

BRADFORD & COOKBURY PARISH COUNCIL

www.bradfordandcookburyparishcouncil.uk

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

E-mail: clerk@bradfordandcookburyparishcouncil.gov.uk

Tel: 01409 281128

MINUTES

of Bradford & Cookbury Parish Council held in the Village Hall
on WEDNESDAY 8th July 2026 at 7.30 pm

- 1) a. **Welcome by Chair: & receive any apologies of absence.:** Cllr M Smale(chair) welcomed Cllrs Dawson, Bowman, Oliver, Allan, Langley, Why, D. Higgins, T. Higgins, Richmond, + 3 members of public & S. Holland clerk/RFO
Apologies received from: Cllrs Austen & Oke and also R.Burrow of We Raise Digital.
 - b. **Public Open session – none.**
Presentation of new website: deferred to August 12th 2026 with set-up of Cllrs e-mail addresses.
- 2) **Declarations of Interest and dispensations:**
 - a) To receive declarations of interest from councillors on items on the agenda. - none
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any). - none
 - c) To grant any dispensations as appropriate. - none
- 3) **To resolve that the draft minutes of the meetings of the Council** held on May 13th 2026,
(previously circulated to members) - agreed by all present at that meeting and signed as a correct record.
- 4) **Items for discussion:**
 - a) Grant Requests (*any grants paid: a note of acknowledgement to be sent to clerk please*).
 - 1) Part 2 of Cookbury Road signs: re purchase of mounting posts (CBF). The suppliers of the signs had not made clear that the posts were not included in original invoice. Fortunately, the CBF committee had actually approved a higher figure, which incorporated the charge in the new invoice: £348.00. All Cllrs agreed that this should therefore be paid.
 - 2) Defibrillators suitable for child & adult (CBF). Following the ongoing delay in being supplied with replacement pads and batteries for our current units, Cllr Allan, had made enquiries with SW Ambulance Service and reported their recommendations for replacement parts and defibrillators. It was clarified that for children and babies it is often better to conduct CPR as their problems are usually respiratory rather than cardiac. cardiac.

Cllr Richmond had also looked at replacement defibrillators and received recommendations from St John's Ambulance Brigade, who would also facilitate the supply of replacement parts. These have a switch to enable use upon a child and also have digital instructions for the hard of hearing in addition to the voice instructions. The price was lower, at 899.00 + VAT, and they have an 8-year warranty on the unit and, 5-year battery/pad life. It was agreed by all that the CBF committee would be asked to approve the purchase of 5. The old units are to be retained as spares.
Cllr Allan is organising CPR/defibrillator training to take place in September.
 - 3) Flood Warning signs (CBF) – Cllr Langley expressed shock at the prices for ready made signs of 352.00 each, of which we require 8 for 2 locations. After much discussion it was agreed by all that, Cllrs M. Smale & D. Higgins following their kind offer, would construct signs and the costs would therefore be considerably less. Prices for parts required to be sought & grant application to go to CBF.
 - 4) Strimmers for Cookbury Church (CBF) – the old units are now beyond any further repair and following discussion and receipt of quotes from online & Exeter supplier, it was agreed by votes 5 to 4, (Cllrs Why, Bowman, Langley & Allan opposed, Cllr Oliver abstained) to refer the Exeter quote of 2 @ 798.16, for a CBF grant. Cllr D. Higgins will look after & maintain the units for use by volunteers in and around the area of the churchyard and Green. He may be contacted if other areas in the Parish need help requiring strimming.
 - 5) travel fund (CBF): It was agreed by all (with 1 abstention by Cllr Richmond as she knows the family) that 2 x local travel grants via the CBF travel fund for their college travel.
 - 6) The clerk had received from Cllr Austen receipts over the amount of the grant applied for by the Ruby Ladies for the recent Vintage Afternoon Tea, which was a very well supported event. The Cllrs voted to support this increase if possible, and the Clerk will see if/how this can be done.

5) Finance & Other Business:

- a) Accounts to date for review and approval – agreed by all.
- b) Audit Update – Clerk gave details of internal audit with recommendations that VAT & PAYE be addressed.
- c) Review of Standing Orders & Financial Regulations – as previously circulated. Reviewed & agreed by all.
- d) Confirmation of any earlier payments by BACS:**
 - d1) FOBS NOV 25 Hall Hire: 45.10
 - d2) FOBS Mar 26 Hall Hire: 66.40 (these 2 against 250.00 grant award: FOBS pay VHall & PC reimburses FOBS.)
- e) New County Councillor concerns – Chair had heard that the CoCllr was not able to drive and therefore is unable to attend Parish Council Meetings. The clerk has let the CoCllr know our meeting dates, and will be contacting her re Highways matters, as we have heard she is rather hot on these.
- f) Invoices to be paid:**
 - reimbursement of clerks expenses:
 - 1. Printer maintenance cartridge – 12.91
 - 2. Printer paper -24.29
- g) Neighbourhood Plan: Cllr Why gave a brief update: potential costs of £300.00 for printing our survey & £22.00 for envelopes were given against quotes. All agreed a budget of £500.00 be set and CBF grant to be requested. Cllrs to review survey thus far and feed back to Cllr Why who also agreed to look at the TDC survey on our behalf. (Cllr Richmond left meeting 8.50pm.)
- h) Highways Matters – Cllrs Richmond, T. Higgins, Austen & the clerk met the representative from Highways, Jade Ash, and toured the local area to give insight into the problems we have. Ms Ash, advised that any incident, no matter how small & insignificant should be logged with DCC Highways, and agreed to raise matters including the road markings at Brandis Corner for action. Unfortunately, Ms Ash is being relocated within the department and DCC are advertising for her replacement. Ms Ash highly recommended the CoCllr L. Rowsell for raising issues with Highways, and clerk will make further contact with her. Cllr Austen has agreed to be a point of contact for Highways matters.

6) Planning Notices & Updates:

- a) Agricultural workers dwelling (Removal of condition 2 of planning approval 1/0328/2000, Agricultural Occupancy Condition) Location: Stadson Grange, Brandis Corner, Devon, O.S. Map Reference : (E) 243223 (N) 104467 Update: *passed by planners.*
- b) retrospective application at Old Stables: Caravan 1/0290/2026/FUL; Cllrs had no objections to this.

7) Correspondence –

- a) notice received of open** surgery to be held By Sir G. Cox KCMP on Friday 17th July 2026 from 10.00am at Black Torrington Village Hall.
- b) An e-mail was received to alert Cllrs to Sir Geoffrey representing a coal mining company in suing the UK Government which they felt was against the ethos of being an MP. This of course refers to his professional work.
- c) The Devon Air Ambulance site at Holemoor, whilst operational, is a “dark site”. Hopefully the DAA will soon resolve this, as the issue is with the switch-off of 2g& 3g phone systems.

8) Councillors Concerns (for next meeting if decision required). Cllr Oliver requests guide for setting up her e-mail.

) **Close of meeting:** 9.12pm **Date of next meeting:** extra – Wednesday 12th August 2026 7.30pm. '