

BLACK TORRINGTON
PARISH
COUNCIL

2022 Meetings

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Resolutions 2022

Not including Minutes, planning comments or Bills to pay

Reference	Resolution
0803/08	It was resolved to budget £2,000 for the QEII Platinum Jubilee celebrations with an additional £500 for mugs or coins for children
0803/11	It was resolved to accept a quote of £365.00 plus VAT to renovate bank the hedge by the entrance to the Hall car park
AGM22/07	It was resolved to approve the Governance statements for 2021/2022
AGM22/07	It was resolved to approve the exemption from Audit 2021/2022
0305/08	It was resolved to refurbish the playing field gate to be painted green in accordance with the public poll; to accept the quote for £200 plus VAT for the refurbishment.
0507/08	It was resolved to coöpt Shirely Jones as a member of the council.
0507/09	It was resolved to give a grant of £100 using the powers available under s137 of the LGA(1972) to the friends of the church to help maintain the church grounds
0507/10	It was resolved to give £180 to BT football club to cover the cost of one new goal
04/10/10	It was resolved to pay for materials to repaint the cast iron finger post at Longcross
0410/10	t was resolved to give a grant of £100 using the powers available under s137 of the LGA(1972) to the Royal British Legion poppy appeal
2211/08	It was resolved to award a grant of £200 to the Holsworthy Community Rural Transport. It was resolved to award a grant of £200 to the Devon Citizens’ Advice
2211/09	It was resolved that £50 should be available to Chilla for additional decorations and £50 should be available to Black Torrington for additional decorations
2211/12	It was resolved to fund the purchase of 3 benches, 2 to replace the worn out benches on the playing field and 1 for the site of the war memorial.
END	END

To All Black Torrington Parish Councillors,

You are hereby summoned to attend a **Meeting of Black Torrington Parish Council**, which will be held on **Tuesday, 11th January 2022, 7:00 pm** in the village hall, for the purpose of transacting the following business. In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.

D Osborne **01/01/2022**

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
2. **Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **Parish Council Minutes** - To approve and sign the minutes of the Black Torrington Parish Council Ordinary meeting held on 9th November 2021 as a correct record.
4. **Public Question Time** - At the discretion of the Chairman, to receive questions from members of the public relevant to the work of the Council. Matters raised may be added to future agenda. Answers may be given in writing.
5. **Clerk & Councillor Reports** - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) - for information only.
7. **Finances** –
 - Bills to pay, cheques to be raised
 - To agree the budget for the financial year 2022-23
 - To agree the precept for the financial year 2022-23
 - To consider a grant request from the Black Torrington Netball Club
 - Grant application to National Lottery
6. **Action List, matters arising from the minutes including:**
 - Speeding and parking in the parish
 - Litter picking “A” board
 - Whiteleigh Meadow Common
 - The bus near the water works
8. **Flooding at “the Maltings” report on Devon County Council’s correspondence and next steps**
9. **QEII Platinum Jubilee.**
10. **Black Torrington Playing Fields**
 - Playing field committee report

- Maintenance of the visibility splay at the entrance of the Hall car park
11. **Planning**

Reference: 1/1396/2021/FUL

Proposal: Replacement two-storey dwelling following Planning Approval 1/0840/2021/AGMB

Location: Agricultural Building At Grid Reference 246682 104290, Black Torrington, Devon
- Any planning application which is received after this Agenda is published may be discussed here though no formal agreement can be made.
12. **Correspondence**
13. **To agree the date of the next parish council meeting**
14. **Close**

BLACK TORRINGTON PARISH COUNCIL

Minutes of the Black Torrington Parish Council Meeting held on Tuesday, 11th January 2022, at 7pm, in the Village Hall

Present: Cllrs, M Hall (MH)(Chair), C Lock (CL), E Barnes (EB), W Frost (WF), M Down(MD), M Moulton (MM), S Powell (SP), D Haywood(DH) & P Mills (PM)
In Attendance: One member of the public (MOP), Ward Councillor P Hackett(PH) & Clerk

1101/01 To receive and accept apologies - None
1101/02 Declarations of Interest – None
1101/03 Parish Council Minutes
It was **resolved** to approve and sign the minutes of the Parish Council Ordinary meeting held on 9th November 2021, as a correct record.

1101/04 Public Question Time
None

1101/05 Clerk & Councillor reports
Ward Councillor Hackett reported that there have been a number of complaints about the recycling service over Christmas. The recycling service will only pick up 2 of the black glass bins per household. Whilst the collection lorry is travelling the covers to its compartments should be closed; Councillor Hackett requests that we report any time we see the lorry travelling with its covers open.

1101/06 Action List
Speeding and parking in the parish
The Clerk was given some designs form children in the parish by Councillor Frost. Carried over.
Litter picking “A” board
Councillor Frost reported that the “A” boards will be made soon
Whiteleigh Meadow Common
The clerk reported on the advice from the legal department at the National Association. The parish council can only act to protect the Commons they have no power to protect the SSSI land or neighbouring land. There is no further action the parish council can take.
The bus near the water works
Work on the site is still progressing. We have not heard from the owners. The clerk was asked to send a registered letter to the owners of the bus. Carried over.

1101/07 Finances
• Bills to pay, cheques to be raised

Date	Payee	Amount inc VAT	Brief details of supply
03/11/2021	Parish Magazine Printing	£198.30	BT Times November
11/11/2021	BT Village Hall	£6.00	Hall Hire November
23/12/21	S Whatmore	£120.00	Two Christmas trees
11/01/22	BT Netball club	£100	Grant

- **To agree the budget for the financial year 2022-23**
Due to the uncertainty of costs no budget was agreed. The matter of advertising in the BT and Chilla Times was raised. The clerk reported that he has been a little tardy of late with invoicing for adverts. A member of the public agreed to help with the advertising.
- **To agree the precept for the financial year 2022-23**
It was **resolved** to make a precept demand to Torridge District Council of £10,106.36. This represents a 3% increase in the precept. Parishioners will see an increase in their Council Tax of 1.69%. The discrepancy is because there the taxbase (number of houses paying council tax) has increased. It was felt the increase was justified as the precept has been frozen for 3 years and inflation has become significant.
- **To consider a grant request from the Black Torrington Netball Club**
It was **resolved** to grant the Black Torrington Netball club a grant of £100 under s137 of the Local Government Act(1972)
- **Grant application to National Lottery**
Councillor Frost reported on the National Lottery Green Grant scheme. It was agreed to put an article in the BT and Chilla Times asking for ideas. Carried over.

1101/08 Flooding at “the Maltings” report on Devon County Council’s correspondence and next steps
One of the householders on the Maltings Estate wrote to Devon Highways as they felt the flooding on the estate should be Highway’s responsibility as the culvert takes storm water form Broad Street. Devon Highways told them that the householders are responsible for storm water once it reaches their property. This is also the Parish Council’s opinion. However, the parish council does have a duty to maintain its ditches. Work to repair and improve the outflow from the ditch to the culvert under the Maltings will need to be done when the water has receded and the culvert under the Malting repaired.

1101/09 QEII Platinum Jubilee
It is unclear whether members of the public or Playing field Committee intend organising events to mark the QEII Jubilee. Anyone interested will be invited to the next Parish Council Meeting. Councillor Haywood asked whether Chilla should have separate events. Quotes for between 50 to 100 mugs or coins will be sought for the next meeting.

1101/10 Black Torrington Playing Fields.
• **Playing Field Committee Report.**
Trees from the Woodland Trust have been planted around the recreation ground. There is some maintenance work required on the MUGA including new pitch marking lines.
• **Maintenance of the visibility splay at the entrance of the Hall car park**
Councillor Hall reported that the bank at the entrance to the Hall car park is uneven and not safe to trim. The bank needs grading. Councillor Hall will ask Mr J Bowden to quote to grade the bank.

1101/11 Planning
Reference: 1/1396/2021/FUL
Proposal: Replacement two-storey dwelling following Planning Approval 1/0840/2021/AGMB
Location: Agricultural Building At Grid Reference 246682 104290, Black Torrington, Devon

Black Torrington parish council has no comment on this application.

1101/12 Correspondence
- None

	APPROVED BUDGET				REVISED FCAST		VARIANCE	PROPOSED BUDGET	
	2018-19	2019-20	2020-21	2021-22	2021-22				
	£	£	£	£	£		£		
Insurance	500	510	578	600	616	-16	620		
DALC Affiliation	100	100	100	100	103	-3	110		
Domain Name/Hosting	67	67	67	67	67		67		
Software/IT	140	140		56	56		56		
Audit	200	200	200	200	300	-100	200		
Admin expenses	100	100	100	300	300		300		
Hall Hire	150	150	150	150	66	84	150		
Clerk	2500	2573	2573	2573	2573		2573		
Training	100	100	100	100	100		100		
Travel/Subsistence	100	100	100	50	50		50		
Mem. Garden upkeep	100	100	100	100	100		100		4326
BT Times Net	500	500	500		0	-0			
Playing Field maintenance	1500	1500	1500	1500	1500		1500		Possible Capital Expenditure 2021/22
Christmas Tree	50	50	100	100	100		100		Mower £4,000.00
War memorial incremental	500	500	500						Shed £1,000
Minor road repairs/Toilets	500	500	500	500	500		500		Finish overflow car pa £500.00
Grants/s137tele prize	125	125	125	250	250		250		Speed signs £350.00
Reserves	2292	2292	2830	3166	3166	0	3166		Speed gun £1,000.00
Total	9524	9607	10123	9812	9847	-35	9842		Planters £200.00
Precept	9524	9607	10123	9812		Total			£7,050.00

1101/13 To agree the date of the next parish council meeting

The Next scheduled meeting of the Parish Council will be on March 8th 2022 at 19:00 in the parish hall.

1101/14 Close

The meeting closed at 21:10 pm

15th October 2021

Black Torrington
RECONCILIATION

From Accounts 20 th August 2021		
Reserve Ac	£3,180.00	
Current Ac	£18,994.83	£22,174.83
Payments not cashed Subtract..		£0.00
Receipts not entered Add.....	£0.00	
Cash as day book		£22,174.83
Add payments to come		
VAT reversal	£3,155.80	
Total to come Add	£3,155.80	
Day Book.....		25330.63
Minus restricted funds		
Balance of precept yet to pay	(£7,886.00)	
Ring fenced for MUGA repairs	(£400.00)	
Ring fenced for mower	(£4,000.00)	
Ring fenced P3	(£188.99)	
Ring fenced for toilet	(£1,500.00)	
Total restricted Subtract	(£13,974.99)	
Total Unrestricted		£11,355.64

FORM AC2 (P) 102

PARISH/TOWN COUNCIL PRECEPT

1st APRIL 2022 TO 31st MARCH 2023

Please check the Clerk and bank details shown below are correct or amend as appropriate

Name of Parish/Town Council: Black Torrington Parish Council	Remit to: Account Name: Black Torrington Parish Council
Name of Parish Clerk: Mr Donald Osborne	Account No: 05001315
Address for Correspondence Leasefield Farm	Bank Name: Natwest
Halwill Junction	Bank Sort Code: 535052
Beaworthy	Bank Address: Launceston Branch, 14 Westgate St, Launceston, PL15 7AG
Devon	Post Code: EX21 5XU
Telephone No: 07809 688 725	
E-Mail Address: clerkblacktorrington@outlook.com	

Notice of Precept upon Torridge District Council

I am hereby directed to pay to the Parish/Town Council's bank account, at the bank described above, the following instalments of precept from the Council Tax of the Parish/Town to meet expenses payable by the Parish/Town Council during the Financial Year described above.

Authorised at a meeting of the Parish/Town Council held on:- **11/10/2022**

Town/Parish Precept Requirement 2021/22

£10,106.36

To be paid in 2 equal instalments by end of April & September

Signed X

[Signature]

X Proper Officer / Chairman

Date:

25/01/22

To All Black Torrington Parish Councillors,

You are hereby summoned to attend a **Meeting of Black Torrington Parish Council**, which will be held on **Tuesday, 08th March 2022, 7:00 pm** in the village hall, for the purpose of transacting the following business. In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.

D Osborne **01/03/2022**

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

- To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
- Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
- Parish Council Minutes** - To approve and sign the minutes of the Black Torrington Parish Council Ordinary meeting held on 11th January 2022 as a correct record.
- Public Question Time** - At the discretion of the Chairman, to receive questions from members of the public relevant to the work of the Council. Matters raised may be added to future agenda. Answers may be given in writing.
- Clerk & Councillor Reports** - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) - for information only.
- Finances** –
 - Bills to pay, cheques to be raised
- Action List, matters arising from the minutes including:**
 - Speeding and parking in the parish
 - Litter picking “A” board
 - The bus near the water works
 - Flooding at the Maltings
- QEII Platinum Jubilee events and commemorative keepsakes.**
- War in Ukraine** - Should the parish council respond. What practical help can the parish offer those affected.
- Potential new uses for the old BT telephone kiosk.**
- Black Torrington Playing Fields**

- Playing field committee report
- Maintenance of the visibility splay at the entrance of the Hall car park
- Quotes?
- Dog control orders consultation.

12. Planning

Reference: 1/0147/2022/FUL
Proposal: Erection of a treehouse for holiday use (Variation of condition 2 of planning permission 1/0049/2021/FUL)
Location: Land Adjacent Kingsley Cottage, Black Torrington, Devon,

Any planning application which is received after this Agenda is published may be discussed here though no formal agreement can be made.

13. Correspondence

- Twenty mph limits
- Police report

“BLACK TORRINGTON:
1 x Use threatening/abusive/insulting words or behaviour”

14. To agree the date of the next parish council meeting

May 11th

15. Close

BLACK TORRINGTON PARISH COUNCIL

Minutes of the Black Torrington Parish Council Meeting held on
Tuesday, 8th March 2022, at 7pm, in the Village Hall

Present: Cllrs, M Hall (MH)(Chair), C Lock (CL), E Barnes (EB), W Frost (WF), M Down(MD), M Moulton (MM), S Powell (SP), D Haywood(DH) & P Mills (PM)
In Attendance: One member of the public (MOP) & Clerk

- 0803/01 To receive and accept apologies –**
Apologies were received from Ward Councillor P Hackett
- 0803/02 Declarations of Interest – None**
- 0803/03 Parish Council Minutes**
It was **resolved** to approve and sign the minutes of the Parish Council Ordinary meeting held on 11th January 2022, as a correct record.
- 0803/04 Public Question Time**
None
- 0803/05 Clerk & Councillor reports**
None
- 0803/06 Action List**
Speeding and parking in the parish
There has been a change in the rules for introducing 20mph speed limits. Devon County Council has asked for expressions of interest in 20 mph limits in communities. It was agreed to ask County Councillor Morrish if he will support a 20 mph limit in Black Torrington and should he do so, to make an expression of interest to Devon County Council.
Litter picking “A” board
Councillor Frost reported that the “A” boards will be made soon. Carries over.
The bus near the water works
Work on the site is still progressing. We have not heard from the owners. The clerk was asked to send a registered letter to the owners of the bus. Carried over.
Flooding at the Maltings
It is still too wet. Carried over.
- 0803/07 Finances**
• Bills to pay, cheques to be raised
It was agreed to pay the following bills

Date	Payee	Amount inc VAT	Brief details of supply
03/03/2022	Parish Magazine Printing	£198.30	BT Times March
31/12/2021	Parish Magazine Printing	£215.10	BT Times January
02/02/2022	BT Village Hall	£12.00	Hall Hire March
P3 Account			
11/01/22	Shirley Jones	£50.04	P3 for gate posts

- 0803/08 QEII Platinum Jubilee**
There was no one from the group which has shown an interest in organising QEII Platinum Jubilee events present. It is difficult to get a road closure order to hold a street party and time is limited as a 3 month notification period is required. It may be possible to hold an event on the playing fields.
The parish council’s insurance would cover events organised by the parish council or the playing field committee.
It was agreed to ring fence £2,000 in case it is requested for QEII Platinum Jubilee events. It was agreed to ring fence an additional £500 for mugs or coins. It was thought that 50 of each would be sufficient.
- 0803/09 War in Ukraine**
Russia has invaded Ukraine. The parish council would like to express its disapproval. It was agreed that a letter would be drafted by Councillor Mills to be published in the BT and Chilla Times and the local newspaper.
The parish council can not give grants to groups or charities that do not benefit the parishioners. There is a local group collecting for Ukraine. It was agreed to advise parishioners that they can donate much need goods at a local rop off point. This advice will be put in the BT and Chilla Times.
- 0803/10 Potential new uses of the old BT telephone kiosk**
A Parishioner has asked the parish council if the old BT telephone kiosk can be tidied up and repurposed. It was agreed in principle but more information is needed.
- 0803/11 Black Torrington Playing Fields.**
• **Playing Field Committee Report.**
Councillor Frost reported that a working party will carry out maintenance work on the playing fields some time around the 19th March.
• **Maintenance of the visibility splay at the entrance of the Hall car park**
The hedgebank that forms the visibility splay at the entrance to the village hall car park is uneven and difficult to maintain. A quote of £365.00 plus VAT has been received to take down and restore the hedgebank.
It was **resolved** to accept the quote to have the hedgebank restored.
• **Dog control orders consultation.**
Torridge District Council has advised the parish council that it is holding a consultation on dog control orders. The Parish Council does not wish to comment.
- 0803/12 Planning**
Reference: 1/0147/2022/FUL
Proposal: Erection of a treehouse for holiday use (Variation of condition 2 of planning permission 1/0049/2021/FUL)
Location: Land Adjacent Kingsley Cottage, Black Torrington, Devon,

Black Torrington parish council has no comment on this application.
- 0803/13 Correspondence**
-
- 0803/14 To agree the date of the next parish council meeting**
The Next scheduled meeting of the Parish Council will be on May 3rd 2022 at 19:00 in the parish hall.
- 0803/15 Close**
The meeting closed at 21:10 pm

8th, March, 2022

Black Torrington Parish council would like to commission the following works to be carried out: -

1. Reshape bank on playing field hedge and take away any surplus material

All for the estimated sum of £365.00 plus VAT

You are responsible for your own safety and that of others.

Invoice to be sent to: The Clerk at Leasefield Farm, Halwill Junction, Beaworthy EX21 5XU or
email:
clerkblacktorrington@outlook.com

Don Osborne

Clerk to Black Torrington Parish Council

Bills for payment March 2022

Date	Payee	Amount Ex VAT	Amount inc VAT	Brief details of supply
31/12/2021	Parish Magazine Printing	£215.10	£215.10	BT Times January
03/03/2022	Parish Magazine Printing	£198.30	£198.30	BT Times March
02/02/2022	BT Village Hall	£12.00	£12.00	Hall Hire January

Total for month ex VAT £425.40
Total for month inc VAT £425.40
VAT for month £0

P3 (Money held by the parish council in its current account on behalf of the Parish Paths Project) For information only



Expressions of interest

We are keen to understand the benefits of 20 mph speed limits for our communities and would like to know where you feel this would be beneficial. At our [Cabinet meeting on the 8th December](#) a resolution was agreed to allow 20mph schemes to be progressed in 2022/23 for those communities who request them (item 87).

This was initially proposed to be a project to run alongside work to introduce a community wide 20 in Newton Abbot. However, after extensive community engagement it was clear that the residents of Newton Abbot did not support this, nor did they support 20 as a default in residential streets. They did however support 20s outside schools and we will be working with Elected Members to develop a study around this. More details can be found in our [recent press release](#).

With the outcome of our Newton Abbot consultation in mind it is essential that we have a strong indication of community support when we assess requests for 20s. Therefore, the involvement of Town and Parish Councils in the application process is essential and we invite you to liaise with Elected Members in submitting applications.

We wrote to elected Members in February asking them to work with their communities to complete applications and committed to also communicate directly with Town and Parish Councils. If you feel that a 20mph speed limit is right for your community and are not already in contact with your local County Council on the matter, we encourage you to open dialogue.

To allow for assessment and prioritisation for schemes to be delivered in 22/23 **all submissions must be complete by 31st March**. It is important that every application is supported both by the Town or Parish Council and Elected Member prior to assessment. [The application form is available here.](#)

Given that the Newton Abbot project will not progress for a fully community 20mph scheme it is intended that new 20s implemented through this project will form part of the study to inform future County Policy

Meeting of Black Torrington Parish Council

A Meeting of Black Torrington Parish Council, will be held on Tuesday 3rd May 2022, following the Annual parish Council Meeting in the village hall, for the purpose of transacting the following business.
In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.
D Osborne 28/04/2022

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
2. **Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **Parish Council Minutes** - To approve and sign the minutes of the Black Torrington Parish Council Ordinary meeting held on 8th March 2022 as a correct record.
4. **Public Question Time** - At the discretion of the Chairman, to receive questions from members of the public relevant to the work of the Council. Matters raised may be added to future agenda. Answers may be given in writing.
5. **Clerk & Councillor Reports** - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) - for information only.
6. **Finances**
 - Bills to pay, cheques to be raised
7. **Action List, matters arising from the minutes including:**
 - Speeding and parking in the parish including 20mph speed limit and signs designed by the children
 - Litter picking "A" board
 - The bus near the water works
 - Flooding at the Maltings
8. **QEII Platinum Jubilee events, Jubilee bench and refurbished gates suggestions.**
9. **Defibrillator.** To consider a request to help fund the service costs of a defibrillator for the village hall.
10. **Black Torrington Playing Fields**
 - Playing field committee report

11. **Planning**

Reference: 1/0415/2022/AGMB
Proposal: Prior notification for the change of use of agricultural building to 2no. dwellings under Class Q and associated operational development (Resubmission of 1/0510/2019/AGMB)
Location: Agricultural Building At Grid Reference 246943 103759, Highampton, Devon,,

Any planning application which is received after this Agenda is published may be discussed here though no formal agreement can be made.
12. **Correspondence**
13. **To agree the date of the next parish council meeting**
14. **Close**

BLACK TORRINGTON PARISH COUNCIL

Minutes of the Black Torrington Parish Council Meeting held on
Tuesday, 3rd May 2022, following the APCM, in the Village Hall

Present: Cllrs, P Mills (PM)(Chair), C Lock (CL), E Barnes (EB), W Frost (WF), M Down(MD), M Moulton (MM), S Powell (SP),
In Attendance: Two members of the public (MOP) & Clerk

- 0305/01 **To receive and accept apologies –**
Apologies were received from Councillor D Haywood
- 0305/02 **Declarations of Interest –** Councillor Mills declared an interest in Item 11 Planning.
Item 11 was moved to the last Item on the Agenda and Councillor Mills absent himself from the Meeting for the discussion and vote on Item 11
- 0305/03 **Parish Council Minutes**
It was **resolved** to approve and sign the minutes of the Parish Council Ordinary meeting held on 4th March 2022, as a correct record.
- 0305/04 **Public Question Time**
A member of the public has recently formed a football club in the parish. They have been using the MUGA but it is too small so they have moved onto the football pitch.
The Football club would like to consider whether the parish council will help fund the group.
The Clerk was asked to make this an agenda item for a the July Meeting.
- 0305/05 **Clerk & Councillor reports**
None
- 0305/06 **Action List**
Speeding and parking in the parish including 20mph speed limit and signs designed by children
Devon County Council has acknowledged our request for a 20mph limit in the parish. It will now be considered by Devon Highways.
The Clerk was asked to order 4 speed signs designed by children.
Litter picking “A” board
Carried over.
The bus near the water works
The clerk has spoken to the owner of the bus near the waterworks who has acknowledged the parish council’s letter. The bus does still have a ticket and is registered at a public transport garage so the owner feels they not in breach of any planning requirements. The owner feels this is not a parish council matter. Carried over.
Flooding at the Maltings
Carried over.
- 0305/07 **Finances**
 - Bills to pay, cheques to be raisedIt was agreed to pay the following bills

Date	Payee	Amount inc VAT	Brief details of supply
30/03/2022	Parish Magazine Printing	£227.33	BT Times May
02/04/2022	BT Village Hall	£12.00	Hall Hire March

02/04/2022	BT Village Hall	£18.00	BT Reconnect
06/04/2022	Plandscape	£132.00	Grass cut October 2021 and March 2022
03/05/2022	Plandscape	£132.00	Grass cut April 2022
01/04/2022	DALC	£119.84	Affiliation fee

- 0305/08 **QEII Platinum Jubilee events, Jubilee bench and refurbished gates suggestions.**
A member of the public is organising QEII Platinum Jubilee events for the parish. The event will help raise money for the RNLI. They require no help from the parish council.
To shot blast and repaint the gates will cost £240 including VAT. A public poll suggested that green would be the preferred colour for the gates.
It was **resolved** to accept the quote for gate refurbishment.
The Clerk was asked to order coins and mugs for the parish children with a £500 budget.
As the parish council has not used any public money on the QEII Jubilee it was agreed to purchase a Jubilee bench. The Clerk was asked to order the bench
- 0305/09 **Defibrillator. To consider a request to help fund the service costs of a defibrillator for the village hall.**
More information is needed. Carried over.
- 0305/10 **Black Torrington Playing Fields.**
 - **Playing Field Committee Report.**
The PFC has a few new members. There has been a general tidy up and cutting back of vegetation by volunteers. There will be no fête this year but there will be a fun day on the 9th July. At the moment the grass cutting is working well but the money for a new mower may be needed should the current contractor cease to carry out the work.
The slide will be repaired.
- 0305/11 **Planning**
Reference: 1/0415/2022/AGMB
Proposal: Prior notification for the change of use of agricultural building to 2no. dwellings under Class Q and associated operational development (Resubmission of 1/0510/2019/AGMB)
Location: Agricultural Building At Grid Reference 246943 103759, Highampton, Devon

Black Torrington parish council has no comment on this application.
- 0305/13 **Correspondence**
-
- 0305/14 **To agree the date of the next parish council meeting**
The Next scheduled meeting of the Parish Council will be on July 5th 2022 at 19:00 in the parish hall.
- 0305/15 **Close**
The meeting closed at 21:10 pm

Black Torrington Parish Council

Leasefield Farm, Halwill Junction, Beaworthy EX21 5XU
Telephone: 07809 688 725 Email: clerkblacktorrington@outlook.com

To All Black Torrington Parish Councillors,

You are hereby summoned to attend the **Annual Parish Council Meeting (AGM) of Black Torrington Parish Council**, which will be held on **Tuesday, 3rd May 2022, 7:00 pm** at the village hall for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.

D Osborne

28th April 2022

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

The outgoing Chair will open the meeting

1. **To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
The Chair will now stand down
2. **Election of Chairman**
3. **Election Vice Chairman**
4. **Declarations of acceptances of office (documents to be signed at the earliest opportunity)**
5. **Review Policy Documents**
6. **Appointments to committees, outside organisations and charities-**
 - a. Village Hall Committee appointment of PC representative
 - b. Playing Field Committee confirmation of members
 - c. Appointment or confirmation of P3 coordinator.
 - d. To appoint or confirm members of the planning committee
 - e. Any other committees to be formed
7. **End of Year Financial Statements**
 - a. Review of Cheque signatories, signing mandate
 - b. Review of ring-fenced amounts for future projects.
 - c. To agree the Annual Governance Statements
 - d. To agree exemption from Audit
8. **Date of next AGM**
9. **Close**

BLACK TORRINGTON PARISH COUNCIL

Minutes of the Black Torrington Parish Council Annual Meeting held on
Tuesday, 3rd May 2022, at 7pm, by video link

Present: Cllrs, M Hall (MH)(outgoing chair), C Lock (CL), E Barnes (EB), W Frost (WF), P Mills (PM) M Down(MD), M Moulton, S Powell
In Attendance: Two members of the public & Clerk

- AGM22/01 To receive and accept apologies**
Apologies were received from Councillor D Haywood(DH)
- AGM22/02 Election of Chairman**
Councillor Hall stood down as Chair and resigned as a councillor with immediate effect.
There was a vote of thanks from the council for the outgoing chairs hard work as chair over the last year.
There was no one willing to stand as Chair for the Municipal Year 2022-23. Cllr Mills agreed to chair the meeting.
- AGM22/03 Election of Vice-chairman**
There was no one willing to stand as Vice-Chair for the Municipal Year 2022-23
- AGM22/04 Declarations of acceptances of office**
Deferred
- AGM22/05 Review Policy Documents**
The Policy documents (Standing Orders, Financial Regulations and Code of Conduct) were re-adopted without change. Next review May 2023
- AGM22/06 Appointments to committees, outside organisations and charities-**
 - a. **Village Hall Committee appointment of PC representative**
Councillor E Barnes was confirmed as the Village Hall Committee representative
 - b. **Playing Field Committee confirmation of members**
It was agreed at confirm the Playing Field Committee members with Will Frost as chair.
 - c. **Appointment or confirmation of P3 coordinator.**
Councillor M Moulton agreed to be the Parish Paths Partnership coordinator.
 - d. **To appoint or confirm members of the planning committee**
It was agreed to disband the planning committee
 - e. **Any other committees to be formed**
There are no other committees to be formed
- AGM22/07 End of Year Financial Statements**
 - a. **Review of Cheque signatories, signing mandate**
In view of the problems we have been having with NatWest bank the clerk was asked to get advice from the County Association.
 - b. **Review of ring-fenced amounts for future projects.**
Ring fenced amounts were confirmed for:-
 - MUGA repairs
 - Mower
 - QEII Platinum Jubilee
 - P3
 - Toilet
 - c. **To agree the Annual Governance Statements**
The Annual Governance Statements were read out and agreed
 - d. **To agree exemption from Audit**

Bills for payment May 2022

Current Account

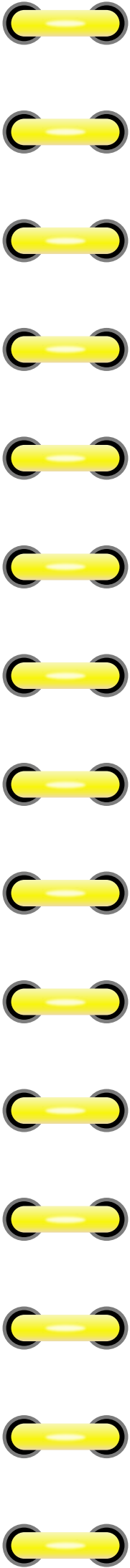
Date	Payee	Amount Ex VAT	Amount inc VAT	Brief details of supply
30/03/2022	Parish Magazine Printing	£227.33	£227.33	BT Times May
02/04/2022	BT Village Hall	£12.00	£12.00	Hall Hire March
02/04/2022	BT Village Hall	£18.00	£18.00	BT Reconnect
06/04/2022	Plandscape	£110.00	£132.00	Grass cut October 2021 and March 2022
03/05/2022	Plandscape	£110.00	£132.00	Grass cut April 2022
01/04/2022	DALC	£106.00	£119.84	Affiliation fee

Total for month ex VAT £583.33
Total for month inc VAT £641.17
VAT for month £57.84

It was agreed to ask Pkf. Littlejohn for an exemption from external audit as the parish council’s turnover was below the threshold for smaller authorities.

Date of next AGM
The Next Annual Parish Council meeting will be on the 2nd May 2023

AGM22/08
AGM22/09
Close



Certificate of Exemption – AGAR 2021/22 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2022 and a completed Certificate of Exemption is submitted no later than **30 June 2022** notifying the external auditor.

Black Torrington Parish Council

certifies that during the financial year 2021/22, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2021/22: £9,812 ER AMOUNT £00,000

Total annual gross expenditure for the authority 2021/22: £3,278 ER AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2018
- In relation to the preceding financial year (2020/21), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2022.

By signing this certificate you are also confirming that you are aware of this requirement.

Signed by the Responsible Financial Officer Date 03/05/2022 I confirm that this Certificate of Exemption was approved by this authority on this date: 03/05/2022

Signed by Chairman Date 03/05/2022 as recorded in minute reference: AGM22/07.d

Generic email address of Authority clerkblacktorrington@outlook.com TELEPHONE NUMBER

*Published web address www.blacktorrington.org.uk PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2022. Reminder letters incur a charge of £40 +VAT

Date	Chk No	Payee	VAT	For what
13/07/21		919 Shirley Jones	£65.89	£65.89 Planters & plants for Chilla
13/07/21		920 Parish Magazine PrintEng	£214.80	214.8 BTTimes printEng
13/07/21		920 Parish Magazine PrintEng	£215.10	£215.10 BTTimes printEng
13/07/21		921 DALC	£103.00	116.29 DALC&NALCAffila@on
13/07/21		922 CPRED Devon	£36.00	£36.00 CPREAffila@on
13/07/21		923 Pk LIZlejohn LLP	£300.00	£360.00 Audit paid by Clerk
13/07/21		923 Carne& Company	£616.05	£616.05 Insurance paid by Clerk
24/09/21		924 Parish Magazine PrintEng	£231.90	£231.90 BTTimes printEng July
24/09/21		924 Parish Magazine PrintEng	£231.90	£231.90 BTTimes printEng September
24/09/21		925 SteggleTree Services(Mr D Steggle)	£200.00	£200.00 Tree surgery
24/09/21		926 BT Village Hall	£6.00	£6.00 Hall Hire July
24/09/21		927 Mike Hall	30.01	36.01 P3expenses
09/11/21		928 BT Village Hall	£24.00	£24.00 Hall Hire September
09/11/21		928 BT Village Hall	£24.00	£24.00 Hall Hire for BT Connect
11/01/21		929 Parish Magazine PrintEng	£198.30	£198.30 BTTimes November
11/01/21		930 BT Village Hall	£6.00	£6.00 Hall Hire November
11/01/21		931 SWhatmore	£120.00	£120.00 Two Christmastrees
11/01/21		932 BTNetball club	£100.00	£100.00 Grant
08/03/22		933 Parish Magazine PrintEng	£215.10	£215.10 BTTimes January
08/03/22		933 Parish Magazine PrintEng	£198.30	£198.30 BTTimes March
08/03/22		934 BT Village Hall	£12.00	£12.00 Hall Hire January
08/03/22		935 Shirley Jones	£50.04	£50.04 P3 Gate post
Totals			3148.35	79.29 3277.68

