



BRADNINCH TOWN COUNCIL

AGENDA

The Guildhall
Bradninch
Exeter, Devon

Annual Meeting of the Bradninch Town Council Monday 15th May 2023, 7pm, The Guildhall, Bradninch

All members of Bradninch Town Council are hereby summoned to attend the meeting of the Town Council on **Monday 15th May 2023, 7pm, at The Guildhall, Bradninch**. The business to be considered is listed below. Members of the public and press are welcome to attend.

A Marshall (Clerk) Date: 9th May 2023 Clerk@bradninch-tc.gov.uk www.bradninch-tc.gov.uk

AGENDA

Signing of the general 'Declaration of Acceptance of Office' form by all elected Councillors will take place prior to the meeting.

1. **Election of a Mayor** (signing of the Declaration of Acceptance of Office).
2. **Election of a Deputy Mayor** (signing of the Declaration of Acceptance of Office).
3. **Co-option of new Councillors:** To consider any applications received.
4. **Register of Interest forms:** Reminder to all new Councillors to submit forms to MDDC.
5. **Public Open Session:** Up to 15 minutes set aside for this item.
6. **Police Matters:** To receive any updates.
7. **News from Devon County Council and Mid Devon District Council:** To receive any reports.
8. **Town Mayor:** To receive any report and to confirm the Mayor's Charity for the coming year.
9. **Apologies for absence:** To consider any apologies received.
10. **Declarations of Interest relating to items on this agenda:** To receive any declarations.
11. **Confirmation of Minutes:** To agree as correct records the minutes of the Full Council meeting of 11th April and the Allotment Committee meeting of 22nd April 2023.
12. **The King's Coronation:** To receive feedback on the event and to resolve the event payments.
13. **Annual Parish Meeting:** To receive feedback and to agree any items for further consideration.
14. **To agree Committee memberships and Terms of Reference.**
15. **To agree Council representation on external organisations and on internal projects.**
16. **To agree meeting dates, times and venues for the next year.**
17. **Existing Policies:** To review and consider any amendments to existing policies including the Standing Orders, Financial Regulations and Code of Conduct.
18. **Risk Schedule and Statement of Internal Control:** To review and approve the documents.
19. **General Power of Competence:** To agree to adopt this 'power of the first resort'.
20. **Annual memberships and subscriptions to external bodies:** To agree the current listing.
21. **Clerk and Councillor training requirements:** To consider any requirements.
22. **Finance:**
 - a) To note the bank balance as at 30th April 2023 of £50,875.25
 - b) To agree the payments for May and to note the receipts for April (see below).
 - c) To review the bank signatories for the town council's bank accounts.
23. **Planning Applications and Decisions:** To consider notifications received to the date of the meeting including
 - a) **23/00446/CAT Agreed** – notification of intention to reduce the crown of 1 Yew tree within a Conservation Area at Pendennis House, Parsonage Street, Bradninch.
24. **Communications:** To note/consider items received to the date of the meeting including –
 - a) Alan Hodges deceased – to agree to send a sympathy card to Mrs Hodges on behalf of the Council.
 - b) Footpath accident – to consider the email received.
 - c) DCC Freedom of Information request re. mobile library service – to receive any update.
25. **Emergency Planning:** To appoint Councillors and to consider the Emergency Plan Induction process.
26. **Insurance:** To consider the renewal of the annual general insurance policy and the West End Hall policy.
27. **New Town Council Website:** To receive any update, to agree training and authorised users.
28. **DCC Highways:** To consider any notifications and updates to the date of the meeting including –
 - a) VAS speed sign and post locations.

- b) Road closure training.
- c) Hen Street stream (Cllr L Taylor).
- d) Clearing of Buddleias at a cost of £100.
- e) DCC double yellow lines at Townlands Steps, Hele Road.

29. Footpaths: To consider any updates.

30. Committees: To consider any updates.

31. Defibrillators: To agree the further training details and the venues for the first aid kits. To Consider feedback with regards to the locked cabinets.

32. PART 2: To resolve to enter into private session due to the sensitive nature of the business to be discussed, see below, and in accordance with the Public Bodies (Admission to Meetings) Act, and the Local Government Act 1972, the press and public will be asked to leave the meeting.

- a) **Legal claim:** To consider any update.

33. Events, comments, updates (no decision making during this item):

- a) Action/Project Register - updated and circulated, b) other.

34. Next Town Council meeting: Monday 12th June 2023, the Guildhall, 7pm. All are welcome to attend.

BRADNINCH TOWN COUNCIL – MAY 2023 PAYMENTS AND APRIL 2023 RECEIPTS:

PAYMENTS MAY 2023	£	VAT	RECEIPTS APRIL 2023	£
Staff salaries net	1,770.78	n/a VAT	Bank interest	8.76
HMRC	342.77	n/a VAT	Allotment rent	16.50
Clerk expenses (home working £50, printer ink £16.49, first aid packs £134.56, flowers £40 Mayors Fund, stationery £5.58)	246.63	Inc VAT	Allotment deposit	30.00
Joe Rice First Aid Training	235.20	Inc VAT	Burial fees	1,366.70
Let's Bounce Bouncy Castle (Coronation event)	125.00	n/a VAT pd	Precept	27,500.00
Town Trust gazebo hire (Coronation event)	40.00	n/a VAT		
O Mears refund (Coronation event)	173.28	n/a VAT		
E Ottery refund (Coronation event M.Fund)	50.00	n/a VAT		
Newton St Cyres PC (internal audit)	200.00	n/a VAT		
BHIB Insurance	1,648.71	n/a VAT		
Source for Business (Cemetery water)	12.11	n/a VAT		
ICCM (annual membership)	95.00	n/a VAT		
Eyelid Productions (new website)	750.00	n/a VAT		
ICUK Computing Services Ltd (domain renewal)	16.80	Incl VAT pd		
Bradinch Magazine (annual subscription)	320.00	n/a VAT pd		