

# Gulworthy Parish Council

## Minutes of ordinary meeting held on Monday 13<sup>th</sup> May 2024 at Gulworthy Parish Hall

### No 166

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

**Councillors present** – Cllr G Lister (Chair), Cllr K Steer, Cllr D Edwards and Cllr W Hamilton

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

**Meeting opened 7.32pm**

**1. Election of Chairman and signing of Declaration of Acceptance of Office as Chairman** – Cllr Edwards proposed Cllr Royston, seconded by Cllr Steer. Agreed by all. Cllr Royston to sign the declaration before the next meeting.

**2. Election of Vice Chairman** – Cllr Lister proposed Cllr Edwards, Cllr Steer seconded. 3 in agreement.

**3. Councillors consent to receive agendas and correspondence via email** – It was proposed by Cllr Steer that all Councillors present give their consent. Seconded by Cllr Edwards. Agreed by all.

**4. Chairman's welcome** – Cllr Lister opened the meeting by welcoming everyone and thanking them for attending. He also thanked the Clerk for her work.

**5. Members of the public** – One person from WesternWeb was present to mention that the domain name renewal needed to be actioned this evening, in order to avoid the expiry date. Whilst present he also explained about the ICO advice on using personal email addresses for council business.

Cllr Lister moved item 15.1 Invoice 24381 £636.00 up the list in order to address the urgency of the domain name renewal. It was proposed by Cllr Edwards to approved, seconded by Cllr Hamilton, agreed by all. Cheque number 000798 was signed and issued.

1x public left the meeting.

**6. Apologies** – Cllr Royston, Cllr Miller, Cllr Sellis, Cllr Saxby, Cllr Blackman and Rev Blowey. Accepted by all.

**7. Dispensations & declarations of Interest** – none received.

**8. Minutes of previous meeting 165 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 Lister signed and dated the minutes.

**9. Matters arising** - None

**10. Planning applications received to-date:**

**10.1 Reference:** 1071/24/CLE – **Proposal** – Certificate of lawfulness for the existing use of Tamar Valley Cottage as a residential dwelling contrary to the holiday let restriction under condition 3 of 9459/2006/TAV – **Address** - Tamar Valley Cottage, Gulworthy PL19 8JG. **FYI. No comments to make.**

**Signed -**

#### **Parish Councillors**

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

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

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**10.2 Reference:** 1143/24/PDM – **Proposal** - Application to determine if prior approval is required for a proposed change of use of agricultural buildings/ barns to 1No dwellinghouse (class C3) & for associated development (class Q (a+b)) **Location:** Land at SX 463 728 Lumburn – **FYI – Noted.**

**10.3 Reference:** Rejection of 2421/23/FUL – deferred.

**10.4** Planning applications received after their publication of this agenda –  
**1224/24/HHO – Stubberlands bungalow – Householder application for construction of single-story garden room for incidental use** – Councillor Hamilton proposed this is supported, seconded by Cllr Edwards and agreed by all.

**1434/24/HHO – Loxley – Householder application for proposed alterations to existing dwelling including changes to fenestration and the addition of a raised garden terrace with guardings and handrails in place of existing raised garden deck** – Deferred to the next meeting.

**11.DCC Cllr Sellis – report** – Not in attendance but the Clerk read out the latest report - The highway officer and I have looked at the wall opposite and I am advised that there appears to be confusing about the stock wire fencing behind the newly maintained back being considered the actual historic boundary. I am advised that this is not the case and that the wall is not apparently reducing the width of the highway.

The Highway officer and I did our tour & I am glad that the roads around Gulworthy have been resurfaced and are much better. We did drive around most of the farm lanes, but if there are issues, please do report on the [www.devon.gov.uk](http://www.devon.gov.uk) site and copy me if you like.

There are issues with drainage at Mill Hill which is where the boundary between Lamerton and Gulworthy occurs. The highway officer is not "my" highway officer and the Clerk has been copied and is up to date about the investigations. If I need to do more, please let me know, though I think we have all the officers included at actioning.

There are 2 farms with some apparent drainage issues which the highway officer will be looking at more closely.

Crowndale Road has a long standing drainage issue, which DCC has improved, however there are still issues & highways are looking at this again.

I have asked if we can have speed monitoring along our roads. I haven't more to add, but am keeping an eye on this.

I think that is about all to report..... as ever let me know if there is stuff which needs my help!

**12.WDBC Cllrs Saxby & Blackman** – Apologies sent.

**13.Gulworthy Cllr reports – Cllr Hamilton** – Concerns with Japanese knotweed opposite The White House and near to the Gulworthy roundabout. Also mentioned about disruption with bin lorry

**Signed -**

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along Plymouth Road on Monday mornings (school traffic). **Cllr Steer** – reported that a pothole reported is not to be repaired (junction by Harvest Home), felt that it is dangerous and should be repaired. Reference number to be sent to the Clerk who will follow up. Also mentioning that ‘Miners Dry’ sign appears to have been stolen (a metal pick axe). Looked at the Parish plan and wondered if the survey could be used?

