

MINUTES OF THE ANNUAL MEETING OF BORDEN GATE PARISH COUNCIL

MEETING 50 HELD ON 17.05.2023 AT CLAYHANGER WI HALL AT 7.00PM

Attendees: Councillors H Bainbridge, T Bainbridge, A Brown, H Corcoran (Chairman), L Delafield Cook, J Gabb,
A Hoskins, E Northam, D Southwood, M Williams P Bainbridge (Clerk)

Also in attendance: MDDC Cllrs J Lock & G Westcott

Members of the public: 0

Public question time: No questions

Declarations of Acceptance of Office were signed by Councillors in the presence of the Clerk.

- A. i. **Election of Chair:** R Maltby proposed but was absent.
H Bainbridge proposed by D Southwood seconded by M Williams
H Corcoran proposed by A Hoskins seconded by L Delafield Cook
H Corcoran duly elected and an acceptance of office form was signed and returned to the Clerk.
A vote of thanks for retiring Chairman H Bainbridge was proposed and given by all in attendance.
A minute's silence was observed to remember John Doble of Hockworthy, recently deceased.
1. **Apologies received:** R Maltby
2. **Declarations of interest** – H Corcoran, Items 12bii & d.i, H Bainbridge & E Northam personal interest Item 11a.
3. **Minutes** of the meeting held 22/03/2023 were unanimously approved and were signed as a true and correct record by the Chairman H Corcoran.
4. **Co-option** – T Bainbridge (Hockworthy), A Brown (Clayhanger) and E Northam (Hockworthy) were proposed by A Hoskins seconded by J Gabb and unanimously elected to fill the vacant positions.
Declarations of Acceptance of Office were signed and returned to the Clerk.
Cllr A Brown left the meeting. The meeting was paused to allow Cllr Williams to move his car.
***Agenda Interrupted to take Item 6** – M Williams proposed seconded by L Delafield Cook all in favour for R Maltby to sign the Declaration of Acceptance of Office before the next meeting.
Agenda Resumed
5. **Election of Vice Chair** – it was unanimously agreed to defer this item until the next meeting.
6. **See above*** Motion to allow absent members to sign the Declaration of Acceptance of Office before the next meeting.
7. **Councillor Training** – Training on 29th June with Bampton Town Council at 6pm will be going ahead with approximate cost of £16 per person. All Councillors are expected to undertake training either at this event or in the future, particularly following the elections.
8. **The following were reviewed:**
 - i. Code of Conduct – reviewed and adopted with no changes
 - ii. Model Standing Orders – reviewed and adopted with no changes
 - iii. Banking Mandate & update of Signatories – A Hoskins proposed L Delafield Cook seconded and it was unanimously approved to remove former Cllr Catherine Hill from the list of signatories.
 - iv. The Council's Insurance – Items have been added to the schedule from the asset register including the defibrillator and traffic signs.
 - v. Asset register now includes defibrillator and traffic signs on the Down.
 - vi. Council's subscriptions to other bodies includes Devon Association of Local Councils and the National Association Local Councils. Memberships to continue.
 - vii. The Clerk to present further documents throughout the year to be considered for adoption.
9. **Matters Outstanding**
 - a. Chimney Down (S106) – The Clerk informed of the availability of a grant from the Community Wildlife Fund from Devon Communities Together for a maximum amount of £500 which is available to help

protect grassland habitats. L Delafield Cook proposed seconded by H Bainbridge unanimously agreed to apply for the grant. Clerk to proceed.

A plaque (S137) to commemorate the Coronation of Charles III for the tree donated by Devon Wildlife Trust was proposed by M Williams seconded by H Bainbridge and unanimously agreed. Clerk to arrange.

Millennium Bench – All agreed that proceeds from the Coronation Mugs should go towards replacing the bench. The Clerk will come up with proposals to be presented at a future meeting.

There was a discussion on the S106 project and the wish to do this project over the coming year. Ideas for inclusion are a nature trail, benches, picnic benches and trees. Cllr Northam said it would be good to have a picnic bench so children could picnic away from the dog mess that gets left behind. Costings had previously been obtained to empty a dog bin. It was felt that a dog bin should be considered with the cost of emptying it being met by the Parish Council.

- b. Parish Paths Partnership (P3) – Devon County Council has done much work across the parishes of Hockworthy and Clayhanger with substantial work on Clayhanger Footpath 19, new horse rider gate Hockworthy Bridleway 3 and the replacement of missing signs. The works have been done outside of the P3 funding available due to the cost involved to improve the network making it more accessible. It is hoped that people will now make more use of the paths.
- c. Commemorative Plaque Jubilee Tree Clayhanger – It was unanimously agreed to purchase a plaque (S137). Clerk to organise.

10. **Planned Projects** – Noticeboard for Huntsham and benches for Huntsham and Clayhanger. Clerk to provide costings to present to the Council.

11. **Planning Applications for comment/received:**

- a. **23/00726/FULL** Erection of an agricultural livestock building (836 sq. m.)
Location: Land at NGR 302545 122610 (Luckleigh Farm) West of South Hele Cross
Clayhanger Grid Ref: 302573 / 122640 Clayhanger – after discussion the Council decided to submit the following comments – concerns about the proximity of the building to residential properties and the subsequent smell and noise, access to the site from a narrow lane and run off from the site. Clerk to submit comments.
- b. **23/00472/FULL** Erection of an agricultural building to house cattle (606 sq. m) Location: Land and Buildings at NGR 300310 114566 (Widhayes Farm) Uplowman Grid Ref: 300285 / 114556 Uplowman – no comment

Planning permissions granted: For full conditions please refer to Mid Devon District Council's planning portal

- c. **22/02127/FULL** Siting of a temporary agricultural workers dwelling, Staple Cross Farm, Hockworthy TA21 0NL
- d. **22/02301/FULL** Retention and regularisation of changes made to an agricultural storage building to mixed use of agricultural storage and livestock, Staple Cross Farm, Hockworthy TA21 0NL

Planning permissions awaiting decision

- e. **22/02033/LBC** Listed Building Consent for the renovation of farmhouse with internal & external repairs & alterations including erection of single storey extension to kitchen & re-roofing with pitched & flat roof, demolition of front porch, alterations/replacement of some windows/doors & erection of bat house Location: South Hele Farm Clayhanger Grid Ref: 302757 / 122469
- f. **22/02032/HOUSE** Renovation of farmhouse with internal and external repairs and alterations including erection of single storey extension to kitchen and re-roofing with pitched and flat roof, demolition of front porch, alterations/replacement of some windows/doors and erection of bat house Location: South Hele Farm Clayhanger Grid Ref: 302757 / 122469

12. **Finance**

a. Income Received

i.	Precept Clayhanger	£1427.40
ii.	Precept Huntsham	£1554.20
iii.	Precept Hockworthy	<u>£2101.40</u>
	Total	£5083.00
iv.	Coronation Mugs	£ 40.00

- v. Jubilee Mug £ 10.00
- vi. Bank Interest March & April £ 7.57

b. Expenditure for Approval

- i. Clerk's wages for May £200 and June £200 (includes PAYE)
- ii. Internal Auditor's Fee D J Goodall £75
- iii. Clayhanger WI Hall meeting hire £15
- iv. Community First Insurance - £127.23 (LTA)
- v. Grant to Maintain Clayhanger Defibrillator - £100 (£137*)
- vi. Clerks & Councils Direct Coronation Mugs - £295 (£137*)
- vii. DALC (NALC Affiliation, DALC Service Charge, DALC Affiliation) £125.23
- viii. HSBC Monthly Service Charge April & May @ £5

* Resolved that the Council in accordance with its powers under section 137 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

A Hoskins proposed M Williams seconded approved unanimously.

- c. Bank reconciliations for 31st March 2023 (£9,166.79) and 30th April (£13,773.68) were received.

d. AGAR

- i. Internal Audit report – received and circulated and its contents noted by Councillors
- ii. Annual Governance Statement – H Bainbridge proposed A Hoskins seconded unanimously approved
- iii. Accounting Statements – M Williams proposed L Delafield cook seconded unanimously approved
- iv. Certificate of Exemption – H Bainbridge proposed E Northam seconded unanimously approved

- 13. **Police reports** – Alerts shared on Borden Gate Parish Council's Facebook page.
- 14. **District and County Councillors' Reports** – Recently elected Mid Devon District Councillors Lock and Westcott informed the meeting of the induction process and training they were currently receiving in their new roles. Both Councillors offered to help with information or concerns including planning issues.
- 15. **Correspondence** – an email had been received about the difficulties of opening the poll cards sent from MDDC which ripped on opening. Other Councillors also expressed they too had trouble opening them. It was asked that the MDDC Councillors could convey this back to Mid Devon District Council.
- 16. **Clerk's report** – See finance due to the need to pay for the DALC membership before the meeting.
- 17. **Councillors' Reports** – Cllr H Bainbridge thought there was a need to have the Neighbourhood/Farm Watch running again. The Clerk offered to invite the Police to come and talk about the scheme. Cllr Williams reported that the Huntsham defibrillator had been used. A cyclist had collapsed on the hill outside of Huntsham. Sadly, the cyclist passed away. The Huntsham Society has paid for replacement batteries and pads. It was a reminder of the need for training which can be organised when requested.
- 18. **The next Parish Council Meeting** will be held on Wednesday 26th July 2023 at 7.30pm at Hockworthy Village Hall. The planned meeting schedule is every two months with future dates as 27th September at Huntsham, 29th November at Clayhanger and 24th January at Hockworthy. March meeting yet to be confirmed due to Easter.

Chair Cllr H Corcoran declared the meeting closed at 9.06pm.

Chair:

Signed as a true and correct record

Date: