

BRADFORD & COOKBURY PARISH COUNCIL

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Parish Clerk: - Miss Sandra Holland, Heslden Barn, Lashbrook, Bradford, Devon EX22 7AH.

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MINUTES

Bradford & Cookbury Parish Council held in the Village Hall on WEDNESDAY 12th November 2025 at 7.00 pm

- 1) **Welcome by Chair Cllr M. Smale, in attendance: Cllrs A. Richmond, N. Langley, D. Bowman, R. Allen, T. Higgins, D. Higgins, P. Austen, N. Why, O. Dawson, S. Holland clerk/RFO.**
apologies of absence: Cllrs Oke, Osborne.
Note: Chair requested Clerk to inform Cllr Osborne of rules regarding absence.
- 2) **Public Open Session: None.**
- 3) **Declarations of Interest and dispensations:**
 - a) To receive declarations of interest from councillors on items on the agenda: Cllrs Smale, Austen, Why re grants. *(no personal financial interest, but by virtue of being involved in V. Hall Grant application.)*
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any). - none
 - c) To grant any dispensations as appropriate. - Cllrs Smale, Austen, & Why re grants.
- 4) **To resolve that the draft minutes of the meetings of the Council held on the 10th September 2025 (circulated to members) signed as a correct record.** - 1 x amendment: to list Cllr Why in attendance.
Any Matters Arising – not dealt with elsewhere: none
- 5) **Items for discussion:**
 - a) Grant Requests:
Following much discussion the Village Hall grants were approved as follows by majority votes.
 1. Village Hall – lighting – CBF – 90% of costs approved for payment – 5940.00.
 2. Village Hall – Room furnishings – CBF – 75% of costs approved for payment – 2931.00. (Village Hall to be advised/asked if they are seeking 3 quotes for planned purchases). It was further requested that in person meetings of the CBF be convened to address requests in excess of £2000.00.
(Councillors called to order to enable proceeding with rest of meeting.)
 3. Bradford Primary School – grant request for events hire at Village Hall. £250.00 approved for payment over 12 months from this date, and agreed this to be referred to the CBF Fund. Village Hall to be asked to invoice PC directly for a 12 month period from Nov 2025.
 - b) Update on Councillors Interests Forms – All now received/completed.
 - c) Review of Digital compliance rules for Parish Councils 2025-2026: GDPR, Data Protection, IT policy, e-mail management, websites. - Clerk updated PC on requirements to be in place prior to next audit. Clerk to prepare documents & send to Cllrs, so that these may be reviewed/accepted at next meeting in Jan 2026, and to seek quotes for compliant website & e-mail address(es).
 - d) Potential grant requests to CBF from Parish Council:
 1. Cost of annual audit: due to administering income from Dunsland Wind Turbine, for years 2026 onwards, clerk advised that we will be externally audited each year at a cost of £250.00+. Would it be possible to set this additional cost against either the CBF income or, the interest received on the money, rather than the precept? To be referred to the CBF committee.
 2. Grant to fight against Beacon Solar Farm? The Chair outlined a proposal to support this fight and Cllrs agreed to refer this to the CBF fund for £1000.00 to assist in preparing the various reports that are required to support the fight against what will be the largest solar farm in Europe.
- 6) **Finance:**
 - a) Update Audit – we passed our audit – certificate received – clerk working on advice prior to next audit, see also 5.c..
 - b) Review Finances to Date incl income: part 2 of precept, £3032.00 & Vaglefield Wind Turbine, £1250.00 received. Current bank statements agreed against spread sheets by all.

- c) Confirmation of any earlier payments by BACS
1. Village Hall Room Rent : £176.00
 2. Auditor M. Ohlsen £50.00
 3. Re-imbursement to Cllr Richmond of £98.82 in respect of the grant to the churches for florist sundries to enable parishioners to take part in the Flower Festival.
 4. D Tanswell £20.00 contribution to electricity for 2 years 2024 & 2025.
 5. D. Lucas travel grant £199.98.
 6. Westexe Solutions – repair to DAA landing lights – £191.58
 7. PKF re audit – £252.00
- e) 2026-2027 Budget for precept. Budget discussed & accepted. Agreed to ask for 5% increase to precept, for 2026- 2027.

6) Planning Notices & Updates:

(as requests for decisions were requested before this meeting, details were circulated to the Cllrs for their responses.)

1. a.)1/0750/2025/FUL – Barn conversion at Fore Street Bradford clerk advised TDC that there were no objections from the Cllrs, but concerns had been raised re potentially dangerous access & the use of the Barn by Barn Owls as observed by local residents.
- b)1/0709/2025/FUL – Redundant Barn Conversion at Heslden Farm for Mr & Mrs A. Gill – no objections.

2. Planning enforcement - none

7) Correspondence

- a) DALC – training available via Zoom or E-learning for councillors. Clerk to pursue.
- b) temp traffic notice January 25 2026 up to 5 days: Bason Cross to Lana Cross
- c) e-mail of thanks received from Church re grant for flower sundries.
- d) e-mail of thanks from Village Hall, for grants including new taps, and Village newsletter.
- e) note of thanks received from D. Tanswell re contribution to DAA electric expense.

8) Councillors Reports/Concerns including:

- a) Holsworthy Beacon Solar Farm : 2700 acres
- b) Scam e-mails asking recipient to purchase items on behalf of clerk – Chair advised he had received a peculiar request purporting to come from the Clerk. All Cllrs should check any strange requests as the Clerk will not ever be asking individuals to make purchases on behalf of the Clerk/PC by e-mail.
- c) Cllrs D. Higgins & A. Richmond to seek 3 quotes for strimmer & leaf blower for use at Cookbury Church.
- d) Clerk to ask Licensing for details of new licensee at Bickford Arms.
- e) Review of 5-year plan to be put on next agenda.
- f) Clerk to request Village Hall to turn down heating for next meeting.

9) Close of meeting: 8.500pm Date of next meeting: 21st January 2026, 7.00pm