



**Minutes of the Annual Parish Council Meeting held on Wednesday, 20<sup>th</sup> May 2015 at 8.00 p.m. in  
Bridgerule Village Hall**

**Present:** Chairman: Cllr. J Medland  
Councillors: Cllrs. C. Seymour-Smith, P. Haydon, K. James, J. Giles, K. Elliott, J. McDougall  
**In Attendance:** Parish Clerk

**1387. TO ELECT THE CHAIRMAN FOR 2015/2016**

Cllr. James proposed that Cllr. Medland be elected Chairman for the year 2015/2016. Cllr. Haydon seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 0 Abstentions).

**1388. 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.'

**1389. TO ELECT THE DEPUTY CHAIRMAN FOR 2014/2015**

Cllr. McDougall proposed that Cllr. James be elected Deputy Chairman for the year 2015/2016. Cllr. Haydon seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 0 Abstentions).

**1390. APOLOGIES FOR ABSENCE**

Cllr. Cholwill, County Cllr. Parsons and PCSO James had sent apologies.

**1391. DECLARATION OF INTERESTS**

The Chairman requested that interests be declared as matters arose.

**1392. 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. Giles 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 7 For. 0 Against. 0 Abstentions).

It was agreed that since Cllrs. Seymour-Smith, 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.

**1393. PUBLIC OPEN QUESTION TIME**

No questions were asked.

**1394. POLICE REPORT**

Nothing to report.

**1395. COUNCIL MEETING MINUTES**

Cllr. McDougall proposed the Minutes of the Full Council Meeting held on 15<sup>th</sup> April, 2015 be approved. Cllr. Giles seconded the proposal which was carried. (Vote 7 For. 0 Against. 0 Abstention).

**1396. MATTERS ARISING**

Item 1373 – Grass Cutting – The football club will cut the playing field and invoice the parish council. Mr Beadle will continue cutting the other areas.

Item 1234 – TAP Fund – Cllr. James confirmed that the £2450 received will be split as follows: Pancrasweek £640; Parish Hall £1000; Fencing £900

Item 1335 – Playing Field – Tipping Rights. A letter was received from Mr Hale regarding the tipping rights on the field.

**1397. TO RATIFY THE INSURANCE FOR 2015/2016**

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 McDougall. (Vote 7 For. 0 Against. 0 Abstention)

**1398. TO APPROVE THE APPOINTMENT OF DAVISON'S AS INTERNAL AUDITORS FOR 2015/2016.**

The clerk informed the meeting that the service Davison's provide on the internal audit was a good one, at a very reasonable price. After looking at other options, she advised it was good practice to continue with the current set up. Proposed to accept Davison's as Internal Auditors for 2015/2016 by Cllr James, Seconded by Cllr Elliott. (Vote 7 For. 0 Against. 0 Abstention).

**1399. TO RECEIVE AND AGREE THE INTERNAL ACCOUNTS, THE ANNUAL AUDIT RETURN AND THE ANNUAL GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR 2014/2015.**

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. Elliott proposed the Internal Accounts for the year ended 31<sup>st</sup> March 2015 be approved and signed. Cllr. Seymour-Smith seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 0 Abstentions). Cllr. Medland, Chairman, and the PC/RFO duly signed the accounts.

Cllr. James proposed that the Annual Audit Return and Annual Governance Statement for the year ended 31<sup>st</sup> March 2015 be approved and signed. Cllr. Elliott seconded the proposal which was carried unanimously. (Vote 7 For. 0 Against. 0 Abstentions). Cllr. Medland, Chairman, and the RFO duly signed the Annual Audit Return.

**1400. TO APPROVE THE RISK ASSESSMENTS AND ASSET REGISTER FOR 2015/2016**

The Asset Register and Risk Assessments were distributed at the meeting. The clerk had updated. There were no further amendments and Cllr James proposed they were accepted, which was seconded by Cllr Medland. (Vote 7 For. 0 Against. 0 Abstention).

**1401. WORK AT THE RIVER WALK**

The Environment Agency have not replaced part of the fence towards the end of the river walk. With the work they have carried out it is felt it is unsafe, as there is a narrow gap with a steep drop into the river with no exit route out. Cllr Seymour Smith will take further photos to send to the clerk who will send a letter to the Environment Agency asking for them to reinstate the fencing/supply a life belt.

