

# LYDFORD PARISH COUNCIL

From the Clerk: John Bright  
website: [www.lydford.co.uk](http://www.lydford.co.uk) email: [clerk@lydfordparishcouncil.com](mailto:clerk@lydfordparishcouncil.com)

The Parish Council is summoned  
to meet at the Nicholls Hall, Lydford on  
**Tuesday 10<sup>th</sup> September 2024 at 7:00pm**

Members of the public and press wishing to observe, or to participate in the public session are welcome to attend. Matters for the Council to consider can also be brought to the attention of Councillors or emailed to the Clerk: [clerk@lydfordparishcouncil.com](mailto:clerk@lydfordparishcouncil.com).

## A G E N D A

1. Public Session (15 minutes)  
*An opportunity for parishioners and members of the public to make representations to the council. (Please note that decisions cannot be made on matters not listed on the agenda).*
2. Apologies for absence
3. 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.*
4. Minutes of the meeting 9<sup>th</sup> July 2024  
**To resolve to agree the minutes.**
5. Matters arising from the meeting 9<sup>th</sup> July 2024
  - Correspondence with War Memorials Trust on topic of cleaning Lydford War Memorial
  - Disabled bay – meeting with Highways and their response.
  - Planning application 0303/24 – installation of a boiler flue at Lyd Barn has been approved.
6. Playground
  - Offer from the Sports Field Committee to assume responsibility for future maintenance and repair of the playground. (Accepted in principle in July. Formal offer awaited). – **Cllrs to discuss draft agreement.** (Circulated).
  - Repairs to defects identified – **Cllrs to receive an update.**
  - Council notice board at the sports field – in need of repair, usage, keyholding. – quote circulated for new board. **Cllrs to discuss whether to provide a new board and resolve accordingly**
7. Creation of a Parish Committee (Cllr Hulett)  
**A proposal has been received that a Parish Committee be formed. Membership to be representative of all aspects of village life. Cllr Hulett to seek support and approval from the council.**
8. Remembrance Sunday  
**To agree how this council will contribute to the village Remembrance ceremonies.** (Draft order circulated)

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9. New council website

What information on individual Members should be included on the site? – ***Cllrs to discuss***

10. Finances

a. ***To resolve to approve the payments:***

i. J. Bright	£368.24	September salary
ii. HMRC	£87.60	PAYE September
iii. Steve Hulett	£62.84	Emergency equipment

b. Banking reconciliation for period 1.4.24 to 31.8.24  
***for information***

Opening balance 1.4.24	£10,705.30	Bank holdings at 31.08.24	
Add receipts	£5,478.07	Deposit Account	£10,661.26
Less payments	<u>£5,459.68</u>	Current Account	<u>£62.43</u>
	£10,723.69		£10,723.69

c. Donation to Devon Air Ambulance

***To agree a sum to donate to DAA in recognition of their help with the defibrillator training, and to support their work.***

d. Appointment of internal auditor for next year.

***The council is required to formally appoint an internal auditor for this financial year. It is suggested that Penny Clapham, who has audited the council for the past three years, be reappointed.***

e. Actions taken under the Scheme of Delegation

***Councillors to approve.***

Transfers:

• 09.07.24	Savings to current a/c	£500.00
• 28.07.24	Savings to current a/c	£1,000.00
• 22.8.24	Savings to current a/c	£100.00

Payments:

• 29.7.24	First Rescue (defib pads)	£138.00
	Jonathan Franklin (playground repairs)	£300.00
	Zoro (verge markers)	£89.97
	Steve Hulett (Emergency Equipment)	£14.88
• 22.8.24	John Bright (August salary)	£368.24
	HMRC (PAYE August)	£87.60
• 27.8.24	Steve Hulett (Emergency equipment)	£85.96

11. Council policies

***Councillors to adopt the following policies –***

- ***Defibrillator policy***
- ***Asset (valuation) register policy***

12. Any **urgent** business not listed on the agenda below, by permission of the Chair.  
***(For information only)***

09/2024

A handwritten signature in black ink, appearing to be 'A. Wright', written over a horizontal line.

Signed \_\_\_\_\_ Clerk to the Council

Date 3<sup>rd</sup> September 2024