

Shobrooke Parish Council

Minutes of Parish Council meeting held in the Village Hall on Wednesday 14th June 2023 at 7:30pm

The meeting commenced at 7.30pm

Members Present

Cllr C Furse (Chair), Cllr A Jones, Cllr L Balkwill, Mrs. Clarke, Parish Clerk
Clerk to the Parish Council shobrookepc@outlook.com Tel: 07886004919

Public Participation:- As there were no members of the public

Formal Business - Agenda

01/06 Welcome and Apologies for absence – none received.

02/06 Declaration of Interest – nothing raised.

03/06 Minutes of the last meeting held - May 10th 2023, were agreed and signed as a true record

04/06 Parish council - Matters arising-

04.01 To review:

- a) Standing Orders to remain as they are.
- b) Financial Regulations. To remain the same, mention was made of an alteration made in the past.
- c) Code of Conduct. To remain as is.
- d) Training and Development Policy-all councillors are aware of the training
- e) Publications Policy (FOI), the clerk to check the current situation.
- f) Complaints procedure, previous amendments are still supported.
- g) Risk Assessments, as they are currently upto date, no alterations are needed.
- h) Parish Council Action plan has been provided to the clerk for checking.
- I) Bank signatories – the clerk to be added by mandate.
- k) Dates for meetings in 2024, already listed.
- l) Church grant review – a discussion was held about this as the request was a 20% increase, the grant has been raised to £550.00.

05/06 Officers/Representatives

05.01 To review:

- a) Neighbourhood Watch Officer - TBA
- b) Raddon Hills representative- Cllr Balkwill
- c) Snow Warden – Not feasible at present. The gritters future was discussed and a decision made on the repairs. Options were discussed. A resolution was raised, all councillors agreed to a new gearbox.
- d) Defibrillators. Village defibrillator (BT) and Kiosk Officer (Efford Barns)
- e) Delegated responsibility: Playing Fields Liaison Officer – Ben Jacobs
- f) Footpath Warden – Carol will continue.
- g) Website Officer – the clerk

06/06 Annual Return

06.01 To approve Part 1 Annual Governance Statement 2022/23, all signed and approved.

06.02 To approve Part 2 Accounting Statements 2022/23, all signed and approved

06.03 To sign Certificate of Exemption stating that during 2022/23 the higher of the authority's income for the year or gross annual expenditure did not exceed £25,000. To note the date for the public inspection. All signed and approved.

07/06 Road and Footpaths

07.01 Outstanding Road and Footpath issues – pot holes a discussion was held about how Mid Devon decide on the population of the parish.

07.02 As regards the P3 grant, the clerk to contact Ros Davies

08/06 To note weekly inspections reports -a few queries was raised and discussed.

09/06 Update on grant application to Viridor – the clerk provided an update on the grant and has received the letters of support, the date to finish the application is the end of July. The clerk checked the values concerned and wanted if all the costs have been covered. The chair confirmed its all included.

10/06 Mid Devon District Council

10.1 Planning Applications: - 23/00737/FULL – The council supports the application.

11/06 Reports from MDDC Councillor, DCC Councillor, no attendance from any councillors.

12/06 Finance - Item Payee Purpose Amount £

12.06.01 DALC Subscription £147.96

12.06.02 A. Clarke Salary and expenses £264.55

12.06.03 HMRC - PAYE £48.20

12.06.03a Church yard grant.

12.06.04 Parish Council receipts Current Account:Balances: £9393.60 T £7823.29 B

12.06.08 Footpath balance £311.74, Reserve Account balance: £4,000.00 ring fenced for play equipment.

13/06 Clerks Report- The clerk provided details of correspondence received, updated quotes etc. The Brooke will be put on the new website.

14/06 Miscellaneous matters/ correspondence – a discussion was held over the bridge problem/repair.

15/06 Minor Matters and Items for Future Agenda – a discussion was held about locations to go to for photographs.

16/06 Date of next meeting: Wednesday 12th July, at 7.30 pm, at the Village Hall

End of formal business

The meeting finished at 8.40pm

Signed.....

Dated.....