



**Minutes of the Annual Parish Council Meeting held on Wednesday, 21st May 2014 at 8.00 p.m. in
Bridgerule Village Hall**

Present: Chairman: Cllr. K. James
Councillors: Cllrs. C. Seymour-Smith, P. Haydon, S. Cholwill, J. Giles, G. Abbott, K. Elliott
and J. Medland

In Attendance: Parish Clerk

Members of the Public

1165. TO ELECT THE CHAIRMAN FOR 2014/2015

Cllr. Medland proposed that Cllr. James be elected Chairman for the year 2014/2015. Cllr. Elliott seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions).

1166. THE CHAIRMAN WILL READ AND SIGN THE PRESCRIBED 'DECLARATION OF ACCEPTANCE OF OFFICE'

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

1167. TO ELECT THE DEPUTY CHAIRMAN FOR 2014/2015

Cllr. James proposed that Cllr. Medland be elected Deputy Chairman for the year 2014/2015. Cllr. Abbott seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions).

1168. APOLOGIES FOR ABSENCE

Cllrs. Johnston and McDougall, County Cllr. Parsons and PCSO Bray had sent apologies.

1169. DECLARATION OF INTERESTS

The Chairman requested that interests be declared as matters arose.

1170. 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 Cllrs. Abbott and Giles be the Council's representatives 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 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.

1171. PUBLIC OPEN QUESTION TIME

No questions were asked.

1172. POLICE REPORT

PCSO Bray, who had sent apologies, had spoken briefly to Cllr. James and the PC before the commencement of the Meeting. She had confirmed she had nothing to report and hoped that she and PCSO Mark James, her replacement, would be able to attend the June Meeting of the Full Council.

1173. COUNCIL MEETING MINUTES

Cllr. James proposed the Minutes of the Full Council Meeting held on 16th April, 2014 be approved. Cllr. Abbott seconded the proposal which was carried. (Vote 7 For. 0 Against. 1 Abstention).

1174. MATTERS ARISING

Item 1153 – Village Shop/Post Office – The PC informed the Meeting that Colin Pound, Post Office, had confirmed that he is finalising paperwork, a Project Manager will be appointed, and once a BT line is installed, it is hoped the Post Office will be open in the Village Hall no later than early September. Cllr. James said that Mr. Marsh had indicated that the sale of the property, previously housing the shop/post

office, had been agreed. However, there was no information as to whether a new owner would be providing a village shop.

Item 1153 – TAP Fund – Cllr. James confirmed that work on this is still progressing and he would keep the Council updated as progress is made.

1175. ACCOUNTS DUE FOR PAYMENT

BRIDGERULE PARISH COUNCIL - INVOICES PAID IN MAY 2014							-
COUNCIL EXPENDITURE							-
Date	Pay To	Voucher	Gross	Net	VAT	Reason	
21.05.14	Playsafety Ltd	553	£78.00	£65.00	£13.00	Play equipment inspection	
21.05.14	M. Fenner	554	£156.43	£156.43		Salary - May	
21.05.14	Community First Trading	555	£348.17	£348.17		Insurance 2014/2015	
TOTAL			£582.60	£569.60	£13.00		
Bank Accounts							
<u>Current Account</u>				<u>Reserve Account</u>			
Balance at 19th April		£1,287.16		£6,023.26	Balance at 19th January 2014		
BACS 1st instalment of Precept		£4,042.00			£0.56 Interest March 2014		
			£5,329.16				
		550	£156.41				
		551	£31.72				
		552	£156.43				
Balance at 19th May			£4,984.60		£6,023.82 Balance at 31st March 2014		
Playing Field Project Bonus Saver Account							
At 19 December 2013			£5,028.96				
Quarterly bonus March 2014			£9.92				
Interest March 2014			£0.50				
Balance at 30 April 2014			£5,039.38				

Cllr. James proposed the accounts be approved for payment. Cllr. Giles seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions).

