

Minutes of the Annual Meeting of **Beaworthy Parish Council** held at 1930 hours on **Thursday 19th March 2026** in Beaworthy Parish Hall.

Councillors present: Cllr Rendell (Chairman), Cllr Hayes, Cllr Darling, Cllr Balsdon

Also present: A. Braidwood (Clerk), Cllr Southcott (WDBC) Cllr Mott (WDBC) Cllr Sue Davies (DCC) and 1 member of Public

1. **Chairman's welcome.** Cllr Rendell welcomed attendees to the meeting.
2. **Apologies for absence.** Cllr Balsdon, Cllr Johnstone, Cllr Sanders, Cllr Wonnacott
3. **Public Forum** – a member of the public spoke to confirm the drain at Madworthy ditch was now clear and flowing.
4. **Declarations of Interest in items on the agenda** – Cllr Hayes – Item 13.4, a.
5. **Minutes of the previous meeting.** It was unanimously **RESOLVED** that the minutes of the meeting held on the **19th Feb 2026** were a true record and were signed by the Chairman
6. **Clerk's report** – received. **Annex A**
7. **Planning.**

7.1 **0356/26/PDM** - Application to determine if prior approval is required for a proposed change of use of agricultural building to 1No dwellinghouse (Class C3) & for associated development (Class Q). - Barn 1 At High Hayne Patchacott – Information only

7.2 **0357/26/PDM** - Application to determine if prior approval is required for a proposed change of use of agricultural building to 1No dwellinghouse (Class C3) & for associated development (Class Q) Barn 2 At High Hayne Patchacott. Information only

It was **RESOLVED** to submit comments to the planning officer at WDBC with photos as follows:
The council commented on the following for barns 1 and 2: There are no pictures on the structural information, they have removed these as it says it is a part Q. On the previous application, it showed a snooker table a washing machine and a taxi parked in the building, implying this has probably been used as a garage. Additionally, on the drawings, it shows that the discharge from both barns one and two is into a ditch, which it states is a 'fast flowing stream' The photos show this is incorrect as you can see it is dry and not flowing.

8. **Policy Review.** The following documents were reviewed and updates accepted: Website Accessibility Statement.
9. **Councillors Reports – reports on meetings attended and matters brought to the attention of councillors.**
 - 9.1 **Highways** – the PC continue to highlight the potholes and subsidence throughout the parish and report to DCC. DCC councillor is also aware of the issues and is liaising with the highways department. Clerk was to investigate the Road Warden Scheme, costs, training and feasibility with a view to improving the local roads.
 - 9.2 **Parish Hall – Annex B**
 - 9.3 **West Devon Matters** –Cllr Darling informed the council he would be attending the meeting on 27 May and would report back at the following PC meeting.
 - 9.4 **Defibrillator** – Community Training would now be on 21st May for residents prior to the Annual meetings at 1830 hours. Clerk was to research bleed kits with a view to purchasing 3 and to apply for a grant from DCC.
10. **Clerk E-mail** – It was **RESOLVED** to approve the use of the new .gov email address (clerk@beaworthyparishcouncil.gov.uk) for the clerk as per Assertion 10 requirements. The current Gmail would remain for **1 year** before it would be deleted.

11. **Staff Development Review** – Cllr Darling informed the Council that the review was completed on 12 March.

12. DCC and West Devon borough Council Updates: WDBC and DCC verbal updates received. Cllr Davies would attend the Parish Meeting to deliver briefings on local government reorganisation and highways with question time.

13. Finance:

13.1 **The RFO** presented the Finance update and bank rec up to **28 Feb 2026. Annex C**

13.2 **IT Budget** – It was **RESOLVED** to half the defibrillator reserve budget and create an IT reserves budget going forward for costs incurred with Assertion 10. These include councillor .gov emails when mandatory (clerk to investigate options and cost) and a new fully accessible website, currently GoDaddy does not meet all the requirements. RFO to action with effect from the new FY.

13.3 Projector – Cllr Hayes had purchased a refurbished projector at a cost of **£31.98** for use at meetings and training sessions. It was **RESOLVED** to agree the purchase and reimburse Cllr Hayes. Clerk to add this to the asset register.

13.4 Grant Applications:

- a. St Albans PCC for £300 for churchyard maintenance had been received. The Council **RESOLVED** to approve the application.
- b. No application had been received from ODCT.

13.5 It was **RESOLVED** to approve the payments as follows:

DALC training course on end of year accounts for the RFO . **£35 + £7 VAT**

The public were excluded at **2105 hours**. The Council **RESOLVED** to agree to continue the meeting in **confidential session**, Cllr Mott was invited to remain.

