



BRADNINCH TOWN COUNCIL
MINUTES

The Guildhall
Bradninch
Exeter, Devon

Minutes of the Bradninch Town Council Meeting
Monday 8th July 2024, 7pm, The Guildhall, Bradninch

Draft minutes subject to amendment

Councillor Lefebvre signed the Declaration of Acceptance of Office form prior to the meeting.

Present: Cllr E Ottery (Chair), Cllr S Birley (Deputy Chair), Cllr P Andrews, Cllr J Blythe, Cllr P Chambers, Cllr S Crawford, Cllr L Mottram, Cllr L Taylor, Cllr M Taylor, Cllr I Wild, Cllr Lefebvre.

In attendance: Mrs A Marshall, Clerk, and 1 member of the public.

Standing Orders suspended.

Public Open Session:

a) Kings portrait – Council was asked as to where the recently received free portrait of the King would be installed, and when. It was agreed to place this matter on the September agenda.

b) Emergency Plan – Council was asked when the official updated document would be issued. Cllr Wild confirmed that he had made the amendments and would email the draft for review shortly.

Devon County Council, Mid Devon District Council, the Police: Reports from D/Cllr L Taylor and newsletters from C/Cllr J Berry had been circulated. Police crime figures could be located on-line at 'StreetCheck'.

Town Mayor: The monthly report had been circulated. The 'mini-mayor' idea would be revisited next month.

Standing Orders resumed.

24/48 Apologies for absence: Received and accepted from Cllr Glendinning, holiday.

24/49 Declarations of Interest relating to items on this agenda: None.

24/50 Confirmation of Minutes: RESOLVED to agree the Full Council meeting minutes of 10th June 2024, the Burial Committee minutes of 18th May 2024, and the Allotment Committee minutes of 17th June 2024 as correct records.

24/51 Communications:

a) Townlands wild flower area – MDDC had received consultation responses from ten residents, six of whom were in favour of continuing with the wild flower area. MDDC would closely manage the project going forward and Sustainable Bradninch would be replacing the signage. Cllr L Taylor asked for residents to highlight other local areas that could benefit from being made into a wild life plot by contacting the Council at clerk@bradninch-tc.gov.uk

b) Communities Together rural housing enquiry – Cllr Andrews, on behalf of the Council, had discussed the plans for a possible local housing project and reported that first move would be for a Housing Needs Survey to be conducted and for potential local sites for additional housing to be considered. Further information pending.

c) Bus stop junk – a resident had reported that unwanted household items were being left in the Cullompton Hill bus stop which could encourage fly tipping. RESOLVED that Cllr Ottery would post of local social media message discouraging this practice. Cllr Mottram reported that Sustainable Bradninch were planning to hold a local 'jumble trail' in October where goods such as this could be put on offer.

d) Dead tree at the Recreation Ground - the tree planted in memory of the late Queen had died following vandalism. RESOLVED to ask the Tree Warden to replace the tree as and when appropriate. RESOLVED that the Caretaker be asked to move the Hydrangeas recently planted to nearer the fence/boundary of the Recreation Ground.

e) Downingtown twinning visit - Ryan Roe of Downingtown would be visiting Bradninch on August 9th 2024 and had asked whether any Council members could meet with him. RESOLVED that Cllrs Lefebvre, L Taylor, M Taylor, P Chambers, S Crawford and E Ottery would be happy to be involved. Cllr L Taylor would lead on the matter.

f) Carnell family history – Cllr Chambers had been able to answer questions about the history of the Carnell family for a member of the public. He was thanked by all present for his work on this.

24/52 Highways:

a) Speed sign project – the speed sign and batteries had arrived. RESOLVED that Cllrs Andrews, Wild and Crawford would form the working group, with resident Mike Leonard, to erect the sign. Clerk to arrange.

b) Double yellow lines – Cllr L Taylor would set up a site meeting in Hele Road with regards to requests for double yellow lines, for safety reasons, near to the junction of Dukes Orchard. Other areas, such as the Parsonage Street junction and a small area by West End Hall, would also be considered. Recommendations would be put to full Council in due course.

24/53 Committees to Working Groups: Further consideration was given to changing existing Committees to Working Groups. RESOLVED that the Planning and Allotment Committees would trial a period as Working Groups with immediate effect, reporting back to full Council on the experience in March 2025. The Chairmen would remain in place and Terms of Reference would be drafted by Cllr L Taylor and put to Council for approval next month.

24/54 Churchyard wall insurance claim: Cllr Wild reported that the claim had been logged with the insurance company as a 'weather event', a claims reference had been provided. Cllr Wild would report further next month.

24/55 Footpaths: A response to the Council's request to cut back the footpaths from West End Road to Back Lane, and along Hele Road, had been received. The Hele footpath had been cut back but the West End Road footpath was reported to now be the responsibility of Devon County Council. Cllr Andrews would make contact with DCC accordingly. Council were pleased to hear that Footpath Warden, Caroline Wall, was currently in the process of compiling the annual footpath report which would be published in due course. Cllr Andrews would be organising some local footpath walks shortly. Information on local footpaths and walks can be found on the Council's website at www.bradninch-tc.gov.uk or in a guide available to purchase from the local SPAR shop.

