

Sheepwash Parish Council

Parish Council Meeting

held in the Village Hall

Wednesday 14th May 2025 at 8.05pm

Minutes

Present: Cllr Ansell (Chairperson), Cllr Moys, Cllr Fairall, Cllr Hutching, Cllr Etherington, District Cllr Wheatley, Selina Woollacott (Clerk), 18 members of the public.

- 1) **Apologies for Absence:** Cllr Ritson, Cllr Crossley, District Cllr Cottle-Hunkin.
- 2) **Election of Chairperson.**
 - a) **Invite nominations and elect a Chairperson for the year.**

Cllr Ansell asked if anybody would like to put themselves forward as Chairperson or if anybody would like to propose a chairperson. Cllr Fairall proposed Cllr Ansell as Chairperson; Cllr Moys seconded the proposal. No other proposal and no one else put themselves forward. Cllr Ansell is happy to do another year as the Parish Council Chairperson. All Councillors happy to have Cllr Ansell as their Chairperson.
 - b) **Receive the Declaration of Acceptance of Office by the Chairperson.** Form signed by Cllr Ansell.
- 3) **Appointment/Confirmation of signatories for cheque payments/enablement of bank transfers. Currently Cllr Ansell, Cllr Crossley. Cllr Hutchings.**

The three Councillors are happy to continue. No one else put themselves forwards and all Councillors agreed to continue with Cllr Ansell, Cllr Crossley and Cllr Hutchings.
- 4) **Appointment of Representatives to Attend Meetings of Outside Bodies**

Village Hall Currently Cllr Fairall.
Cllr Fairall is happy to continue. No-one else put themselves forward. All Councillors agreed for Cllr Fairall to continue.

Footpath warden, Currently Cllr Ritson.
Tree warden, Currently Cllr Ritson.
Snow Warden, Currently Cllr Ritson.
Councillors at the meeting agreed for Cllr Ritson to continue the above roles as long as he is happy to.
- 5) **Appointment of Committees**

HR Committee, Currently Full Council. No change still Full Council.
Finance Committee, Currently Full Council. No Change still Full Council.
Planning Committee. To report to full Council, currently Cllr Ansell, Cllr Fairall and Cllr Crossley.
Councillors agreed to the current planning committee to continue while there is still a lot of work to be completed with the Section 106 and Community Hall site. Cllr Hutchings asked how long can Cllr Crossley remain a Parish Councillor? Clerk answered until her term finishes in May 2027.
- 6) **Declarations of Interest:**

In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Torridge District Council within 28 days of the change. None.
- 7) **Public Discussion, to allow any questions, reports by members of the public on any matters relating to the agenda of this meeting, or any matters the public would like the Council to consider on a future agenda. The period of time designated for public participation shall not exceed 15 minutes.** None.

A reminder that members of the public can speak when invited to when council is in committee.

- 8) **Minutes – the Minutes of the meeting held on 12th March 2025, have been circulated by email to be approved for accuracy and signed by the Chair.** All Councillors agreed the minutes are an accurate record of the meeting. Cllr Ansell signed the minutes.
- 9) **County & District Councillors' reports.** No Reports.
- 10) **Clerk Report. Bridge, 30mph sign, Village clean up, Clerk Appraisal, First Aid Course costs, Bench, Compost heap.**
Bridge and West Road 30mph signs and Sheepwash sign. I have asked our new Highways Officer for an update but she has been off work recently. There is still an issue around ownership of the land that DCC would like to put the West Road 30mph signs on. The Highways Officer is going to look at the bridge again when she is in the area and discuss with the bridge inspector if a bollard is an option or what other options there are. I am hoping our new County Councillor when she is up and running will be able to help push these issues forward for us. I keep checking her DCC page waiting for it to be updated with an email address so I can contact her.
Village Clean up. Cllr Ritson provided me with the following: eight people turned up to the village clean up. We painted the village hall railings and part of the shed until the shed preservative ran out. I can buy some more within that £100 budget.
Trago £59.11 for Hammerite paint and brushes
Petrol £15.54 for mower petrol
Please repay me £74.65.
Clerk Appraisal. Cllr Fairall and I will agree a date to complete this soon. I have been busy with the end of year Accounts.
First Aid Course. Please correct me if I am wrong the course went ahead on the 22nd April in the evening. At the last meeting it was agreed that the Parish Council would pay the travel costs and Hall hire. I have asked Cllr Ritson for the travel cost and bank details he has replied that there are no costs. The hall hire was covered by the £5 each person paid to attend. The trainer does not want any funds towards travel costs. Five people attended.
Bench. The new bench is in the Square, Thank you to those involved with fixing it in place.
Compost heap in Jubilee Park. This is from Cllr Ritson: someone is using the compost heap behind the gazebo as a dump. Thick pruned branches and lumps of stone and or concrete are not appreciated!
- 11) **Chair's Report. Community Hall and Section 106.**
No Report, See Annual Parish Meeting for Community Hall update.
- 12) **Goal Posts.**
From Cllr Ritson: I wrote a while ago asking for clarification via Clerk enquiries from our insurers about what dangers they felt were posing such a problem for them to refuse to insure the use of moveable goal posts. Has any information been forthcoming? The Insurance company said that they would strongly recommend you follow any advice from the professional inspectors regarding this, as it could make any claims relating to the goals void.
I (Clerk) have asked the Play Inspection company what they would recommend, this was posted onto the Managing Director, I am waiting for a reply. I have chased it.
Other option we can look into which were suggested by Cllr Crossley: Investigate whether a sign absolving the PC from any responsibility might be acceptable, as in, 'nets are used entirely at your own risk'. So, another question for the insurer.
I will see what the Play inspection company recommends then go back to the insurance company.
- 13) **Shop Signs.**
This item was moved to the Annual Parish Meeting. The Parish Council agreed to signs being put up in the Square for the shop. The locations will be agreed in the future.

