

DRAFT

BERRY POMEROY PARISH COUNCIL

Minutes of Berry Pomeroy Parish Council Meeting

held on Tuesday 2nd April 2024 at Berry Pomeroy Village Hall

PRESENT: Cllr. John Mills.. Cllr. Marie Flay. Cllr. David Hooper. Cllr. Graham Bennett. Cllr. Joy Harris

County Cllr. Jacqi Hodgson. District Cllr. John Birch.

Clerk: Mrs S Watt

No members of the Public were present

Cllr Hodgson's report will be distributed later. Cllr. Hodgson gave a short verbal report.

Cllr Birch's report was distributed prior to the meeting. However, there were 4 additions:

1. Next Wednesday the review of the Var of Planning Application for the 168 bed nursing home on Steamer Quay is being heard. Officers recommendation is to Refuse.
2. The Application for the major development on Baltic Wharf is being held next month,
3. The modification for the Steamer Quay Caravan Site is finished and work is due to commence imminently with a projected finish date of October 2024 – this will allow the site to be open all year.
4. Dart Harbour Authority have been asked if there are any plans for Totnes. They have suggested a 'visitor' pontoon is erected on Steamer Quay side of the River. More details to follow later.

Cllr Penfold's Ward/District & Police Advocate report along with the TRAYE report had been distributed prior to the meeting.

All above reports are available on request to the Clerk.

STANDING ORDERS

1.02.04.24 Apologies: Cllr Penfold. Cllr Fletcher – apologies were accepted. Cllr Hawkins

2.02.04.24 Declarations of Interest: None

3.02.04.24 Approve Minutes of: The Parish Council meeting held 5TH March 2024 – were agreed and signed by the Chair as a true record of the meeting.

4.02.04.24 Clerk's Report.

1. **BERRY POMEROY FINANCIAL STATEMENT AND PAYMENTS**
5TH March 2024 to 2nd April 2024

Bank Account Balances as at : 24th February 2024 (NOTE: MARCH STATEMENT NOT YET RECEIVED -balances will be less March payments)

Santander Main Account £37,936.93

Santander Reserve Account to 5th June 2023 £ 4,289.25

Berry Pomeroy Parish Council total balance as at 24.02.24: **£42,226.18**

INCOME:

Nil

EXPENDITURE

March/April 2024

20.03.24 Clerk's Monthly Salary paid by Standing Order £422.10

05.03.24 Chq.No. 747 Notice Boards Online £744.13*

***(PLEASE NOTE: THIS CHEQUE NEEDS TO BE CANCELLED –INCORRECT PAYEE DETAILS. More information will be discussed at the meeting)**

Chq No. 748 Stationery & Stamps (the Clerk) £15.00

Cllrs agreed to an additional cheque to be raised to pay the invoice received from DALC today in the sum of £436.17 dated 02.04.24 Chq. No. 749.

It was confirmed and authorisation given to the Clerk to attend Santander Bank to ensure Chq747, in the sum of £744.13 had not been presented to the bank. The Clerk produced a letter for signature with authorisation for her to attend the bank.

The Clerk stated that no further cheque should be issued to Noticeboards online until confirmation of cancellation had been received, either via the Company or once the Clerk had received confirmation from Santander.

The Additional Signatory forms were completed. All IDs had been received for the additional signatories to be actioned.. Only two additional Signatories would be added at this time as a matter of urgency due to the apologies received from Cllrs Penfold & Fletcher.

The Clerk produced a letter for signature to be taken to the bank with the authorisation of the new signatories to be added and also the removal of a previous Clerk.

Cllrs were informed that BPPC had been selected as one of the 5% of Councils within England to receive an Intermediate External Review by PKF Littlejohn. This would involve extra work for the Clerk in addition to the Internal Review.

It was unanimously agreed to defer the approval of the Annual Accounts and the signing of the AGAR until the meeting to be held on 7th May 2024 as the March Bank Statement had not been received.

2. Late Planning Application: 2 Applications had been received today, however, Cllrs needed to have sight before making decisions.

3. Correspondence – Further correspondence had been received from the Village Hall stating that invoices for 2020/2021 and two in 2022 had not been processed and therefore, remain outstanding for payment. However, the Clerk confirmed, and the Council agreed, that most of the dates in 2020 and until August 2021 were not due for payment, as the Country was in Lockdown, the Village Hall was closed and the Parish Council held its meetings via Zoom. The remaining dates the Clerk will investigate along with going back through the accounts for those years.

