

Minutes of the Annual General Meeting of Pyworthy Parish Council – Thursday 22 May 2025

Present: Cllrs. R. Skinner (Chair), Brennan, Moores, Parrish, A. Skinner.
Parish Clerk in attendance
Cllr. James (TDC)
4 members of the public.

1718. Welcome

Cllr. R. Skinner welcomed all to the meeting.

1719. Apologies

Cllrs. Beavan, Lock; Cllr. Heppell (TDC); Cllr. Rowsell (DCC)

1720. Election of Chairman and Vice Chairman

With Cllr James (TDC) in the Chair, Election of Chairman:

Cllr. R. Skinner, Proposed by Cllr. Parrish, Seconded by Cllr. Brennan. Resolved: Cllr. R. Skinner elected.

With Cllr. R. Skinner in the Chair, Election of Vice Chairman:

Cllr. Parrish, Proposed by Cllr. R. Skinner, Seconded by Cllr. A. Skinner. Resolved: Cllr Parrish elected.

The meeting was suspended at 19.34 for the Annual Parish Meeting and reconvened at 19.35.

1721. Report on year's activities

Cllr. R. Skinner summarised 2024/5 activities. Simon Davies was welcomed as Parish Clerk after Cathy Withall had retired after many years' service. Two councillors had had spells of ill health but were now back to strength. A Welcome to Pyworthy and Who's Who Event was held in October aimed at new residents. This was a useful event for local people to meet local groups and network. Mark Marriott had kindly set up a new Pyworthy website. There had been a number of planning applications many of which were for new houses in Derril. A number of caravan sites had been set up and these were subject to planning enforcement. Solar Park was still going ahead and there had been issues with lorries accessing the site. There were now two defibrillators in the parish, one in the village centre and one in Derril and training on their use had taken place.

1722. Minutes of the Last Meeting (20 March 20125)

Minutes of the last meeting on Thursday 20 March 2025 were agreed and signed.

1723. Matters arising

Solar Park: Following Ripple Energy Ltd going into administration, the clerk wrote to the Administrators and the charity overseeing the grant to ascertain status of the grant. The charity overseeing the grant confirmed that the grant was ringfenced and will be available once the Solar Park was up and running.

Holsworthy Medical Centre Blood Tests: The clerk wrote to Ruby Country Medical Group (copy to Geoffrey Cox MP) to highlight the issues to Pyworthy residents from the decision to stop undertaking blood tests in the centre. Whilst they will cease hospital blood tests, they indicated that phlebotomy clinics will be provided at Holsworthy Hospital (as well as Bideford and Torrington).

1724. Public open question time

A resident asked which organisation was responsible for maintaining footpaths, raising concerns on the condition of local footpaths. Footpaths were overgrown or blocked by crops. Some signposts need replacing. Devon County Council are responsible, but it was agreed the clerk will raise with the relevant team there.

1725. Subsidiary appointments

The following were proposed by Cllr. A. Skinner, seconded by Cllr. Parrish and were agreed unanimously:

- a. Planning Sub-Committee – All councillors
- b. Village Hall Committee – Cllr. Brennan
- c. Parish Church Liaison – Cllr. R. Skinner & Mrs Gill Johns
- d. Advisory Committee: Cllr. R. Skinner & Cllr. Parrish
- e. Financial Overseer – Cllr. R. Skinner
- f. Road Liaison Officer – Cllr. Lock
- g. Footpath Coordinator – Cllr. Lock
- h. Pyworthy Relief-in-Need representative – Mrs Gill Johns
- i. Defibrillator Coordinator – Cllrs. Brennan & Parrish

1726. Correspondence

No correspondence had been received.

1727. Planning

1/0359/2025/OUT – Outline application for one dwelling.

Location: Land at Grid Reference 230760 103536, Derril, Pyworthy, Devon.

Councillors discussed the application. The application represents overdevelopment of the site and was considered to exacerbate drainage issues in this locality, so it was resolved to recommend REFUSAL.

A number of possible planning infringements were discussed and it was resolved that these would be reported to TDC Planning.