24/56 Planning:

a) 24/00647/CLP – granted - Certificate of Lawful Use – dormer window at 21 Westfield, Bradninch. Noted.

b) 24/00395/FULL – approval – erection of replacement dwelling at 8 Parsonage Street, Bradninch. Noted.

24/57 Flag flying days at the Guildhall: Cllr Birley provided a list of recommended 'flag flying days' for Council consideration. RESOLVED to accept the eight listed days for the flying of the Union Flag together with the flying of the St George's Flag on St George's Day. The recommendations would be put to the Town Trust for consideration at its request.

24/58 Town Council Representative on the Town Trust / both organisations working closer together: No applications for the Representative vacancy had been received, advertising would continue. Information about the role can be obtained from the Clerk at clerk@bradninch-tc.gov.uk Cllr Ottery reported that a meeting between the two organisations, to consider how to work more effectively together, was pending.

24/59 Finance:

a) Bank balance – noted as being £53,563.58 on June 30th 2024. The 'free funds' figure for June end was pending.

b) Payments and receipts – RESOLVED to make the payments for July and August as recorded on the payment schedule. Receipts for June were noted. RESOLVED to grant delegated authority to the Clerk to pay expected invoices in August not listed on the schedule and not yet received.

24/60 Grounds Maintenance Contract: The Clerk had spoken with the Contractor who had provided the following update to last month's discussions -

a) Hen Street stream – the contract was to clear the stream and not the grass bank. RESOLVED to give delegated authority to the Clerk to spend the £500 expected from the P3 scheme, if and when received, for the clearing of the grass bank. Quote to be sourced. An extraordinary Council meeting would be called if required. Cllr Crawford declared an interest due to being a resident of Hen Street.

b) Spraying – a new sub-contractor had not yet been sourced but would be in place for the spraying due in September/October. RESOLVED to pay the contractor up to 50% of the annual spraying budget to trim and remove the weeds from the agreed spraying route. It would be made clear to the contractor that the six monthly spraying, with non-glyphosate spray, must commence from September/October as per the contract.

c) Hedges – RESOLVED to obtain quotes for reducing the Cemetery and Churchyard hedge heights to 1.8 metres high. A separate quote would be obtained for the cutting of the Church Street side of the Churchyard hedge to be shared with the Town Trust at its request.

24/61 Town Welcome sign: Cllr M Taylor had met with the local sign writer who had quoted £130 to supply a sign-written panel for the reverse of the new ‘welcome sign’ stating ‘Welcome to Bradninch’. RESOLVED to go ahead and to also ask for a quote for a new Mayors Board for the Guildhall which was now full.

24/62 PART 2: RESOLVED 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, press and public to leave the meeting -

a) Caretaker vacancy: No applications received to date. RESOLVED to advertise the vacancy more widely, in Silverton, Cullompton and Broadclyst, and to add ‘hours subject to discussion’. The vetting/interview working group would consist of the Clerk, Cllr L Taylor and Cllr Crawford. RESOLVED to return to the main meeting.

24/63 Events, comments, updates:

a) Action/Project Register – updated and circulated.

b) Painting of equipment at the Recreation Ground – work had commenced. Unfortunately, graffiti had been found on the new ‘primer’ paint work which would be removed.

c) Graffiti on the new Townlands tables and benches - Cllr Birley had successfully removed this.

d) Helen Selby, DCC Highways - thanks would be sent to Helen Selby for all her help and support whilst in role and she would be wished all the very best in her new role.

e) Repair Café – this would take place on July 27th 2024. Contact Cllr Lucy Mottram, or Sustainable Bradninch, for more information.

f) Disabled parking space outside the Guildhall – Cllr Birley reported that an elderly resident was often unable to make use of the disabled parking space due to it being occupied by vehicles of able body persons. He would pass the information onto the Town Trust, owner of the parking space.

24/64 Next meeting of the Town Council: No meeting scheduled for August. Next meeting scheduled for Monday 9th September 2024, 7pm, at the Guildhall. Members of the public are welcome to attend. All Council meeting agendas can be found on the website at www.bradninch-tc.gov.uk

The meeting closed at 8.54pm

PAYMENTS JULY 2024		£	VAT	RECEIPTS JUNE 2024	£
Staff salaries (net)	July Aug	1815.82 1816.02	n/a	Burial income	0
Clerk pension (employer/employee cont.)	July Aug	429.31 429.31	n/a	Allotments	30.00
HMRC Tax/NI	July Aug	351.43 351.23	n/a	Bank interest	42.86
Vodafone monthly direct debit	July Aug	32.09 32.09	Inc VAT Inc VAT	Town Trust Vodafone	13.37
Clerks expenses	July	67.99	Inc VAT		
Bradninch Magazine annual subscription		325.00	n/a		
S Glendining payroll quarterly invoice		82.50	n/a		
Musical Gardens – Mayors Fund		50.00	n/a		
Refund of allotment deposit - plot 18B (Jones)		30.00	n/a		
Town Fair (Tony Liddington) agreed Feb 2024		500.00	n/a		
DCC Highways (VAS speed sign project)		tbc	n/a		
Garden Services (grounds maintenance)		4890.00 1200.00	n/a n/a		
Football Club (bouncy castle) Mayors Fund		70.00	n/a		