

WEST DOWN PARISH COUNCIL MINUTES  
OF THE EXTRAORDINARY MEETING  
West Down Parish Hall  
Friday 19 November 2021 at 7.30 p.m.

Present: Cllrs S Ayre (Chair), M Reeves (Vice-Chair), R Drew, R Kenshole, K Oades, S Squire, T Verney.

Also present: Mr J Stainer, 3 members of the public and Val Ford (Clerk)

Apologies/Approvals.  
None.

4524. Declaration of Interests  
See Requests for Dispensation below.

4525. Requests for Dispensation  
Requests for Dispensation in respect of the S106 Monies from Acorn Developments were received from:-

- a) Cllr Ayre as her husband, David Ayre, is the Treasurer of the West Down Parish Hall. The position of funding for the hall has no personal effect on Cllr Ayre or her husband.
- b) Cllr Oades as he is a member of the Parish Hall and West Down Village Green Field.
- c) Cllr Verney as he is Treasurer of the West Down Village Green Field.

**Resolved – that the Requests for Dispensation in respect of the S106 Contribution from Acorn Developments be accepted by the Parish Clerk.**

4526. Public Participation  
Mr John Stainer referred to personally fighting for the last two years not to lose the S106 funds for the Community Recreation Contribution from Acorn Developments. These funds should be distributed equally to West Down Parish Hall and West Down Community Field as set out by the original Land Owners intention and as agreed by North Devon Council recorded in the original 2017 Section 106 document.

Having heard at the last Parish Council meeting about the increased Audit fee the Parish Council will incur due to handling these monies, both the Parish Hall and the Community Field Trustees have discussed this and agreed that, should protocol stop the Parish Council retaining the interest paid by Acorn Developments for late payment, both organisations would be happy to cover the Parish Council's increased Audit cost.

4527. S106 Contribution from Acorn Developments  
Cllr Ayre reported that the monies arrived in the Parish Council's bank account at the time stated at the last meeting, for an amount of £68,607.63. This includes interest for late payment of £769.63.

There was discussion at the last meeting about whether the Parish Council could take the increased Audit fees out of the interest payment but on further investigation from the Devon Association of Local Councils and North Devon Council, Audit fees cannot be taken out of S106 contributions so this will need to be budgeted for in the Parish Council's expenditure. PKF Littlejohns will be the external auditor, with their fee being

£300. The usual internal audit fee will at least double resulting in an extra expenditure of approximately £500.

Discussion took place about the allocation of the funds. Both the Parish Hall and Community Green Field submitted Open Space Funding requirements, with both running into extreme increased costs due to the late payment of these funds. **A 50/50 split was proposed by Cllr Oades which was seconded by Cllr Reeves.** There was unanimous agreement to this proposal.

**Resolved – that the S106 Contribution from Acorn Developments should be split 50/50 between the Parish Hall and West Down Village Green Field Association.**

Cllr Reeves referred to Mr Stainer's report offering payment of the increased audit fees from both organisations. Cllr Reeves suggested that one possibility may be to offset this when they apply for the Parish Council grants next year. Cllr Verney was of the opinion that both organisations have had to wait a significant time for this money so he felt they should keep the interest.

It was agreed that both organisations would be asked for receipts for the works carried out when the cheques to both organisations are sent out this week by the Clerk.

Cllr Ayre felt it would be a good idea to report the good news about the funding to both organisations on Facebook so that the community are aware that the Parish Council has achieved its goal in getting the S106 Contribution from Acorn Developments. This was unanimously agreed.

The Meeting closed at 7.46 p.m.