



**Minutes of the Annual Parish Council Meeting held on Wednesday, 17th May 2017 at 8.00 p.m. in
Bridgerule Village Hall**

Present: Chairman: Cllr. J Medland
Councillors: Cllrs. C. Seymour-Smith, P. Haydon, K. James, K. Elliott, J. McDougall, B. Beadle, S. Cholwill.

In Attendance: Parish Clerk. Cllr Parsons. 2 member of Public

1842. TO ELECT THE CHAIRMAN FOR 2017/2018

Cllr. Beadle proposed that Cllr. Medland be elected Chairman for the year 2017/2018. Cllr. Seymour-Smith seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 1 Abstentions).

1843. THE CHAIRMAN WILL READ AND SIGN THE PRESCRIBED 'DECLARATION OF ACCEPTANCE OF OFFICE'

Cllr. Medland duly read and signed the 'Declaration of Acceptance of Office.'

1844. TO ELECT THE DEPUTY CHAIRMAN FOR 2017/2018

Cllr. McDougall proposed that Cllr. James be elected Deputy Chairman for the year 2017/2018. Cllr. Seymour-Smith seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 1 Abstentions).

1845. APOLOGIES FOR ABSENCE

Cllrs Hale and Giles.

1615. DECLARATION OF INTERESTS

The Chairman requested that interests be declared as matters arose.

1846. TO APPOINT REPRESENTATIVES TO THE FOLLOWING OUTSIDE BODIES: i. PLAYGROUND AND OPEN SPACES ii. FOOTBALL CLUB iii. BRIDGERULE VILLAGE HALL LTD.

Cllr. James proposed that Cllr Beadle should be the Council's representative for the Playground and Open Spaces; Cllr. Giles be the representative for the Football Club. Cllr. Medland seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions).

It was agreed that since Cllr McDougall and Cholwill are Directors/Trustees of Bridgerule Village Hall Ltd. (registered at Companies House and a registered charity) it was not necessary to appoint another Cllr. as a representative of the Council.

1847. PUBLIC OPEN QUESTION TIME

A member of the public asked to view some of the plans that were up for discussion later in the meeting.

1848. POLICE REPORT

Damage was done to barbed wire fence, which was cut so a neighbours grand children could play.

1849. COUNTY COUNCILLORS REPORT

Cllr Parsons extended his thanks to voters and is pleased to have been elected to serve for another 4 years. The ward is very important to him, and he looks forward to working with the parishes again. There is a meeting with the new head of Highways in the next ten days.

1850. COUNCIL MEETING MINUTES

Cllr. McDougall proposed the Minutes of the Full Council Meeting held on 19th April, 2017 be approved. Cllr. Beadle seconded the proposal which was carried. (Vote 8 For. 0 Against. 0 Abstention).

1851. MATTERS ARISING

Grass Cutting – Southfields – A working party will go down to look at the site and work out the best way to cut a track, and look over the gate/measure up for a replacement as necessary.

1852. TO RATIFY THE INSURANCE FOR 2017/2018

The clerk distributed the Insurance Documents for perusal, and went through the cover figures with this year's premium. Proposal to accept the quotation by Cllr James, Seconded by Cllr Elliott. (Vote 8 For. 0 Against. 0 Abstention)

1853. TO APPROVE THE APPOINTMENT OF DAVISONS AS INTERNAL AUDITORS FOR 2017/2018.

The clerk informed the meeting that the service Davison's provide on the internal audit was a good one, at a very reasonable price. Proposed to accept Davison's as Internal Auditors for 2016/2017 by Cllr James, Seconded by Cllr Haydon. (Vote 8 For. 0 Against. 0 Abstention).

1854. TO RECEIVE AND AGREE THE INTERNAL ACCOUNTS, THE ANNUAL AUDIT RETURN AND THE ANNUAL GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR 2016/2017.

Cllr. James proposed that the Annual Governance Statement for the year ended 31st March 2017 be approved and signed. Cllr Beadle seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions). Cllr. Medland, Chairman, and the RFO duly signed the Annual Audit Return.

1855. Copies of the Accounts, Annual Audit Return and Annual Governance Statement for the financial year were circulated at the meeting. The PC gave explanations where necessary. After discussion, Cllr. James proposed the Internal Accounts and Annual Audit Return for the year ended 31st March 2017 be approved and signed. Cllr. Seymour-Smith seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions). Cllr. Medland, Chairman, and the PC/RFO duly signed the accounts.

1856. TO APPROVE THE RISK ASSESSMENTS AND ASSET REGISTER FOR 2017/2018

The Asset Register and Risk Assessments were distributed at the meeting. The clerk had updated. There were no further amendments and Cllr McDougall proposed they were accepted, which was seconded by Cllr Elliott. (Vote 8 For. 0 Against. 0 Abstention).

