

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. The Agenda for the meeting of Shobrooke Parish Council to be held at the Village Hall on Wednesday 10th January 2024 at 7:30pm

Dated: 4th January 2024

Signed: *M. 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).

Agenda

01/01/24 Welcome and Apologies for absence

02/01/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/01/24 Minutes of the last meeting held - on Wednesday 13th December 2024, to be agreed and signed as a true record

04/01/24 Parish council - Matters arising-

04.01 Set the date for the APM

04.02 Maintenance contracts

04.03 Policies to review

04.04 Defib update.

04.05 Budget update

05/01/24 Mid Devon District Council Planning

05.01 Planning Applications:-

23/01770/LBC - Listed Building Consent for internal and external alterations
At East Lodge. Shobrooke Park

05.02 Planning Decisions: None

06/01/24 Reports from MDCC Councillors and DCC Councillor:

07/01/24 Finance

Item	Payee	Purpose	Amount £
07.02.01	Ionus	Website - Direct Debit	£1.20
07.02.02	A. Clarke	Salary and expenses	£248.97
07.02.03	HMRC	PAYE	£77.00

7.1 Parish Council receipts Current Account: £75.00 Lloyds Bank Goodwill Gesture.

7.2 Parish Council payments Current Account: see box above

7.3 To approve authorisers/signatories for this month's online payments and for payments over the christmas period:-

07.03.01 Mrs Hill, Grass Cutting Contract (Dec 23)

7.4 Balances:

7.4.1 Parish Council Current Account balance as at 09.01.2024: £5,414.57

7.4.2 Parish Council Footpath balance (in above current account figure): £311.

7.4.3 Parish Council Reserve Account balance £8118.48 (£4,000.00 ring fenced for play equipment), includes interest last month of £9.24

08/01/24 Roads and Footpaths - updates

09/01/24 Clerks Report

08.01 – Filing of the precept

08.02 - Paye Software update

08.02 – Correspondence received.

10/01/24 Miscellaneous matters/ correspondence:-

11/01/24 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.

12/01/24 Date of next meeting: Wednesday 14th February 2024, at 7.30 pm, at the Village Hall

End of formal business

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 February 2024 at 7:30pm

Dated: 8th February 2024

Signed: *M. 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).

Agenda

01/02/24 Welcome and Apologies for absence - Cllr Tuffin, Cllr Jenkins, Cllr Collier

02/02/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/02/24 Minutes of the last meeting held - on the 10th January 2024, to be agreed and signed as a true record

04/02/24 Parish council - Matters arising-

04.01 Town and Parish Charter review

04.02 Landmark tree delivery update

04.03 Approve and adopt policies discussed at the last meeting. (Standing orders, finance and FOI)

04.04 Playground annual inspection

05/02/24 Mid Devon District Council

05.01 Planning Applications: - 24/00174/PNAG Prior Notification for the erection of an agricultural storage building

05.02 Planning Decisions: Nothing since June 2023

06/02/24 Reports from MDDC Councillor (Cllr Jenkins and Cllr Tuffin), DCC Councillor (Cllr Squires)

Item	Payee	Purpose	Amount £
07.01.01	Ionus	Website hosting	£1.20
07.01.02	A. Clarke	Salary and expenses	£248.97
07.01.03	HMRC *	PAYE	£77.00

7.02 Parish Council receipts Current Account: None

7.03 Parish Council payments Current Account: None

7.04 To approve authorisers/signatories for this month's online payments

7.05 Balances:

7.5.01 Parish Council Current Account balance: £4954.41

7.5.02 Parish Council Footpath balance (in above current account figure): £311

7.5.03 Parish Council Reserve Account balance: £8126.83 (£4,000.00 ring fenced for play equipment)

7.06 Vat return

7.07 Future plans - reserves

08/02/24 Roads and Footpaths-

08.02 P3 forms and update from the footpath warden

09/02/24 Clerks Report

09.01 Report from the grant training course.

09.02 Emails received

10/02/24 Miscellaneous matters/ correspondence:-

10.01 correspondence from MDDC regarding internet at the village hall

11/02/24 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.

12/02/24 Date of next meeting: Wednesday 13th March 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council

Minutes of the meeting held at the Village Hall on Wednesday 14th February 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr C Furse (Chair), Cllr A Jones (Vice-Chair)
Cllr. L. Balkwill Mrs A Clarke (Clerk)

Public Participation. None

01/02/24 Welcome and Apologies for absence: The Chair opened the meeting, apologies were received from Cllr. Tuffin, Cllr Jenkins, Cllr Collier.

02/02/24 Declaration of Interest: None

03/02/24 Minutes of the last meeting held: on the 10th January 2024, were agreed and signed by the chair as a true record

04/02/24 Parish council - Matters arising:

04.01 Town and Parish Charter review, appears as amendments rather than changes. Cllr Jones produced the past version and the new version and a debate was held on what changes are contained within the new version, a review will take place before the May deadline for submission of replies to MDDC

04.02 Landmark tree - this has arrived and is in a holding location prior to planting when the weather allows ideally by the end of February.

04.03 A resolution was passed to approve and adopted the following policies:- Standing orders and Privacy policy, proposed by the chair and seconded by the vice chair and approved by all councillors. These policies will be placed online.

04.04 Playground annual inspection - booked but a date has not been provided by Rospa. The clerk will contact Rospa with a view to setting a specific date.

05/02/24 Mid Devon District Council:

05.01 Planning Applications: - 24/00174/PNAG Prior Notification for the erection of an agricultural storage building. This doesn't require parish council comment.

05.02 Planning Decisions: no new details.

06/02/24 Reports from the MDDC Councillor and DCC Councillor : None

07/02/24 Finance

Item	Payee	Purpose	Amount £
07.01.01	Ionus	Website hosting	£1.20
07.01.02	A. Clarke	Salary and expenses	£248.97
07.01.03	HMRC *	PAYE	£77.00

7.02 Parish Council receipts Current Account: No new income has been received.

7.03 Parish Council payments Current Account: As above in 07.01

7.04 To approve authorisers/signatories for this month's online payments. The chair indicated that paye has to be authorised by the chair and vice chair to meet with the financial regulations

7.05 Balances:

7.5.01 Parish Council Current Account balance: £4954.41

7.5.02 Parish Council Footpath balance (in above current account figure): £311

7.5.03 Parish Council Reserve Account balance: £8126.83, this accrues interest on a monthly basis. (£4,000.00 funds held for match funding on grant applications for play equipment).

7.06 Vat return - the last return was sent in at the beginning of January 2022, the clerk will apply for the VAT refund in due course to tie in with this year end.

7.07 Future plans - reserves, a discussion was held on the amount of reserves that should be held. There is no definite answer to this question as precepts and council sizes vary across the county. Previous advice received from MDDC/DCC was considered as to the amount that should be stored. The council has sufficient reserves to accommodate any liabilities due across the year.

08/02/24 Roads and Footpaths:

08.02 P3 forms and an update from the footpath warden has been provided and these have been submitted to DCC. The council wish to thank the footpath warden Ms Maher for her continued hard work.

09/02/24 Clerks Report:

09.01 The clerk provided a report detailing the recent training course attended for grant applications with regards to our current requirements to obtain funding for the playing fields equipment that we are seeking to replace.

09.02 The clerk ran through the correspondence that had been received. A few requests were made for certain items to be forwarded to various councillors.

10/02/24 Miscellaneous matters/ correspondence:

10.01 MDDC have requested information regarding any internet facilities at the village hall. Cllr. Jones has been investigating Wildanet, Gigaclear and Airband and none of them cover this area. They have the councillors details for future information. Cllr Balkwill indicated that another option would be Starlink or Gemini, based on satellite usage. These details will be relayed to MDDC.

11/02/24 Minor Matters and Items for Future Agenda:

Memorial Seat. Pot holes with regards to the HS2 provisions and drainage.
Housing, full discussion to be held to try to move the matter forward.

12/02/24 Date of next meeting: Wednesday 13th March 2024, at 7.30 pm, at the Village Hall.

13/02/24 The meeting ended at: 20:30 hours.

Signed.....

Dated.....

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 13th March 2024 at 7:30pm**

Dated: 6th March 2024

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).

Agenda

01/03/24 Welcome and Apologies for absence

02/03/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/03/24 Minutes of the last meeting held - on the 14th February 2024, To be agreed and signed as a true record

04/03/24 Parish council - Matters arising-

04.01 Housing

04.02 Memorial Bench

04.03 Town and Parish Charter review (continuation from the previous meeting).

04.04 Financial Regulations policy to be approved.

05/03/24 Mid Devon District Council

05.01 Planning Applications: - None

05.02 Planning Decisions: -

05.02.01 24/00174/PNAG Prior approval not required for the erection of an agricultural building.

05.02.02 23/01770/LBC Listed building works have been approved. East Lodge.

06/03/24 Reports from MDDC Councillor (Cllr Jenkins and Cllr Tuffin), DCC Councillor (Cllr Squires)

07/03/24 Finance

Item	Payee	Purpose	Amount £
07.03.01	Ionus	Website hosting	£1.20
07.03.02	A. Clarke	Salary and expenses	£250.41
07.03.03	HMRC *	PAYE	£77.00

- 7.1 Parish Council receipts : Interest of £8.97
- 7.2 Parish Council payments Current Account: None
- 7.3 To approve authorisers/signatories for this month's online payments as above.
- 7.4 Balances:
 - 7.4.1 Parish Council Reserve Account (bus inst) balance: £8135.80 (£4,000.00 ring fenced for play equipment)
 - 7.4.2 Parish Council Footpath balance: £311.74
 - 7.4.3 Parish Council Current Account balance: £4627.24
- 7.5 Vat figure being reclaimed £2275.91.

08/03/24 Roads and Footpaths- updates or report of issues to be solved.

- 08.01 Temporary traffic restriction in May from Nomansland Farm to Westwood Farm
- 08.02 Changes to bus services in April 2024

09/03/24 Clerks Report

- 09.01 Grant related information.
- 09.02 Correspondence received:- Village Hall Audit information

10/03/24 Miscellaneous matters/ correspondence:

11/03/24 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.

