaworthy Parish Hall, Patchacott, EX21 5AR. The application is for:

 - Live Music Indoors Saturday 23:00-23:59 & on New Year's Eve from 00:00-02:00.
 - Recorded Music Indoors Sat 23:00-23:59 & on New Year's Eve from 00.00 to 0200
 - Performance of Dance Indoors Saturday 23:00-23:59 & New Year's Eve 00:00-02:00.
 - Late Night Refreshment Indoors Saturday 23:00-23:59 & New Year's Eve 00:00-02:00.
 - Supply of Alcohol On/Off premises Monday to Saturday 12:00-23:59 & Sunday 12:00-22:30. On New Year's Eve this will continue from 00:00-02:00.
 - Opening Hours Monday to Saturday 08:00-00:30, Sunday 08:00-23:00 & New Year's Eve 08:00-02:30

It was unanimously **RESOLVED** to support the application.
9. **Road Warden Scheme**, - it was considered joining and sourcing volunteers for the scheme but agreed to keep it as an ongoing agenda item. Posters/fliers would be disseminated. If any volunteers came forward then the PC would consider joining the scheme.
10. **Councillors Reports – reports on meetings attended and matters brought to the attention of councillors.**
 - 10.1 **Highways** – A meeting had taken place with DCC councillor and highways rep and PC Chairman and the roads of the parish had been walked and inspected. The highways rep would be returning the following week to mark up to 60% of the potholes that had been highlighted as requiring repair.
 - 10.2 **Parish Hall** – coffee mornings are still well attended, and the AGM appointed a new Chair.
 - 10.3 **West Devon Matters –Annex B**
 - 10.4 **Defibrillator** – it was suggested changing the sign on the phone box to 'Defibrillator' but the PC agreed to keep it as it is
11. **DCC and West Devon borough Council Updates:** WDBC verbal update received. Cllr Southcott would provide an update on the changes to the National Planning Framework at the next meeting.

12. Finance:

- 12.1 **The RFO** presented the End of year bank rec to **31 March 2026**, and the current Finance report to 16 Apr 2026 - **Annex C**
- 12.2 **RFO to present the End of Year Accounts to 31 Mar 2026** – It was **RESOLVED** to accept the accounts. **Annex D**
- 12.3 **Virement to Reserves** – it was **RESOLVED** that the RFO would make a virement of funds from end of year balance to working reserves (£3392.85) as per guidance of 12 months costs.
- 12.4 **Bleed Kits:** It was **RESOLVED** the clerk was to purchase 3 x public access enhanced catastrophic bleed control kits for installation with Defibs in the Parish at £69.95 each. Clerk was also to apply for a grant from DCC towards the costs.
- 12.5 It was **RESOLVED** to approve the payments as follows:
- | | |
|--|----------------------------|
| Reimburse clerk for stationery costs of paper. | £14.16 + £2.83 VAT |
| DALC Annual Subscription | £99.00 + £15.21 VAT |
- 12.6 **New PC Website** – The PC considered the comparative WCAG 2.2AA standards compliant website providers and future .gov email for councillors and **RESOLVED** that Parish Online offered the best value for money and the clerk was to contact them to initiate a move from Go Daddy to Parish Online, in line with the renewal date of Sept 2026.

The public were excluded at **2054 hours**. The Council **RESOLVED** to agree to continue the meeting in **confidential session**, Cllr Southcott was invited to remain.

13. WDBC Enforcement – No Updates available.

The confidential session closed at **2056** hours

14. Items for the agenda for next meeting

15. Date of next meeting – 21 May 2026, 1830 hours for defib training, 1915 for annual Parish Meeting and at 19.30 hrs for the annual meeting of the Parish Council.

16. Meeting closed at: 2100 hours.

Annex A - Clerk Report April 2026

Finance:

We have received our first half of the Precept.

The Audit preparations are underway with the relevant paperwork and information being collated for the internal auditor and the date has been set for 24th April at 10am.

Please note the new FY Finance Report with reserves update.

It is requested that Cllr Darling complete the Internal Finance Controls in April this year. I will forward the forms and documents required if agreed.

Planning

Decisions received:

CPR Training:

Leaflets, posters and fliers have been distributed for the scheduled CPR/Defib training on 21 May at 1830 hours in the Parish Hall. Please let the clerk know if you require any more and I can print them for you.

