

Gulworthy Parish Council

Minutes of ordinary meeting held on Monday 12th May 2025 at Gulworthy Parish Hall No 179

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 and Cllr W Hamilton

Also present – Emily Young – Parish Clerk

Meeting opened 7.45pm

- 1. Election of Chairman** and signing of Declaration of Acceptance of Office as Chairman - Cllr Steer proposed Cllr Royston, seconded by Cllr Hamilton. Agreed by all. Cllr Royston signed the declaration.
- 2. Election of Vice Chairman** Cllr Hamilton proposed Cllr Steer, Cllr Royston seconded. Agreed by all.
- 3. Election for representatives to:**
 - 3.1** Ford Street & Maynards charities - Cllr Royston
 - 3.2** Gulworthy County School - Cllr Steer
 - 3.3** Gulworthy Parish hall management committee - All
 - 3.4** Southern Links (Cllr Royston) - deferred
 - 3.5** Cemetery - Cllr Hamilton
 - 3.6** Snow warden (Cllr Lister) - deferred
 - 3.7** Climate and biodiversity - All
- 4 Councillors** consent to receive agendas and correspondence via email – **Proposed by Cllr Royston to accept, seconded by Cllr Hamilton agreed by all.**
- 5** To remind members to check your ROI forms are up-to-date – Accepted.
- 6** Chairman's welcome – Welcome and Cllr Royston thanked people for coming.
- 7 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.*
- 8 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 received from Cllr Lister, Cllr Edwards and Cllr Wearing. Approved by all.*
- 9 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 a pecuniary interest in item 11.1.2

10 Minutes of previous meeting 178 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 7 April 2025 LGA 1972 Sch 12 para 41(1). 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.*

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

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

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

11 Planning applications received to-date:

11.1.1 - 0954/25/LBC – 7-8 Wheal Maria, Gulworthy - Listed building consent for demolition of porch on number 7 & erection of extended Porch/Wet Room <https://westdevon.planning-register.co.uk/Planning/Display/0954/25/LBC?cuuid=BD565E75-6612-4EB2-AED1-06BDB67D041F>
Proposed by Cllr Royston to support, seconded by Cllr Steer, agreed by all.

11.1.2 – 1189/25/FUL – Hele Farm, Gulworthy - Replacement of existing slurry store & removal of an agricultural building together with associated landscaping <https://westdevon.planning-register.co.uk/Planning/Display/1189/25/FUL?cuuid=5481C551-A523-4102-9338-A4613FF91A02>
In principle application supported but inuorate. Decision to be agreed via email to all Cllrs.

11.1.3 – 1061/25/LBC - Morwell House, Morwell, Tavistock PL19 8JH - Listed building consent for works to repair & recover the roof of the south west wing, repairs to chimneys & overhaul of rainwater goods <https://westdevon.planning-register.co.uk/Planning/Display/1061/25/LBC?cuuid=85055424-10DE-4C16-8200-51084DEB02B3>
Proposed by Cllr Royston to support, seconded by Cllr Steer, agreed by all.

11.2 Planning applications received after publication of this agenda – none.

11.3 Planning decisions – none.

12. DCC Cllr Sellis – Cllr Sellis has been in touch with Devon County Councils Chief Officer for Highways regarding reducing the speed for Gulworthy and other areas. Post election Cllr Sellis is not currently sure which committees she will be sitting on. She has a generous locality budget of approximately £8,000.00 if parishioners have community projects requiring support.

13. WDBC Cllrs Saxby & Blackman – Cllr Blackman has been in-touch with the local litter picking group co-ordinator and she arranged for the waste operatives to collect rubbish. Purchasing of new equipment is in discussion. Cllr Blackman has a locality budget of around £1500.00. Full council meeting next week.

14. Gulworthy Cllr reports – Cllr Steer – Gulworthy primary school is commencing the new nursery work and plans to open a nursery on site in September 2025. Ofsted visited the school last week. The Eco council are visiting a local farm in June with approximately 12 children. **Cllr Royston** – Been in touch with Head of Gulworthy primary school to arrange a Gulworthy centre meeting. Friday 13 June suggested. Cllr Royston to follow up.

15.1.1 Burial ground

15.1.2 Interment of T/L Mrs Wearing 12.05.25 – noted.

15.1.3 Mole update - ongoing.

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

16.1 – Invoices for approval to be paid –

Clerk expenses WAH allowance £6.00p.w + mileage + expenses	£92.94
Clerk April payroll + extra hours	£462.56
HMRC Tax and NI for April 2025	£128.03
Gulworthy parish hall – April meeting – Inv 738	£38.00
WesternWeb – Inv 24935 – renewal of cloud email account	£86.40
Elliott groundcare grass cut 04/05/25	£85.00

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

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

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

Julie Snooks – internal auditor fee

£110.00

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

16.2 – Request for spending

16.2.1 New defib pads £110.00+VAT – **Proposed by Cllr Royston to go ahead. Seconded by Cllr Steer, agreed by all.**

16.2.2 Key safe box £40.00 – Deferred.

16.2.3 Insurance renewal – Approved by Cllr Steer, seconded by Cllr Hamilton, agreed by all for the Clerk to renew raising the following questions as discussed.

16.3 Grant request – none.

16.4 Credits received

16.4.1 £3711.00 half precept – **noted.**

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

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

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

16.5 Bank reconciliations - see separate RFO report provided (RFO No 179)

	<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 1 April 2025 b/fwd			£3,914.98
<u>Receipts</u>			
29/04/25 – Half precept		3711.00	
<u>Expenditure:</u>			
<u>08/04/2025</u>			
Clerk expenses	£77.15		
Clerk payroll	£445.80		
HMRC	£21.60		
WesternWeb Inv 24858	£96.00		
DALC invoice 6471	£221.94		
<u>06/05/2025</u>			
Clerk payroll	£462.56		
HMRC	£36.00		
Caroline Harris book keeping Inv 1813	£180.00		
Total expenditure	£1,541.05		
			£6,084.93
Balance on 8 May 2025			
<u>Gulworthy Cemetery account (00020251)</u>			
Opening balance as at 01.04.2025			£14,970.04
<u>Expenditure</u>			
None	0.00		
<u>Credit receipts</u>			
10/04/2025 Credit interest		£18.95	
06/05/25 EROB Steer		£330.00	
07/05/25 Burial Wearing		£300.00	
Total credit		£648.95	
Balance on 1 April 2025			£15,618.99
<u>Gulworthy Fundraising account (00035992)</u>			
Opening balance as at 01.04.2025			£5,006.19
<u>Credit receipts</u>			
10/04/2025 credit interest		£6.34	
Balance on 1 April 2025			£5,012.53

Combined balance £26,716.45 Proposed by Cllr Steer to approve the RFO report, seconded by Cllr Royston, agreed by all.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

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

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

16.6 Q4\25 budget report – deferred from previous meeting – **Cllrs provided with full year budget versus actual report (2024/25) – Proposed by Cllr Steer to approve, seconded by Cllr Royston agreed by all.**

16.7 – 2024/25 year end

16.7.1 – Internal auditor report – Cllrs read auditors report and discussions were held around points raised. It was proposed by Cllr Royston to grant the Clerk permission to work extra hours needed to get an action plan in place for the cemetery. Seconded by Cllr Steer, agreed by all. The Clerk mentioned the cemetery representative will need to assist.

16.7.2 - AGAR 2024/25– Annual Governance Statement (Section 1) – The Clerk read out the accounting statements (1-9) in Section 1 of the Annual Governance Statement 2024/5. Cllrs agreed “yes” to all but statement 7. Proposed by Cllr Steer, Seconded by Cllr Hamilton and agreed by all. Section 1 was then signed and dated by the Chair and the Clerk.

16.7.3 - Annual Accounting Statements (Section 2) for the year ended 31.03.2025 It was proposed by Cllr Royston to approve, seconded by Cllr Hamilton, agreed by all. Section 2 was signed and dated by the Chair and the RFO.

16.7.4 - Certificate of Exemption - It was proposed by Cllr Steer to approve, seconded by Cllr Royston, agreed by all. The certificate was signed and dated by the Chair and the RFO.

16.8– Internet banking update – deferred.

17 Broadband – Ongoing with Cllr Royston and Steer. Cllr Royston has been in touch with a local business called “Bush Telecom.”

18 Highways

18.1 Road signs – deferred.

18.2 Police – deferred.

19. Bus shelter cleaning rota – deferred.

20. Bere Ferrers email re: WDBC and planning – Cllrs asked Clerk to respond with some examples. Proposed by Cllr Royston, seconded by Cllr Steer, agreed by all.

21. Temporary traffic road closures\works – **see website for latest information**

Meeting closed at 9.35pm.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

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

Website: <https://www.gulworthyparishcouncil.gov.uk/>