



BRADNINCH TOWN COUNCIL
MINUTES

The Guildhall
Bradninch
Exeter, Devon

Minutes of the Bradninch Town Council Annual Meeting
Monday 12th May 2025, 7pm, The Guildhall, Bradninch

DRAFT minutes subject to amendment.

Present: Cllr E Ottery, Cllr S Birley, Cllr L Taylor, Cllr L Mottram, Cllr S Crawford, Cllr P Andrews, Cllr P Chambers, Cllr S Glendinning, Cllr S Lefebvre, Cllr I Wild, Cllr J Blythe.

In attendance: Clerk, Mrs A Marshall, County Councillor J Buczkowski.

Cllr Ottery took the Chair and welcomed new County Councillor James Buczkowski to the meeting.

25/01 Election of a Chairman/Mayor: Cllr S Birley was nominated and seconded. There being no other nominations, Cllr Birley accepted the position. RESOLVED. He reported that it was an honour to take on the role although Cllr Ottery would be a tough act to follow as she had done such a fantastic job over the last year. He very much hoped to do the position justice. The Declaration of Acceptance of Office was signed.

25/02 Election of a Deputy Chairman/Deputy Mayor: Cllr L Taylor was nominated and seconded. There being no other nominations, Cllr Taylor accepted the position. RESOLVED. The Declaration of Acceptance of Office was signed.

25/03 Register of Interest forms: Councillors were reminded to review information held by MDDC.

25/04 Code of Conduct: Councillors were reminded to review policy content and requirements.

25/05 General Power of Competence: Continued eligibility was confirmed.

Standing Orders Suspended.

Public Open Session: None.

Devon County Council, Mid Devon District Council and the Police:

Police - the latest data can be found on-line at www.StreetCheck.

District Councillor Luke Taylor - Mid Devon has been doing a fantastic job on recycling, now the 11th best local authority for recycling in the Country. It is also 9th for reducing incinerator waste. A trial collection of pots and pans, sadly not in Bradninch, is in place with nappy and sanitary item collection pending.

The Green Enterprise Grant, to help businesses reduce their carbon footprint, is now open for small and medium sized businesses based in Mid Devon.

Landlord and Property Investor Networking will take place this week in Cullompton. It's a free event to provide the opportunity of meeting with fellow Landlords, to get expert advice, and find out more about the Renters Rights Bill.

Potential planning breaches can now be reported quickly and easily on the Mid Devon website.

Stagecoach – there is, frustratingly, no update since the town council meeting with the Managing Director for Stagecoach South West. Feedback will be shared as soon as received.

Mid Devon Leisure (now called Active Mid Devon) is offering fee reductions to unpaid carers in the Mid Devon area. Carers under 18 will have free access to the facilities.

James Buczkowski has been elected as the new Devon County Councillor for Bradninch. I am very pleased for James and, having worked with him for many years, I know he will be approachable and quick to respond to any local issues. James and I will hold a joint 'surgery' in Bradninch so that residents can meet with us to discuss issues and to report problems.

Mid Devon held Victory in Europe, 80th Anniversary, celebrations at Phoenix House with flag raising taking place. Bradninch Women's Institute put on a great event in the Guildhall, the scones were amazing! I would like to praise a new local business, The Central Dairy, as the food is so tasty, the cakes are amazing and the coffee is perfect! I recommend you give the Dairy a try if you have not done so already.

County Councillor James Buczkowski – confirmation that monthly surgeries will take place in Bradninch (with D/Cllr Luke Taylor) to enable residents to ‘call in’ for a chat was received. As the recent election resulted in no overall party majority (27 Liberal Democrat, 18 Reform, 7 Green and 2 Independent Councillors were elected), a meeting would take place next week to arrange ongoing leadership.

Outgoing Mayor: Cllr Ottery’s report had been circulated and can be viewed on the website www.bradninch-tc.gov.uk and noticeboard. Everyone who had supported the recent Mayor’s Quiz were thanked, £600 had been raised for Bradninch Scouts. The Annual Parish Meeting, to which 23 members of the public attended, had received positive feedback. The draft meeting minutes will be uploaded to the website in due course.

