



Bratton Clovelly Parish Council

*Clerk to the Council: Rachel Ward • Crane Cottage, Germansweek, Beaworthy, Devon EX21 5B
01837579813 • Email: brattonclovellyclerk@brattonclovellypc.co.uk*

Minutes of the Ordinary Parish Council Meeting (no.245) held at 7:30pm on Wednesday 10th June 2026 in the School Room

Present Cllr C Gibson, P Gilbert, K Huggins, C Braidwood, W Jellyman, WDBCllr T Southcott, Clerk: R Ward

There were three members of the public

Participants were reminded that this meeting may be recorded.

Public Participation: Restricted to 15 mins in total. None

1. **Apologies:** To receive apologies and to approve reasons for absence Cllr T Jones *Approved*
2. **Declaration of Interest:**
 - 2.1.1. Register of Interests: Councillors are reminded of the need to keep their register of interests up to date.
 - 2.1.2. To declare any personal interests in items on the agenda and their nature. *None*
 - 2.1.3. To declare any pecuniary interests in items on the agenda and their nature, (Councillors with pecuniary interests must leave the room for the relevant items). *None*
 - 2.1.4. Reminded to complete new form
3. **Play Ground update:** working group will be set up within the pc, of parishioners – terms of reference are required. There has been an informal meeting to see who would become involved. Ownership of playground need to be confirmed– Conveyance deed of 1961 required - Clerk will look through the filing cabinet to try to find this. The pc currently takes responsibility for insurance maintenance etc. land registry has the PC as owners. Cllr Jellyman will draft ToR for the working group.
4. **Planning:**
 - 4.1. Applications to consider: none
5. **Agree and sign minutes:** - from the Parish Council Meeting 244 held on 13/05/26 *Agreed*
6. **Accessibility Statement:** to approve the proposed accessibility policy and agreed the dispensation to ensure compliance to assertion 10 on the AGAR *All Adopted*
7. **Finance:**
 - 7.1. Receive up-to-date report on finances from RFO (Clerk) agreed and signed 31/12/25 missing bank statement *Agreed and signed*
 - 7.2. AUDIT

7.2.1. Annual Internal Audit received and noted

7.2.2. Audit Annual Governance Statement: To be approved and signed

7.2.3. Accounting Statements: To be approved and signed

7.2.4. The Certificate of Exemption is approved *Approved*

7.3. Key person insurance: Cllr Jellyman – this is covered by our current insurance.

7.4. To note the payments listed:

Clerk's salary and HMRC Payments –£347.00 for 4th May 2026 to 3rd June 2026

Note correction to payment 4th April to 3rd May should have been £347 not £321 *Noted*

8. To approve:

Green Risk Assessment June 2026

Play area Risk Assessment June 2026

Risk Assessment Register June 2026

General Risk assessment June 2026 *Approved*

9. **P3:** update (Cllr Braidwood) A parishioner has agreed to become involved with P3 walking the more distant paths and reporting back. Cllr Braidwood will email James Grainger re lack of response from P3 team at DCC and to ask what has happened to last year's grant

10. **Insurance claim up date** (Cllr Gilbert) PG spoke to loss adjuster, they are waiting for an invoice and will then send us dog waste bin money

11. **PHMC Report:** (Cllr Gibson) AGM– Graham Hyatt chair – Fiona McCully treasurer, Caryl Secretary – Most business will be next month. Village BBQ 18 July but they will meet before this. Clerk ask if the treasurer could be reminded to send invoice for hall bookings and mower costs etc

12. **Items for next agenda:** formalise the playground working group/Terms of reference
Agree that we have a working group with terms of ref (Wendy): weeds in Play area spraying: G Cox letter on web site – Railing painters require paint – Ensure play ground is referred to as play park.

13. **Date of next meeting:** Wednesday 08/07/26 7:30pm in the School Room subject to change