

Gulworthy Parish Council

Minutes of ordinary meeting held on Monday 7th April 2025 at Gulworthy Parish Hall No 178

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 D Edwards, Cllr K Steer, Cllr G Lister, Cllr E Wearing and Cllr W Hamilton

Also present – Emily Young – Parish Clerk

Meeting opened 9pm

- 1. Chairman's welcome** Cllr Royston welcomed everyone to the meeting.
- 2. Members of the public** – *To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3d to 3n.*
None present.
- 3. To accept apologies for absence** - *Under Section 85 of the Local Government Act 1972, members present should decide whether to approve the reason(s) given for absence.*
Apologies were received from Cllr Blackman.
- 4. Dispensations & declarations of Interest** - *Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.*
Cllr Steer declared an interest in item 7.3.1
- 5. Minutes of previous meeting 176 to be approved and then signed by the chair as a true and accurate record of that meeting** - *To accept as a true record the minutes of the meeting of the Parish Council held on 3 March 2025 LGA 1972 Sch 12 para 41(1).*
It was proposed by Cllr Royston to approve the minutes, seconded by Cllr Wearing and agreed by all. Cllr Royston signed and dated the minutes.
- 6. Planning applications received to-date:**
 - 6.1 None**
 - 6.2 Planning applications received after publication of this agenda** - None
 - 6.3 Planning decisions**
 - 6.3.1 Hartshole farm (prior approval not required)** <https://westdevon.planning-register.co.uk/Planning/Display/0365/25/AGR> - Agricultural determination - Noted.
 - 6.3.2 Orestocks (refused)** <https://westdevon.planning-register.co.uk/Planning/Display/0146/25/ARC> - Noted.

Parish Councillors

Kate Royston (Chair), Daniel Edwards (Vice Chair);

Jim Hamilton, Katherine Steer, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

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7. Finance - To approve the list of payments (to be tabled at the meeting) LGA 1972 s150 (5)

7.1 – Invoices for approval to be paid –

Clerk expenses WAH allowance £6.00p.w + mileage + expenses	£77.15
Clerk March payroll	£445.80
HMRC Tax and NI for March 2025	£21.60
WesternWeb – annual renewal of webspace	£96.00
DALC annual renewal (Inv to follow)	£193.00+vat

It was proposed by Cllr Lister to authorise the above payments via BACs, seconded by Cllr Hamilton. Agreed by all.

7.2 – Request for spending

7.2.1 Clerk extra 8 hours at £15.58/hr = £124.64 – Proposed by Cllr Royston to approve. Seconded by Cllr Steer agreed by all.

7.2.2 New Cllr Code of Conduct training with DALC (2nd June 6-8pm) £36.00 – Cllr Wearing to attend this on-line course but will be slightly late to the next meeting. Proposed by Cllr Royston to approve, seconded by Cllr Steer, agreed by all.

7.2.3 Approval of payroll company Caroline Harris Bookkeeping Services – 2025-2026 £180.00 per annum (previous year £173.25) – Proposed by Cllr Royston to approve. Seconded by Cllr Steer and agreed by all. Clerk signed and dated contract document.

7.3 Grant request

7.3.1 Gulworthy ECO council Gulworthy primary school £100.00 – Cllr Steer provided some information and then left the meeting.

Cllr Lister proposed the council support this grant request. Cllr Wearing seconded. Agreed by all.

Cllrs asked what would be needed for the whole school to go?

Cllr Steer returned to the meeting.

7.4 Credits received

7.4.1 £22.81 interest credit – Noted as bank interest.

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7.5 Bank reconciliations - see separate RFO report provided (RFO No 178) to include year end statement

	<u>Paid Out</u>	<u>Paid In</u>	<u>Balance</u>	
<u>Club, Charity & Trust account (00298624). Sort 30-98-46</u>				
Opening Balance as at 25 February 2025 b/fwd			£4,411.25	
<u>Receipts</u>				
None		0.00		
<u>Expenditure:</u>				
<u>04/03/2025</u>				
Clerk expenses	£57.30			
Clerk payroll	£370.92			
Hmrc	£3.00			
WesternWeb Inv 24833	£41.30			
<u>11/03/2025</u>				
Gulworthy parish hall March meeting. Inv 718	£23.75			
Total expenditure	£496.27			
			£3,914.98	
Balance on 1 April 2025				
<u>Gulworthy Cemetery account (00020251)</u>				
Opening balance as at 25.02.2025			£14,952.95	
<u>Expenditure</u>				
None	0.00			
<u>Credit receipts</u>				
10/03/2025 Credit interest		£17.09		
Total credit		£17.09		
Balance on 1 April 2025			£14,970.04	
<u>Gulworthy Fundraising account (00035992)</u>				
Opening balance as at 25.02.2025			£5,000.47	
<u>Credit receipts</u>				
10/03/2025 credit interest		£5.72		
Balance on 1 April 2025			£5,006.19	
Combined balance £23,891.21				
(No differences to the bank statements)				

Proposed by Cllr Royston to approve the RFO report, seconded by Cllr Steer, agreed by all.

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7.6 Q4\25 budget report – deferred to the next meeting.

7.7 To note PKF Littlejohn confirmed as external auditor by SAAA. Deadline for audit submission 31 July 2025. **Noted.**

Meeting closed at 9.40pm.

DRAFT

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