BORDEN GATE PARISH COUNCIL Clayhanger, Hockworthy and Huntsham

Clerk to the Council P Bainbridge, 35 Mount Street, Bishops Lydeard, Taunton TA4 3LH 07504507558

To Members of Borden Gate Parish Council, May 2023

You are duly summoned to attend the Annual Meeting of Borden Gate Parish Council to be held immediately following the Annual Parish Meeting in Clayhanger WI Hall at 7:00 pm on Wednesday 17th May 2023

Public question time: There will be an open forum for any questions or concerns at the beginning of the meeting. Before the start of the meeting residents are welcome to raise any issues on this agenda or to suggest items for future consideration, or simply to listen to the meeting. Because there is a limited time available in the meeting it would be preferable if any concerns are addressed to the Clerk or the Chair beforehand. Members of the public may not take part in the Parish Council meeting itself.

Declaration of Acceptance of Office to be signed by Councillors before the start of the meeting**

AGENDA OF THE ANNUAL MEETING OF THE PARISH COUNCIL

A. i. Election of Chair*

*A signed Acceptance of Office form to be returned to the Clerk.

1. Apologies: To receive apologies and to approve reasons for absence.

2. Declarations of Interest

- a. Register of Interests.
- **b.** To declare any personal interests in items on the agenda and their nature.
- **c.** To declare any pecuniary interests in items on the agenda and their nature.

(Councillors with pecuniary interests must leave the room for the relevant items)

3. Minutes of the Previous Meeting (22/03/2023)

To consider the approval of the draft minutes of the Parish Council held on 22nd March 2023.

- **4. Co-option** to vacancies following the elections on 4th May 2023.
- 5. Election of Vice Chair
- **6. Motion**** to allow absent members to sign the Declaration of Acceptance of Office before the next meeting.
- 7. Councillor Training to discuss and agree attendance
- 8. To review:
 - i. Code of Conduct
 - ii. Model Standing Orders
 - iii. Banking Mandate and to update signatories
 - iv. The Council's Insurance
 - v. The Asset Register
 - vi. Council's subscriptions to other bodies
 - vii. Review of adoption of other documents at future meetings

9. Matters Outstanding

a. Chimney Down (S106) – To consider applying for a grant from the Community Wildlife Fund from Devon Communities Together.

To consider the purchase of a commemorative plaque for the tree donated by Devon Wildlife Trust planted on Chimney Down.

To discuss a replacement for the millennium bench.

To discuss how to proceed with the application for the S106 funds available for the Down.

b. The Parish Paths Partnership (PROW) – update

- **c.** To consider the purchase of a commemorative plaque for the Jubilee tree in Clayhanger
- **10. Planned Projects** to discuss the purchase of a noticeboard in Huntsham and benches for Huntsham and Clayhanger.

11. Planning applications received/comment

- **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
- **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

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
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ii. Precept Huntsham	£1554.20
iii. Precept Hockworthy	£2101.40
Total	£5083.00
iv. Coronation Mugs x 4	£ 40.00
v. Jubilee Mug x 1	£ 10.00
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vi. Bank Interest – March £3.48 & April £4.09

b. Expenditure for Approval

- i. Clerk's wages for May £200 and June £200 (including payments to HMRC)
- ii. Internal Auditor's Fee D J Goodall £75
- iii. Clayhanger WI Hall Meeting Hire £15
- iv. Community First Insurance £126.26 (LTA) amount subject to change
- v. Grant to Maintain Clayhanger Defibrillator £100*

Payment already made as expenditure approved at prior meeting or in consultation with the Chair.

- vi. Clerks & Councils Direct (Coronation Mugs) £295.00*
- vii. DALC (NALC Affiliation, DALC Service Charge, DALC Affiliation) £125.23 (due 3.5.23 already paid in consultation with the Chair)
- viii. HSBC Monthly Service Charge April & May @ £5 *Power to spend S137

c. Bank Reconciliations

- i. 31st March 2023 to receive
- ii. 30th April 2023- to receive

d. AGAR

- i. Internal Audit report to consider
- ii. Annual Governance Statement for approval
- iii. Accounting Statements for approval
- iv. Certificate of Exemption for approval
- 13. Police report
- 14. District and County councillors' reports for information.
- 15. Correspondence for information
- **16.** Clerk's report (Including urgent decisions since the last meeting)
- 17. Councillors' reports and items for future agendas

 Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- **18. Date of next meeting** to confirm the date of the next meeting & arrange meeting schedule for the coming year.

Patrícía Bainbridge Clerk to Borden Gate Parish Council 11th May 2023