18/03/22

Black Torrington
RECONCILIATION

From Accounts 20 th August 2021		
ReserveAc	£3,180.00	
Current Ac	£18,460.49	£21,640.49
Payments not cashed. Subtract..		£0.00
Receipts not entered Add.....	£0.00	
Cash as day book		£21,640.49
Add payments to come		
Precept	£5,013.18	
VAT reversal	£3,155.80	
Total to come. Add	£8,168.98	
Day Book.....		29809.47
Minus restricted funds		
Balance of precept yet to pay	(£9,254.67)	
Ring fenced for MUGA repairs	(£400.00)	
Ring fenced for mower	(£4,000.00)	
Ring fenced for QEII Jubilee	(£2,500.00)	
Ring fenced P3	(£195.00)	
Ring fenced for toilet	(£2,000.00)	
Ring fencedfor visibility splay	(£365.00)	
Total restricted Subtract.	(£18,714.67)	
Total Unrestricted		£11,094.80

BLACK TORRINGTON PARISH COUNCIL - BUDGET 2022/3

	BUDGET		2022												2023			TOTALS	YET TO	REVISED	VARIANCE
	2022-23		ACTUALS			FORECAST									FOR YEAR	PAY	FCAST				
	£		April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2021/22		2022-23				
Insurance	620															-	620	620	0		
DALC Affiliation	110			106												106	-	106	4		
Domain Name/Hosting	67															-	67	67	0		
Software	56															-	56	56	0		
Audit	200															-	200	200	0		
Admin expenses	300															-	300	300	0		
Hall Hire	150			12												12	138	150	0		
Clerk	2,573															-	2,573	2,573	0		
Training	100															-	100	100	0		
Travel/Subsistence	50															-	50	50	0		
Mem. Garden upkeep	100															-	100	100	0		
BT Times	-			227												227	- 227	-	0		
Playing Field maintenance	1,500			220												220	1,280	1,500	0		
Christmas Tree	100															-	100	100	0		
Toilets	500															-	500	500	0		
Grants/s137fele prize	250															-	250	250	0		
Reserves	3,166			18												18	3,148	3,166	0		
	9842			583		-	-	-	-	-	-	-	-	-		583	9,255	9,838	4		
			checks: 9838																	4	

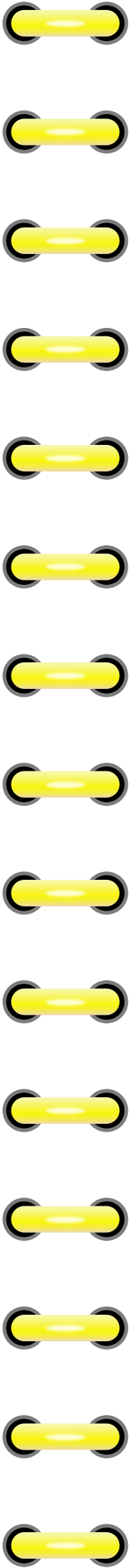
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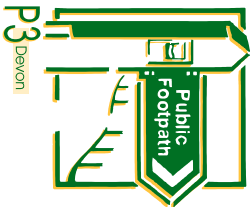
BLACK TORRINGTON PARISH COUNCIL REGISTER OF ASSETS.

	Asset & Location	Acquired	Supplier	Cost	Value insurance	Value asset register
	1 Bus Shelter				£15,000	£1.00
	2 Gates and gateways			£568.21	£1,000	£568
	3 War memorial				£30,000	£1
	4 Banks and fences			£1,515.43	£1,000	£1,515
	5 Notice board	Jan-15	Greenbarnes	£2,055.05	£3,000	£2,055.05
	6 MUGA				£30,000	£1
	7 Adut gym equipment	2018	Caloo	£8,722	£8,722	£8,722
	8 Play equipment	2019	TK Play	£4,000	£4,000	£4,000
	9 Play equipment	2020	Sovereign	£29,569	£29,569	£29,569
	10 Phone box			£1	£1,500	£1
	11 Mower shed			£2,500	£100.00	£2,500
	12 Dug-out			£268.47	£268	£268
	13 Tennis nets				£300	
	Air ambulance night		Devon Air			
	14 landing light	2017	Ambulance	£3,574.00	£3,574	£3,574
	15 Bollards	2021	Woodscape	£497.81	£500.00	£497.81



Please return to Ros Davies by Monday, 14th February 2022
email ros.davies@devon.gov.uk or post to: Devon County Council Public Rights of Way, Great Moor House, Bittern Road, Sowton, Exeter, Devon EX2 7NL

Parish:Black Torrington Parish Council



P3 SUMMARY OF EXPENDITURE - APRIL 2021 TO MARCH 2022

	Expenditure	Income
Balance in bank (<u>prior</u> to receipt of Spring 2021 grant)		225.00
P3 Grant Cheque received from Devon County Council Spring 2021		0.00

Contractors		
Farmers		
Parish Council handyman		
Materials – e.g. fence rails, sleepers		
Tools		
P3 Co-ordinator/Volunteers expenses – e.g. phone calls, petrol		
Clerk's expenses – e.g. stationery, phone calls		

Signed:  Date:24/05/22	Total expenditure	29.98	
	Total income		
			225.00
	P3 Account – Balance remaining		195.02

Meeting of Black Torrington Parish Council

A **Meeting of Black Torrington Parish Council**, will be held on **Tuesday 5th July 2022, at 19:00** in the village hall, for the purpose of transacting the following business.
In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.
D Osborne 28/06/2022

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
2. **Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **Parish Council Minutes** - To approve and sign the minutes of the Black Torrington Parish Council Ordinary meeting and AGM held on 3rd May 2022 as a correct record.
4. **Public Question Time** - At the discretion of the Chairman, to receive questions from members of the public relevant to the work of the Council. Matters raised may be added to future agenda. Answers may be given in writing.
5. **Clerk & Councillor Reports** - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) - for information only.
6. **Finances** –
 - Bills to pay, cheques to be raised
7. **Action List, matters arising from the minutes including:**
 - Speeding and parking in the parish including 20mph speed limit and signs designed by the children
 - Flooding at the Maltings
7. **Co-option of a councillor to fill the vacancy resulting from the resignation of Councillor Hall**
8. **Grant request from the church to help maintain the churchyard**
9. **Request from the nascent football club for funding**
10. **BT Times.** Possible new editor.
11. **Finger-post signs and BT telephone kiosk.** Refurbishing and tidying up.
12. **Defibrillator.** To consider a request to help fund the service costs of a defibrillator for the village hall.
13. **Black Torrington Playing Fields**
 - Playing field committee report
 - MUGA lighting

14. **Planning**

Reference:

Proposal:

Location:

1/0507/2022/FUL
Proposed first floor extension
Rockwell, Black Torrington, Beaworthy, Devon,,

Any planning application which is received after this Agenda is published may be discussed here though no formal agreement can be made.
15. **Correspondence**
16. **To agree the date of the next parish council meeting**
17. **Close**

BLACK TORRINGTON PARISH COUNCIL

Minutes of the Black Torrington Parish Council Meeting held on
Tuesday, 5th July 2022, in the Village Hall

Present: Cllrs, C Lock (CL), E Barnes (EB), W Frost (WF), M Down(MD), M Moulton (MM), S Powell (SP), D Haywood
In Attendance: Ward Councillor P Hackett(PH), 1 member of the public (MOP) & Clerk

As there is no permanent chair Councillor Moulton agreed to chair the meeting

- 0507/1. **To receive and accept apologies –**
Apologies were received from Ward Councillor P Watson and Councillor P Mills
- 0507/2. **Declarations of Interest –** None
- 0507/3. **Parish Council Minutes**
It was resolved to approve and sign the minutes of the Parish Council Ordinary meeting held on 3rd May 2022, as a correct record the minutes were signed by Councillor Moulton.
- 0507/4. **Public Question Time**
A Chilla resident has asked if a few bags of daffodil bulbs can be bought to brighten up the grass verges in Chilla. Agenda Item for the next meeting.
- 0507/5. **Clerk and Councillor reports**
Ward Councillor Hackett reported that he will be attending the next Police and Crime Commissioner’s meeting. The Clerk asked why we no longer get monthly crime reports. PH responded that PCSO James has left and not been replaced.
WF asked if district councillors had any discretionary funding available at the moment. PH responded that they do not.
- 0507/6. **Action List**
 - Speeding and parking in the parish including 20mph speed limit and signs designed by the children**
The Clerk reported that the designs from the play group were with the printers for printing. WF has spoken to the School and more designs will be forthcoming.
 - Flooding at the Maltings**
The blocked pipe no the Maltings Estate has not yet been cleared. A mesh over the outflow in the ditch to stop debris ingress is all that the Parish Council can do. WF agreed to get a quote to have a mesh made by a local fabricator. MD will see if there is anything commercially available. Carried over.

