

# Gulworthy Parish Council

## Minutes of ordinary meeting held on Monday 4<sup>th</sup> December 2023 at Gulworthy Parish Hall

### No 160

*These minutes are provisional until they are agreed and signed by the chair at the next meeting of the parish council.*

**Councillors present** – Cllr K Royston (Chair), Cllr K Steer, Cllr G Lister (Vice Chair), Cllr S Porter and Cllr W Hamilton

**Also present** – Emily Young (Parish Clerk)

### Meeting opened 7.35pm

- 1. Chairman's welcome** – Cllr Royston opened the meeting by welcoming and thanking everyone for coming along.
- 2. Members of the public** – 2 people joined.
- 3. Apologies** – Cllr Miller, Cllr Sellis and Cllr Saxby.
- 4. Dispensations & declarations of Interest** – none declared.
- 5. Minutes of previous meeting 159 to be approved and then signed by the chair as true and accurate record of that meeting** – It was proposed by Cllr Hamilton to approve the minutes, seconded by Cllr Steer and agreed by all. Cllr Royston signed and dated the minutes.
- 6. Planning applications received to-date** – None received.
- 7. Planning applications received after publication of this agenda** – None.
- 8. DCC Cllr Sellis** – Absent with apology and no report.
- 9. WDBC Cllrs Saxby & Blackman – reports** – Cllr Saxby absent with apology and no report.
- 10. Cllr reports** – Cllr Steer said the sign to the Horn of Plenty (off the Lamerton road) has fallen down. There is also a stick poking out of the bollard before the Gulworthy roundabout which is concerning. Clerk to check with Highways. Cllr Royston raised concerns with mud on the road. Covered under item 19.

### 11. Burial ground -

**11.1 – Moles – status** – Cllr Hamilton has recently visited and didn't notice any new hills.

### 12. Finance

#### 12.1 – Invoices for approval to be paid –

Clerk WAH allowance £6.00p.w + mileage + expenses	<b>£48.00</b>
Clerk November payroll	<b>£334.80</b>
HMRC – NI and Tax	<b>£4.20</b>

**It was proposed by Cllr Porter to authorise the above payments via BACs. Seconded by Cllr Royston. Agreed by all.**

**12.2 – To note Credits received** – None.

**12.3 – Request for spending** – None.

### Signed -

#### **Parish Councillors**

Kate Royston (Chair), George Lister (Vice Chair);

Jim Hamilton, Wendy Miller, Suzanne Porter, Katherine Steer & Daniel Edwards

Parish Clerk: Emily Young: Telephone 07942286125 Email: gulworthypc.clerk@gmail.com

Website: www.gulworthyparishcouncil.org

## Gulworthy Parish Council

**12.4 – Bank reconciliations** – The below year to-date RFO report (No 160) was circulated to all. **Cllr Lister proposed this is approved, seconded by Cllr Porter. Agreed by all.**

The Clerk was asked to make sure the cemetery maintenance costs come out of the cemetery account, the grant from Cllr Crozier (towards the proposed layby) goes in the fundraising account. Also asked to check with Rev Blowey on who pays for the parish lunch and how much roughly is the external auditor. Cllr Steer to contact the school again regarding the bench/£500.

	<u>Paid Out</u>	<u>Paid In</u>	<u>Balance</u>
<b>Club, Charity &amp; Trust account (00298624)</b>			
Opening Balance as at 30 November 2023 b/fwd			<b>£7,782.10</b>
<u>Receipts</u>			
None		0.00	
<b>Total receipts</b>		<b>£0.00</b>	<b>£7,782.10</b>
<u>Expenditure:</u>			
<b>06/11/2023</b>			
Cheque no 000786 (Citizens Advice)	100.00		
<b>08/11/2023</b>			
Clerk November payroll	330.60		
Clerk November expenses	57.50		
Elliott Groundcare Invoice 2565	75.00		
George Lister (Gulworthy PC postbox)	27.49		
<b>Total expenditure</b>	<b>£590.59</b>		<b>£590.59</b>
<b>Balance on 30<sup>th</sup> November 2023</b>			<b>£7,191.51</b>
<b>Gulworthy Cemetery account (00020251)</b>			
Opening balance as at 30.11.2023			<b>£14,470.93</b>
<u>Credit receipts</u>			
10/11/23 Credit Interest		14.41	
		<b>£14.41</b>	
<b>Total receipts</b>			<b>£14,485.34</b>
<b>Balance on 30<sup>th</sup> November 2023</b>			<b>£14,485.34</b>
<b>Gulworthy Fundraising account (00035992)</b>			
Opening balance as at 30.11.2023			<b>£4,663.30</b>
<u>Credit receipts</u>			
10/11/23 Credit interest		4.07	
<b>Total receipts</b>		<b>£4.07</b>	
<b>Balance on 30<sup>th</sup> November 2023</b>			<b>£4,667.37</b>
<b>Combined balance £26,344.22</b>			

