THELBRIDGE PARISH COUNCIL

Minutes of the Annual Meeting of Thelbridge Parish held on Tuesday 24th June 2025, 7.30pm, at Thelbridge Parish Hall.

Present: In the Chair Cllr Wallace Boundy

Cllr. John Gibson, Cllr. John Cowell, Cllr. Richard Grant, Cllr. Roderick Hayes, and Cllr Linsey Clements

MDDC Cllr. Polly Colthorpe (MDDC Way Ward)

DCC Cllr Steve Keable (New) (DCC Creedy, Taw & Mid Exe Ward)

Parish Clerk (New) Malcolm Vallance

Cllr W Boundy welcomed those present especially those attending their first meeting of Thelbridge Parsh Council DCC Cllr Steve Keable and Parish Clerk Malcolm Vallance.

1. Apologies for Absence – Cllr Christopher Kneller.
2. Public Forum - No members of the public present
3. Declarations of Interest – None
4. Minutes of the Annual Meeting held on 15th May 2024 – These had been circulated ahead of the Meeting for reference and were taken as read.
5. Matters arising – None
6. Election of Chairman – Cllr Boundy felt that after many years the time had come to step down as Chairman. He would continue as Parish Councillor for Thelbridge
7. Election of Chair - Cllr Linsey Clements was proposed by Cllr Gibson, Seconded by Cllr Boundy. Cllr Clements then took the Chair and duly completed the "Declaration of Acceptance of Office Form".

   On behalf of the Parish Council Cllr Clements proposed a Vote of Thanks to Cllr Boundy for his long and dedicated tenure as Chair of Thelbridge Parish Council.
8. Election of Vice Chair – Cllr J Gibson was proposed by Cllr Clements, Seconded by Cllr Boundy, and duly elected.
9. Notes of Meeting of the Parish Council held on 2nd January 2025 – These had been circulated ahead of the Meeting and were taken as read.
10. Matters arising – None

11. **Replies** - DCC Highway Services – A response had been received regarding "trees with Ash Dieback in the Parish". There had been issues at DCC as to how this matter has been recorded and this explained the long delay in responding.

    Roads in the Parish formed "part of our Minor network and as such had an Annual Highway Safety Inspection which would be taking place again during 2025".

    It was suggested that the Parishioner, who reported the matter, be asked to make Contact with DCC Highway Services with further details e.g. location, photos etc.

    "At present we are afraid we would struggle to be able to take this any further"

    Cllr R Grant agreed to convey these details to the Parishioner involved.

12. **Correspondence**

    a) Devon Association of Parish Council – Various Newsletters had been received during the month and these had been shared with the Parish Council

    b) MDDC – During the month various Press Releases had been received and circulated to Councillors where appropriate

    S106 Funding – Updated details had been published on the MDDC Website of Availability, by catchment area. Thelbridge Balance = Nil.

    Also, Eligibility for Public Open Spaces projects and how to apply for S106 funding.

    c) The Police Commissioners – Various Updates had been received during the month and these had been shared with the Parish Council where appropriate.

13) Reports from County and District Councillors

Mid Devon District Council District – Items currently being discussed included - Have your say on the future of Devon's Councils, Mid Devon acquisition of three electric vehicles in a drive to cut emissions, e-newsletter for Mid Devon businesses about emerging opportunities and initiatives. Also, the My Mid Devon portal for access to online services, Community Commercial Hubs Grant Scheme.

Devon County Council – The last financial year ended "in balance", DCC were to trial "the pothole repair blitz" £83 million road maintenance programme, The new DCC Cabinet had vowed to improve the outcomes of "our most vulnerable children through new 10-year plan", Tiverton homes appeal won by developers, Major poolside upgrades completed at Crediton. and Tiverton Leisure Centres, Copplestone Road Closure & Cross Hotel Update, Tiverton Work Hub completed & management operator appointed

14) Planning

Grants of Planning permission were noted :- –

25/00519/PNCOU Land and Building at NGR 278351 111686 Billhole Farm Thelbridge
Prior notification for the change of use of agricultural building to 1 dwelling under Class Q

25/00068/FULL Thelbridge Cross Studio Witheridge Conversion and extension of existing barn and erection of carport/garage utilising the Class Q fallback position (24/01084/PNCOU)

25/00224/HOUSE - Campbellhays Cottage Witheridge - Retention of garden studio Location

24/01699/FULL - Higher Henceford Farm Black Dog - Construction of an earth lined slurry lagoon with floating cover Location

15) Finances

Payments agreed for payment :-

Thelbridge Parish Hall (Hire charge) £120

(After the Meeting the Clerk discovered this should have been £130)

Community First (Insurance renewal) £122.72

Devon Association of Parish Council (Renewal of subscription) £143.75

(After the Meeting the Clerk discovered this invoice had been issued in error as the payment had been deducted from the 2025/2026 Precept payment by MDDC)

Financial report for the year 2024/2025

Balance Lloyds Bank 31st March 2025 £3125.51

Completion of the 2024/2025 AGAR (Annual Governance and Accountability Return)

Thelbridge Parish Council had been one of the 5% Parishes selected for a Full Review for 2024/2025. The Clerk reported that he was in the process of putting together all the necessary financial details for completion of the Annual Return (AGAR) for 2024/2025. Submission of this form was due to be submitted to the External Auditor by 30th June 2025. but as there had been a change of Clerk an extension had been agreed until 31st July 2025.

ACTION

a) Internal Audit – It was agreed to ask Debbie Martin to undertake this for the Council and the Clerk would arrange for the relevant papers to be handed over.
It was noted that the Honorarium, for 2023/2024, of £30 had been agreed but not paid

b) Once this Internal Audit had been carried out the Parish Council would need to formally meet to agree the AGAR form for 2024/2025 and sign off the accounts.

Cllr Clements had been in contact with Lloyds Bank to update the Parish Council's contact details following the arrival of the new Clerk.

The Bank would make contact by email with those involved.

Cllr L Clements, Cllr J Gibson, and Cllr R Grant would Authorise payments.

16) **Councillors Forum**

Grass Cutting at Nomansland was in need of attention and this was agreed

17) **Date of next Meeting, plus Meeting dates for 2025** Meeting dates were agreed for 30th September, and 9th December 2025 – Plus any extra Meetings to discuss Planning etc.

18) There being no other business the Chairman closed the Meeting at 8.57pm

Signed …….. Dated……..