New Mayor: Cllr Birley reported that the Mayor’s Charity for the coming year would be The Outside Learning Space at the Duchy School which was received favourably by all present. He further reported that the VE Day 80th Anniversary flag had been flown on top of the Guildhall and that he had laid a Wreath at the memorial on behalf of those in and out of uniform who had given their lives during the conflict. The Women’s Institute was thanked for putting on a fabulous afternoon tea. The VE badges supplied by Cllr Birley had raised £82 for Royal British Legion funds. All present congratulated the Woman’s Institute for the VE themed display at the thatched bus shelter.

Standing Orders Resumed.

25/06 Apologies for absence: Received and accepted from Cllr M Taylor, unwell.

25/07 Declarations of Interest relating to items on this agenda: None at this point.

25/08 Confirmation of Minutes: RESOLVED to accept the Full Council meeting minutes of 14th April 2025 and the Finance Committee minutes of 14th April 2025 as correct records. The documents were signed accordingly.

25/09 Committees: RESOLVED to confirm the following Committees and membership, the Terms of Reference document was accepted without amendment –
Recreation and Amenities Committee – Cllrs Crawford (Chair), L Taylor, Glendinning, Wild, Mottram, Birley.
Planning Committee – Cllrs Andrews (Chair), Lefebvre, Blythe, L Taylor, Chambers, Crawford, Birley.
Finance and Staffing Committee – Cllrs Glendinning (Chair), Wild, M Taylor, Crawford, Andrews, Birley, L Taylor.

Emergency Committee – Cllrs Birley (Chair), L Taylor, Crawford, Wild, M Taylor, Andrews, Glendinning.

25/10 Working Groups: RESOLVED to confirm the following Working Groups, the Terms of Reference document was accepted without amendment -

Allotment Working Group - Cllrs M Taylor (Chair), Ottery, Lefebvre, Chambers, Mottram, Birley.

Burial Working Group – Cllrs Wild (Chair), Ottery, Blythe, M Taylor, Chambers, Mottram, Birley.

Weed Control/Green Spaces/Charwell Wetlands – Cllrs Mottram, Birley, Andrews, Crawford, Town Warden, Helen Mako-Yule, various members of the public.

Stagecoach Bus Service – Cllrs L Taylor, Birley, M Taylor, L Mottram, S Crawford, I Wild, Sue Eakers.

25/11 Allotment Working Group: Council considered the following recommendations -

a) Owl box - to be constructed by the Town Warden and put on site with the aim of deterring vermin. Alternative methods of vermin control rejected at this stage. RESOLVED.

b) Roller – abandoned roller to be sold for £20 and removed from site. RESOLVED.

c) Compost Bays – Town Warden to rebuild the bays, Cllr Blythe to supply horse manure. RESOLVED.

d) Seed Swap Cupboard – work experience placement to build the cupboard. RESOLVED.

e) Bench – Town Warden to refurbish and secure the bench. RESOLVED.

f) Allotment Plot Markers – Town Warden to source new markers. RESOLVED.

g) Plot 24 Pear Tree – permission to plant a new tree. RESOLVED.

Thanks were given to the Town Warden who had been of great help during the recent allotment working group meeting. It was also noted that, due to recent issues, the allotment working group would inspect vacated plots prior to them being re-let in future.

25/12 Meeting dates and venues: RESOLVED to accept the dates and venues proposed, working group and committee Chair's to advise of any issues with the stated dates. Schedule to be published on the website www.bradninch-tc.gov.uk and noticeboard.

25/13 Council Policies: RESOLVED to accept the Freedom of Information Policy and Publication Scheme without amendment, all policies to be reviewed on a rolling basis in accordance with the existing schedule.