BLACK TORRINGTON PARISH COUNCIL

- 0507/7. **Finances**
It was agreed to pay the following bills.

Current Account				
Date	Payee	Amount Ex VAT	Amount inc VAT	Brief details of supply
31/05/2022	NO BUTTS BIN CO. LIMITED	£820.00	£984.00	Jubilee Picnic bench
13/05/2022	Clerks and Councils Direct	£439.36	£527.23	Jubilee Mugs paid by clerk
27/05/2022	BHIB Limited	£583.52	£583.52	Insurance paid by clerk
06/06/2022	BT Village Hall	£12.00	£12.00	Hall hire May
10/06/2022	Plandscape	£110.00	£132.00	Grass cut May 2022
01/04/2022	Right Angle finishing Ltd	£240.00	£288.00	Gate painting paid by Topsy
Paid by Playing Field Committee				
30/05/22	Danny Hubbard	£1194.39	£1194.39	Slide repairs

Total for month ex VAT £2204.88
Total for month inc VAT £2526.75
VAT for month £321.87

Paid by Clerk £1110.75
Paid by Topsy £288.00

- 0507/8. **Co-option of a councillor to fill the vacancy resulting from the resignation of Councillor Hall**
Shirley Jones was **proposed** by EB, **seconded** by DH and it was **resolved** to coopt her as a member of Black Torrington Parish Council.
- 0507/9. **Grant request from the church to help maintain the churchyard**
It was **resolved** to award a grant of £100 to help maintain the church grounds using s137 of the Local Government Act.
- 0507/10. **Request from the nascent football club for funding**
Two new goal posts have been purchased at a total cost of £360. It was **resolved** that the Parish Council would pay £180 for one goal.
Lights for the MUGA will be researched.
- 0507/11. **BT Times.** Possible new editor.
The editor of the BT & Chilla Times has resigned, there has been no edition this cycle. A new editor has volunteered. It may be that the publication will move to quarterly publication rather than bi-monthly.
Getting copy has been a problem. The Football club will provide a report and so will PH for Torridge District Council
- 0507/12. **Finger-post signs and BT telephone kiosk.** Refurbishing and tidying up
A member of the public has volunteered to repaint the cast iron finger post at Long Cross if the Parish Council will pay for materials. Cost of the materials is estimated to be £71. It was **resolved** to pay for materials to repaint the finger post.
The same member of the public would also like to renovate the old BT telephone kiosk. The PC asked that an estimate of costs was provided first.

BLACK TORRINGTON PARISH COUNCIL

0507/13. **Defibrillator.** To consider a request to help fund the service costs of a defibrillator for the village hall.
Carried over pending more information.

0507/14. **Black Torrington Playing Fields.**
• **Playing Field Committee Report.**
The PFC annual meeting will be on the 20th July in Hope Chappel.
The mowing contract is working out well but is not suitable for playing football on so the football club is mowing part of the playing fields themselves. Grass cuttings should be disposed of away from the play areas. The slide has been repaired and parts for the repairs to the MUGA fence are on order.

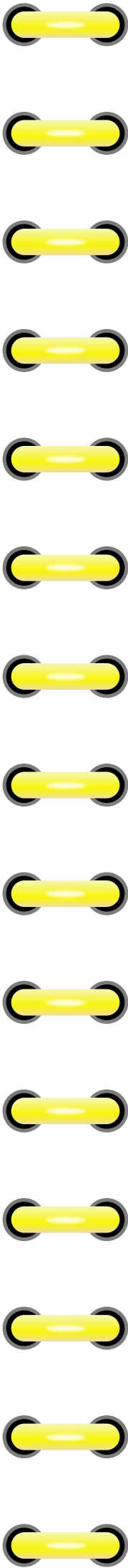
0507/15. **Planning**
Reference: 1/0507/2022/FUL
Proposal: Proposed first floor extension
Location: Rockwell, Black Torrington, Devon,

Black Torrington parish council has no comment on this application.

0507/16. **Correspondence**
The offer to paint the finger post was discussed during the meeting.

0507/17. **To agree the date of the next parish council meeting**
The Next scheduled meeting of the Parish Council will be on September 8th 2022 at 19:00 in the parish hall.

0507/18. **Close**



JANFEBMARAPRMAYJUNJULAUGSEPOCTNOVDEC

Sheet4

Black Torrington Parish Council

Calendar of Meetings 2022- 2023

April4

M	T	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May5

M	T	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June6

M	T	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July7

M	T	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August8

M	T	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September9

M	T	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October10

M	T	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November11

M	T	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December12

M	T	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January20231

M	T	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February2

M	T	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March3

M	T	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April4

M	T	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May5

M	T	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June6

M	T	W	Th	F	Sa	Su
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Full Council

Annual Meeting of the Parish

Annual Meeting of the Parish Council

Bills for payment July 2022

Current Account

Date	Payee	Amount Ex VAT	Amount inc VAT	Brief details of supply
31/05/2022	NO BUTTS BIN CO. LIMITED	£820.00	£984.00	Jubilee Picnic bench
13/05/2022	Clerks and Councils Direct	£439.36	£527.23	Jubilee Mugs paid by clerk
27/05/2022	BHIB Limited	£583.52	£583.52	Insurance paid by clerk
06/06/2022	BT Village Hall	£12.00	£12.00	Hall hire May
10/06/2022	Plandscape	£110.00	£132.00	Grass cut May 2022
01/04/2022	Right Angle finishing Ltd	£240.00	£288.00	Gate painting paid by Topsy
Paid by Playing Field Committee				
30/05/22	Danny Hubbard	£1194.39	£1194.39	Slide repairs

Total for month ex VAT £2204.88

Total for month inc VAT £2526.75

VAT for month £321.87

Paid by Clerk £1110.75

Paid by Topsy £288.00

Page 1

Meeting of Black Torrington Parish Council

To All Black Torrington Parish Councillors,

You are hereby summoned to attend a Parish Council Meeting of Black Torrington Parish Council, which will be held on Tuesday, 4th October 2022, 7:00 pm at the village hall for the purpose of transacting the following business.

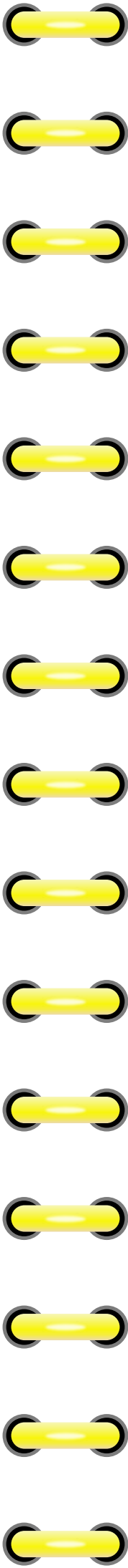
In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.

D Osborne 28/08/2022

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

- 1. To appoint a chair for the municipal year or for the meeting
- 2. To receive and accept apologies (Please make any apologies known to the Parish Clerk)
- 3. Declarations of Interest - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
- 4. Parish Council Minutes - To approve and sign the minutes of the Black Torrington Parish Council Ordinary meeting held on 5th July 2022 as a correct record.
- 5. Public Question Time - At the discretion of the Chairman, to receive questions from members of the public relevant to the work of the Council. Matters raised may be added to future agenda. Answers may be given in writing.
- 6. Clerk & Councillor Reports - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) - for information only.
- 7. Action List, matters arising from the minutes including:
 - Speeding and parking in the parish, signs designed by the children
 - Flooding at the Maltings
 - BT telephone kiosk
- 8. Finances –
 - Bills to pay, cheques to be raised
- 9. To consider purchasing daffodil bulbs for the grass verges in the parish.
- 10. To consider whether we need a new poppy wreath for Remembrance Sunday and whether to award a grant to the RBL poppy appeal.
- 11. Co-option of a councillor to fill the vacancy resulting from the resignations of Councillors Hall and Powell



- 12. Defibrillator. To consider a request to help fund the service costs of a defibrillator for the village hall.
- 13. Black Torrington Playing Fields
 - Playing field committee report
- 14. Planning

Any planning application which is received after this Agenda is published may be discussed here though no formal agreement can be made.
- 15. Correspondence
 - Letter from Sir Geoffrey Cox regarding broadband speeds in the parish
- 16. To agree the date of the next parish council meeting
- 17. Close

Minutes of the Black Torrington Parish Council Meeting held on
Tuesday, 4th October 2022, in the Village Hall (September Meeting)

Present: Cllrs, M Moulton (MM)(Chair), M Down(MD), P Mills (PM)
In Attendance: One members of the public (MOP) & Clerk

0410/01 To appoint a chair for the municipal year or for the meeting
Councillor Moulton agreed to be chair for the municipal year

0410/02 To receive and accept apologies –
Apologies were received from Ward Councillors P Hackett & P Watson and from
Councillors D Haywood, C Lock, E Barnes & W Frost

0410/03 Declarations of Interest – None

0410/04 Parish Council Minutes
It was resolved to approve and sign the minutes of the Parish Council Ordinary meeting
held on 5th July 2022, as a correct record.