13. WDBC Enforcement – No Updates available.

The confidential session closed at **2106** hours

14. Items for the agenda for next meeting, End of year accounts for approval. Bleed Kit purchase, localities grant application.

15. Date of next meeting – 16 April 2026 at 19.30 hrs.

16. Meeting closed at: 2123 hours.

Annex A - Clerk Report March 2026

Finance:

We have received a grant from the localities fund of £200 towards the cost of the warm hub grant to the Parish Hall.

Appraisal:

Interview was completed on 12 March – thank you to those who commented.

Planning

Decisions received:

West Devon Borough Council

Planning decisions between 23 Feb 2026 and 1 Mar 2026

The link provided with each application will take you to the webpage for that application

Parish:	Beaworthy	
0152/26/ARC	Approval of Details Reserved by Conditions	
Applicant Name:	Mr D Lawrence	Officer: Richard Nicholson
Grid Reference:	(246714, 97335)	
Site Address:	Moorlands, Patchacott, EX21 5AW	Decision: Discharge of Condition Approved
Description:	Application for approval of details reserved by Conditions 4 (Hedge/Planting) and 6 (Waste Management Plan) of planning consent 1811/25/FUL	Decision Date: 26 February 2026
Click here to view the application		

The following applications have been received for **INFORMATION ONLY**

0356/26/PDM - Application to determine if prior approval is required for a proposed change of use of agricultural building to 1No dwellinghouse (Class C3) & for associated development (Class Q). - Barn 1 At High Hayne Patchacott – Information only

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Training – Clerk completed an Assertion 10 webinar on 4 March and is in the process of implementing recommendations for council resolution. The clerk also attended a DALC arranged training course on the End of Year Transparency for councils under 25,000. I will write up a summary for the next clerk report and any recommendations resulting from the training for our audit this year.

Clerk Email account – due to the addition of Assertion 10 it is a requirement for the clerk to have a domain owned email address. I have looked into Parish online and they have a free one specifically for the clerk. I have applied for this and it has now been approved .

Resolutions - All resolutions from the February 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

Beaworthy Parish Hall Report – March 2026 Patchacott

We had a successful coffee morning on the 7th March, with a busy start and then a steady flow of people. All preparations are going ahead for several events, unfortunately our Easter Egg Hunt clashes with Madworthy so that will not be going ahead!

On Saturday 14th Wendy Darling and Mary Payton had a craft event, to make Mothering Sunday cards and a paper flower arrangement in glass jars all done by children accompanied by a responsible adult. It was a very calm and well attended event in which the children all went away with a beautiful gift for their respective mothers. The children and adults really enjoyed it, well done to Wendy and Mary. We charged £2 per child to cover some of the expenses.

The Hall has a Quiz evening tomorrow night March 19th starting at 7.30pm. Teams of 6. Everyone welcome

We would like to thank the Parish Council for the grant money, we really appreciate this continued support.

This will be my last report as I stand down from being Parish Hall Chair in April at the AGM on April 8th @ 7.30pm. I will be staying on the committee

Jane

Annex C - Bank Rec and finance report to 27 Feb 2026

Receipts

Total	Precept	Grant	Bank Interest	VAT Refund	Misc		
5,698.11	5,401.00	100.00	-	47.11	150.00	-	-

Payments

Total	Clerk's Salary	Grants and Donations	Admin and training	Office Costs	Insurance	Asset Maint	Election Costs	VAT
4,497.24	2,650.25	600.00	50.00	559.87	125.26	384.83	-	127.03

Bank Summary

Cashbook

		Current Acc
Balance at	01/04/24	5,791.86
Receipts	to date	5,698.11
Payments	to date	4,497.24
Balance at	27/02/26	<u>6,992.73</u>

Bank Reconciliation

Balance per statement 27 Feb 2026

Current Acc
7,283.66

Outstanding cheques	Chq No	Amount
Total Outstanding cheques/DD	400	50.00
clerk salary Feb 2026	SO	240.93

(290.93)
6,992.73

Difference

of which is earmarked reserves	3676.97	
current balance remaining after reserves	3,315.76	
expected additional income	200	localities grant
expected additional expenditure	588.59	
estimated y/e balance	2,927.17	
total in working reserves (should equal 1 year costs)	5318.85	

general contingency/working reserves	2,391.68
year end balance	<u>2,927.17</u>
	5,318.85

384.83 for assets will be taken from budgeted reserves