25/14 Council representation: The following appointments were RESOLVED –

Scouts – Mayor, Hele Society – Mayor, Tree Warden – David Williams, Speedwatch – Mike Leonard, Footpath Wardens – Andrew Pearce and VACANCY (clerk@bradninch-tc.gov.uk for information). Flooding – Sue Eakers, Emergency Plan – Sue Eakers, Mayor, Deputy Mayor, Chair of Finance, Cllrs Blythe and Mottram. Town Trust – Anne Porteous, Anthony Richards, Jim Buxton and VACANCY (clerk@bradninch-tc.gov.uk for information). Traffic Management/Road Closures – Mike Leonard, Mollie Southwood, Vehicle Activated Speed Sign (VAS) – Town Warden, Defibrillators – Mike Leonard, Cllrs Glendinning, Wild, Andrews, Town Warden. Salt bins – Cllrs Wild, Andrews, Airband – Cllr Wild, Police – Cllr Crawford, Royal British Legion – Cllr Birley, Social Media – Cllr Ottery, Footpaths/P3 – Cllr Andrews, Website management – Clerk, Cllr Mottram, IT/Wi Fi – Cllrs Wild, Chambers, Youth Club – Cllr Andrews, Highways – Cllr L Taylor, Allotment Tenants Group – Cllrs Birley, Mottram, Christmas Trees/Lights – Cllr L Taylor, Town Fair – Cllrs Glendinning, Mottram, Payroll Manager – Cllr Glendinning, Guildhall Lighting – Cllr Wild.

25/15 Annual memberships/subscriptions to external bodies: RESOLVED to continue memberships as follows - Devon Association of Local Councils (DALC), Institute of Cemetery and Crematorium management (ICCM), Devon Communities Together (DCT), Information Commissioners Office (ICO), Parishes Online, Bradninch Magazine, Society of Local Council Clerks (SLCC). Cllr Wild reported on how useful the Parishes Online system was and urged residents to use it.

25/16 Town Warden: RESOLVED to accept the monthly report and the expenses claim. The following recommendations were considered –

a) Hen Street flooding – RESOLVED that the Town Warden should check drains and surface debris on Hen Street and Stoney Lane from time to time, within usual working hours, but that no clearance of any debris should take place as this work fell under the control of DCC Highways. RESOLVED that private shrubs/bushes along the same routes should not be cut back as this was the owners responsibility.

b) Hen Street bank clearance – Town Warden to meet with Cllr Crawford to discuss requirements prior to reporting back to Council with recommendations.

c) Logo on new Mayor's Board – RESOLVED that the Town Warden make contact with Gary Orange regarding logo requirements and costs for Council consideration.

d) Dog waste bags – RESOLVED that Clerk would source more bags and the Town Warden would monitor use. Cllr Glendinning to discuss making of dispensers for other areas of the town with the Scouts.

e) Play Equipment Check Training – RESOLVED that the Recreation and Amenities Committee would review the data and report back to Council next month.

f) Sub-contracting of Town Warden to the Town Trust – RESOLVED that, due to this being a complicated matter, the Council would not be able to support this proposal. It would, instead, recommend that the Town Trust considers employing the Town Warden which, it was thought, would be the most timely and cost effective way forward. Cllr Chambers declared an interest due to being a Town Trust Trustee.

g) Town Warden overtime – the 6 hours overtime requested for attending meetings in May was agreed. RESOLVED that, whenever possible, meetings should be attended within contracted work hours. Committee and Working Group Chair's to decide on Town Warden attendance at meetings. Review of contracted hours would take place in October.

25/17 Stagecoach Bus Service: Cllr L Taylor reported that there had been no update following the recent meeting with Stagecoach and the letters sent by the Council objecting to the bus schedule changes. Cllr Crawford to chase for response. Cllr Wild reported on recently seeing four empty buses by-pass Bradninch on route to Cullompton in just one hour. All present were disappointed and frustrated at the lack of response to date.

25/18 Highways:

a) Surface Dressing Programme 2025 – noted. It was reported that a bad pothole on the Hele Road corner had been reported and that C/Cllr Buczkowski was overseeing this matter.

b) Footpath 5, Back Lane to Hen Street, prohibition of through traffic – 6th May to 18th June 2025 for utility gas works. RESOLVED that Cllrs Mottram and Birley would look into getting alternative footpath walks published locally.

c) Parsonage Street, prohibition of through traffic – June 30th 2025 for pole replacement and testing work.