0410/05 Public Question Time
None

0410/06 Clerk & Councillor reports
Councillor Moulton wrote a letter of support to the Holsworthy Community Rural
Transport (HCRT). The HCRT has asked for an annually recurring grant of £500 from the
Parish Council. The Clerk was asked to put this on the agenda for the next meeting.
MM asked if we could set up a wood bank to help with those suffering from fuel poverty.
The clerk asked who the grant cheque for maintenance of the church grounds should be
made to.

0410/07 Action List
Speeding and parking in the parish
Four signs designed by WF’s children’s group have been made but are not yet up
BT telephone kiosk
A function for the BT telephone kiosk needs to be agreed. Paper tends to suffer damage in
the kiosk so books and leaflets might not be ideal. PM thought it might be a good location
for a plant container
Flooding at the Maltings
It is still too wet. Carried over.

0410/08 Finances
• Bills to pay, cheques to be raised
It was agreed to pay the following bills

Date	Payee	Amount inc VAT	Brief details of supply
------	-------	----------------	-------------------------

25/07/2022	BT Village Hall	£12.00	Hall hire July
	CPRE	£36.00	Annual subscription
20/07/22	G Overington	£70.96	Finger post painting
07/08/22	Stopgap Fencing	£864.00	Supply wire mesh
05/09/22	E Knight woodland management	£897.60	Picket fencing (£400)
31/08/22	Parish magazine printing	£227.33	BT & Chilla Times
09/09/22	Pidsignz	£72.00	Four speed signs
08/07/2022	Plandscape	£132.00	Grass cut June 2022
07/08/22	Plandscape	£132.00	Grass cut July 2022
07/09/22	Plandscape	£66.00	Grass cut August 2022
30/09/22	Plandscape	£132.00	Grass cut September 2022

Total for month ex VAT £2259.29
Total for month inc VAT £2641.89
VAT for month £382.60

0410/09 To consider purchasing daffodil bulbs for the grass verges in the parish.
It was resolved to get a bag of daffodils for Chilla and a bag for Black Torrington village
with a budget of a maximum of £50 per site.

0410/10 To consider whether we need a new poppy wreath for Remembrance Sunday and
whether to award a grant to the RBL poppy appeal.
It was resolved to give a grant of £100 to the Royal British Legion poppy appeal. The old
wreath is still usable so can be laid on Remembrance Sunday.

0410/11 Co-option of a councillor to fill the vacancy resulting from the resignations of
Councillors Hall and Powell
There have been no applicants. Carried over

0410/12 Defibrillator. To consider a request to help fund the service costs of a defibrillator for
the village hall.
Councillor Moulton

0410/13 Black Torrington Playing Fields.
• Playing Field Committee Report.
The Clerk read the following report on behalf of the PFC
• Money
I have forwarded on grass cutting invoices to Don for payment by the PC. £110 per month.
Alex Pallett, John M and a band of helpers have replaced the fence along the path and
have done a high quality job.
The timber was purchased and cost £748 + VAT. Can the PC approve payment with the
promised contribution of the PC of £400 or £500 (can't remember)? PFC will pay the
remainder.

Bills for payment September 2022

Current Account

Date	Payee	Amount Ex VAT	Amount inc VAT	Brief details of supply
25/07/2022	BT Village Hall	£12.00	£12.00	Hall hire July
	CPRE	£36.00	£36.00	Annual subscription
20/07/22	G Overington	£70.96	£70.96	Finger post painting
07/08/22	Stopgap Fencing	£720.00	£864.00	Supply wire mesh
05/09/22	E Knight woodland management	£748.00	£897.60	Picket fencing (£400)
31/08/22	Parish magazine printing	£227.33	£227.33	BT & Chilla Times
09/09/22	Pidsignz	£60.00	£72.00	Four speed signs
08/07/2022	Plandscape	£110.00	£132.00	Grass cut June 2022
07/08/22	Plandscape	£110.00	£132.00	Grass cut July 2022
07/09/22	Plandscape	£55.00	£66.00	Grass cut August 2022
30/09/22	Plandscape	£110.00	£132.00	Grass cut September 2022
Total Plandscape		£385.00	£462.00	Total Plandscape

Total for month ex VAT £2259.29
Total for month inc VAT £2641.89
VAT for month £382.6

Bills to Pay September 2022

- Other improvements completed.
Tall weld mesh fencing is repaired/ replaced. - paid for through funding from TDC - thank you P. Hackett
Lines repainted at last - I am quibbling the invoice because I am not totally happy with the quality of the job. So Don don't pay it if it comes direct to you. I have not forwarded it.
- Improvements not completed.
The park benches do need replacing - there are two memorial benches completely out of order and other not looking good. Could the PC fund 4 new benches or the recycled plastic kind. PFC does not have the funds.
- We are actively investigating lights for the MUGA - when we have a spec we are happy with we will investigate planning with help from Don. I understand the planning application could come from the PC. I already attempted a consultation by putting a note in the BT times. I am talking to Catherine from the larches.
- Events
Village fireworks on 5th November.
PFC is sourcing one off insurance to cover the bonfire and fireworks display. Any helpers would be welcome.

0410/14 Planning
There were no planning applications discussed

0410/15 Correspondence

- Letter from Sir Geoffrey Cox regarding broadband speeds in the parish
A parishioner has asked Sir Geoffrey Cox KC to enquire what steps the parish council is making to improve broadband speeds in the parish.
The Clerk informed the meeting that some of the remote areas of the parish are unlikely to get fibre broadband. Forestry England will not allow underground cables to properties in the forested areas. The government pledge that all dwellings and businesses will receive super fast broadband by 2025 has been changed to 85% and the funding available has been slashed. Airband are rolling out a service in this area. Councillor Mills will carry out some investigation to see what options are available

0410/16 To agree the date of the next parish council meeting
The Next scheduled meeting of the Parish Council will be on November22nd 2022 at 19:00 in the parish hall.

0410/17 Close
The meeting closed at 21:10 pm

Meeting of Black Torrington Parish Council

To All Black Torrington Parish Councillors,

You are hereby summoned to attend a Parish Council Meeting of Black Torrington Parish Council, which will be held on Tuesday, 22nd November 2022, 7:00 pm at the village hall for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend, contact the clerk for details of how to do this.