14) Park Entrance, Safety concerns.

This was raised by a member of the public at the last meeting. Concerns over children being able to run out into the road from the park. Councillors discussed and agreed no further action at this time. Due to the fact the children would have walked to the park on their own so will know road safety or will be at the park with an adult.

15) PLANNING:

15a) Planning Applications,

1/039/2025/LBC Erection of single storey side extension. Westover Farm, Sheepwash.

The planning information has been sent to all Councillors. Comments to be submitted by 2nd June 2025.

All Councillors at the meeting had no objections to this planning application.

15b) Planning Decisions,

1/0121/2025/FUL Replacement Conservatory. Court Farm Cottage, East Street, Sheepwash.

Application was granted permission. This was read out at the meeting.

16) FINANCE:

16a) as at 6th May 2025:

Main Account £20,701.29

Saving Account £18,734.05

Expenditure:

Date	£	Detail	Transfer
06.03.2025	106.81	Northmoor Garden Machinery. Lawn Mower	Bacs
06.03.2025	176.00	The Play Inspection	Bacs
06.03.2025	79.99	Microsoft 365	Bacs
19.03.2025	84.00	CPRE Annual Membership	Bacs
21.03.2025	402.60	Clerk's Salary Jan -Mar	Bacs
31.03.2025	6.00	Account Service Charge	DD
07.04.2025	500.00	Bench	Bacs
30.04.2025	6.00	Account Service Charge	Bacs
Total	1,361.40		

Income:

Date	£	Detail
10.03.2025	581.40	HMRC VAT reclaim
28.03.2025	50.00	Haywards. Bench donation.
31.03.2025	100.00	Lymath and Moys Bench donation.
04.04.2025	305.00	Bridgeland Trust Bench donation.
30.04.2025	4,359.00	1 st Parish Precept payment.
Total	5,395.40	

The above was read out at the meeting.

16b) Insurance.

The insurance renewal for 1st June 2025 is £850.63 this is £5.54 more than last year. The budget is £890. I have updated the Asset list, and the amount insured covers all assets. I will set the payment up online at the same time as I set Cllr Ritson payment of £74.65 for the clean-up day items. All Councillors agreed.

17) Check and complete the Annual Governance and Accountability Return form.

Clerk gave out the end of year accounts to all Councillors at the meeting. This shown all the incomes and all the Expenditure, the funds spent on the Community Hall Site so far, the bank balances at the start of the financial year and at the end. At the start of the financial year the Parish Council had £21,558.40 and the end, without the £10,000 donation, it had £25,277.34 with the donation. £35,277.34. The Clerk went through each page of the AGAR form with the Council. Income was £19,337.82 Expenditure was £5,618.88. £373.71 of vat to be reclaimed. Councillors agreed the AGAR form and Cllr Ansell and the Clerk signed the form. The End of Year Accounts will now go to Buckland Accounts to be checked. The AGAR form will be sent off to Littlejohns by the 1st July deadline.

17a) Budget update.

Clerk gave Councillors the 2024/25 final budget for Councillors to see which areas funds were spent in. The 2025/26 budget was handed out. No changes need to the 2025/26 budget.

Items for Information. Items emailed out to Councillors.

All items on the agenda.

Items to be included in the agenda for the next meeting.

The next meeting will be held on 9th July 2025 unless a meeting is needed before. To included. Lawn Mower, Pottery Picture at Park entrance. Village Hall Grant, Dartmoor Search and Rescue grant request.

Meeting Closed 8.22pm

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