12/03/24 Date of next meeting: Wednesday 10th April 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting

Minutes of the meeting held at the Village Hall on
Wednesday 13th March 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr C Furse (Chair), Cllr A Jones (Vice-Chair)
Cllr. L. Balkwill Mrs A Clarke (Clerk)

Public Participation. None

01/03/24 Welcome and Apologies for absence: The Chair opened the meeting, apologies were received from Cllr. Tuffin, Cllr Jenkins, Cllr Collier. Later in the evening from Cllr Squires.

02/03/24 Declaration of Interest: None

03/03/24 Minutes of the last meeting held: on the 14th February 2024, were agreed and signed by the chair as a true record

04/03/24 Parish council - Matters arising-

04.01 Housing as Cllr Tuffin was not in attendance this will be moved to the next meeting.

04.02 Memorial Bench - a discussion was held about the relevant details and Cllr. Furse will visit a supplier (Tuckers) for the bench, subsequent discussion will take place at a later stage with regards to the wording of the plaque which will be via the cobblers.

04.03 Town and Parish Charter the council have no suggestions or comment to make on MDDC alterations.

04.04 Financial Regulations policy was approved by resolution, proposed by Cllr Balkwill and seconded by Cllr. Jones.

05/03/24 Mid Devon District Council - no new planning applications.

05.02 Planning Decisions were noted 24/00174/PNAG Prior approval not required for the erection of an agricultural building. 23/01770/LBC Listed building works have been approved. East Lodge.(Full planning has been granted)

06/03/24 There were no reports from MDDC Councillor (Cllr Jenkins and Cllr Tuffin), DCC Councillor (Cllr Squires) due to absence.

07/03/24 Finance

Item	Payee	Purpose	Amount £
07.03.01	Ionus	Website hosting	£1.20
07.03.02	A. Clarke	Salary and expenses	£250.41
07.03.03	HMRC *	PAYE	£77.00
07.03.04	Mid Devon Handyman	Maintenance	£72.00

The following balances were noted and approved: Parish Council receipts : Interest of £8.97 and to approve authorisers/signatories for this month's online payments as above. The Balances were noted on both accounts namely: £8135.80 (£4,000.00 ring fenced for play equipment) Current Account balance: £4627.24 Parish Council Footpath balance: £311.74

The clerk indicated that the Vat figure being reclaimed is £2275.91.

08/03/24 Roads and Footpaths- updates or report of issues to be solved.

08.01 Temporary traffic restriction in May from Nomansland Farm to Westwood Farm, copies being placed on the notice board and the website.

08.02 Changes to bus services in April 2024, also on the noticeboard and will be placed online as well. Only one service applies to the area.

09/03/24 Clerks Report - Grant related information was discussed with possible options on the types of equipment for the park and/or the numbers in the vicinity that may be of use to the clerk in their application. Maintenance and removal of the old equipment out may need to be looked at first. Hags equipment was viewed. The clerk detailed the correspondence received and provided information to the council some of the notices will be on the noticeboard.

10/03/24 Miscellaneous matters: None

11/03/24 Minor Matters and Items for Future Agenda

Internet to the village hall: Southpoint consultancy were in contact with Cllr Jones. There are installation costs and then monthly costs of £29.99 per month. A discussion was held on how to achieve the best solution. It was decided that the parish council will pay the initial installation costs of £199 for fitting and £219 for the equipment. Leaving the village hall to pay the monthly costs.

12/03/24 Date of next meeting: Wednesday 10th April 2024, at 7.30 pm, at the Village Hall

Signed.....

Dated.....

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 10th April 2024 at 7:30pm**

Dated: 4th April 2024

Signed: *M 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).

Agenda

01/04/24 Welcome and Apologies for absence

02/04/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/04/24 Minutes of the last meeting held - on the 13th March 2024, To be agreed and signed as a true record

04/04/24 Parish council - Matters arising-

4.01 Housing

4.02 Memorial Bench update.

4.03 Rospa Inspection report - findings

4.04 Standing orders regulations to be approved and adopted.

05/04/24 Mid Devon District Council

5.1 Planning Applications: - None

5.2 Planning Decisions: - None

5.3 Enforcement – none

5.4 Appeals - none

06/04/24 Reports from MDDC Councillor (Cllr Jenkins and Cllr Tuffin), DCC Councillor (Cllr Squires)

07/04/24 Finance

Item	Payee	Purpose	Amount £
07.04.01	Ionus	Website hosting	£1.20
07.04.02	A. Clarke	Salary and expenses	£309.17
07.04.03	HMRC	PAYE -new tax code	£6.80
07.04.04	MID Devon HMS	Maintenance - Grass cutting	£64.00
07.04.05	Playsafety Ltd	ROSPA Inspection	£141.60
07.04.06	Dalc	Yearly subscription	£214.06

- 7.1 Parish Council receipts Current Account: None
- 7.2 To approve authorisers/signatories for this month's online payments as above
- 7.3 Balances:
 - 7.3.1 Parish Council Current Account balance: £3899.92
 - 7.3.2 Parish Council Footpath balance (in above current account figure): £311.00
 - 7.3.3 Parish Council Reserve Account balance: £10,420.69
(£4,000.00 ring fenced for play equipment)

08/04/24 Roads and Footpaths-

- 8.01 Notification of Drainage works Road from Nomansland Farm to Westwood Farm.
- 8.02 Footpath closures in May

09/04/24 Clerks Report:-

- 9.01 The Flock That Rock - Tiverton Swan Trail
- 9.02 Revised Parking Charges Recommended Following New Consultation
- 9.03 Mid Devon Police Staff update
- 9.04 Election Notice - Police and Crime Commissioner Election
- 9.05 Climate change correspondence from an action group of 7 people (sent to all pc in Devon)

10/04/24 Miscellaneous matters/ correspondence:

- 10.01 Tom Vaughan (Highways queries) from DCC is attending the next Crediton Cluster Meeting on the 22/04/24.

11/04/24 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.

12/0 Date of next meeting: Wednesday 8th May 2024, at 7.00 pm, at the Village Hall for the APM. AGM and the ordinary council meeting will then follow afterwards.

End of formal business

Shobrooke Parish Council Minutes

Minutes of the meeting held at the Village Hall on
Wednesday 10th April 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr C Furse (Chair), Cllr A Jones (Vice-Chair)
Cllr S. Collier Cllr L Balkwill
Cllr Squires Mrs A Clarke (Clerk)

Public Participation. None

Formal Business

01/04/24 Welcome and apologies for absence:

The Chair opened the meeting. Apologies were received from Cllr. Tuffin and Cllr. Jenkins

02/04/24 Declaration of Interests/Dispensations: None

03/04/24 Minutes of the previous meeting:

The minutes of the meeting of Wednesday 13th March 2024 were agreed as a true record. The Chair signed the minutes.

04/04/24 Parish council - Matters arising-

4.01 Housing - as Cllr Tuffin was not in attendance, housing is deferred to the next meeting. An email was received regarding gas boilers not being put in properties. The council believes this move to stop gas installations is potentially a backwards move. There is a deadline for installations. Cllr Balkwill believes the market has dropped and there is over inflation of house prices at present by the developers. Cllr Jenkins emailed the council about a problem in relation to this and there was a discussion about this and how the Crediton cluster meeting is in effect to discuss matters like this. Cllr Balkwill may attend the next Crediton Cluster Meeting on the 22nd April 2024, with a view to ascertaining what has happened and what needs to happen.

4.02 Memorial Bench update - Cllr Furse visited Tuckers and provided details of the costs of the benches to the council which settled on the 8 seater bench. Tuckers will deliver, Cllr Furse will place the order for this. Engraving will be considered afterwards.

4.03 Rospa Inspection report - the report has been sent to all councillors in preparation for the next meeting. The clerk brought the initial pages and a discussion was held on some aspects of it.

4.04 Standing orders regulations were approved and adopted. Proposed by Cllr Furse and Seconded by Cllr. Jones.

05/04/24 Mid Devon District Council - the following were noted:-

- 5.1 No Planning Applications
- 5.2 No Planning Decisions
- 5.3 No Enforcement Notices
- 5.4 No Appeals

06/04/24 Reports from DCC Councillor, Cllr Squires.

Cllr Squires reported that the budget had gone through. There are trials to fill the pot holes with a plastic backed, 80% recycled material, which isn't pretty but appears to work and stays in place. Mid Devon are looking for a devolution deal, with Devon working with Torbay, which would result in extra money being available. Cllr Squires believes this is a better deal for Devon as a whole. They hope to make a decision by July HS2 money some has been re-allocated. Some was spent at the end of the financial year. Cllr Squires hoped that they would deal with the worse case roads, unfortunately they spent it on no through roads.

Cllr Squires went to the materials labs and were able to see core samples and to see how a road is reinstated. Cllr Jones asked if a 3 year guarantee is still provided. Cllr Squires noted a few roads don't have a substantial base as they were horse and cart roads in comparison to the motorways which have a base layer of a metre. Cllr Squires indicated that the pot hole depths in certain areas have been reduced due to resurfacing and therefore they don't meet the requirements. The road at Sandford will be due for resurfacing in 2026, to the councillors disappointment. The Mid Devon Budget was set in February, some more funds came in and they have put this towards drainage and a new vehicle (jetter) to clear out the gulleys and drains.

07/04/24 Finance

Item	Payee	Purpose	Amount £
07.04.01	Ionus	Website hosting	£1.20
07.04.02	A. Clarke	Salary and expenses	£322.57
07.04.03	HMRC	PAYE -new tax code - overpayment made last month, therefore no payment needed.	£6.80
07.04.04	MID Devon HMS	Maintenance - Grass cutting	£32.00
07.04.05	Playsafety Ltd	ROSPA Inspection	£141.60
07.04.06	Dalc	Yearly subscription	£214.06

7.1 Parish Council receipts Current Account: None

7.2 The council approved this months payments listed above

7.3 Balances:

7.3.1 Parish Council Current Account balance: £3899.92

7.3.2 Parish Council Footpath balance remains the same(in above current account figure): £311.00

7.3.3 Parish Council Reserve Account balance: £10,420.69

(£4,000.00 ring fenced for play equipment.....see below)

A discussion was held on Dalc and there increased subscriptions. After the discussion it was felt it was important to remain with the organisation. The Budget for the last year was provided for all the councillors to review. The agar was approved by all the councillors and signed by the chair. It was noted a remittance has been received from MDDC for 9k as the first instalment of the precept.