1728. Footpaths

The annual return was completed and returned to DCC.

1729. Accounts: March – May 2025

- i) Residual accounts from 20th to 31st March 2025 were agreed.
- ii) Accounts April – May 2025 were agreed.

Pyworthy Parish Council - April - May 2025						
Available funds at 1 April 2025						£14,447.53
PAYMENTS						
Date	To	Cq. No.	Amount	Net	VAT	Reason
05/04/2025	S J Davies	928	£ 8.79			Expenses - Stamps
15/04/2025	Lloyds Bank		£ 6.25			Bank Charges
30/04/2025	S J Davies	929	£ 246.33			Salary
07/05/2025	M Brennan	930	£ 418.80			Defib pads/batteries
07/05/2025	EON	931	£ 28.75			Helicopter light power
TOTAL			£ 708.92	£ -	£ -	
RECEIPTS						
Date	From	Ref	Amount	Net	VAT	Reason
31/03/2025	GSII Parsonage Wood		£ 6,172.04			Solar Funding
30/04/2025	Torridge DC		£ 4,000.00			Precept 2025/6
TOTAL			£ 10,172.04			
PETTY CASH						
Date	Item		Amount	Net	VAT	
	TOTAL		£ -			
	Balance					
Available funds at 22 May 2025						£23,910.65

A payment of £418.80 had been made for urgent work to the Village Defibrillator. Councillors agreed to the urgent spend but had agreed to ratify this payment through the next meeting. Cllr. Parrish proposed that the meeting ratify this payment, seconded by Cllr. A. Skinner. Resolved: To agree to ratify the payment.

Two quotes for repairs to the path in the triangle outside the church porch were discussed. It was noted that John Weighall had kindly offered to repair the bench in this location. Cllr. Parrish proposed accepting the lower quote, seconded by Cllr. A. Skinner. Resolved: It was agreed to accept the lower quote.

Councillors discussed a proposal to place a new notice board in Derril so that residents in this location can be notified of village activities. The proposed location is DCC land. Although on public land, the nearest house had indicated they were happy for the board to be located here on the proviso that other Derril residents were advised of the proposal. The Clerk will place a note in Pyworthy Post to this effect. Before the Clerk can contact DCC to gain the assent for the board, Councillors will need to agree size and design of the board. Quotes will be sought.

1730. To approve Annual Accounts & Audit and Governance Statement (previously distributed to Councillors)

Approval of the Annual Accounts were proposed by Cllr. R. Skinner and seconded by Cllr. Parrish. Resolved: The Annual Accounts were accepted. The Chairman and Clerk signed the Audit Statement.