1857. ACCOUNTS DUE FOR PAYMENT

BRIDGERULE PARISH COUNCIL - INVOICES APRIL 2017						
COUNCIL EXPENDITURE						
Date	Pay To	Voucher	Gross	Net	VAT	Reason
17.05.17	R Perry	661	£181.82	£181.82	£0.00	Wages
17.05.17	B Beadle	662	£90.00	£90.00	£0.00	Grass Cutting
17.05.17	RoSPA	663	£79.80	£66.50	£13.30	Inspection
17.05.17	Zurich Insurance	664	£292.46	£292.46		Insurance
17.05.17	Mrs M Marshall	665	£90.00	£90.00		Tapestry Donation
	TOTAL		£734.08	£720.78	£13.30	
Bank Accounts						
<u>Current Account</u>				<u>Reserve Account</u>		
	Balance at 1st February	£2,904.77			£11,324.57	Balance at 3rd March
24.04.17	TDCAP	£4,180.00				
					£0.10	Interest March
			£7,084.77			
	655		£181.82			
	657		£181.82			
	660		£181.82			
	Balance at 28th April		£6,539.31		£11,324.67	Balance at 5th April
Playing Field Project Bonus Saver Account						
	Balance at 5th January 2017		£5,065.24			
	Interest Jan/Feb/March		£0.12			
	Balance at 5th April 2017		£5,065.36			

Cllr. Elliott proposed the accounts be approved for payment. Cllr. Haydon seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 1 Abstentions).

1858. PLANNING

1/0361/2017/FUL The council do not support the application as the feel it is of excessive curtilage and the site is currently two mobile homes, not garden as per the application. These were sited originally on a temporary permission for refurbishment of the existing property.

1/0320/2017/FUL The council support the application.

1/0316/2017/FUL No comment.

Unanimous Vote. (Vote 8 For. 0 Against. 0 Abstentions)

1859. HIGHWAYS

Potholes at:
Church town and Scotland
Woody Park Hill
Little bridge
Holladon Farm

Short & Abbott
Narracott

The general standard of the sides of the roads, and the current lack of maintenance.

Broken signs:
Sign by Cllr Seymour-Smith
Bridgerule sign at Bridgemoor Cross
Hopworthy @ Dux Cross

Road by Highlands

1860. PARISH HALL

As per the Parish Meeting.

1861. TO RECEIVE CORRESPONDENCE

The clerk highlighted a letter received from an injury solicitor regarding an injury sustained by a footballer at a match on the playing field. The clerk has responded stating that the responsibility for maintenance of the grounds is that of the football club.

Correspondence 18/04/17 – 16/05/17

Received

1. Thomas Carrick – NHW Updates
2. Public Sector Executive – Updates and Newsletters
3. Harry Roper – Disruption to telephone service
4. Graham Kingdon – Torridge Adverts
5. Valerie Harris – Parish Meeting
6. Gareth Pollard – Audit
7. Darren Bird – Weekly Planning Lists
8. Cllr McDougall – Minutes and Agendas
9. Cllr Parsons – Agendas and Apologies
10. Chris Ray – E Sales Street Furniture
11. Oscar/Playforce – E Sales
12. Fenland Leisure – E Sales
13. Planning Support – Consultation Requests
14. Earth Anchors – E Sales
15. Thomas Carrick – NHW Updates
16. Peter Soper – Tap Fund
17. B Beadle – Grass Cutting
18. Laura Forsey – Torridge Adverts
19. Ann Rabey – Audit
20. Jessica Emery – Insurance
21. Broxap – E Sales
22. Highway Maintenance – Update
23. Healthwatch – Newsletter
24. Aon – E Sales
25. DCC – Pinpoint Update
26. Cllr Medland - General Correspondence
27. Mrs Fenner – Open Space Query
28. Tracey Cheshire – Playsafety Report and Invoice

- 29. Jo Farr – Audit Form Correction
 - 30. Exchequer – Remittance Advice
 - 31. Russell Worth – Injury Claim
- Sent

- 1. All Cllrs – Forwarded Emails
- 2. All Cllrs – Minutes & Agendas
- 3. James Jenkinson – Pitworthy
- 4. Cllr Seymour Smith – Minutes for website
- 5. Cllr Medland – General Correspondence
- 6. Cllr McDougall – Minutes and Planning.
- 7. Highways – Road Issues
- 8. Russell Worth – Injury Claim
- 9. Gareth Pollard – Audit
- 10. Ann Rabey – Audit
- 11. Mrs Fenner – Response
- 12. Jessica Emery - Query

1862. CHAIRMAN'S REPORT

No Report

1863. CLERK'S REPORT

The clerk reported the findings of the RoSPA inspection, Cllr Medland will have a look at the report and action all necessary works with Short & Abbott. Proposed Cllr Medland. Seconded Cllr James. Vote Unanimous.

1864. EXCHANGE OF INFORMATION

Looking at adult training opportunities through the youth club in Holsworthy

1865. CLOSE

There being no further items of business the Chairman thanked all present for their attendance and declared the Meeting closed at 9.19 p.m.

Signature Date