

WEST BUCKLAND PARISH COUNCIL

Chairman – Cllr C Silverlight
Perry House
Blackmoor
West Buckland
Wellington
TA21 9LH
Tel 01823 663109
email: ccsilverlight@googlemail.com

Clerk – Mrs J Larcombe
6 The Old School
Chapel Street
Tiverton
EX16 6ND
Tel 01884 252647
email: westbucklandclerk@gmail.com

www.westbuckland.org

The Minutes of the Annual Meeting of the Parish Council held on Tuesday 10th May 2022 at 7.30pm in the Committee Room, West Buckland Village Hall.

Present: Cllr's C Silverlight (Chair), S Bellamy, Ms S Drury and J Nutt.

In attendance: the Clerk, Mrs J Larcombe.

01/05/22. Election of Officers

a) Chairman. Cllr C Silverlight was proposed by Cllr Ms S Drury and seconded by Cllr S Bellamy. Cllr Silverlight was elected unanimously and signed the Declaration of Acceptance of Office Form.

b) Vice-chair. Cllr Ms S Drury was proposed by Cllr C Silverlight and seconded by Cllr J Nutt. Cllr Ms Drury was unanimously elected.

02/05/22. To accept apologies for absence. There were no apologies.

03/05/22. Disclosure of interest in items on the agenda. There were no disclosures.

04/05/22. To agree the minutes of the meeting held on 26/04/22 as an accurate record.
A minor amendment was made and the minutes were agreed as an accurate record of the meeting. The minutes were duly signed by the Chair.

05/05/22. Matters arising from the minutes not covered by the agenda. There were no matters arising.

06/05/22. Democratic Period. There were no members of the public present.

07/05/22. Planning:

a) To consider any planning applications received by the Parish Council prior to the meeting. No applications received.

b) To receive decisions from planning applications determined by SWT Council. No decisions received.

c) Any other planning matters. SWT has given the report of an alleged change of use from agricultural land to campsite at Buckland Farm without planning permission the reference number E/120/46/22. An enforcement officer will be visiting the site.

08/05/22. Highways.

- a) To note any required work to be reported to SCC.** Nothing noted.
- b) To receive an update on any outstanding highways work.** There were no updates. Outstanding work includes improvements to the dropped kerb at Dyers Close, repairs to the surface of Calways Lane and the replacement of the warning sign at France Lane.
- c) Update on request for a speed check.** A black box has been placed on a post near Thomas Brothers Joinery, Budgetts Cross. It is believed that this is to check the speed of passing vehicles but there was concern that this is the slowest part of that road. The Clerk has queried this with Kate Brown but has not had a response.
- d) Any other highways matters.** Some sort of highways work seems to have started near Lee Park but the Council has not been made aware of what this is.

09/05/22. Finance:

- a) To agree and authorise any payments.** It was resolved to make the following payment: Karen Ward - £60.00 internal audit (Payment ref: 2223/06)
- b) To agree the annual insurance for 2022-23.** The premium for the second year of the three year agreement with BHIB Ltd is £535.48 (Payment ref: 2223/07)
- c) To receive the report from the Internal Auditor for 2021-22.** Ms Ward reported that she had carried out an internal audit on West Buckland Parish Council, limited to the matters required on the statutory Annual Internal Audit Report 2021/22. The Clerk had answered queries regarding the spending of the Climate Grant and no other matters of concern were identified. The internal audit objectives have been met and financial records and the website are accurate and up to date. The AGAR Internal Audit report for 2021/22 had been signed.
- d) To agree the Annual Governance Statement for 2021-22.** The Annual Governance Statement was agreed.
- e) To agree the Accounting Statement for 2021-22.** The Accounting Statement was agreed.
- f) Agree a new signatory for the Council's bank accounts.** It was agreed to add Cllr Bellamy as a signatory.

10/05/22. Playing Field: request to use playing field. West Buckland WI would like to resume playing Golf Croquet on a square area of the playing field in front of the village hall from 18th May to September. They enquired about the grass cutting schedule for the playing field but SWT do not inform the Parish Council about the dates on which they plan to cut the grass. The WI will probably need to arrange for additional cuts for the area on which they play.

A request has been received for permission to land a helicopter on the playing field. Cllr Silverlight will contact the Civil Aviation Authority for guidance. The Parish Council will want to see a copy of insurance for the helicopter as well as a risk assessment and arrangements for marshalling.

11/05/22. Footpaths: to discuss any footpath matters. No footpath matters brought forward.

12/05/22. To discuss publicising the three vacancies on the Parish Council and the Co-option process. The clerk will advertise the vacancies on the website, notice board and Facebook page. Cllr Ms Drury will put the details on the village Facebook page. There will be an item to co-opt a councillor on the agenda for the next meeting on 31st May.

13/05/22. Correspondence: SALC had forwarded an email from Nether Stowey Parish Council raising concerns about developers trying to remove delivery of affordable housing from projects on the basis of non-viability. They proposed that a forum should be set up in which ideas can be exchanged along with collateral, papers, etc and to this end Justin Robinson (SALC CEO) has kindly offered to host an initial meeting to discuss the viability of this. The Parish Council supported the proposal and Cllr Ms Drury volunteered to try and attend the initial meeting. Cllr Bellamy suggested the Citizens Somerset Assembly would be a good way to promote Councils concerns across Somerset and they are already established.

14/05/22. Any urgent business at the Chairman's discretion. It was noted that nothing had been heard from the Blackdown Hills Parish network since the Parish Council had joined. The Clerk will find out what is happening.

15/05/22. Date of the next meeting. The next meeting will be held on 31st May 2022.

Signed:
Chair

Date: