

# Lewdown Grouped Parish Council

## Coryton, Lewtrenchard, Marystow and Thrushelton

Monday 20<sup>th</sup> May 2024

### Minute No 775 of Annual & Ordinary Meetings held at Lewdown Victory Hall

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

Present : Cllrs Andrews (Chair), Southcott (Vice chair), Mincher, Perkins, Wilkinson  
Peter van Delft (clerk).

Meeting opened 7.32pm

1. Chairs welcome
2. Apologies for absence – Cllrs, Alexander, McSmythurs, Metherell, Yeo and Mott
3. Appointment of Officers
  - 3.1 Election of Chair – Tom Andrews – proposed by Cllr Perkins, seconded Cllr Southcott
  - 3.2 Election of Vice Chair – Terry Southcott – proposed by Cllr Wilkinson, seconded Cllr Perkins
  - 3.3 Election of Tree Warden – Brian Wilkinson – proposed by Cllr Southcott, seconded Cllr Mincher
  - 3.4 Election of ‘The Ramps’ Caretaker – Brian Wilkinson – proposed by Cllr Southcott, seconded Cllr Perkins
  - 3.5 Election of Snow Warden – Tom Andrews – Proposed by Cllr Perkins, seconded Cllr Mincher
  - 3.6 Election of Footpath warden – Brian Wilkinson – proposed by Cllr Andrews, seconded Cllr Southcott. All appointments were unanimously carried.
4. Signing of Declaration of acceptance forms by officers and clerk.
5. Close of Annual Grouped Meeting at 7.44pm.

#### Ordinary Meeting

1. Members of the public open forum – no members were present
2. Minutes of previous meeting 774 being a true reflection of that meeting were approved and signed. Proposed Cllr Southcott, seconded Cllr Wilkinson, motion carried.
3. The Parish’s groups and associations open forum – questions, comments and summary of the previous year activities. No representatives were present. The R.F.O. commented that over 15% of the council budget was allocated to various charities, associations, as well as grants to churches, with only a couple of requests for grant support. It was resolved that all future grant support payments would only be supported by requests for support also a report on how that money has helped those beneficiaries.
4. Reports from Cllr Mott (WDBC) – monthly report has been circulated.
5. Finance – Approval of Annual Governance & Accountability Returns 2023-24
  - 5.1 Confirmation of Asset register signed by the chairman  
Certificate of Exemption signed by the chairman and R.F.O.  
Audit - Annual Governance Statement signed by the chairman and Clerk  
Accounting Statement signed by the Chairman and R.F.O.  
Internal Audit Report was successfully completed by Mrs Sally Spry.  
Confirmation of the dates for the period for the exercise of public rights has been set commencing 3<sup>rd</sup> June and ending on 12<sup>th</sup> July.  
All items were approved, proposed Cllr Mincher, seconded Cllr Southcott, all in favour.

*Peter van Delft*

*Lewdown Grouped Parish Clerk*

#### Parish Councillors

Tom Andrews (chair): Terry Southcott (vice chair)

Richard Alexander, Andrew McSmythurs: George Metherell: Paul Mincher, Nicola Perkins: Brian Wilkinson: Graham Yeo:

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|--|---------|
| 5.2 Payments were authorised for outstanding invoices: Dean Elliot – Grass cutting | £ 60.00 |
| P. van Delft – clerk salary (April – May)  | £527.25 |
| HMRC – PAYE  | £ 90.60 |

Proposed Cllr Mincher, seconded Cllr Southcott, all in favour

- 5.3 R.F.O Reported a combined credit balance of £22,476.33 after approved payments, proposed by Cllr Southcott, seconded Cllr Wilkinson, all in favour
- 5.4 Bank signatory update- removal and additions – The R.F.O. reported that this still needed attention. It was resolved that Cllr Wilkinson should also be a authorized signatory, proposed Cllr Cllr Southcott, seconded Cllr Mincher, motion carried.
6. Reports from councillors – Cllr Wilkinson reported that a request to remove some lower limbs on a Copper beech tree in Thrushelton in the vicinity of the church had been received. Cllr Wilkinson contacted WDBC for advice, no authority to remove the limbs were given. Cllr Wilkinson reported that one of the more severe potholes in Stoney Lane had been temporarily filled by a private individual. Cllr Wilkinson asked why the white lines going through Lewdown are now barely visible in places, Cllr Southcott would report it with D.H. Cllr Southcott reported that he had registered several more potholes with D.H. Cllr Southcott also reported that data from the VAS will be provided shortly. Cllr Mincher enquired what progress was being made with regard to the drainage scheme for the housing development opposite Lewtrenchard school, in response no further information was available at this time. Cllr Perkins asked if parishioners were able to report pot-holes, in response Cllr Southcott advised that the D.C.C. website has a Highways page to register issues relating to highways.
7. Councillor vacancies for Coryton and Marystow are still available, the clerk has submitted an advertisement in the next edition of Newslink.
8. Play area – Planning application, lease update, play equipment – Cllr Perkins reported that the committee was still waiting for information from the agent before anything more can progress.
9. Defibrillator replacement – approval of quotations and grant applications. Cllr Mincher provided a very detailed comparison of two defibrillators that may be suitable for use. It was resolved that the ‘Cardiac Science’ defibrillator provided the best value and the most suitable. A new cabinet would also be required. Cllr Mincher to enquire what grants are available and if a shortfall is still apparent the council would ask for support and help to purchase a new defibrillator from community groups, associations and clubs. Cllr Southcott proposed the motion, seconded Cllr Perkins, all in favour. The clerk to send Cllr Mincher possible grant providers.
10. Queens jubilee seat – With permission from the Recreation Ground committee it has now be placed in the grounds.
11. Correspondence – S.W.W. response to further question regarding the inspection of the network was read out by the clerk, Cllr Alexander reported that he was not happy with its response and that it would be helpful if a councillor was present at the next inspection, the clerk to enquire. An E.V. charging study was published by Western Gateway & Peninsula Transport, the covering letter was read by the clerk.

Meeting closed 9.20pm

Date, place and time of next meeting 24<sup>th</sup> June, at Lewdown Victory Hall, 7.30pm

*Peter van Delft*

*Lewdown Grouped Parish Clerk*

#### Parish Councillors

Tom Andrews (chair): Terry Southcott (vice chair)

Richard Alexander, Andrew McSmythurs: George Metherell: Paul Mincher, Nicola Perkins: Brian Wilkinson: Graham Yeo:

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