1402 ACCOUNTS DUE FOR PAYMENT

<b>BRIDGERULE PARISH COUNCIL - INVOICES PAID IN</b>						
<b>APRIL 2015</b>						
						-
						-
<b><u>COUNCIL EXPENDITURE</u></b>						
Date	Pay To	Voucher	Gross	Net	VAT	Reason
20.05.15	R Perry	586	£181.81	£181.81	£0.00	Salary April
20.05.15	Piper Architecture	587	£850.00	£850.00	£0.00	Playing Field Plans
20.05.15	Preston Engineering	588	£630.00	£525.00	£105.00	Topographical Survey
20.05.15	Clerks Expenses	589	£26.00	£20.80	£5.20	Office Supplies
20.05.15	Zurich	590	£272.60	£272.60	£0.00	Insurance
20.05.15	RoSPA	591	£78.00	£65.00	£13.00	
<b>TOTAL</b>			<b>£2,038.41</b>	<b>£1,915.21</b>	<b>£123.20</b>	
<b>Bank Accounts</b>						
<u>Current Account</u>				<u>Reserve Account</u>		
Balance at 1st April 2015		£1,001.90		£7,314.37		Balance at 19th March 2015
Tap Fund		£2,540.00				
Precept		£4,148.21		£0.26		Interest March
			£7,690.11			
	581		£120.00			
	580		£560.00			
<b>Balance at 1st May 2015</b>			<b>£7,010.11</b>	<b>£7,314.63</b>		Balance at 17th April 2015
<u>Playing Field Project Bonus Saver Account</u>						
At 31st October 2014			£5,060.79			
Interest Nov/Dec			£0.33			
Interest January 2015			£0.17			
<b>Balance at 30th January 2015</b>			<b>£5,061.29</b>			

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

**1403. PLANNING**

**Update: 1/0188/2015/FUL was granted permission**

**1404. HIGHWAYS**

It was noted that some of the reported potholes had been repaired. The road down through Dux is in a bad state of repair.

**1405. PARISH HALL**

Still lots of interest in using the hall, but nothing further to report.

**1406. TO RECEIVE CORRESPONDENCE**  
**Correspondence 15/04/2015 – 19/05/15**

Received

1. Angela Jenkinson (5)– Devon Home Choice Newsletter
2. Flood Risk Management – Strategy Update
3. Thomas Carrick (5) – NHW Update
4. Planning Support – Planning Update
5. Planning Support – Planning Consultation Request (Coal Yard)
6. Emma Tomlinson – Ecology Report (Coal Yard)
7. Cllr James – Grants/ Declaration of Interest
8. Cllr Seymour Smith – Minutes
9. Sue Pennington (2) – Weekly Planning List
10. Cllr Medland – Various Correspondence, Agendas, Planning
11. Minerals Planning – Minerals Newsletter
12. Susan Squire (3) – New Cllr Documents
13. Joe Parish – Thanks for meeting
14. Exchequer at Torrridge (2) – Remittance Advice
15. Emily Marshall – Sun Edison Payment
16. Peter Soper – TAP Fund 2015/16
17. Bridget Bowen (2) – Grant Thornton
18. Dean Rigden – Planning Response – Coal Yard
19. Maureen Fenner – Audit
20. DALC – Update
21. Emma Tomlinson – Weekly List
22. Gary Abbott – Football Pitch Plans
23. DALC – Councillor Courses
24. Adam Caedmon – Weekly List
25. Cllr Haydon – Forms
26. Devon Highways – Customer Service Centre
27. Devon Highways – Enquiry Receipts
28. Wayne Slade (Davison’s) – Cheque Enquiry
29. Jessica Emery – Insurance Documents

Sent

1. Emily Marshall (3) - SunEd
2. PCSO James & Cllr Parsons - Agendas
3. Cllr Medland – Various Correspondence
4. Cllr Seymour Smith – Various Correspondence
5. Joe Parish – Posters and meeting arrangements
6. Susan Squire – election Information
7. All Councillors – Planning emails
8. Cllr James – TAP Fund
9. Devon Highways – Fault reports
10. Planning Support – Planning Decisions
11. Maureen Fenner – Audit
12. Wayne Slade (Davison’s) – Audit

**1407. CHAIRMAN'S REPORT**

Cllr. Medland informed the Meeting that the meeting at the village hall with the Environment Agency had gone well, with a good turnout.

**1408. CLERK'S REPORT**

The clerk reported the findings of the RoSPA inspection, it was proposed that Short & Abbott be approached to carry out the works needed on behalf of the council. Proposed by Cllr James, Seconded by Cllr Elliott.

**1409. EXCHANGE OF INFORMATION**

Cllr Medland reported that Mr Hale was interested in joining the parish council, the clerk is to contact him with relevant details.

Cllr Seymour Smith informed the meeting that the Vodafone project is ongoing.

**1410. CLOSE**

There being no further items of business the Chairman thanked all present for their attendance and declared the Meeting closed at 9.20 p.m.

Signature ..... Date .....