**14. Burial ground** – The Clerk confirmed she has met with a mole catcher who will be providing a quotation.

## 15. Finance

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

Clerk expenses WAH allowance £6.00p.w + mileage + expenses	£48.00
Clerk April payroll	£350.00
HMRC Tax and NI	£8.80
Elliott groundcare – Inv 2629. Grass cut 25/04/23	£75.00
Gulworthy parish hall – May meeting	£19.00
DALC renewal – Inv 5569 – NALC affiliation, DALC svce chrg & affiliation	£218.65
WesternWeb – Inv 24383 – Transfer of registrar for gulworthyparishcouncil.org	£18.00
WesternWeb – Inv 24381 – Domain renewal, new website, etc	£636.00*

It was proposed by Cllr Steer to authorise the above payments via BACs (excluding \*).  
Seconded by Cllr Edwards. Agreed by all.

15.2 – To note Credits received – First half of precept £3534.50

### 15.3 – Request for spending –

15.3.1 New .gov.uk email addresses £72.00 p.a.+

Proposed by Cllr Lister to approve, seconded by Cllr Edwards, agreed by all.

15.3.2 Insurance renewal with Zurich insurance £314.84

Proposed by Cllr Steer to approve, seconded by Cllr Hamilton, agreed by all.

Signed -

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## 15.4 – Year end bank reconciliation -

RFO report\Year end statement on all accounts

Bank reconciliation as at 31.March.2024 (year end)					
Name of smaller authority:	Gulworthy Parish Council				
County area (local councils and parish meetings only):	West Devon Borough Council				
<b>Financial year ending 31 March 2024</b>					
Prepared by (Name and Role):	Emily Young (clerk & RFO)				
Date:	02/05/2024				
				£	£
<b>Balance per bank statements as at 31/3/24</b>			<b>Acc No</b>		
account 1	TSB	00298624		4,931.86	(Main account)
account 2	TSB	00020251		13,578.97	(Cemetery account)
account 3	TSB	00035992		4,944.65	(Fundraising account)
account 4					
[add more accounts if necessary]					
account 5					
account 6					
account 7					
account 8					
					<b>23,455.48</b>
Petty cash float (if applicable)	N/A			-	-
<b>Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)</b>					
item 1					(cheque from main account)
item 2					
item 3					
					-
<b>Add: any un-banked cash as at 31/3/23</b>					
Burial cheque dated 7th March 2024	Nil			350.00	
					350.0
<b>Net balances as at 31/3/2024</b>					<b>23,805.48</b>

It was proposed by Cllr Edwards to approve year end statement on all accounts. Seconded by Cllr Hamilton. Agreed by all. Cllr Lister signed the statement.

**Signed -**

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**15.5 – Bank reconciliations** – The below year to-date RFO report (No 166) was circulated to all.

**No 166 13 May 2024**

	<u>Paid Out</u>	<u>Paid In</u>	<u>Balance</u>
<b><u>Club, Charity &amp; Trust account (00298624)</u></b> Opening Balance as at 3 April 2024 b/fwd			<b>£4,931.86</b>
<u>Receipts</u> 18/04/24 – West Devon half precept 03/05/24 – National grid pole payment		3,534.50 7.61	
<u>Expenditure:</u> <b><u>10/04/2024</u></b> Clerk pay March HMRC March tax & NI March expenses to Clerk Annual payroll provider	421.70 26.80 48.00 173.25		
<b>Total expenditure</b>	<b>£669.75</b>		
<b>Balance on 13 May 2024</b>			<b>£7,804.22</b>
<b><u>Gulworthy Cemetery account (00020251)</u></b> Opening balance as at 03.04.2024			<b>£13,578.97</b>
<u>Expenditure</u> 06/03/2024 – Elliott groundcare Inv 2605	0.00		
<u>Credit receipts</u> 10/04/24 Credit Interest 03/05/24 Burial interment T/L Foster 10/05/24 Credit interest		17.14 350.00 16.65	
<b>Balance on 13 May 2024</b>			<b>£13,962.76</b>
<b><u>Gulworthy Fundraising account (00035992)</u></b> Opening balance as at 03.04.2024			<b>£4,939.03</b>
<u>Credit receipts</u> 10/04/24 Credit interest 10/05/24 Credit interest		5.62 5.44	
<b>Balance on 13 May 2024</b>			<b>£4,950.09</b>
<b>Combined balance £26,717.07</b>			
<b>It was proposed by Cllr Steer to approve the RFO report, seconded by Cllr Hamilton. Agreed by all.</b>			

**Signed -**

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**16. Broadband update** – Still no change at Morwellham. No other updates available.

**17. Sgt Otley** – Sent his apologies

**18. Co-option vacancy** – For note.

**19. Correspondence**

**19.1 Cycle event** coming through village on 12 May 2024 (*FYI - signs will be put up the day before and taken down the day after*) – **Noted.**

**Meeting closed at 9.06pm.**

**Signed -**

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