Playground equipment, items were looked at namely the toddlers swings and a decision was made to follow up the initial enquiry to Wicksteed. A single set up of cradle seats, was agreed by all the councillors. They have provided a figure of £2357.00 and vat for the basic equipment. A full quote will be needed for the installation and set up of the equipment. All the old equipment will need to be removed.

Adult gym equipment was discussed with the view to the clerk applying for grants to try and secure some funding for this. Various councillors including Cllr Squires, believe that the adult gym equipment might be very productive. Cllr. Balkwill indicated that Shobrooke is a popular jogging route. Letters in support will be required for the grant application.

08/04/24 Roads and Footpaths-

8.01 Notification of Drainage works Road from Nomansland Farm to Westwood Farm, currently on the notice board

8.02 Footpath closures are due in May for ten days. The clerk will contact the Shellys to say permission is granted for closure.

8.03 The Crediton to Tiverton road is particularly bad. The first turning after Stockley Pond the resurfacing has turned particularly bad and Creed Court was mentioned. These areas will be sent to Highways.

09/04/24 Clerks Report:-

09.01 Clerks correspondence included: Climate change correspondence from an action group of 7 people (sent to all pc in Devon) Cllr Squires said DCC remarked that the 7 people should have indicated who they are.

09.02 Information regards Locality Budget, applications for Highways related projects, the council proposed salt supplies, hedgehogs signs and Dog Waste bins etc. Discussion was held about the bench on the triangle.

09.03 Email from a parishioner about a matter in the park, the council had a discussion and the clerk will prepare a letter accordingly.

10/04/24 Miscellaneous matters/ correspondence:

10.01 Tom Vaughan (Highways queries) from DCC is attending the next Crediton Cluster Meeting on the 22/04/24 After a discussion on the email a received about 24/00012/MARM Libbets Grange from Cllr M Jenkins, Cllr. Balkwill hopes to attend the meeting.

10.02 Overhanging branches and further maintenance in the park was discussed in relation to the new equipment going in and the council will approach our current maintenance contractor with a view to securing their help with the ongoing project.

11/04/24 Minor Matters and Items for Future Agenda

11.01 Water coming from the park was discussed, it is believed to be springs.

12/04/24 Date of next meeting: Wednesday 8th May 2024, at 7.00 pm, at the Village Hall for the APM. AGM and the ordinary council meeting will then follow afterwards.

13/04/24 The Meeting closed at 20:58pm

Signed.....

Dated.....

Shobrooke Parish Council Meeting

You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend the AGM and the monthly meeting of Shobrooke Parish Council for the purpose of transacting the following business. Agenda for the AGM/meeting of Shobrooke Parish Council to be held at the Village Hall on Wednesday 8th May 2024 at 7:30pm

Dated: 30th April 2024

Signed: *M. 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).

01/05/24 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
- 1.3 Chairpersons speech.

02/05/24 Apologies - To receive apologies

03/05/24 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.

04/05/24 Minutes of the last AGM meeting held on Wednesday 10th May 2023 and minutes of the meeting held on the 10th April 2024-To be agreed and signed as a true record

05/05/24 To consider any applicants for co-option – four posts are available

Standing orders to be suspended to allow discussion with potential candidates
To consider publicity plans to attract candidates

06/05/24 Reports from DCC and MDDC Councillors

07/05/24 Parish Matters/Reviews:

- 7.1 D Day
- 7.2 School Close replacement of felled trees.
- 7.3 Reviews -
 - 7.3.1 Bank signatories – to add and remove signatories
 - 7.3.2 Dates for meetings in 2025
 - 7.3.3 Asset register
 - 7.3.4 Review the Insurance Policy
 - 7.3.5 Risk Assessments

08/05/24 Mid Devon District Council Planning Matters.

8.1 Planning Applications:

8.2 Planning Decisions: none

8.3 Planning appeals/Enforcements:

09/05/24 Election of officers/representatives, other than existing representatives.

Neighbourhood Watch Officer

Playing Fields Liaison Officer

10/05/24 Road and Footpaths

10.1 Outstanding Road and Footpath issues

10.2 New issues identified

11/05/24 Finance

11.1 Parish Council receipts Current Account: MDDC Precept -

11.2 Approve the following Parish Council payments:

Item	Payee	Purpose	Amount £
1.2.1	Ionus	Website hosting	£1.20
1.2.2			
1.2.3			
1.2.4			
1.2.5			

11.3 Balances:

11.4 Parish Council Current Account balance: £

11.5 Parish Council Footpath balance (in above current account figure): £311.74

11.6 Parish Council Reserve Account balance: £

11.7 Financial Statement and Budget Monitor

11.8 AUDIT 2023 – 2024

11.8.1 To approve and sign the Certificate of Exemption from limited assurance review.

11.8.2 To approve and sign the Summary of Receipts and Payments for year ended 31st March 2024.

11.8.3 To agree and approve the Fixed Asset Register for the year ended 31st March 2024.

11.8.4 To agree and approve the Fixed Asset Risk Assessment for the year ended 31st March 2024.

11.8.5 To note the Annual Return Explanation of Variance.

11.8.6 To approve the Statement of Internal Control for the year ending 31st March 2024.

12/05/24 Councillor's Reports

12.1 To consider any Councillor reports for areas of responsibility

12.2 Playing Fields and grant application

12.3 To note weekly inspection reports

13/05/24 Clerk's Report - Parish Council

13.1 To consider any training needs for councillors.

14/05/24 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.

15/05/24 Date of next meeting: Wednesday 12th June 2024 in the Village Hall at 7.30 pm

End of formal business

Shobrooke Parish Council

Meeting dates for 2025

Wednesday 8th January

Wednesday 12th February

Wednesday 12th March

Wednesday 9th April

Annual Parish Meeting – Wednesday 14th May

Wednesday 14th May (Parish Council Annual General Meeting)

Wednesday 11th June

Wednesday 9th July

Wednesday 10th September

Wednesday 8th October

Wednesday 12th November (Budget and precept)

Wednesday 10th December

Shobrooke Parish Council

NOTICE OF ANNUAL PARISH MEETING

Dear Councillors and Parishioners,

I hereby give notice that the Annual Parish Meeting will be held in the Village Hall on **Wednesday 8th May 2024 at 7.00pm**

Mrs. Clarke,
Parish Clerk

Agenda

1. **Apologies**
2. **Minutes of the Annual Parish Meeting held on Wednesday 18th May 2023 to be agreed and signed as a true record.**
3. **Chairman's Report**
4. **Parish Council Financial Statement for year ending 31 March 2024**
5. **Public Participation/Questions**

Followed immediately by Parish Council AGM / meeting at 7.30pm

Dated this day: 30th April 2024

Shobrooke Parish Council

MINUTES OF ANNUAL PARISH MEETING

In attendance:-

Cllr Furse (Chair)

Cllr Jones (Vice Chair)

Cllr. Squires (DCC)

Cllr Collier

Clerk - Mrs. Clarke

3 members of public attended.

Minutes

1.05.24 **Apologies** were received from Cllr. Jenkins and Cllr. Tuffin, Cllr. Balkwill

2.05.24 **Minutes of the Annual Parish Meeting held on Wednesday 10th May 2023** were approved and signed.

3.05.24 **Chairman's Report** - In my mind it will always be the year we lost a valued friend and servant - John Hills. He was an excellent groundsman and lover of children and a memorial picnic bench will soon be installed in the playing field in his memory. We have been very fortunate to find a replacement whom seems to be fitting in very well.

On a happier note i would like to thank Sandra for joining us and i hope the experience has not been too traumatic. Allan and Lyndsay with Sandra are also thanked for the commitment and dedication they have given the council. Carole Mayer also does a wonderful job as footpath warden, keeping our paths in prime order, which is not easy when we have over twenty! Ben Jacobs checks the condition of everything in the playing field weekly. Thank you and everyone else who continues to contribute time and energy towards being guardians of our village. It can be sometimes seem a thankless task. Lets hope we can, at last, increase our numbers next year! There seems to be some hope on the horizon. The parish council plays an important role in the village life and in my opinion should be non-political. Long may we continue.

4.05.24 **Parish Council Financial Statement for year ending 31 March 2023**

The clerk indicated the differences between this year and the last year and explained why there were differences. The council has quite high reserves and we are in the process of purchasing new toddler swings. The council discussed the amount reserved for this and these figures have increased due to the vat reclaim. The groundsman is helping with us on this task to set the site up first.

There is a requirement to have a set amount of reserves, the normal being approximately a years supply. There is no set legal figure.

5.05.24 **Public Participation/Questions**

One member of the public asked questions about housing after a presentation last year, with reference to the letting policy and/or changing and adapting this. Cllr. Tuffin hasn't been able to attend for a number of meeting and is on the homes committee group at MDDC. The clerk ran through the minutes of subsequent meetings to provide the background to what has happened in the interim.

We were asked if we could put more pressure on the council to resolve this. MDDC is responsible for housing they meet on occasions and we will request they look into this matter further.

Local letting plans - details were provided by the mop. The clerk suggested contacting Cllr Tuffin, Cllr Squires recommended writing to the chief executive of Devon, copying in two particular people and Cllr Tuffin. To indicate what is needed and what needs to be changed. Previous MDDC were very productive in housing matters.

Signed.....

Date.....

Shobrooke Parish Council Meeting.

Minutes of the Annual General Meeting held at the Village Hall on
Wednesday 8th May 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr A Jones(Chair), Cllr C Furse (Vice-Chair)
Cllr S Collier Cllr L Balkwill
Cllr Squires Mrs A Clarke (Clerk)

Public Participation. 3 Parishioners attended the meeting.