Pyworthy Parish Council - Accounts 2024-5									
Available balance at 1st April 2024								£16,560.77	
TOTAL BALANCE								£16,560.77	
CURRENT ACCOUNT									
Date	Item	Amount	Net	VAT					
08.04.24	HMRC	879 £ 115.60				PAYE			
08.04.24	C Withall	880 £ 336.60				Park wildlife pack (DCC Grant)			
16.04.24	1&1 Internet	£ 1.80				Website			
28.04.24	John Sanders Trust	881 £ 300.00				Strimmer (Solar)			
30.04.24	C Withall	882 £ 265.77				Salary			
24.05.24	Pyworthy Village Hall	883 £ 45.00				Rent			
24.05.24	Community First	884 £ 150.06				Insurance			
28.05.24	Pyworthy Village Hall	885 £ 250.00				Grant			
28.05.24	Pyworthy Relief-in-need	886 £ 150.00				Grant			
28.05.24	John Sanders Trust	887 £ 300.00				Grant			
28.05.24	Pyworthy PCC	888 £ 250.00				Grant			
28.05.24	Pyworthy Post	889 £ 600.00				Grant			
28.05.24	HFWRRC	890 £ 50.00				Grant			
28.05.24	HRCT	891 £ 500.00				Grant			
28.05.24	CAB	892 £ 50.00				Grant			
28.05.24	FoBSP	893 £ 25.00				Grant			
28.05.24	Friends of Holsworthy Library	894 £ 100.00				Grant			
28.05.24	ND Records Office	895 £ 50.00				Grant			
31.05.24	C Withall	896 £ 270.01				Salary			
30.06.24	C Withall	897 £ 286.87				Salary			
22.07.24	HMRC	898 £ 169.40				PAYE			
22.07.24	Algo Electrical	899 £ 1,083.31	£ 902.76	£ 180.55		Hall electrics (Solar)			
31.07.24	C Withall	900 £ 273.73				Salary			
15.08.24	C Withall	901 £ 349.99	£ 291.65	£ 58.34		Laptop			
31.08.24	C Withall	902 £ 264.97				Salary			
24.09.24	C Withall	903 £ 10.00				Storage boxes			
30.09.24	C Withall	904 £ 285.57				Salary			
30.09.24	S Davies	905 £ 204.67				Salary			
31.10.24	C Withall	907 £ 264.91				Salary			
31.10.24	S Davies	908 £ 204.47				Salary			
31.10.24	Glasdon Ltd	909 £ 292.63	£ 243.86	£ 48.77		Dog bins			
15.11.24	HMRC	910 £ 212.53				PAYE			
15.11.24	Citizens Advice Torridge	911 £ 50.00				Grant reissued			
21.11.24	RBL Poppy Appeal	912 £ 20.00				Wreaths			
21.11.24	R Skinner	913 £ 6.95				Expenses			
30.11.24	C Withall	914 £ 1,695.95				Salary			
30.11.24	S Davies	915 £ 205.43				Salary			
22.12.24	Clawton Primary School	916 £ 1,000.00				PTA - Solar Fund			
31.12.24	S Davies	917 £ 204.53				Salary			
13.1.25	HMRC	919 £ 742.75				PAYE			
23.1.25	Pyworthy Village Hall	920 £ 30.00				Hall rent			
23.1.25	Nick Lock	921 £ 19.27				Line painting			
31.1.25	S J Davies	922 £ 205.23				Salary			
31.1.25	Heritage Stained Glass	923 £ 1,164.00	£ 970.00	£ 194.00		Solar Grant SOLAR			
31.1.25	EON Next	924 £ 35.63				Helicopter Light			
28.2.25	S J Davies	925 £ 204.47				Salary			
18.3.25	Lloyds Bank	£ 5.75				Bank Charges			
31.3.25	SJ Davies	926 £ 205.81				Salary			
31.3.25	HMRC	927 £ 154.00				PAYE Jan-Mar 25			
TOTAL PAID OUT		£ 13,662.66	£ 2,408.27	£ 481.66					
RECEIPTS		Ref	Amount						
29.04.24	TDC		£ 4,000.00	Precept - first half					
01.05.24	1&1 Internet		£ 0.58	Website refund					
16.09.24	HMRC		£ 2,871.84	VAT reclaim					
15.11.24	Citizens Advice Torridge	892	£ 50.00	Grant cheque stopped					
30.9.24	Torridge DC		£ 4,000.00	Precept					
26.2.25	Devon CC	5356106	£ 180.00	P3 Footpath grant					
3.5.25	K Cornwell	Defib	£ 447.00	Transfer Derril defib A/C					
TOTAL RECEIVED			£ 11,549.42						
Available balance at 31st March 2025								£ 14,447.53	
TOTAL BALANCE								£ 14,447.53	

1731. To discuss applications for Solar Community Benefit fund.
There were no new applications for the Solar Community Benefit fund.

1732. Items allowed by the Chair

Devon Air Ambulance : Cllr. Moores said that the annual site visit by Devon Air Ambulance to the landing pad had taken place the previous day. The site is resurveyed every year to ensure it is safe for helicopters. The light is tested monthly to ensure it remains in service.

Village Hall Anniversary Celebration: Cllr. Brennan thanked everyone who came. Henry Johns had been elected as Honorary President.

Cllr. Ken James (TDC): The meeting congratulated Cllr. James (TDC) on his election as Leader of TDC.

1733. Date of next meeting

Thursday 24 July at 7.30pm and Thursday 18 September 2025.

The meeting was closed at 20.47