

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

Held on

**Wednesday 19th May 2021**

**from 7.30pm**

*Prior to this meeting the Annual General Meeting was held, with one parishioners attending. The outgoing chair, Cllr. Rowlands, read some of the past years highlights (attached to these minutes). The council meeting followed.*

**Present:** Cllrs: Kate Rowlands, Tony Kulisa, Mark Smale, Andrew Oke, Ann Richmond, Nigel Manners.

**Also present:** Parish Clerk/RFO: Lindsay Dearing, Mrs. S. Boorman-Leech.

## **AGENDA**

- 1) **a) Receive nominations for election of meeting Chair for the year 2021/22.**  
Cllr. Kulisa was nominated by Cllr. Smale; seconded Cllr. Oke. Vote: Unanimous.
- b) Signing of declaration of office by successful candidate.**  
Not required as Cllr. Kulisa had signed the declaration at the last live meeting.
- c) Receive apologies of absence:** Nick Langley, TDCllr. Ken James.
- d) Appreciation of service: DCCllr. Barry Parsons and Cllr. Bill Pennington.**  
As these former councillors have both now left office, the council expressed their appreciation for their years of faithful service and to record it in this minute.
- 2) **Declarations of Interest , dispensations and vacancies**
  - 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).** None.
  - c) To grant any dispensations as appropriate.** None.
  - d) Current councillor vacancies.** 5: 3 in Cookbury and 2 in Bradford.
- 3) **It was unanimously resolved that the draft minutes of the meeting of the Council, held on the 13th January 2021 (circulated to members,) are a true and accurate record and were signed by the chairman.**
- 4) **Items for discussion:**
  - a) End of fiscal year 2020/21 accounts, for review and approval.**  
That the accounts be accepted as a true and accurate record:  
Proposed: Cllr. Manners Seconded: Cllr. Richmond. Vote: Unanimous.
  - b) Parish "Pop-Up" fridge update and 'withdrawal of service' date.**  
After a very successful year of operation the service will close at the end of May. Nigel and Sue Manners were instrumental in the setting up, cleaning and record keeping of this facility, which has sold over £3500 of products, at cost, during the pandemic.
  - c) PC Web site hosting in the future.** The clerk reported that our IT host is retiring shortly and that the web site will need to be re-hosted in the coming months.
  - d) Holsworthy Community Involvement Group (HCIG).**  
As no further information had been received the item will be held over.
  - e) CBF Committee report: Cllr. Manners.**  
Updates on current projects and an application from the Village Hall Committee were given. The clerk asked what the VAT status was for the Hall as it could have a bearing on any sums provided. This will be looked into and the grant request reviewed at the next meeting.
- 5) **FINANCE**
  - Audit 2020/21: Annual Governance and Accountability Return (AGAR)**
  - a) Resolution on declaration as an exempt authority as defined in the Local Audit (Smaller Authorities) Regulations 2015 and signing a Certificate of Exemption by the chairman.** So resolved, and the certificate was signed by the chairman.
  - b) Internal Audit report:** With no advisories, the internal audit was approved.
  - c) Annual Governance Statement 2020/21,** was itemised, agreed upon, and signed by the chairman.
  - d) Bank Reconciliation to 31/3/2021** was agreed, and signed by the chairman.
  - e) Approval of Accounting Statements 2020/21.** These were approved by the meeting and signed by the chairman.
  - f) Notice of public rights commencement dates** will be 14 June to 23 July 2021.

**Confirmation of earlier payments:** All were approved, and signed by the chairman.

**g) Insurance renewal 2021/22**

**h) DALC subscription renewal 2021/22**

**i) Underdown Dairy December invoice**

**j) Underdown Dairy January invoice**

**k) Underdown Dairy February invoice**

**l) Underdown Dairy March invoice**

**m) Underdown Dairy April invoice**

**n) Defibrillators: replacement batteries and pads**

**o) Clerk's travel expenses for cleaning defibrillators and fitting new batteries**

**p) Holemoor Landing Light: annual service**

**q) Bideford Computers: Computer service and upgrade**

## **6) Planning**

**a) 1/0453/2021/OUT Outline planning permission with all matters reserved for two dwellings, Land Adjacent To Sheridene, Cookbury.**

Not supported. Concerns raised about the veracity of the percolation test, as the ground is higher than the surrounding properties; Ribbon development in a 'no-build' village as defined in the local plan; Inappropriate size of housing in relation to surrounding bungalows. Greenfield development in open countryside.

**b) 1/0257/2021/OUT Outline application for 1 no. dwelling with all matters reserved, Land At Bickford Cottage, Brandis Corner.**

Not supported. Proposed development in the garden of an existing property and vehicular access in the vicinity of, and adjacent to, one of the most dangerous road junctions in the district.

## **7) Correspondence**

**Any correspondence received since agenda produced.** None.

Other items at the discretion of the chairman:

Cllr. Oke asked if a representative from the PC could speak in support of a local needs application, which the council supports, at an upcoming planning meeting at TDC. Cllr. Smale offered to do so, with the permission of the council, which was given.

The parishioner present, Mrs. S. Boorman-Leech, asked if a welcome pack to new residents could be made available. She was informed that they do exist but have not been delivered by volunteers over the last year due to Covid-19 restrictions. Councillors will investigate other ways that they may be available.

As the current Covid restrictions are not due to be lifted until 21 June it was decided to hold the next meeting in July.

**Date of next meeting: 14 July at 7.30pm**

**Close of meeting: 9.35pm**