



Meeting of the Bradinch Town Council

Monday 9th September 2024, 7pm, The Guildhall, Bradinch

All members of Bradinch Town Council are hereby summoned to attend the meeting of the Town Council on **Monday 9th September 2024, 7pm, at The Guildhall, Bradinch**. The business to be considered is listed below. Members of the public and press are welcome to attend.

A Marshall (Clerk) Date: 3rd September 2024 Clerk@bradinch-tc.gov.uk www.bradinch-tc.gov.uk

AGENDA

1. **Public Open Session:** 15 minutes set aside for this item.
2. **Town Trust:** To receive a report.
3. **Devon County Council, Mid Devon District Council, Police:** To receive any reports.
4. **Town Mayor:** To receive the Mayor's monthly report.
5. **Apologies for absence:** To consider any notifications.
6. **Declarations of Interest relating to items on this agenda:** To receive any declarations.
7. **Confirmation of Minutes:** To agree the Full Council meeting minutes and Finance Committee meeting minutes both of 8th July 2024, the Bradinch Youth Centre Trust meeting minutes of 10th June 2024, the Recreation and Amenities Committee meeting minutes of 1st August 2024, as correct records.
8. **Town Trust:** To consider the report and any updates on the following matters -
 - a) Vacancy - Town Council Representative on the Town Trust.
 - b) Meeting feedback - Town Council and Town Trust working closer together.
 - c) Installation of the King's portrait.
 - d) Confirmation of Guildhall flag flying days / the fixing of the light system.
9. **Highways:** To consider items and updates received to the date of the meeting including -
 - a) Double yellow lines – to consider further the matter of double yellow lines in the town (Cllr L Taylor).
 - b) VAS Speed Sign – to consider a £300 increase in fees and the purchase of a padlock and step ladder.
 - c) Drainage works 2 – 10th September, Forward Green, Bradinch – to note.
 - d) New DCC Neighbourhood Highway Officer, Frances Caveney-James.
10. **Grounds Maintenance:**
 - a) Hen Street stream bank clearance – to receive an update and to consider an email from a resident.
 - b) Weed spraying and removal – to receive an update and to consider an email from a resident.
 - c) Car parking – to consider an email from a resident.
11. **Communications:** To consider items received to the date of the meeting including -
 - a) Scaffolding causing an obstruction in Fore Street (July 2024).
 - b) Cars parked illegally in Bradinch (July 2024).
 - c) Mayors Report (July 2024) – comments from the editor of Bradinch Magazine.
 - d) Household items left in bus shelter and overflowing bins – emails from a resident.
 - e) Pavement cracks and buildings in need of repair on Fore Street – email from a resident.
12. **Mini Mayor:** To consider the project further.
13. **Committees to Working Groups:** To consider progress and updating the Terms of Reference.
14. **Allotment Working Group:** To consider/approve the recommendations (appendix A).
15. **Planning Working Group:** To consider/approve the recommendations as follows -
 - a) 24/00101/HOUSE erection of single and two storey rear extension and single storey front extension following demolition of existing garage, The Red House, Hele Road, Bradinch. Recommended 'no objection'.
 - b) 24/00973/HOUSE erection single storey extension following removal of garage and conservatory, 2 Townlands, Bradinch. Recommended 'no objection but consideration should be given to provision of two parking spaces in curtilage of property given the loss of the garage and the enlarged size of the house'.
 - c) 24/01143/PIP erection of up to 3 dwellings at Strathculm road, Hele. **Recommending pending.**
 - d) 24/01174/CAT reduce crown of Fig tree, The Garden House, Bradinch. No comment.
 - e) 24/00502/HOUSE APPROVED erection of rear dormer and side extension, Cartref, Westfield, Bradinch.
16. **Churchyard wall, tap and wilding:** To receive updates and to consider a replacement tap budget (Cllr Wild).

17. **Footpaths:** To consider any updates and to receive the annual footpath report (Cllr Andrews).
18. **Finance and Governance:**
- a) Bank balance - to note the balance of £38,830.67 on August 31st 2024, to receive the 'free funds' figure.
- b) Payments and receipts – to agree payments as listed and to note the receipts.
- c) Auditor – to consider an internal auditor for 2024/2025. To note the external auditors annual report.
19. **New Councillor training:** To agree DALC training for Cllr Lefebvre at approximately £80 plus VAT.
20. **Defibrillator cabinet replacement:** To consider the purchase of 2 new cabinets costing £798 plus VAT.
21. **West End Hall leaks and stopcock:** To consider the issues reported.
22. **Football field dead tree removal:** To consider the communications and the required work.
23. **Unmetered electric supply at the Rec – EDF contract renewal:** To consider the renewal documents.
24. **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, press and public to leave the meeting for the next item -
- a) **Town Caretaker/Town Warden role:** To consider/agree recommendations from the working group.
- b) **Employee annual reviews:** To make the arrangements and to consider the Caretaker's retirement.
- c) **Additional Churchyard and Cemetery hedge cutting:** To consider the 3 quotes received.
25. **Events, comments, updates (no decision making during this item):**
- A) Action/Project Register – circulated. B) Updated Emergency Plan circulated, annual meeting pending. C) Downington Twinning – Ryan Roe's recent visit and the Mayor's pending visit in December. D) Other.
26. **Next meeting of the Town Council:** Monday 14th October 2024, 7pm, at the Guildhall. Members of the public are welcome to attend. Council meeting agendas can be found here www.bradninch-tc.gov.uk

PAYMENTS	£	VAT	RECEIPTS	£
Staff salaries (net)	1815.82	n/a	Burial income July / Aug	0
Clerk pension employer/employee cont.	429.31	n/a	Allotments July Aug	60.00 40.00
HMRC tax/NI	351.43	n/a	Bank interest July Aug	38.89 37.28
Vodafone monthly direct debit	32.09	Inc VAT	Town Trust Vodafone July Aug	13.37 13.37
Clerks expenses Aug Sept	78.49 184.55	Inc VAT Inc VAT		
PKF Littlejohn (audit)	378.00	Inc VAT		
Duchy of Cornwall annual Football Field rent annual Allotment site rent	480.00 480.00	Inc VAT Inc VAT		
P Howe – Churchyard Yew tree work	375.00	n/a		
Garden Services – grounds maintenance Aug Sept	1565.00 Tba	n/a n/a		
M Hill Signwriting	130.00	n/a		
Source for Business Water – Churchyard	156.79	n/a		
Source for Business Water – Cemetery Aug	18.93	n/a		
Source for Business Water – Allotments Aug	73.13	n/a		
J Dowrick (Rec) July	1007.50	n/a		
Bradninch PTFA (Mayors Fund) July	100.00	n/a		
Cloud Next Limited (annual email host) July	119.98	Inc VAT		
ICO annual direct debit Oct	35.00	n/a		
For info: Bradninch Youth Centre Trust - J Hirst, annual boiler service Alarmtec, annual fire extinguisher service Peninsula Fire Risk Assessment (one off)	108.00 120.60 404.78	Inc VAT Inc VAT + VAT	All previously resolved	