Housing and anti social behaviour. A mop has contacted housing and the police regarding a parishioner. Diary sheets have been received by the mop to monitor the situation. Another mop raised concerns over a resident in the neighbourhood and how they were put there, the chair explained they would need to get hold of Mid Devon housing to ascertain that. Mention was made of dog behaviour locally. Mid Devon do have a system for reporting nuisance dogs, if applicable.

Formal Business

- 01/05/24** **Election of Chairman** after a discussion, Cllr Jones is elected as the new the chairman and Chris Furse voted in as Vice Chairman. Proposed by Cllr Balkwill and seconded by Cllr. Collier. Declaration of acceptance of the offices were duly signed.
- 02/05/24** **Apologies** - received from Cllr Tuffin and Cllr Jenkins
- 03/05/24** **Declaration of Interest** - none
- 04/05/24** **Minutes of the last AGM meeting held on Wednesday 10th May 2023 and minutes of the meeting held on the 10th April 2024-** were agreed and signed as a true record.
- 05/05/24** **To consider any applicants for co-option** - Standing orders were suspended whilst a discussion was held with a mop who attended the meeting. Plans for attracting new councillors was considered. The village email and The Brooke will be used to let the parishioners know about the planned event:- 9th July where by mop can come along to find out more about what happens with the parish council.
- 06/05/24** **Reports from DCC.** Cllr. Squires mentioned the devolution as this has gone through the councils and a government agreement will come in September with an additional 16 million in funds. Cllr Hart is standing down from Devon County Council, a long standing councillor well respected in the council who achieved a great deal during his term. There were no reports from MDDC Councillors
- 07/05/24** **Parish Matters/Reviews:**
- 7.1 D Day - Tiverton will raise a flag of peace on the 6th June. The war memorial at Shobrooke will be decorated.
- 7.2 School Close replacement of felled trees. The residents have requested something smaller. Mid Devon District council, street team would be required to plant new trees. The clerk will check with MDDC.
- 7.3 Reviews -
- 7.3.1 Bank signatories – no changes to be made.
- 7.3.2 The dates for meetings in 2025 were approved.

7.3.3 Asset register - as per the requirements of the annual auditing, the war memorial replacement price was queried. Cllr Collier ascertained the figure in the insurance policy. Councillors were shocked at the increases of the replacement costs of the assets.

7.3.4 Review the Insurance Policy - a discussion was held on the aspects within the policy to be amended and re-quote with them. Contents and sports figures were discussed and will be amended.

7.3.5 Risk Assessments was sent around for everyone to view.

08/05/24 **Mid Devon District Council Planning Matters** no new matters or appeals or enforcement for discussion.

09/05/24 **Election of officers/representatives, other than existing representatives.**
Neighbourhood Watch Officer - Cllr. Collier suggested Lesley Browne who has accepted. Playing Fields Liaison Officer is Ben Jacobs and the council thanks him for his continued contributions to the council date.

10/05/24 **Road and Footpaths**
10.1 Outstanding Road and Footpath issues - a discussion was held on road closures in the region.
10.2 Mention was made of spring water run off.
10.3 A request for a bin to go at the top park gate, as poo bags have been left there. Opposite the war memorial

11/05/24 **Finance**
11.1 Parish Council receipts Current Account: MDDC Precept received - £9000.00
11.2 Approve the following Parish Council payments: Clerks wages £344.67 (printing costs included for agar), HMRC (currently in credit), ICO, £40 (DDR will reduce this by £5), Ionus (website fees)£1.20, Mid Devon Handy Man £96 for maintenance. Edwin Tucker and Sons £226.50 for the memorial bench.
11.3 Balances:
11.4 Parish Council Current Account balance: £10431.00
11.5 Parish Council Footpath balance (in above current account figure): £311.74
11.6 Parish Council Reserve Account balance: £12437.66 (funds are being reserved for play equipment)
11.7 Financial Statement and Budget Monitor were updated.
11.8 **AUDIT 2023 – 2024**
11.8.1 The council approved and signed the Certificate of Exemption from limited assurance review.
11.8.2 The council approved and signed the Summary of Receipts and Payments for year ended 31st March 2024.
11.8.3 The Fixed Asset Register for the year ended 31st March 2024 were agreed and approved.
11.8.4 The Fixed Asset Risk Assessment for the year ended 31st March 2024 was agreed and approved
11.8.5 To note the Annual Return Explanation of Variance.
11.8.6 The council approved the Statement of Internal Control for the year ending 31st March 2024. The clerk explained this new statement that is required in the agar.
Explanations were provided to the councillors about the new documents the clerk has to provide with the agar this year. Risk assessment and risk management etc.

12/05/24 **Councillor's Reports**
12.1 To consider any Councillor reports for areas of responsibility. Crediton Cluster meeting was discussed. Cllr Jones mentioned the wifi in the village hall project and how far this is moving forward, a survey will be the next stage. Memorial plaque was discussed.
12.2 Playing Fields and grant application. Posts have been taken down. The clerk had a list of questions that the Wicksteed the provider needs answers to and Cllr. Jones provided the details of the location for these.

12.3 To note weekly inspection reports which needs a problem resolving, which is the surface around the roundabout.

13/05/24

Clerk's Report - Parish Council

13.1 Mention of the parish council vacancies to go into the Brooke.

13.2 correspondence received over the last month was relayed to the councillors.

14/05/24

Minor Matters and Items for Future Agenda

15/05/24

Date of next meeting: Wednesday 12th June 2024 in the Village Hall

_____ Chair

_____ Dated

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 12th June 2024 at 7:30pm

Dated: 5th June 2024

Signed: *M. 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).

Agenda

01/06/24 Welcome and Apologies for absence

02/06/24 Declaration of Interest

2.1 Register of Interests - update as required

2.2 Any Personal Interests to declare

2.3 Any Disclosable Pecuniary interest on agenda items.

03/06/24 Minutes of the last meeting held - on the 8th May 2024, To be agreed and signed as a true record

04/06/24 Parish council - Matters arising-

04.01 Grant application - Churchyard

04.02 Speed enforcement/20 is Plenty signage.

04.03 Housing continued from previous meetings.

04.04 Neighbourhood Watch - supplies.

05/06/24 Mid Devon District Council

05.01 Planning Applications: -

24/00696/MFUL -Erection of an agricultural building for free range egg laying unit

24/00631/FULL - Erection of agricultural workers dwelling

- 05.02 Planning Decisions:
24/00698/PNAG - Efford, agricultural shed for storage and maintenance of agricultural equipment - approved.
- 05.03 Changes to enforcement and class Q permissions.

06/06/24 Reports from MDDC Councillor (Cllr Jenkins and Cllr Tuffin), DCC Councillor (Cllr Squires)

07/06/24 Finance

Item	Payee	Purpose	Amount £
07.02.01	Ionus	Website hosting	£1.20
07.02.02	A. Clarke	Salary and expenses	£320.77
07.02.03	HMRC *	PAYE (Do not pay currently in credit)	£6.80
07.02.04	Ionus	Domain renewal	TBA
07/02/05	Clear Councils	Insurance renewal	£400.79

7.1 Parish Council receipts Current Account: interest £11.15

7.2 Parish Council payments Current Account: None

7.3 To approve authorisers/signatories for this month's online payments

7.4 Balances:

7.4.1 Parish Council Current Account balance: £11,524.13

7.4.2 Parish Council Footpath balance (in above current account figure): £311

7.4.3 Parish Council Reserve Account balance: £10442.44 (£4,000.00 ring fenced for play equipment)

08/06/24 Roads and Footpaths-

08.01 Nomansland Cross to Broxford Cross - Monday 10th – Monday 17th June 2024

08.02 Highways report

09/06/24 Clerks Report

09.01 Update on the grants application.

10/06/24 Miscellaneous matters/ correspondence

11/06/24 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.

12/06/24 Date of next meeting: Wednesday 10th July 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting.

Minutes of the meeting held at the Village Hall on
Wednesday 12th June 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr A Jones (Chair) Cllr C Furse (Vice-Chair),
Cllr S. Collier Mrs A Clarke (Clerk)
Cllr Tuffin (MDDC)

Public Participation. Two members of the public attended who were concerned about the speed at Shute, Efford. As the current speed limits are 60-30-60, there is a blind rise and the council has also received correspondence from another parishioner indicating this is where pets have been killed.

01.06.24 Welcome and apologies for absence:

The Chair opened the meeting. Apologies were received from Cllr. Squires, Cllr. Balkwill, Cllr. Jenkins

Co-Option of a new councillor:-

Joe Leeming, proposed by Cllr Jones and seconded by Cllr Collier.

02.06.24 Declaration of Interests/Dispensations: Cllr Collier, with the grant application to the church.

03.06.24 Minutes of the previous meeting: of the previous meeting of the 8th May 2024, were agreed and signed as a true record proposed by Cllr Furse and seconded by Cllr. Collier.

04.06.24 Matters arising:-

04.01 Grant application - Churchyard, after a discussion on the funds available, the council will increase the grant by £25.00 Proposed by Cllr. Jones and seconded by Cllr Furse

04.02 Speed enforcement/20 is Plenty signage. Please see the discussion under the public participation, the clerk will contact Highways about this. Further 20 is plenty signage to be placed in the area and the clerk will contact Crediton regarding the current situation with speed watch. Details were taken of the attending public, to be able to update them in the near future.

04.03 Housing continued from previous meetings Cllr. Tuffin indicated that details have been sent of how the housing is allocated. Mention was made of assistance being needed with grass maintenance with one of the elderly in School Close, Cllr Collier will check to ascertain what type of help maybe needed.

04.04 Neighbourhood Watch - the request from the co-ordinator was approved for sundries to assist with the NW £35.00

05.06.24 Mid Devon District Council:

05.01 Planning Application:

24/00696/MFUL -Erection of an agricultural building for free range egg laying unit. The council fully support this application as there are no dwellings and no one if affected by the development and it may increase opportunities for working in the local community.

24/00631/FULL - Erection of agricultural workers dwelling. The council note that there has been support from other parishioners on this application. Plans were looked at to discuss the size and location. The council support this application.

05.02 Planning Decision:

24/00698/PNAG - Efford, agricultural shed for storage and maintenance of agricultural equipment - approved.

05.03 Changes to enforcement and class Q permissions details were passed to the councillors for perusal at a later stage.

06.06.24 Reports from Councillors. Cllr Tuffin, Concerns were raised over matters with regards to housing and anti social behaviour and/or potential misunderstandings between all parties involved. A discussion was held for all to put their point of view across.

07.06.24 Finance

Item	Payee	Purpose	Amount £
07.02.01	Ionus	Website hosting	£6.71
07.02.02	A. Clarke	Salary and expenses	£320.77
07.02.03	HMRC *	PAYE (Do not pay currently in credit)	£6.80
07.02.04	Ionus	Domain renewal	TBA
07/02/05	Clear Councils	Insurance renewal	£400.79

7.1 Parish Council receipts Current Account: interest £11.15

7.2 Parish Council payments Current Account: None

7.3 The council approved this month's online payments listed above

7.4 Balances:

7.4.1 Parish Council Current Account balance: £11,524.13

7.4.2 Parish Council Footpath balance (in above current account figure): £311

7.4.3 Parish Council Reserve Account balance: £10442.44 (£4,000.00 ring fenced for play equipment)

08.06.24 Roads and Footpaths:

08.01 Nomansland Cross to Broxford Cross - Monday 10th – Monday 17th June 2024

08.02 Highways report

08.03 The footpaths are being monitored and any reports will be sent to us.

09.06.24 Clerk's report:

09.01 Update on the grants application was provided.

09.02 Park fence, a mop had been in touch wanting an area between two fences to be cut back, sadly another mop in the area has wanted it to remain wild. The council discussed this. The council now has a new maintenance person and this area will be strimmed as soon as possible.

09.03 Grant scheme for wildlife was mentioned £500 is available, a councillor mentioned it might be appropriate for the hedgehog matters?

10.06.24 Miscellaneous Correspondence - none

Wifi signal in the village, a discussion was held on how to do this, at the next PCC meeting this will be raised to ascertain who is the service provider and all relevant details. Another grant was mentioned by the chair, SWW have £1-2K for anything in the village, this might be relevant for any potential wifi installation.

Play park matters, surface around the roundabout was mentioned in the Rospa report. The moss has now been cleared, but there are gaps between the tiles, the costs of repairing this are £111.60 inc vat. The swing had a split seat £51.60 inc vat and mention was made of a current offer concerning a 2 bay toddler swing for £1680 inc vat. The council approved the spending on the above items to repair and mend accordingly and requested details of whether the toddler swings would have additional fitting costs, follow up phone calls will be carried out.

11.06.24 Minor Matters and Items for Future Agenda

Ben - playground reports, has put in a wild meadow request, this was discussed and it is felt that in the light of current environmental concerns this may be appropriate.

12.06.24 Date of next meeting: Wednesday 10th July 2024, at 7.30 pm, at the Village Hall

This will be the meeting were we invite people to attend at 7pm to see what the parish council is about. The plan is to serve tea/coffee, cakes and biscuits.

This is already in The Brooke however it will be sent out on the village email before the day.

13.06.24 The Meeting closed at 20:54pm

_____ Chair

_____ Dated

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 10th July 2024 at 7:30pm**

Dated: 2nd July 2024

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).

Agenda

01/07/24 Welcome and Apologies for absence - Cllr Leaming, Cllr Collier

02/07/24 Declaration of Interest

2.1 Register of Interests - update as required

2.2 Any Personal Interests to declare

2.3 Any Disclosable Pecuniary interest on agenda items.

03/07/24 Minutes of the last meeting held - on the 12th June 2024, To be agreed and signed as a true record

04/07/24 Parish council - Matters arising-

04.01 Housing continued from previous meetings.

04.02 Crediton Speedwatch

04.03 Active Aging and Well being. Name suggestions for grant application also.

04.04 Neighbourhood Watch update

04.05 Training councillors and clerk

05/07/24 Mid Devon District Council

05.01 Planning Applications: -

24/00696/MFUL - revised drawings Egg Laying Barn, Summerhay Farm.

The council supported the original application.

05.02 Planning Decisions:

07/07/24 Reports from MDDC Councillor (Cllr Jenkins and Cllr Tuffin), DCC Councillor (Cllr Squires)

07/07/24 Finance

Item	Payee	Purpose	Amount £
07.02.01	Ionus	Website hosting (inc vat)	£7.20
07.02.02	A. Clarke	Salary and expenses	£335.55
07.02.03	HMRC *	PAYE (Do not pay currently in credit)	£6.80
07.02.04	Ionus	Domain renewal (inc vat)	£12.00
07.02.05	Maggie Dennis	Internal Auditor	£60.00

- 7.1 Parish Council receipts Current Account: interest
- 7.2 To approve authorisers/signatories for this month's online payments listed above
- 7.3 Balances:
 - 7.3.1 Parish Council Current Account balance: £10102.66
 - 7.3.2 Parish Council Footpath balance (in above current account figure): £311
 - 7.3.3 Parish Council Reserve Account balance: £10454.34 (£4,000.00 ring fenced for play equipment)

08/07/24 Roads and Footpaths-

08.01 Nomansland Farm to Westwood Farm, between Thursday 11th – Wednesday 24th July 2024. Second phase of the drainage works. Also on the 13th -29th March 2025 A3072 Little Gutton Bends for resurfacing.

08.02 Traffic Management (inc Calming), Enquiry Road from Shute Cross to All Saint Church, Shute. The details have been sent to our team so that an assessment can be carried out. We anticipate that this assessment will be completed by 19/07/2024.

09/07/24 Clerks Report

09.01 No crime reports in the area. Last updated April 2024 on D&C

10/07/24 Miscellaneous matters/ correspondence

11/07/24 Minor Matters and Items for Future Agenda

11.01 Cllr Collier regarding the Ariel on church roof, the PCC has given Joe permission to pursue this avenue, and provided a faculty is obtained from the Diocese the PCC, has no objection to it being there.

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.

12/07/24 Date of next meeting: Wednesday 11th September 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting

Minutes of the meeting held at the Village Hall on
Wednesday 10th July 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr A Jones (Chair) Cllr C Furse (Vice-Chair),
Cllr L Balkwill DCC Squires
Mrs A Clarke (Clerk)

01/07/24 Welcome and apologies for absence: The Chair opened the meeting. Apologies were received from Cllr. Collier, Cllr Leaming, Cllr. Jenkins and Cllr Tuffin

02/07/24 There were no declaration of Interest

03/07/24 Minutes of the last meeting held on the 12th June 2024, were agreed and signed as a true record

04/07/24 Parish council - Matters arising-

04.01 Housing - Due to Cllr Tuffin being absent, there was only an update, Cllr Jones discussed the matter with MDDC housing department. There are various criteria that apply as regards to the housing and some onerous rules on exchanges, local connection is a priority. Sadly as the village has some anti social behaviour problems, which means it is not viewed highly by people who compete for housing. The council would like to see more families in residence.

04.02 Speed watch The clerk contacted Crediton Speed watch and received an email from Steve Huxtable, two residents in Shobrooke are carrying out Speed watch. The matter is being viewed in line with the public attendance, last month, about speeding in Efford. The clerk will contact Crediton to see if it is possible to arrange a Speed watch at Shute. Cllr Squires will mention this at DCC level with a view to having an assessment of the speeds opposite the pub and by the old bakery where it is narrow at Efford.

04.03 Grant application name - Well being. A few suggestions were mooted and well being in the park, was chosen.

04.04 Neighbourhood Watch - Our NW coordinator has indicated merchandise has been ordered and an update will be available for September. Please note, there are discounts for house insurance with Shobrooke having a Neighbourhood Watch scheme.

04.05 Training for councillors and clerk - Dates have been provided for training and new councillors are unable to attend. The courses will repeat again later in the year. A discussion was held over the clerks training if at all relevant. However as Shobrooke do not hold GPOC there is no necessity for this additional training.

05/07/24 Mid Devon District Council

05.01 Planning Applications: -

24/00696/MFUL - revised drawings for an Egg Laying Barn, Summerhay Farm. The council supported the original application and as there are no near neighbouring properties. The council have no objection to this application.

05.02 Planning Decisions: none

07/07/24 Reports from MDDC Councillor Cllr Jenkins and Cllr Tuffin, no reports from any Mid Devon District councillors.

07.01 DCC Councillor Cllr Squires has been trying to get up to date with all the parishes since the election of the new government and has had meeting with highways to discuss the issues that have been raised locally.

07/07/24 Finance

Item	Payee	Purpose	Amount £
07.02.01	Ionus	Website hosting and domain renewal	£19.20
07.02.02	A. Clarke	Salary and expenses	£343.30
07.02.03	HMRC *	PAYE (Do not pay currently in credit)	£6.80
07.02.04	Online playgrounds	New swing seat in play park	£77.00
07.02.05	Maggie Dennis	Internal Auditor	£60.00
07.02.06	HMS	Grass cutting and maintenance	£64.00

7.1 The Parish Council noted receipt of interest received this month of £11.90

7.2 All the invoices listed above were approved for payment.

7.3 Balances: The balance on the Current Account is £10102.66 The footpath balance (in above current account figure) remains: £311. The reserve account balance stands at: £10454.34 (£4,000.00 of which is ring fenced for play equipment). The total balance including reserves stands at £20557.00. Monthly budget figures were also provided.

08/07/24 Roads and Footpaths-

08.01 Nomansland Farm to Westwood Farm, Thursday 11th – Wednesday 24th July 2024, Will be closed or restricted for the second phase of the drainage works. Also again on the 13th -29th March 2025 at Little Gutton Bends for resurfacing.

08.02 Shute Cross to All Saint Church an assessment is being carried out with a view traffic calming measures being put in place, the assessment will be completed on the 19th July

08.03 Holy Well Lane signage - poor signage, it is a no through road but the sign is hidden, behind shrubbery and needs to be cut back. The clerk will contact highways.

Cllr Squires indicated that sometimes highways send the information to Cllr Leitch, so there is a delay in receipt.