The PC informed the Meeting that, although amended Financial Regulations and Standing Orders had been ratified at the April 2014 Meeting (Minute items 1155 and 1156), in light of information received from Grant Thornton External Auditors, she felt that the Council should be adopting the full version of Standing Orders and Financial Regulations prescribed by the NALC (National Association of Local Councils). This would ensure that the Council is adhering completely to all legal requirements. She will prepare the Standing Orders and Financial Regulations for ratification at a future meeting of the Full Council. The Council agreed to this.

1176. IN LIGHT OF THE AMALGAMATION OF DAVID VAUGHAN ACCOUNTANT, WITH DAVISONS LTD. CHARTERED ACCOUNTANTS, TO RATIFY THE APPOINTMENT OF DAVISONS LTD. CHARTERED ACCOUNTANTS AS BRIDGERULE PARISH COUNCIL'S INTERNAL AUDITORS/ACCOUNTANTS.

The PC explained that, in light of information received from Grant Thornton External Auditors, a Minute item is required to reflect the ratification of this change. Cllr. James proposed that in light of the amalgamation of David Vaughan, Accountant, with Davisons Ltd. Chartered Accountants, Davisons Ltd.

be appointed as Bridgerule Parish Council's Internal Auditors/Accountants. Cllr. Medland seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions).

1177. TO RECEIVE AND AGREE THE INTERNAL ACCOUNTS, THE ANNUAL AUDIT RETURN AND THE ANNUAL GOVERNANCE STATEMENT DETAILED IN THE ANNUAL RETURN FOR THE FINANCIAL YEAR 2013/2014, PREPARED BY DAVISONS LTD. CHARTERED ACCOUNTANTS, IN CONJUNCTION WITH THE PARISH COUNCIL'S RESPONSIBLE FINANCIAL OFFICER

Copies of the Accounts, Annual Audit Return and Annual Governance Statement for the financial year had been circulated with the Agenda. The PC gave explanations where necessary. After discussion, Cllr. Medland proposed the Internal Accounts for the year ended 31st March 2014 be approved and signed. Cllr. Elliott seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions). Cllr. James, Chairman, and the PC/RFO duly signed the accounts.

Cllr. Medland proposed that the Annual Audit Return and Annual Governance Statement for the year ended 31st March 2014 be approved and signed. Cllr. Elliott seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions). Cllr. James, Chairman, and the RFO duly signed the Annual Audit Return.

The PC informed the Meeting that an Item will appear on the Agenda for the Full Council Meeting in June to discuss and agree the transfer of the balance at 31st March 2014 (as shown in the Internal Accounts) of the Current Account to the Reserve Account.

**1178. PLANNING
Applications**

1/0364/2014/FUL Alteration of window colour to white
Bridgerule Village Hall
Bridgerule

Interest: None

Observations: Cllr. James proposed that Bridgerule Parish Council support the application. Cllr. Medland seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions)

1/0422/2014/FUL Erection of two (semi detached) dwellings
Encot
Bridgerule

Copies of the application had been circulated with the Agenda.

Interest: Cllr. Giles declared a personal interest

Observations: Cllr. James proposed the PC be instructed to send the following observations to Cheryl Stansbury, Planning Officer:

1. The affordable housing element does not seem to meet TDC's policy, and the Council would point out that there is still planning permission for a 5 bedroom house on the Encot site, which would meet the requirements of the applicant's children.
2. The Council is concerned about the sewage system. The main sewage system for Littlebridge Meadows passes directly under and to the right (looking at the plans) of the proposed application.
3. The stability of the ground behind the proposed building is of great concern and the need for a retaining wall cannot be emphasised enough. There are concerns regarding subsidence and damage to the sewage system. Protection of existing buildings and the proposed development is paramount.
4. The plans do not appear to be up to date – the Council believes that other properties have been built on the Encot site. The Council has no record of any documentation being received regarding any such applications pertaining to these buildings.
5. The Council is concerned about a safe visibility display regarding one of the parking elements.