The Village Hall had also requested that an invoice be issued annually – The Clerk stated that the PC should be paying its financial commitments on a monthly basis and only annual subscriptions were paid annually. It was therefore, unanimously agreed, that the Clerk request that the Village Hall invoice the Parish Council monthly in arrears and send invoices via email to the Clerk. This would alleviate any confusion as to whether the meeting had gone ahead or had been cancelled or

postponed. It was also confirmed that if any meetings had been cancelled, the Clerk had always informed the Village Hall.

Totnes Town Council have made an offer of benches to be placed at Longmarsh. These benches have come from Castle Meadow. There would be no cost or maintenance required of BPPC. It was agreed unanimously to accept TTCs offer.

Vegetation Management had requested authorisation to cut branches obstructing phones and electricity lines in the Churchyard. After consultation with the Chair, the Clerk had signed off the authorisation. It was noted by the Clerk that the company carrying out the action would investigate any nesting birds sites.

4. Misc Updates:

Notices had been placed in the Notice Board of the election of a new Police & Crime Commissioner – the elections will be held on 2 May 2024.

Village Signs: Cllr Bennett was actioning on Thursday.

Defibs: Continue to be monitored by Cllr Fletcher. Signage will be placed as soon as the weather improves.

The new Lengthsman had started clearing the buddles and drains. He is also tackling the footpath from the Village to True Street as a matter of urgency. Cllr. Bennett is in regular contact with him and everything is progressing well. An email had been sent to Lord Seymour for access to three fields to clear a build up of silt from their land side. Lord Seymour had requested What3Words to locate the access sites. Awaiting final response.

5. Training: The DALC Trainer has provided a number of dates. After a lengthy discussion on the need for training and agreeing dates. It was finally agreed to proceed with a 3 hr training session to be held on 29th May 2024 - The Clerk is requested to ask if the start time could be later i.e. 7pm and also to book the Village Hall if it is available. Training is essential for all Cllrs and the Clerk. It was stated that no Council could operate legally and professionally without the knowledge and training required to do so.

5.02.04.24 PLANNING

Application: 4268/23/FUL – erection of prefabricated ‘pop up’ takeaway café in the car park Longmarsh, Steamer Quay. 3 X ABSTENTIONS 2 X SUPPORT

6.02.04.24: PLAYPARK UPDATE: Cllr Bennett stated that he had attended the playpark again and looked at the large swing. After acknowledging that the swing would have to be professionally repaired and also after being informed by the Clerk, who had received confirmation from SHDC, that the swing had been installed in 1979, the swing was not compliant. The Clerk had the RoSPA documents and guidelines report. BPPC had been given money by SHDC to specifically replace play equipment. To that end, it was unanimously RESOLVED that the Clerk obtain quotes to include a new swing for older children along with other new equipment. The Clerk stated that this would probably take a bit of time as there were other commitments with year end, internal auditor review and external auditor reviews being held over the next few weeks. It was agreed that the equipment quotes are to come in at £10,000 or under. A separate quote to be obtained for the safety surfacing where the old slide had been removed. Cllr Mills also reiterated the need to ensure the old swing was removed and that must be within the quote.

7.02.04.24 NOTICEBOARD UPDATE: Already given within the Clerk’s report. However, it was noted that there was now a delay until the information regarding the cheque had been received.

8.02.04.24: Buddles, Drains & Pathway: Already covered in the Clerk’s report. However, Cllr Bennett stated that he had been with the Lengthsman and had guided him to the correct locations. Cllr Bennett also stated that he had reported a complaint to the Clerk regarding the speed of the tractors being driven by Contractors clearing the slurry from the farm. Not only were they a danger to other road users and pedestrians, the vehicles were damaging the pathway. The Clerk confirmed she had written to the Contractors and also informed the Somerset Estate to assist.

9.02.04.24 Policies & Procedures update: Ongoing.

10.02.04.24 PART 11 – Confidential Matters:

No requirement at this time.

Date of Next Meeting:

The next meeting will be held on Tuesday 7th May 2024 at 7 pm. Venue: Berry Pomeroy Village Hall. NOTE: This meeting will also be the ANNUAL PARISH MEETING followed by the ANNUAL PARISH COUNCIL MEEETING.

The Meeting Closed at 20:38hrs

Signed:.....Date: 7th May 2024

Chair: