

Shobrooke Parish Council Meeting

You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend the meeting of Shobrooke Parish Council for the purpose of transacting the following business.

**Agenda for the meeting of Shobrooke Parish Council to be held at the Village Hall
on Wednesday 14th May 2025 at 7:30pm**

Dated: 8th May 2025

Signed: *A Clarke*

Clerk to the Parish Council

Mrs. Clarke

shobrookepc@gmail.com

Tel: 07886004919

Public Participation

Members of the public are invited to give their views and ask questions on issues on this agenda or to raise issues for future consideration by the Parish Council. Limited to 15 minutes (3 mins per person).

Formal Business

(Members of the public may not take part in the formal business of the Parish Council except under special circumstances).

01/05/25 Election of Chairman and Vice Chairman

- 1.1 To receive nominations for Chairman and to receive the Chairman's declaration of acceptance of office form
- 1.2 To receive nominations for Vice Chairman and sign the declaration of acceptance of office form.

Public Participation – standing orders suspended

Members of the public are invited to give their views and ask questions on issues on this agenda or to raise issues for future consideration by the Parish Council. Limited to 15 minutes.

Standing orders reinstated

02/05/25 Apologies - To receive apologies

03/05/25 Declaration of Interest

- 3.1 Register of Interests (ROI). Councillors to update as required
- 3.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.
- 3.3 Disclosable Pecuniary interest (DPI). Councillors must declare any pecuniary interest in items on the agenda and their nature and they must leave the meeting for that agenda item.

04/05/25 Minutes of the last meeting held on Wednesday 12th March 2025 (previously circulated)

To be agreed and signed as a true record

05/05/25 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates.

06/05/25 Mid Devon District Council

- 6.1 Planning Applications/Notifications: 25/00591/PNAG
- 6.2 Planning Decisions: 25/00284/PNHH

07/05/25 Report from MDDC Councillor, DCC Councillor

08/05/25 Set dates for the review of :-

- 8.1 Financial Regulations, Code of Conduct Code of conduct, Training and Development Policy, Complaints procedure, Parish Council Action plan, Bank signatories
- 8.2 To confirm Insurance Policy – circulated separately

09/05/25 Finance

- 9.1 Parish Council receipts: £9508.66 precept and interest payment received.
- 9.2 Parish Council payments current account:

Item	Payee	Purpose	Amount £
09.02.01	Ionus	Website April for approval	£7.20
09.02.02	A. Clarke	Salary and expenses April for approval	£255.28
09.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£0.00
09.02.04	Lloyds Bank	Service Charge April for approval	£4.25
09.02.05	A Jones	Maintenance April for approval	£17.48
09.02.06	A Jones	Maintenance April for approval	£10.49
09.02.07	Ionus	Website May	£7.20
09.02.08	A. Clarke	Salary and Expenses May	£294.83
09.02.09	MDHS	Maintenance - park	£144.00

9.3 To approve this month's online payments

9.4 Balances:

9.4.1 Parish Council Current Account balance 31st April 2025: £14,308.16

9.4.2 Parish Council Footpath balance (in above current account figure): £311.84

9.4.3 Parish Council Reserve Account balance: £10545.45

9.5 Budget Monitor – attached.

10/05/25 Annual Return - copy circulated separately

10.1 Update on the Internal Audit.

10.2 To approve Part 1 Annual Governance Statement 2024/25

10.3 To approve Part 2 Accounting Statements 2024/25

10.4 To sign Certificate of Exemption stating that during 2024/25 the higher of the authority's income for the year or gross annual expenditure did not exceed £25,000. To note the date for public inspection as

10/05/25 Road and Footpaths

10.1 Outstanding Road and Footpath issues

11/05/25 Parish Council Matters

11.1 Licensing update

11.2 Efford/Shute Speeding

12/05/25 Play Park

13/05/25 Clerk's Report

15/05/25 Miscellaneous Correspondence

16/05/25 Minor Matters and Items for Future Agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

18/05/25 Date of next meeting: Wednesday 9th July 2025, at 7.30pm, at the Village Hall

End of formal business