



Doddiscombsleigh Parish Council

Minutes of the Extraordinary Meeting held on Thursday 25th April 2019 at 7.30pm in Doddiscombsleigh School

Present:

Cllr B Plummer (Chairman), Cllr L Turney, Cllr E Davis, Cllr H Hanson, Cllr B Hornby and 2 members of the public

Clerk: A Miller

Open Forum: no questions were raised.

1 Apologies for Absence – Cllr Hewitt

2 Declarations of Interest / Requests for Dispensations – None

3 Planning Application: 19/00491/FUL

Location: Spanish Lake Farm, road from Spanishlake Cross to Hereford Cottage

Proposal: External deck, installation of flue, external alterations and extensions to existing dwelling and new driveway

The Parish Council discussed the application and decided to make no observations.

Proposed Cllr Plummer **Seconded** Cllr Hanson All agreed

4 Planning Application: 19/00689/MAJ

Location: Batts Brook

Proposal: Demolition of existing agricultural buildings and construction of stables and all weather riding arena

The applicant's agent, who was present at the meeting, explained that the proposed arena would be for private use and its location ensures that it would not make a significant impact on the surroundings. It is a modern agricultural building and the stables generate business for local companies. There are two applications, one for the stables and arena, and a separate application for a storage building (discussed at item 5), because the planning application fee was lower in this way. The Parish Council discussed the application and decided to make no observations.

Proposed Cllr Hornby **Seconded** Cllr Plummer All agreed

5 Planning Application: 19/00669/FUL

Location: Batts Brook

Proposal: Construction of agricultural storage building

The Parish Council discussed the application and decided to make no observations.

Proposed Cllr Davis **Seconded** Cllr Plummer All agreed

6 Approval of Annual Governance and Accountability Return 2018/19

6.1 Internal Auditor's Report

The Clerk reported that the internal auditor had carried out the audit and signed the Annual Internal Audit Report for 2018/19 without comments.

6.2 Approval of Governance Statement

Completed and agreed. **Proposed** Cllr Plummer **Seconded** Cllr Turney All agreed

6.3 Approval of Statement of Accounts

Completed and agreed. **Proposed** Cllr Hornby **Seconded** Cllr Hanson All agreed

6.4 Decision about Certifying the Parish Council as Exempt from External Audit

The Clerk stated that from the 2017/18 financial year it is possible for small authorities to certify themselves as exempt from external audit if the financial accounts were prepared at a good standard in the previous year and the receipts and payments are under a specific level. The external audit would cost £200, but Doddiscombsleigh meets the criteria and can certify that the Parish Council is exempt from the external audit.

Proposed Cllr Turney **Seconded** Cllr Hanson All agreed

6.5 Agree dates for Exercise of Public Rights

The public will have a right to inspect the Annual Statements and the related documents between 3 June and 12 July 2019.

Proposed Cllr Plummer **Seconded** Cllr Hornby All agreed

7 Asset Register

It was confirmed that the Asset Register was up to date.

Proposed Cllr Hanson **Seconded** Cllr Davis All agreed

8 Review of Risk Register and Insurance Cover

The Risk Register was reviewed and agreed that it covers the risks of the Council's operation. Last year the Council renewed the insurance policy with the existing insurance provider for 5 years. If the Council insures the four new Slow Down Signs, the insurance premium will increase to £272.28. Without insuring the signs, the premium would be £260.16. The Council decided to insure the new road signs and pay the higher insurance premium.

Proposed Cllr Hornby **Seconded** Cllr Plummer All agreed

9 Bank Mandate

The Parish Council decided to add two new signatories, Cllr Hanson and Cllr Hornby to the existing bank mandate.

Proposed Cllr Plummer **Seconded** Cllr Turney All agreed

10 Twinning Signs

The Council considered the three quotes that were received for an oak twinning sign, which will be displayed under the notice board in the Triangle. The first quote was £260.15; the second quote was £123 for a metal plaque + the cost of an oak board (sourced separately); and the third quote was £82. The Council decided to order the work from the third contractor and add a motif to the design for extra cost. It was agreed to contact the Twinning Association for suggestion of motifs.

Proposed Cllr Plummer **Seconded** Cllr Davis All agreed

11 Approval of Expenditure

- DALC training course fee (Elections) £36.00
- Insurance £272.28
- Clerk's salary and expenses (from which £216 was prepayment on 29 March 2019) £914.85
- Stationery £30.00
- Gift card for internal audit £50.00

Proposed Cllr Hanson **Seconded** Cllr Hornby All agreed

12 Clerk's Correspondence

There was an uncontested election for all the seven parish councillor positions and three of the existing councillors, Cllr Davis, Cllr Hanson and Cllr Hornby will be deemed elected as councillors again on 2 May 2019. The new Parish Council can co-opt additional members for the four empty positions and Cllr Turney indicated his interest in being co-opted. A member of the Village Plan Working Group contacted the clerk asking additional information and guidance regarding the Village Plan. It was agreed that the Plan will be on the agenda of the next meeting.

13 Chairman's Remarks – The Chairman thanked everyone for their participation.

14 Date of Next Meeting – Thursday 9 May 2019

The Chairman closed the meeting at 8.15 pm.

Signed.....
Chairman