Road Warden Scheme:

I have created a poster and fliers for dissemination for volunteers for the DCC Road Warden Scheme, again please let me know if you require any and I can print and let you have some. Please direct anyone interested to the clerk who has more information and can add any potential volunteers to the list for DCC. Thanks

Potholes!

A meeting has been arranged for Wed 15th April with the Chairman, DCC highways rep and DCC Councillor Davies to inspect the roads in the parish with a view to a possible future plan to improve them.

New website

I have disseminated to all councillors' information of new website packages (and emails) which are WCAG 2.2AA compliant. Please can you take a look and give me your thoughts prior to the meeting where it will be on the agenda as we are time limited to get it underway prior to our Go Daddy renewal. Please let me know if you need any more information. Thanks

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

Outstanding issues are:

- Nat West complaint regarding FSCA ongoing - clerk chases regularly

Correspondence – all correspondence has been forwarded to councillors via email.

Annex B – West Devon Matters Update

West Devon Matters

Report from Teams meeting 15/04/2026 with Police

Extra funding was given to the Police here, but it was deemed more beneficial to have the Community Support Officers in a more appropriate location. However, if there is an issue locally, they can “put in a bid” for them here to assist with the problem! Hoping to get more funding in 2026/7.

Main topic was about theft of Farming equipment. A couple of farmers had mentioned they had seen a considerable amount of equipment at a site near Launceston and further in the north of the county. The Police will liaise with Cornwall Constabulary as on the border of both counties. The action recently in the north of the county was in relation to a missing person not at th traveller site. From the comments, the Launceston site is also a Traveller site!

Rural Affairs are recommending that plant is marked with secret details in case of theft to help identify any recovered plant.

There is a web site: Latest Alerts - Devon and Cornwall Community Messaging

Which has useful information.

Conversation then moved on to Weatherspoon’s extended licence application in Tavistock.

Annex C – End of Year Bank Rec to 31 Mar 2026

Receipts

Total	Precept	Grant	Bank Interest	VAT Refund	Misc		
5,898.11	5,401.00	300.00	-	47.11	150.00	-	-

Payments

Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
4,720.15	2,891.18	600.00	-	559.87	125.26	416.81	-	127.03

Bank Summary

Cashbook

		Current Acc
Balance at	01/04/25	5,791.86
Receipts	to date	5,898.11
Payments	to date	4,720.15
Balance at	31/03/26	6,969.82

Bank Reconciliation

Balance per statement **31 Mar 2026** **6,969.82**

Outstanding cheques	Chq No	Amount
		-
		6,969.82

Difference

of which is earmarked reserves	3676.97	includes working reserves
current balance remaining after reserves	3,292.85	
expected additional income	0	
expected additional expenditure	0	
Actual y/e balance (less all reserves)	3,292.85	

New FY Finance Update: 16 Apr 2026

We have received the first half of the Precept for 2026-27 of £2975.00

The RFO has created a new IT reserves budget, as per the resolution at our last meeting, and I have made a virement across from the defibrillator reserve of £500. (The defib reserve has previously been increased with a virement from the elections reserve of £600 and £400 precepted) and now has a remaining amount in it of £500.

We have a new devolution reserve of £200 from precept.

Finally, subject to resolution at our next meeting, we have £3292.85 in the current account which as RFO, I advise this is moved to the working reserves which will then total £5684.53 which is in line with the current guidelines of keeping 12 months working capital. This reserve can (and possibly will) be used during the year if our payments exceed our balance prior to receiving our second half of the precept in September.

The asset maintenance reserve received £200 from precept this year. Our current bank account balance is 9470.63 of which £7769.82 is in reserves. (Figures based on cashbook)

Reserves for 2026-27		
Asset maintenance/replacement Reserves		
	Balance brought Forward	323.84
by precept	Addition this year	200.00
	Payments this year	
	Balance to be carried forward	523.84
Working reserves (12 Months)		
	Balance brought Forward	2,391.68
Virement from remaining balance of 2025-26	Addition this year	3,292.85
	payments this year	
	Balance to be carried forward	5,684.53
BT Phone Box and defib reserves		
	Balance brought Forward	-
400 by precept	Addition this year	400.00
600 virement from election reserve	Addition this year	600.00
virement to IT Reserve	payments this year	500.00
	Balance to be carried forward	500.00
IT Reserve		
	Balance brought Forward	-
virement from Defib reserves	Addition this year	500.00
	payments this year	
	Balance to be carried forward	500.00
Election reserves		
	Balance brought Forward	961.45
	Addition this year	-
virement to BT phone box reserve	payments this year	600.00
	Balance to be carried forward	361.45
Devolution increased responsibilities reserve		
	Balance brought Forward	-
By precept	Addition this year	200.00
	payments this year	
	Balance to be carried forward	200.00
Summary		
	Balance brought Forward	3,676.97
	Addition this year	4,092.85
	payments this year	
	Balance to be carried forward	7,769.82