09/07/24 Clerks Report

09.01 No crime reports in the area as we are unaware of the latest report due to D&C's website has not been updated since April 2024

09.02 emails received were listed and discussed, one in particular about the dangers of lithium batteries, the council were asked if they will support the organisation trying to change the way they are disposed off, Shobrooke will support this.

10/07/24 Miscellaneous matters/ correspondence

10.01 John Hill Plaque, for the bench, which needs to be moved. Cllr. Balkwill indicated her partner will help with this. Other offers to help have been received from Vince Carmine and suggestions have been made for the inscription on the plaque.

10.02 Wi-Fi Southpoint Consultancy, want to check the location and bank details mention was made of Star link 1.2 MHz, which could be shared if placed on the church tower, several other sites could use this. The installation will be mainly for the church and the hall, figures for this were discussed and a faculty needs to be obtained from the church, Cllr Collier and Cllr Leaming will find out about this.

11/07/24 Minor Matters and Items for Future Agenda

11.01 Roundabout surface repair. Cllr Jones was going to undertake the repair however the solution and process is complicated with 9 steps and curing required. Mention was made of previous assistance received prior to 2020, the clerk will check to find the firm concerned with a view to them repairing the surface.

11.02 The meet the councillors event, before the meeting, clashed with the European semi-final. Only our Neighbourhood watch co-ordinator turned up.

12/07/24 Date of next meeting: Wednesday 11th September 2024, at 7.30 pm, at the Village Hall

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 11th September 2024 at 7:30pm

Dated: 2nd September 2024

Signed: *M. 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).

Agenda

01/09/24 Welcome and Apologies for absence

02/09/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/09/24 Minutes of the last meeting held - on 10th July 2024 To be agreed and signed as a true record

04/09/24 Co-option - Vacancy

05/09/24 Parish council - Matters arising-

05.01 Footpath warden – Current one stepping down.

05.02 Holywell Lane

05.03 Playing Field

05.04 Neighbourhood Watch

05.05 Donation / grant request

05.06 Plaque for the bench

06/09/24 Mid Devon District Council

06.1 Planning Applications: -

24/01197/HOUSE - 2 Park Cottages Shobrooke Crediton - Erection of double garage with work office above.

06.2 Planning Decisions: None.

07/09/24 Reports from MDCC Councillors Jenkins/Tuffin, DCC Councillor Squires

08/09/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.02.01	Ionus	Website	£7.20
08.02.02	A. Clarke	Salary and expenses	£319.17
08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£6.80

8.1 Parish Council receipts Current Account: £21.15 (interest July & August)

8.2 Parish Council payments Current Account: As in the table above.

8.3 To approve all the payments in August 2024:-£7.20 Ionus, £300.00 Clerks Wages.

8.4 Balances:

8.4.1 Parish Council Current Account balance: £9231.96 (End of August 24)

8.4.2 Parish Council Footpath balance (in above current account figure): £311.00

8.4.3 Parish Council Reserve Account balance: £10475.49 (£4,000.00 ring fenced for play equipment)

09/09/24 Roads and Footpaths.

09.01 Road From Camps Cross To Wyke Cross [ROAD Heading South East To Camps Cross, Road From Camps Cross To Wyke Cross & Road From Shute Cross To Wyke Cross], Newton St, Cyres & Crediton, closed from the 10th to 20th December. Patching works

09.02 See 04.01

10/09/24 Clerks Report:

10.01 Devon Archives/secure destruction

11/09/24 Miscellaneous matters/ correspondence

11.01 PKF/Auditors approval received.

11.02 Harvest Celebration 14th September

11.03 City Bus changes to scheduling.

12/09/24 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.

13/09/24 Date of next meeting: Wednesday 9th October 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting

Minutes of the meeting of Shobrooke Parish Council held at the Village Hall
on Wednesday 11th September 2024 at 7:30pm

The meeting commenced at 7:30 pm

Members Present: Cllr A Jones (Chair) Cllr C Furse (Vice-Chair),
Cllr S. Collier Cllr. L Balkwill
Cllr Squires (DCC) L. Browne (NWC)
Mrs A Clarke (Clerk)

Public Participation - none

01/09/24 The chair opened the meeting and accepted apologies for absence from Cllr. Leeming, Cllr Jenkins and Cllr Tuffin

02/09/24 Declaration of Interest - none were declared

03/09/24 Minutes of the last meeting held - on 10th July 2024 were agreed and signed as a true record

04/09/24 Co-option - Vacancy - deferred to the next meeting.

05/09/24 Parish council - Matters arising-

05.01 Footpath warden – The current warden is stepping down due to injury. Mention was made of possible replacements, Victoria Leeming and Beth (last name?) Cllr Furse indicated that they must be made aware of what the requirements are before committing to this. There is also a new person in DCC John.Boyd@Devon.gov.uk for the footpaths as Ross Johnson has left.

05.02 Holywell Lane, the sign is old and faded and possibly needs to be increased in size, this will be followed up with highways online, clerk previously reported this due to overgrown vegetation.

05.03 Playing Field, mention was made of the zip wire and the area around the slide where some work needs to be carried out. Cllr Jones provided some details of the problem areas in the playing field. An update on the grant was provided. Cllr Squires has offered a locality budget to assist with the project, as this can be allocated to new equipment/general replacement, for the amount of £500. The gates to the park are hanging off and the picnic bench needs moving. Rob, Vince and Danny may be approached to help with moving the bench.

05.04 Neighbourhood Watch An order was placed for people within the village for stickers and leaflet, it has also been advertised in The Brooke. Signs were purchased and need to be placed. Areas were suggested for the placement of the signs with a view to being highly visible. The council thanked the NWC for her involvement with this.

05.05 Donation / grant request was discussed, however the parish council currently donates to the Church and CAB and mobility.

05.06 Plaque for the bench, the wording was discussed and settled as:
“In memory of John Hill dedicated groundsman”.

06/09/24 Mid Devon District Council

06.1 Planning Applications: -

24/01197/HOUSE - 2 Park Cottages Shobrooke Crediton - Erection of double garage with work office above. The Council have no objections to this planning application as it doesn't affect anyone, therefore the council support this.

06.2 Planning Decisions: None.

07/09/24 No reports from MDDC Councillors Jenkins/Tuffin.

Report from DCC Councillor Squires, discussed meeting with Steve Tucker to discuss highways issues and request checking the Shute area for speeding. Any requests need to go by Cllr Squires. The Shute matter was reported the reference number needs to be sent to Cllr Squires for further action. Wraddon Cross may need looking at.

08/09/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.02.01	Ionus	Website	£7.20
08.02.02	A. Clarke	Salary and expenses	£319.17
08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£6.80
08.02.03	L Browne	Neighbourhood Watch	36.25

8.1 Parish Council receipts Current Account: £21.15 (interest July & August)

8.2 Parish Council payments Current Account: As in the table above.

8.3 To approve all the payments in August 2024:-£7.20 Ionus, £300.00 Clerks Wages, Devon Handy Man £80.00.

8.4 Balances:

8.4.1 Parish Council Current Account balance: £9144.76 End of August 2024

8.4.2 Parish Council Footpath balance (in above current account figure): £311.00

8.4.3 Parish Council Reserve Account balance: £10484.39 End of August 2024 (£4,000.00 ring fenced for play equipment)

09/09/24 Roads and Footpaths.

09.01 Road From Camps Cross To Wyke Cross closed from the 10th to 20th December. Patching works. Patching has been happening near the park. Wraddon Cross is starting to fail. Elastamac (ground up tyres and other bits) is being used as it has longevity as it lasts longer.

09.02 Roadworks, website one.network, this shows the works by postcode, it also shows what is happening in the future.

10/09/24 Clerks Report:

10.01 Devon Archives/secure destruction, sharing of the mileage between the other parish councils, one bag was put in for each council.

10.02 List of press releases and changes to the bus services in Exeter.

11/09/24 Miscellaneous matters/ correspondence

11.01 PKF/Auditors approval received.

11.02 Harvest Celebration 14th September

11.03 City Bus changes to scheduling.

12/09/24 Minor Matters and Items for Future Agenda

12.01 Crediton Cluster meeting in July, CTC want to take over certain items, i.e Playgrounds from Mid Devon and are seeking funds from parish councils to do this, this is in the initial stages.

12.02 Quote for audio visual equipment for the hall £3699.00 South Point Consultancy have suggested a booster on the church. The quote will be passed to the clerk to see if it is possible to get a grant for this. Hearing loop for the disabled is included.

13/09/24 Date of next meeting: Wednesday 9th October 2024, at 7.30 pm, at the Village Hall

14/09/24 The meeting was closed at 20.34pm

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 9th October 2024 at 7:30pm

Dated: 4th October 2024

Signed: *M 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).

Agenda

01/10/24 Welcome and Apologies for absence

02/10/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/10/24 Minutes of the last meeting held - on 11th September 2024 To be agreed and signed as a true record

04/10/24 Co-option - Vacancy

05/10/24 Parish council - Matters arising

05.01 Housing

05.02 Training - Clerk and Councillors

05.03 PAYE Amendments

06/10/24 Mid Devon District Council

06.1 Planning Applications: - none

06.2 Planning Decisions: 24/00696/MFUL Erection of an agricultural building for free range egg laying unit, permission granted

07/10/24 Reports from MDDC Councillors Jenkins/Tuffin.

08/10/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.02.01	Ionus	Website	£7.20
08.02.02	A. Clarke	Salary and expenses	£320.60
08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£6.80

8.1 Parish Council receipts Current Account: £ (interest September)

8.2 Parish Council payments Current Account: As in the table above.

8.3 Budget to date/Bank reconciliations.

8.4 Balances:

8.4.1 Parish Council Current Account balance: £ 8789.24(End of September 24)

8.4.2 Parish Council Footpath balance (in above current account figure): £311.00

8.4.3 Parish Council Reserve Account balance: £ (£4,000.00 ring fenced for play equipment)

10/10/24 Roads and Footpaths:-

10.01 Updates on Roads and footpath warden

11/10/24 Clerks Report:

12/10/24 Miscellaneous matters/ correspondence

13/10/24 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.