**Two members of the public left the meeting.**

**Signed -**

### Parish Councillors

Kate Royston (Chair), George Lister (Vice Chair);

Jim Hamilton, Wendy Miller, Suzanne Porter, Katherine Steer & Daniel Edwards

Parish Clerk: Emily Young: Telephone 07942286125 Email: gulworthypc.clerk@gmail.com

Website: www.gulworthyparishcouncil.org

# Gulworthy Parish Council

**12.5 – Budget approval for 2024-2025** – Deferred to the next meeting. Clerk asked to enter end of year predictions and circulate with next agenda.

Clerk asked to get copy of title deeds up to £20.00. Proposed by Cllr Lister, seconded by Cllr Hamilton agreed by all. Cllr Steer to enquire with the school about the woods.

**13. Resolution to adopt WDBC 2021 Code of Conduct (previously circulated)** – It was proposed by Cllr Porter to adopt this code, seconded by Cllr Steer, all in favour. All Cllrs present confirmed they had read the WDBC 2021 Code of Conduct document.

**14. Resolution to adopt Model Standing Orders 2018, updated April 2022 (previously circulated)** – The Clerk read out various changes (from old to new), but it was felt that it would be more helpful to have the changes highlighted and then uploaded to the website for Cllrs to view. To be added to the January agenda.

**15. Broadband Update** – Cllr Lister has recently spoken to Airband regarding Morwellham, but it appears things will be delayed further due to problems with existing customers' broadband services.

**16. Climate change and Biodiversity actions** – Cllr Steer and Cllr Royston to progress.

**17. Climate and Ecology Bill (previously circulated)** – Deferred to next meeting.

**18. Snow warden** – Clerk has been asked to order a pallet of salt for delivery to Morwellham. Cllrs to identify black spot areas in parish. Cllr Royston has just emailed local parishioners. Morwellham green bin (down hill) needs filling up; Clerk to request. Clerk to also ask for list of grit routes from WDBC.

**19. Highways** – Each Cllr to carry out highways audit in their area and report back. It is believed that if farmers bring excessive mud on to the highway, they have a duty of care to put up suitable signage/remove/reduce the mud where possible.

**20. Geoffrey Cox MP letter (previously circulated)** – Form and letter have been circulated. Cllrs to discuss at next agenda.

**21. Office closure** – 11-22/Dec/2023 – Clerk to set up out of office and let FD's know dates. Chair to be urgent point of contact only.

**22. Newsletter** – Cllr Royston felt she could have time over Christmas break to produce a newsletter. Cllrs and parishioners to send ideas to Cllr Royston asap (before Christmas).

Clerk to contact Gulworthy Parish Hall bookings contact regarding the next Parish Council meeting on 8 January 2024.

**Meeting closed at 9:38pm.**

**Signed -**

## **Parish Councillors**

Kate Royston (Chair), George Lister (Vice Chair);

Jim Hamilton, Wendy Miller, Suzanne Porter, Katherine Steer & Daniel Edwards

Parish Clerk: Emily Young: Telephone 07942286125 Email: [gulworthypc.clerk@gmail.com](mailto:gulworthypc.clerk@gmail.com)

Website: [www.gulworthyparishcouncil.org](http://www.gulworthyparishcouncil.org)