D Osborne **28/10/2022**

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

- To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
- Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests in respect of items on this agenda.
- Parish Council Minutes** - To approve and sign the minutes of the Black Torrington Parish Council Ordinary meeting held on 4th October (September meeting) 2022 as a correct record.
- Public Question Time** - At the discretion of the Chairman, to receive questions from members of the public relevant to the work of the Council. Matters raised may be added to future agenda. Answers may be given in writing.
- Clerk & Councillor Reports** - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) - for information only.
- Action List, matters arising from the minutes including:**
 - Speeding and parking in the parish, signs designed by the children
 - BT telephone kiosk
- Finances**
 - Financial report/Budget preparation
 - Percept preparation
 - Bills to pay, cheques to be raised
- To consider grant requests including:**
 - Holsworthy Community Rural Transport? If so how much?** They have asked for £500 a year for the next 3 years
 - Citizens Advice**
- Christmas tree** arrangements for installation and decoration

- Co-option of a councillor to fill the vacancies resulting from the resignations of Councillors Hall and Powell**
 - Defibrillator.** To consider a request to help fund the service costs of a defibrillator for the village hall.
 - Black Torrington Playing Fields**
 - Playing field committee report
- Any planning application which is received after this Agenda is published may be discussed here though no formal agreement can be made.**
- Planning**

Reference: 1/1080/2022/AGMB
Proposal: Prior notification for the change of use of agricultural building to 1 no. dwellinghouse and associated building operations under Class Q
Location: Barn Adjacent Craythorne Farm, Chilla, Beaworthy, Devon

Reference: 1/0995/2022/FUL
Proposal: Conversion of redundant barn to 2no. dwellings in lieu of Class Q approval
1/0415/2022/AGMB
Location: Agricultural Building At Hole Farm, Highampton, Devon,
 - Correspondence**
 - To agree the date of the next parish council meeting**
 - Close**

Black Torrington Parish Council

Minutes of the Black Torrington Parish Council Meeting held on Tuesday, 22nd November 2022, in the Village Hall

Present: Cllrs, M Moulton (MM)(Chair), M Down(MD), P Mills (PM), D Haywood(DH),
C Lock(CL), E Barnes(EB) & W Frost(WF)

In Attendance: Three members of the public (MOP) & Clerk

2211/01 To receive and accept apologies –

Apologies were received from Ward Councillors P Hackett & P Watson

2211/02 Declarations of Interest –

Councillors Mills declared an interest in Item 13 - Planning. Councillor Mills agreed to leave the meeting whilst Item 13 was being debated.

2211/03 Parish Council Minutes

It was **resolved** to approve and sign the minutes of the Parish Council Ordinary meeting held on 4th October 2022, as a correct record.

2211/04 Public Question Time

The path to the toilets has become slippery with moss. A parishioner slipped and fell. The path is managed by Torridge District Council. The clerk was asked to contact Torridge District Council to ask if the path can be cleaned. It may be possible for the Parish Council or the Playing Field Committee to do some work on the path.
Councillor Mills asked if the BT & Chilla Times can be circulated as a pdf. The Clerk informed the meeting that pdf copies of the magazine are put on the website when they are available.

2211/05 Clerk & Councillor reports

None

2211/06 Action List

Speeding and parking in the parish

Councillor Frost asked for a progress report on the 20mph limit request. The Clerk informed the meeting that they are currently being rolled out. Councillor Frost reported that one of the speed signs designed by children has been put up with the rest to follow.

BT telephone kiosk

A letter to parishioners will be put in the BT & Chilla Times asking for parishioners' views on possible uses for the kiosk. Books or leaflets tend to get damaged by the damp and sun. The door is not closing properly. The Clerk informed the meeting that a company called X2Connect have all the spare parts for old kiosks. The Clerk will contact the parishioner who has offered to paint the kiosk and put them in touch with the parishioner who wrote the letter regarding refurbishing the kiosk.

2211/07 Finances

- Financial report/Budget preparation
The Clerk circularised a financial report and proposed budget. The Clerk asked the councillors to consider what item might require funding in the next financial year. Suggestions included the Coronation of King Charles III and the election.
- Percept preparation

- Bills to pay, cheques to be raised
It was agreed to pay the following bills

Date	Payee	Amount inc VAT	Brief details of supply
31/10/22	Parish magazine printing	£554.66	BT Times Aug & Nov eds.
22/11/22	RBL Poppy appeal	£100.00	Grant
22/11/22	Mrs S Jones	£91.12	Bulbs for BT and Chilla
Other grant requests which were agreed at the November Meeting			
22/11/22	Citizens Advice	£200.00	Grant
22/11/22	Holsworthy Community Rural Transport	£200.00	Grant

Total for month ex VAT £1145.78

Total for month inc VAT £1145.78

VAT for month £0

2211/08 To consider grant requests including:

- Holsworthy Community Rural Transport? If so how much? They have asked for £500 a year for the next 3 years
It was **resolved** to award a grant of £200 to the Holsworthy Community Rural Transport
- Citizens Advice
It was **resolved** to award a grant of £200 to the Devon Citizens' Advice

2211/09 Christmas tree

The Clerk was asked to arrange for the Trees to be delivered in the first week of December. It was **resolved** that £50 should be available to Chilla for additional decorations and £50 should be available to Black Torrington for additional decorations

2211/10 Co-option of a councillor to fill the vacancy resulting from the resignations of Councillors Hall and Powell

Carried over

2211/11 Defibrillator. To consider a request to help fund the service costs of a defibrillator for the village hall.

There was some debate about whether the hall still wanted a defibrillator and if not where one should be put. The initial request was for help with maintenance costs which may be minimal. The offer from a former councillor to fund the purchase costs of a defibrillator has been withdrawn. Councillor Moulton will carry out further research prior to the next meeting.

Bills for payment November 2022

Current Account

Date	Payee	Amount Ex VAT	Amount inc VAT	Brief details of supply
31/10/22	Parish magazine printing	£554.66	£554.66	BT Times Aug & Nov eds.
22/11/22	RBL Poppy appeal	£100.00	£100.00	Grant
22/11/22	Mrs S Jones	£91.12	£91.12	Bulbs for BT and Chilla
Other grant requests which were agreed at the November Meeting				
22/11/22	Citizens Advice	£200.00	£200.00	Grant
22/11/22	Holsworthy Community Rural Transport	£200.00	£200.00	Grant

Total for month ex VAT £1145.78
Total for month inc VAT £1145.78
VAT for month £0

Bills to Pay November 2022

Black Torrington PC

- 2211/12 **Black Torrington Playing Fields.**
 - **Playing Field Committee Report.**It was **resolved** to fund the purchase of 3 benches, 2 to replace the worn out benches on the playing field and 1 for the site of the war memorial.
- 2211/13 **Planning**

Reference: 1/1080/2022/AGMB
Proposal: Prior notification for the change of use of agricultural building to 1 no. dwellinghouse and associated building operations under Class Q
Location: Barn Adjacent Craythorne Farm, Chilla, Beaworthy, Devon

Black Torrington Parish Council has no comment on this appliction
- 2211/13 **Planning**

Reference: 1/0995/2022/FUL
Proposal: Conversion of redundant barn to 2no. dwellings in lieu of Class Q approval 1/0415/2022/AGMB
Location: Agricultural Building At Hole Farm, Highampton, Devon,

Black Torrington Parish Council has no comment on this application
- 2211/14 **Correspondence**

Letter regarding BT telephone kiosk discussed in public time
- 2211/15 **To agree the date of the next parish council meeting**

The next meeting will be on the 17th January 2023 at 19:00 in the parish hall
- 2211/16 **Close**

The meeting closed at 21:10 pm

18/03/22

Black Torrington
RECONCILIATION

From Accounts 11 th November 22		
ReserveAc	£3,180.00	
Current Ac	£23,426.24	£26,606.24
Payments not cashed. Subtract..	£1,047.00	
Receipts not entered. Add.....	£0.00	
Cash as day book		£25,559.24
Add payments to come		
Precept	£0.00	
VAT reversal	£0.00	
Total to come. Add	£0.00	
Day Book.....		£25,559.24
Minus restricted funds		
Balance of precept yet to pay	(£5,614.00)	
Ring fenced for MUGA repairs	£0.00	
Ring fenced for mower	(£4,000.00)	
Ring fenced P3	(£195.00)	
Ring fenced for toilet	(£2,000.00)	
Ring fenced for grants	(£300.00)	
Total restricted. Subtract.....	(£12,109.00)	
Total Unrestricted		£13,450.24

BLACK TORRINGTON PARISH COUNCIL - BUDGET 2022/3

	BUDGET	2022												2023			TOTALS	YET TO	REVISED	VARIANCE
	2022-23	ACTUALS												FORECAST			FOR YEAR	PAY	FCAST	
	£	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				2021/22		2022-23	
Insurance	620				584												584	-	584	36
DALC Affiliation	110		106														106	-	106	4
Domain Name/Hosting	67																-	67	67	0
Software	56																-	-	-	56
Audit	200																-	-	-	200
Admin expenses	300																-	-	-	300
Hall Hire	150		12		12			12	12								48	24	72	78
Clerk	2,573																-	2,573	2,573	0
Training	100																-	-	-	100
Travel/Subsistence	50																-	-	-	50
Mem. Garden upkeep	100																-	100	100	0
BT Times	-		227					227	227								682	450	1,132	-1132
Playing Field maintenance	1,500		220		350			1,853									2,423	500	2,923	-1423
Christmas Tree	100																-	100	100	0
Toilets	500																-	500	500	0
Grants/s137fele prize	250				439				100								539	300	839	-589
Reserves	3,166		18					221									239	1,000	1,239	1927
	9842	-	583	-	1,385	-	-	2,313	339	-	-	-	-				4,621	5,614	10,235	-393

checks: 10235

-393