14/10/24 Date of next meeting: Wednesday 13th November 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting

Minutes of the meeting of Shobrooke Parish Council held at the Village Hall
on Wednesday 9th October 2024 at 7:30pm

The meeting commenced at 7:30 pm

Members Present: Cllr A Jones (Chair) Cllr C Furse (Vice-Chair),
Cllr. L Balkwill Mrs A Clarke (Clerk)

Public Participation : None

01/10/24 Welcome and Apologies for absence from Cllr Squires, Cllr, Jenkins, Cllr Tufin, Cllr Leeming, Cllr Collier.

02/10/24 Declaration of Interest - none raised

03/10/24 Minutes of the last meeting held - on 11th September 2024 were agreed and signed as a true record

04/10/24 Co-option - was discussed as there is someone in mind. The suggestion is he will need to attend a meeting first.

05/10/24 Parish council - Matters arising

05.01 Housing - due to the absence of the relevant councillors, the discussion is now delayed until the next meeting.

05.02 Training - Councillors training were discussed for the new councillors, however they are absent. Clerks training for cilca training is £1500.00. A grant has been obtained for over 50% of the costs which are split between 3 councils and a contribution will be made of £200.00 towards this. Proposed by Cllr Balkwill and seconded by Cllr. Furse.

05.03 PAYE Amendments -to be changed to a direct debit to avoid any fines administered by HMRC.

06/10/24 Mid Devon District Council

06.1 Planning Applications: - none

06.2 Planning Decisions: 24/00696/MFUL Erection of an agricultural building for free range egg laying unit, the permission has been granted, a list of conditions (10 Pages), the main points were read out.

07/10/24 Reports from MDDC Councillors Jenkins/Tuffin. Due to no attendance, there were not reports

08/10/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.02.01	Ionus	Website	£7.20
08.02.02	A. Clarke	Salary and expenses , secure destruction	£320.60
08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£6.80
08.02.04	Handy Man Services	Maintenance	£200.00
08.02.05	Cllr Jones	Plaque costs - Reimbursement	£28.00

8.1 Parish Council receipts: £8.90 (interest September)

8.2 Parish Council payments Current Account: As in the table above.

8.3 Budget to date/Bank reconciliations. The subject of vat was raised, February 2025 would be the appropriate date.

8.4 Balances:

8.4.1 Parish Council Current Account balance: £ 8789.24(End of September 24)

8.4.2 Parish Council Footpath balance (in above current account figure): £311.00

8.4.3 Parish Council Reserve Account balance: £10484.89 (£4,000.00 ring fenced for play equipment)

10/10/24 Roads and Footpaths:-

10.01 Updates on the footpath warden, Cllr Furse will provide the details to the clerk of the new wardens.

10.02. Roadworks, One closure a copy will be placed on the noticeboard and the website. Mention was made of website one.network, this shows the works by postcode, It also shows what is happening in the future but may not show any emergency work.

11/10/24 Clerks Report: A list of emails received was provided to the council along with any requests for how the budget is set out next month. Meeting for clerks with Mid Devon DC is on the 20th November. Funding available for play equipment in rural communities. Snow warden information provided by MDDC.

12/10/24 Miscellaneous matters/ correspondence:

12.01 Cllr Balkwill will not be available for the Crediton Cluster Meeting.

12.02 Cllr Jones will be attending the civic centre in Tiverton.

12.03 Mid Devon Housing as regards School Close, the trees were removed, the community has requested for bulbs which will be planted over the next couple of months.

12.04 Postcode for the village hall has been applied for in relation to pursuing the wifi at the hall.

12.05 Audio visual quote, clerk will look into charities for the disabled, with the loop system in mind.

13/10/24 Minor Matters and Items for Future Agenda - Bin for outside the park. Housing. A discussion was held on the change of phone from analogue to digital and the possible problems that may occur, linked alarms etc.

14/10/24 Date of next meeting: Wednesday 13th November 2024, at 7.30 pm, at the Village Hall

Signed.....

Dated.....

To do

Devon community resilience email to be sent to Cllr . Balkwill, this will rank up in the new year with the flood maps being released. DONE

Salt bags a request for these, who to and where.

Beths name for p3 to go to county hall etc. Same with cllr leaming.

From last month

One.network, use uk Ex17 1Ez,1AU,1HP,1AX, put a link on the website to access it.

Need shute postcode.

City bus changes to go on website.

Grant, find one for the audio visual equipment check on the disabled grants.

Shobrooke Parish Council Meeting

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Agenda for the meeting of Shobrooke Parish Council to be held at the Village Hall on Wednesday 13th November 2024 at 7:30pm

Dated: 2nd November 2024

Signed: A l 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).

Agenda

01/11/24 Welcome and Apologies for absence

02/11/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/11/24 Minutes of the last meeting held - on 9th October 2024 To be agreed and signed as a true record

04/11/24 Co-option - Vacancy

05/11/24 Parish council - Matters arising-

05.01 Housing

05.02 Budget proposals

05.03 Street Lights - School Close/Silver way

06/11/24 Mid Devon District Council

06.1 Planning Applications: - none

06.2 Planning Decisions: None.

07/11/24 Reports from MDDC Councillors Jenkins/Tuffin, DCC Councillor Squires

08/11/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.02.01	Ionus	Website	£7.20

08.02.02	A. Clarke	Salary and expenses	£TBA
08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£6.80

8.1 Parish Council receipts Current Account: £8.62 (interest October)

8.2 Parish Council payments Current Account: As in the table above.

8.3 To approve all the payments:-£7.20 Ionus, £ Clerks Wages. £ MDH

8.4 Balances:

8.4.1 Parish Council Current Account balance: £8020.47 (End of October 24)

8.4.2 Parish Council Footpath balance (in above current account figure): £311.00

8.4.3 Parish Council Reserve Account balance: £ 10484.39 (£4,000.00 ring fenced for play equipment)

11/11/24 Roads and Footpaths.

10/11/24 Clerks Report:

11/11/24 Miscellaneous matters/ correspondence

12/11/24 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.

13/11/24 Date of next meeting: Wednesday 10th December 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting

Minutes for the meeting of Shobrooke Parish Council held at the Village Hall
on Wednesday 13th November 2024 at 7:30pm

The meeting commenced at 7:30 pm

Members Present: Cllr A Jones (Chair) Cllr C Furse (Vice-Chair),
Cllr L Balkwill Cllr S Collier
Cllr Tuffin
Mrs A Clarke (Clerk)

Public Participation : Two members of the public attended, as they did earlier on in the year, to voice their concerns with the on going issue at Efford and Shute, with the traffic and speeding of vehicles including agricultural and construction vehicles, speeds are in excess of 45mph.

They explained there is a dip in Shute and a blind bend, there have been numerous near misses, and there is a blind rise outside there house. Concerns have been raised regarding children walking along there and horse riders as Efford goes from 30mph to 60 and then drops back to 30. They do not believe (others confirmed) there should not be an area of 60mph in between, as the road speeds are out of date. Previously we were looking at the potential for 20 is plenty signs, as this is a B road.

They went onto say they have a set of steps onto the main road and they don't feel safe. Occupiers could be hit and the various road closures have increased the traffic. Councillors tried to offer some solutions i.e. Parking a car there but tractors can't then get round with a trailer on. A blind dip sign is needed and the council will pass this onto DCC Squires for her contact Steve to arrange to meet to discuss this.

01/11/24 Welcome and Apologies for absence from Cllr Squires, Cllr Leaming, Cllr Jenkins

02/11/24 There were no declaration of Interest

03/11/24 Minutes of the last meeting held - on 9th October 2024 were agreed and will be signed as a true record at the next meeting.

04/11/24 Co-option to be carried forward to the next meeting. There is interest in this vacancy.

05/11/24 Parish council - Matters arising-

05.01 Housing - One of our parishioners with an interest in the housing didn't attend however, we wanted to know if anything had changed. Cllr. Tuffin indicated they're is a building program but nothing in the way of enlarging or changing existing homes which was mentioned at Shobrooke. The Councillor has raised this a number of times. Z pods are cheaper to instal rather than altering buildings.

Cllr. Tuffin well ask again as there is a new administration. Our housing needs were discussed, namely for families, where there is a shortage of available properties, so the councils are encouraging down sizing. Surveys have been sent, giving 6 proposals for incentives for people to downsize. Other incentives other than money seen to encourage this. However some homes still end up empty whilst renovation is carried out.

Our location does have its problems with no transport, yet there are 1000 people on the housing list, some homeless. We want families and a range of people. The village needs some young people. The gardens on our properties are large and would accommodate families etc. and/or rebuilding.

05.02 Street Lights - School Close/Silver way Cllr Collier received an email from a parishioner about a light on overnight outside her house, so a request has been put forward to have them switched them off overnight. Cllr Jones, indicated that they came to do the light, they were going to put up a shade but they were not able to fit it. They will be coming back at some stage to solve this. There was a dispensation to have the lights on at night due to the elderly wandering due to dimensia.

05.03 Budget proposals - a discussion was held on the various aspects and suggestions made in preparation for the December meeting to finalise the precept for the following year. There is a requirement to have at least one year of reserves.

Currently the council has always used some of its reserves to keep the precept low on purpose and will continue to do so. The precept has been set for £9500

06/11/24 Mid Devon District Council

06.01 There were no Planning Applications or Planning Decisions to note

07/11/24 Reports from MDDC Councillors Tuffin:-

Letter for winter fuel, which has been put on the village email. The Chair raised some queries on this as we have no transport or bus so we have people who can't claim it. The eligibility requires sending in a pdf, which is not easy for people who don't have the Internet. The Parish Council is happy to help with anyone who needs help to apply, we can fill the forms in.

The clerk has put some information into The Brooke, as the people who need this payment are unable to access to it. Parishioners will not be able to get to Tiverton council either. Subsequent to a discussion how potential claimants could get their identity checked, Cllr. Collier has ascertained that CHAT (who are in the food bank) in Crediton already does this for claimants. A leaflet will go over the next month or so and the deadline is March 2025.

