

**DRAFT MINUTES OF THE  
BRADFORD & COOKBURY PARISH COUNCIL MEETING**

Held on

**Wednesday 30th September 2020**

from 7.30pm

**Present:** Cllrs: Tony Kulisa (chairman), Kate Rowlands, Mark Smale, Andrew Oke,  
Ann Richmond, Bill Pennington, Nigel Manners, Nick Langley.

**Also present:** Parish Clerk/RFO: Lindsay Dearing.

*Note: This meeting was held 'face to face' primarily to comply with the '6 month rule' under the 1972 Local Government Act, and complied with the current Covid 19 regulations in regards to hygiene precautions and social distancing.*

**AGENDA**

- 1) **Nominations for and election of Chair for this meeting.** Cllr. Kulisa nominated by Cllr. Pennington; seconded Cllr. Manners. Vote: Unanimous.  
Due to the unique circumstances prevailing a vice-chair was not elected.
  - a) Cllr. Kulisa signed the oath of acceptance of office.
- 2) **Receive apologies of absence.** DC Cllr. Barry Parsons.
- 3) **Declarations of Interest and dispensations.**
  - a) **To receive declarations of interest from councillors on items on the agenda.**
  - b) **To receive written requests for dispensations for disclosable pecuniary interests (if any).**
  - c) **To grant any dispensations as appropriate.** None.
- 4) **Draft minutes of the remote meeting of the Council held on the 23rd May 2020 (having been previously circulated)** were agreed as a correct record, and signed by the chairman.
- 5) **Items for discussion:**
  - a) **Co-option on new councillor.** Mr Nick Langley's application was unanimously approved, and he signed the oath of office. Councillors welcomed Mr. Langley back to the council.

*The council now has 1 councillor vacancy for Bradford and 3 for Cookbury.*
  - b) **Bradford Pop-up fridge: current status and account to date.** Cllr. Manners reported on the current sales and cleaning regime for the fridge. Stock was being reduced as demand diminishes, but it was deemed appropriate to continue in the threat of another possible lockdown. The clerk gave an update on the turnover and money banked to date. £346.62 on the TDC grant has been used, with the surplus of £332.52 being deducted from the 2nd precept payment, now received. A more detailed account will be circulated when the Dairy invoices arrive and current cash receipts banked.

*Councillors thanked Cllr. Manners for initiating and running the 'pop-up' fridge.*
  - c) **Website accessibility and WCAG compliance requirement from September 2020.** The clerk reported that the website was now fully compliant with WCAG 2.1 AA. The audit and remediation cost of £245 was approved and a payment authority signed by the chairman.
- 6) **PLANNING**
  - a) **Any applications received, granted, refused or appealed.** None.
- 7) **FINANCE**
  - a) **Clerks expenses reimbursement for May to September** of £7.49 was approved and payment authority signed by the chairman.

- b) Accounts to 30/9/2020 for review.** The clerk detailed the current half-year accounts spreadsheet, previously circulated. That the accounts be approved as an accurate record: Proposed: Cllr. Rowlands; seconded: Cllr. Manners.  
Vote: Unanimous.
- c) Confirmation of any transfer payments made since last meeting.**  
The chair signed the payment confirmations for the payments, made by the clerk as RFO, between May and September, as detailed on the accounts spreadsheet.
- d) Any payment request from CBF Committee.** Cllr. Manners requested two grant payments from the CB Fund be confirmed following the earlier CBF Committee meeting: Bradford & Cookbury Travel Group: £946 for autumn travel bursaries. Village Hall Committee: £2000 for car park improvements. These were unanimously approved and the payment authority signed by the chairman.
- e) Vaglefield Wind Turbine CBF funding 2020.**  
The clerk confirmed that the 2020 payment of £1250 has been received.

## **7) CORRESPONDENCE**

- a) Any correspondence received since agenda produced.** None.

**Other items:** Cllr. Langley reported a Japanese Knotweed infection on the bend of the lane to the school from Holemoor. *Clerk to report to Devon Highways.*  
Cllr. Smale, parish road warden, reported that road repairs by Devon Highways to the lanes from Highstead to Lashbrook and also Bason Cross to Gidcott had been made to a high standard, and that DCCllr. Barry Parsons should be thanked for helping to organise this. Councillors agreed and a thank you message will be sent by the clerk.

**Date of next meeting:** Following Government guidelines: No 'face to face' meetings planned for the next 6 months. Any intermediate meetings will have to be remote and as required.

**Close of meeting: 8.32pm**