Annex D – End of Year accounts – Receipts and Payments - to 31 Mar 2026

	Receipts and Payments account		
Year 2024-25	Receipts		Year 2025-26
4869.00	Precept		5401.00
200.00	grants		300.00
48.91	VAT Refund		47.11
	Nat West compensation		150.00
£ 5,367.91	Total receipts		£ 5898.11
Year 2024-25	Payments		Year 2025-26
Net			Net
3,024.66	Clerk Salary		2891.18
575.00	General grants paid		300.00
150.00	Grass cutting donations		300.00
125.55	Insurance		125.26
65.00	Audit		70.00
18.83	Misc office costs, printer, stationery		-
100.01	Subscriptions - DALC		100.00
20.00	training		0.00
138.87	Website		174.87
180	Hire of Parish Hall for meetings		84.00
35.00	Information Commissioners Office		47.00
47.11	VAT paid		127.03
425.16	Asset Maintenance		416.81
-	CPRE Membership		84.00
75.33	Election costs		-
£4535.36	Total payments		4720.15

Notes:

There is an overall YoY difference in payments of £184.79.

The admin and training budget, although at 0, two courses were completed, at a total of £85 but one cheque has not been cashed and the other was not approved in this FY although took place in March, so this cost will come out of the following years accounts as we do not use accrual accountancy.

The grant was paid this year to the Village Hall for heating costs of £300.

Clerk salary increased in line with the National Pay Award. Mar 2025 salary was taken in April therefore 2025 was higher

ICO increased their subscription in this FY.

Office costs were affected this year due to delayed invoice from the Parish Hall, resulting in the remaining amount for hall hire will again come out of the next FY accounts. The PC also resolved to join CPRE which was not budgeted for although due to underspends in other budget lines did not take us over the budget for this cost.

VAT is included for information but is reclaimed each year.

Assets were purchased this FY which were not budgeted for but they will be taken from the assets reserves, which is as expected. We maintain these reserves for just this type of costs.

They will be reviewed to allow for changes to assets held.

The RFO will advise the remaining balance be transferred to Working Reserves to meet the guidance 12 months working capital.

	Funds Held		
Year 2024-25			Year 2025-26
4959.31	Nat West Current Account Balance 1 Apr 25		5791.86
5367.91	Total receipts		5898.11
4535.36	Total Payments		4720.15
5791.86	Total balance in cash book		6969.82
5791.863	Nat West Bank balance at 31 Mar 2026		6969.82
-	unpresented cheques		
-	unpresented credit		
5791.86	Nat west closing balance 31 Mar 2025		6969.82

	of which is Reserves		
Year 2024-25			Year 2025-26
861.45	Election expenses contingency		961.45
1991.68	General contingency/12 months running costs		2391.68
509.67	Asset maintenance/ replacement contingency		323.84
£ 3362.80	Total		£ 3676.97

	Assets		
Year 2024-25			Year 2025-26
-	Notice Board - Beaworthy Church Entrance		-
-	Notice Board Parish Hall entrance		-
249.17	Acer Laptop		Removal
100.00	Epsom XP-432 Printer		100.00
-	Lenovo laptop		165.83
-	Projector		31.98
-	Defibrillator		0
-	Grit Bin		372.16
-	BT phone Box		1.00
£ 349.17	Total Asset Value		£ 670.97

	Borrowings		
Year 2024-25			Year 2025-26
-	The Parish Council does not have any borrowings		-

	Outgoing Grants		
Year 2024-25			Year 2025-26
10.81	S137 - Allowance per elector (212 electors) unused		11.10
375.00	Grants available for year to community		300.00
-	Total Spent		300.00

Section 137 of the LGA 1972 enables Parish Councils to spend up to the allocated amount per elector for the benefit of people in the area on activities/projects not specifically authorised by other powers. This is still subject to terms and to grant money available grants in line with the Parish councils Grant Policy are in Payments section.