"If any villager thinks they may be entitled to the winter fuel payments please contact Councillor Allan Jones on phone number 01363 777444, so he may assist you with your application, particularly if you do not have access to a computer and/or transport. We don't want anyone going cold this winter."

08/11/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount
08.02.01	Ionus	Website	£7.20
08.02.02	A. Clarke	Salary and expenses	£325.87
08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£6.80
08.02.04	MDHS	Maintenance	£80.00

8.1 Parish Council receipts Current Account: £8.62 (interest October)

8.2 Parish Council payments Current Account: As in the table above.

8.3 To approve all the payments, as above.

8.4 Balances:

8.4.1 Parish Council Current Account balance: £8020.47 (End of October 24)

8.4.2 Parish Council Footpath balance (in above current account figure): £311.00

8.4.3 Parish Council Reserve Account balance: £ 10484.39 (£4,000.00 ring fenced for play equipment)

8.4.4 Lloyds Bank will be charging £4.25 per month from January, this was discussed and councillors decided to stay with Lloyds at present to see what happens over the next couple of months, bearing in mind the interest we receive counteracts their charges.

09/11/24 Roads and Footpaths.

11.01 An enquiry has been raised by a parishioner. About water coming from the park, the councillors point out its not a drain, it's springs from the park. The parishioner will be advised to contact the owner of the park in due course.

11.02 P3 footpaths there has been no response from DCC, after providing them with the new details of the new footpath warden's.

10/11/24 Clerks Report:

10.01 New pay scales will take effect from December 2024. This goes to £15.33 from £14.61 on the scale. They are back dated to April however, the clerk does not intend to take the back dated payment leaving the difference in the councils accounts as a donation.

10.02 The clerk updated the councillors on new requirements for websites and listed the correspondence/emails received.

10.03 Airband is unable to fulfil their contracts to supply broadband across Devon and Cornwall rural areas.

10.04 Dates for the meetings next year were provided and will be put on the website as well.

11/11/24 Miscellaneous matters/ correspondence

11.01 Play park Report for the park. Stepping logs will be coming out.

The slide has been cleaned by Cllr Jones along with the Carousel. The gaps in the 166 tiles, have been cleaned off and re-routed with some sand and cement, moss has also been removed. The swing seat were also cleaned. Next year the tiles will need re-siting and park maintenance must be discussed.

11.02 John Hill memorial bench position was discussed and is to remain in place. The notices boards have also been cleaned and mended by Cllr. Jones.

11.03 National lottery funding was turned down, however the clerk will apply via other funds

11.04 Next month's meeting venue will need to be confirmed as the pantomime may be using the hall.

11.03 The Memorial needs a clean, Cllr Collier indicated 34 people attended the remembrance service and its suggested the council organise a wreath for this next year as it will be 80 years.

12/11/24 Minor Matters and Items for Future Agenda

12.01 Cllr Collier mentioned, Sally is delighted the new sign up by the Holy well, as it is now visible. However as people are still using this area, registration numbers are required to report this to the police.

12.02 Sign for Silver way/ School Close needs replacing - the clerk to contact highways

12.03 Cllr Balkwill received a complaint about dog mess, by two small dogs, enforcement action to be considered.

12.04 The Dog mess bin lid in park is broken and needs replacing.

12.05 No further information has been received from the Crediton cluster, however the clerk was notified the next day about the clusters next meeting.

13/11/24 Date of next meeting: Wednesday 10th December 2024, at 7.30 pm, at TBA

14/11/24 The Meeting closed at 21.12

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 11th December 2024 at 7:30pm

Dated: 2nd December 2024

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).

Agenda

01/12/24 Welcome and Apologies for absence

02/12/24 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 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.

03/12/24 Minutes of the last meeting held - on 12th November 2024 To be agreed and signed as a true record and to sign the minutes from the 9th October 2024 (previously agreed).

04/12/24 Co-option - Vacancy

05/12/24 Parish council - Matters arising-

05.01 Winter Fuel payments for local residents - see attached leaflet.

05.02 Policy updates

05.03 Grant application from CAB

05.04 Snow Warden - Grit Distribution.

06/12/24 Mid Devon District Council

06.1 Planning Applications: -

24/01614/FULL - Retention of concreted yard area and track

Location: Land at NGR 288398 102552 (Uppincott Farm) Shobrooke

06.2 Planning Decisions: Approved.

24/01197/HOUSE - Erection of double garage with work office

above. Location: 2 Park Cottages Shobrooke Crediton

07/12/24 Reports from MDCC Councillors Jenkins/Tuffin, DCC Councillor Squires

08/12/24 Finance

To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.02.01	Ionus	Website	£7.20
08.02.02	A. Clarke	Salary and expenses	£340.87

08.02.03	HMRC *	PAYE (nothing to pay as still in credit)	£0.00
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8.1 Parish Council receipts Current Account: £9.49 (interest November)

8.2 Parish Council payments Current Account: As in the table above.

8.3 To approve all the payments:-£7.20 Ionus, £340.87 Clerks Wages. £ MDH

8.4 Balances:

8.4.1 Parish Council Current Account balance: £7607.40 (End of November 24)

8.4.2 Parish Council Footpath balance (in above current account figure): £312.00

8.4.3 Parish Council Reserve Account balance: £ 10502.50(£4,000.00 ring fenced for play equipment)

09/12/24 Roads and Footpaths.

09.01 Updates

10/12/24 Clerks Report:

10.01 Employers NI contributions from 2025-2026

10.02 Meet the leaders event

11/12/24 Miscellaneous matters/ correspondence

12/12/24 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.

13/12/24 Date of next meeting: Wednesday 8th January 2025, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting.

Minutes of the meeting held at the Village Hall on
Wednesday 10th January 2024 at 19.30pm

The meeting commenced at 7:30 pm

Members Present: Cllr C Furse (Chair), Cllr A Jones (Vice-Chair)
Cllr S. Collier Cllr. L. Balkwill
Cllr. Tuffin Mrs A Clarke (Clerk)

Public Participation. None

Formal Business

01.1.24 Welcome and apologies for absence:

The Chair opened the meeting. Apologies were received from Cllr. Squires, Cllr. Jenkins.

02.1.24 Declaration of Interests/Dispensations: None

03.1.24 Minutes of the previous meeting:

The minutes of the meeting of Wednesday 13th December 2023 were agreed as a true record. The Chair signed the minutes.

04.1.24 Matters arising:-

04.01 Date of the APM - Same date as the AGM starting at 7pm. (Second Wednesday)
Speaker to be arranged.

04.02 Maintenance Contracts - Only the grass cutting is a new contract the clerk to follow this up. Mention was made of footpaths however this was considered in footpaths below.

04.03 Policies to review - updates, standing orders, financials and FOI ones to be placed online.

04.04 De-fib update - Cllr Jones had a proforma invoice for authorisation at this meeting. £83.99. Cllr. Balkwill wanted to find out about the use of the De-fib Cllr. Jones indicated there was a site where the De-fib use is updated. It has been taken for use but not used on a number of occasions.

04.05 Budget Update and vat return, Chair asked when the last one was carried out the clerk will confirm the date and follow up with a new one for the current year. The clerk provided a basic rundown of those payments which have increased over the year and those that may increase in due course.

05.1.24 Mid Devon District Council:

05.01 Planning Application: 23/01770/LBC - The council discussed the application and support the application.

05.02 Planning Decision: None, Cllr Tuffin explained about the narrow planning guidelines, that MDC have to work with, discussing McDonalds application in Crediton.

06.1.24 Reports from Councillors. Cllr Tuffin discussed matters raised by the parish council with MDC. The parish council want to see if time resolves the matter in the interim. Social housing was also discussed yet the parish councillors felt that MDC didn't deal with the question raised and raised aspects that need resolving. Cllr. Tuffin indicated that there is a waiting list of over 900 people in MDC area.

07.1.24 Finance

07.01 The council noted the payment from Lloyds of £75.

07.02 The council approved this months payments as listed on the agenda to:- HMRC £77.00, Clerks wages £248.97, Ionus (Website) £1.20, De-fib Pads £83.99, Balances on accounts:- current account £5,414.57, Reserve account £8118.48

07.03. Note about payments for the grass cutting made in December prior to Xmas

07.03 Foot path balance remains the same as MDC has been paying for the repairs.

08.1.24 Roads and Footpaths:

08.01 Maintenance contracts, Ros Davies is no longer in the post. C Maher, our footpath warden has contacted Devon CC but had no response on this. The clerk will follow this up to find out who the replacement is and contact them and provide C Mahers details.

08.02 Devon CC have been paying for the maintenance of our 26 footpaths.

08.03 Roads:- they have filled in the area at the Lodge, the dragon patcher hasn't been here for the last year. There is talk about the HS2 money being provided for patching.

09.1.24 Clerk's report:

09.01 Filing of the precept has been completed.

09.02 Paye Software update is a problem the clerk will contact HMRC directly to confirm the way forward

09.03 Correspondence received - Crediton master plan consultation, Crediton Cluster Meeting, various press releases about parking, survey of rural services, Migrating to Tiverton - art trail. Devon Funding notices etc. Various councillors requested various email correspondence to be sent to them.

09.04 Devon wildlife trust have offered us a free tree, due to re-planting after ash die back. Cllr Balkwill indicated a silver birch should be requested.

09.05 An enquiry was made about a prospective neighbourhood watch warden via Cllr. Collier, who asked about what the roll entailed and the chair and vice chair answered the queries raised.

09.06 Grants - The clerk has researched a number and have found many are currently closed to any applications and had received a notification of training in grant writing and requested this to the council. The council approved the clerk to proceed to training on this.

10.1.24 Miscellaneous Correspondence - none

11.1.24 Minor matter and items for future agenda - none Cllr. Collier and Cllr. Tuffin indicated that they will not be available at the next meeting and give there apologies tonight.

12.1.24 Date of next meeting: Wednesday 14th February 2024, at 7.30 pm, at the Village Hall

13.1.24 The Meeting closed at 20:22pm

_____ Chair

_____ Dated