25/19 Annual General Insurance: RESOLVED to accept the renewal quote from Clear Council Insurance (second of a 3 year agreement) at a cost of £1,928.61 following a review of the documents.

25/20 Finance:

a) Bank balance – noted as being £60,836.15 as at April 30th 2025.

b) Payments and receipts – RESOLVED to make the payments listed for May 2025, Cllr Ottery declared an interest due to being a payee. The receipts for April were noted. Cllr Chambers had increased the monthly payment from the Town Trust to cover the agreement with Wi-Fi costs through Vodafone.

c) Bank signatories – RESOLVED to keep Cllrs L Taylor, M Taylor, P Chambers, S Glendinning and the Clerk as the signatories for the full Council bank accounts. Cllr Chambers, as support to the Clerk, would retain access to the accounts. RESOLVED to keep Cllrs L Taylor, I Wild and the Clerk as Bradninch Youth Centre Trust account signatories.

25/21 Communications:

a) Community Speed Watch – Cllr L Taylor would contact the resident currently overseeing the project.

b) Town Council trees – email from a resident reminding Council to water any new trees. Noted. RESOLVED that any future trees purchased or sourced by the Council should be drought tolerant. Whilst the Council is not supplying new trees to residents currently, young trees can be obtained from Sustainable Bradninch.

25/22 Planning:

a) 25/00480/PNAG – prior approval not required – notification for the erection of an office building to operate weighbridge at Bagmore Farm, Bradninch. Noted.

b) 25/00049/FULL – approved – improvements to existing farm access at Russels Park Farm, Cullompton.

c) 25/00318/LBC – listed building consent for replacement roofing works at 12 Hen Street, Bradninch. RESOLVED to submit 'no objection'.

d) 25/00178/RPPS – removal of public payphone service at Millway, Bradninch. MDDC's decision to support the Town Council and object to the removal was noted.

e) DCC/4372/2023 – approved – Baulk Bridge works, Cullompton. As a result of Town Council negotiations on behalf of Bradninch residents, an agreement had been reached with regards to this application.

25/23 Events, comments, updates (no decision making during this item):

1. Action/Project Register – circulated and noted.
2. Cars parking in turning circles - Cllr Blythe reported on this issue. Add to the June agenda.
3. Repair Café - Cllr Mottram reported that the next event would take place on 31st May 2025.
4. Millers Morris – following Town Council grant funding, Cllr Wild demonstrated the new sweatshirts purchased for Millers Morris events and thanked Council for the grant.

25/24 Next meeting of the Town Council: Monday June 9th 2025, 7pm, at the Guildhall. Members of the public are welcome to attend. Agendas and minutes can be found on the website at www.bradninch-tc.gov.uk or can be requested from the Clerk at Clerk@bradninch-tc.gov.uk

PAYMENTS MAY 2025	£	VAT	RECEIPTS APRIL 2025	£
Staff salaries (net)	2,280.80	n/a	Burial income	751.64
Employee pension (employer/employee cont.)	783.49	n/a	Allotment income	0
HMRC Tax/NI	701.27	n/a	Bank interest	22.92
Vodafone monthly direct debit	34.15	Inc VAT	Town Trust Vodafone	13.37
Town Warden expenses	549.75	Inc VAT	MDDC Precept (first half)	33,875.00
Clerk expenses	155.49	Inc VAT	Mayor's Quiz entries	84.00
EDF – revised invoice with agreed £200 discount	1763.13	Inc VAT		
SWW Cemetery	22.12	n/a		
Clear Council Insurance – annual general insurance	1,928.61	n/a		
Bank charges	7.47	n/a		
DALC (training Cllr Lefebvre)	36.00	Inc VAT		
Mayor's Quiz costs – reimburse Cllr E Ottery	273.97	n/a		
Garden Services (March/April 2025)	1,845.00	n/a		
	600.00	n/a		

The meeting closed at 8.37pm.