Cllr. Medland seconded the proposal which was carried unanimously. (Vote 8 For. 0 Against. 0 Abstentions)

1179. HIGHWAYS

It was noted that reported defective potholes had been repaired.

1180. PARISH HALL

Cllr. Seymour-Smith confirmed that work on the toilets had commenced.

1181. TO RECEIVE CORRESPONDENCE

Correspondence Received 16th April – 20th May

1. C. Pound – update on PO (Cllrs. informed at Meeting on 16th April)
2. Rural Services weekly newsletter (**circulated to Cllrs. with internet access**)
3. DCC monthly newsletter (**circulated to Cllrs. with internet access**)
4. TDC Planning – schedule of planning applications w/e 14 April (throughout Torridge)
5. TDC – European election poster (website)
6. Rural Services weekly newsletter (**circulated to Cllrs. with internet access**)
7. TDC Planning – Planning Committee to discuss Installation of wind energy generator at Holladon Farm – 8th May
8. V. Harris – completed Grant Application Form to be discussed at September Council Meeting – (in grant file)
9. Rural Services weekly newsletter (**circulated to Cllrs. with internet access**)
10. RoSPA Report – annual report on safety of play area equipment (in file)
11. TDC – WW1 – memorial for Fallen Heroes – request for parish list names/ranks
12. Community First – Insurance renewal (cert.etc. in file)
13. TDC – Consultation on revised licensing policy for sex establishments.
14. DALC – monthly newsletter
15. Rural Services weekly newsletter (**circulated to Cllrs. with internet access**)
16. M. Harris TDC – capital programme sum set aside for improving/developing village halls (**forwarded to Cllr. Seymour-Smith**)
17. Rural Services weekly newsletter (**circulated to Cllrs. with internet access**)
18. C. Pound Post Office – update

The Highlighted items were brought to Councillors' attention.

Correspondence Sent - 16th April – 20th May

1. DALC – membership form and cheque for 2014/2015
2. DALC – member survey 2014 (signed by Cllr. James)
3. DCC Highways – reports as per Council Meeting 16th April 2014
4. V. Harris – acknowledging receipt of completed grant application.
5. DCC – Feedback form completed re. locality grant for notice board – in file.
6. C. Pound Post Office – requesting update
7. C. Pound – follow up re. location

The Highlighted items were brought to Councillors' attention.

1182. CHAIRMAN'S REPORT

Cllr. James informed the Meeting that he had reported concerns about possible excavation works at 'Linthan' Bridgerule to TDC's Enforcement Officer. He was also looking into concerns about a mobile home being situated on another piece of land in Bridgerule.

Cllr. James confirmed that the Local Plan should be distributed to Councils shortly. He highlighted areas for developments (within the Plan), one of which the Holsworthy Property Trust is interested in for 5 affordable houses and 4 open market houses.

He also informed the Meeting that he was trying to find an Officer at TDC to deal with the condition of Marcus Dymond's property in the centre of the Village.

1183. CLERK'S REPORT

The PC informed the Meeting that the new Council noticeboard had been erected at the front of the Village Hall, and thanked Cllr. Seymour-Smith for arranging this. The cost of this was included in the Locality Grant provided by Cllr. Parsons.

1184. EXCHANGE OF INFORMATION

Cllr. Giles informed the Meeting that Bridgerule Football Club was in the Sub Cup Final, on 28th May, 6.30 p.m. at Hartland. The Club play Hartland. He also mentioned the Club Dinner to be held on 21st June, tickets £15, which can be obtained from himself.

Cllr. James informed the Meeting that he had attended a meeting regarding the cycleway (Bude), which had thrown up some concerns. A general discussion took place regarding the whole cycleway. He also reported that the Agri-business Centre/Park is coming to fruition.

1185. CLOSE

There being no further items of business the Chairman thanked all present for their attendance and declared the Meeting closed at 9.30 p.m.

Signature Date