

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 February 2025 at 7:30pm

Dated: 4th February 2025

Signed: A I clarke

Mrs. Clarke

Clerk to the Parish Council

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

01/02/25 Welcome and Apologies for absence

02/02/25 Declaration of Interest

2.02 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.

03/02/25 Minutes of the last meeting held - In November 2024 To be agreed and signed as a true record.

04/02/25 Co-option - Vacancy

05/02/25 Parish council - Matters arising-

05.01 Grants, Church

05.02 Holy Lane, lighting in School close,

05.03 Shute traffic latest.

05.04 Snow Warden - Grit Distribution.

05.05 Policy Amendments

06/02/25 Mid Devon District Council

06.01 Planning Applications: -

24/00631/FULL - Erection of agricultural workers dwelling

Land at NGR 288230 102450 (Uppincott Farm) Shobrooke Devon

06.02 Planning Decisions: Approved.

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

Location: Land at NGR 288398 0202552 (Uppincott Farm)

25/0020297/HOUSE - Erection of double garage with work office above.

Location: 2 Park Cottages Shobrooke Crediton

07/02/25 Reports from MDDC Councillors Jenkins/Tuffin, DCC Councillor Squires

08/02/25 Finance To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.01.01	Ionus	Website	£7.20
08.01.02	A. Clarke	Salary and expenses	£387.27
08.01.03	HMRC *	PAYE (nothing to pay as still in credit)	£0.00

8.02 Parish Council receipts £8.93

8.03 To provide the Balances for:

Parish Council Current Account £6,981.70 Reserve £10519.49 (end of January)

Parish Council Footpath balance £311.00

09/02/25 Roads and Footpaths.

09.01 Update

10/02/25 Play Park

10.01 Update

11/02/25 Clerks Report:

12/02/25 Miscellaneous matters/ correspondence

13/02/25 Minor Matters and Items for Future Agenda

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

14/02/25 Date of next meeting: Wednesday 12th March 2025, 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 12th February 2025

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 J Leaming Cllr Tuffin
Mrs A Clarke (Clerk)

01/02/25 Welcome -The chair opened the meeting welcomed everybody, there were no members of the public in attendance. Apologies for absence were received from Cllr Squires and Cllr Jenkins.

02/02/25 There were no Declaration of Interest

03/02/25 The Minutes of the last meeting held in November 2024 were agreed and signed as a true record. Proposed by ??? and Seconded by Cllr Furse.

04/02/25 The Co-option Vacancy - there was discussion as there is someone of interest.

05/02/25 Parish council - Matters arising-

05.01 Grants, Church - The church haven't received their grant. The clerk will look into this matter.

05.02 Holy Lane, lighting in School close - a new sign has gone up and the area has also been cut back. People are still passing through here when they shouldn't be and one even ignored a parishioners request not to go through.

05.03 Shute/Efford traffic latest - at a previous meeting Cllr Squires indicated that a scarf report would be needed and subsequently the clerk has now formally request this to attempt to resolve this problem. The chair also suggested an interim idea of moving a few 20 is plenty signs into the area to try and help matters until the scarf report is undertaken.

05.04 Snow Warden - Grit Distribution - Highways will only deliver to the snow warden and currently we do not have one. Grit was delivered to the Chairman who has subsequently filled all the grit bins, including two large ones that were purchased by the council privately some time ago. An email was sent out via the village email for anyone who wanted/needed grit. A list of all the grit bins has been produced for future reference. Expressions of interest are invited for the snow warden position. This will also be placed in the Brooke. The person will need to have a 4 wheel drive vehicle and appropriate towing licence, there may also be some early starts and a course to attend with the district council to cover the insurance aspect.

05.05 Policy Amendments - these were discussed and approved. The risk assessment and work from home, raised a few questions in relation to eye tests and security matters. The clerk will provide the chair with full details of bitwarden and security passwords for access in the event of a problem.

06/02/25 Mid Devon District Council

06.01 Planning Applications: -

24/00631/FULL - Erection of agricultural workers dwelling, the application was discussed and the council has no objection to this.

06.02 The following planning decisions were noted.

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

25/0020297/HOUSE - Erection of double garage with work office above.

07/02/25 Reports from Councillors:-

MDDC Tuffin: provided information about Devon devolution the elections will still go ahead in May.

Cllr Tuffin mentioned community assets and a discussion was held on the potential assets in the village.

DCC Councillor Squires (December report), talked about the devolution and the process which she objects to. In the second part of the report it mentions the disposal of furniture. From the 1st December, everything has changed only 1 of the 8 recycling centres will upholstered furniture and for this area that is Tiverton. Tiverton council will still use the online bulk collection system. The council believe this will increase fly tipping.

08/02/25 Finance this month's online payments were approved

Item	Payee	Purpose	Amount £
08.01.01	Ionus	Website	£7.20
08.01.02	A. Clarke	Salary and expenses	£387.27
08.01.03	HMRC *	PAYE (nothing to pay as still in credit)	£0.00

8.02 Parish Council receipts £8.93 - this is bank interest on the reserve account.

8.03 The balances are as follows:- Parish Council Current Account £6,981.70 Reserve £10519.49 (end of January) Parish Council Footpath balance £311.00

The clerk indicated that the banks have started to charge £4.25 for the account, which is currently offset by the interest. Bank reconciliation have been held back due to a banking error.

09/02/25 Roads and Footpaths.

09.01 An update was provided to the councillors, John Boyd is the new foot path contact at Devon County Council. The footpaths report has to be in by March. There have been a few repairs recently, so it appears DCC are very proactive. A step repair is also needed and has been reported in the past. They have been repairing potholes, and have carried out some random patching works. There has been some flooding in Efford, where the landowner has cleaned the drains out solving the problem.

10/02/25 Play Park

10.01 Update - We have the reports from the play park for the last 3 months. The majority of the items in the play park are now static. Devon County Council have informed us that a weekly inspection are not needed so a monthly one will suffice. However, in the past the insurance company required it. Cllr Furse will discuss this with Mr. Jacobs.

The chair provided an update on the park, the items and their condition. A discussion was held over the new swing and possible gym equipment, whilst noting the application to the lottery had failed. It was decided to try the national lottery again and Viridor. Talks about whether to buy the swing separately and have it installed and the costs costs of this was also discussed. There would be some work to take the existing equipment out, it was suggested to approach our gardener in this respect. The roundabout needs repair and the clerk will order the new keys to access this.

An update was provided on a tree which is struggling at the moment, and is being cared for by Cllr Balkwill.

11/02/25 Clerks Report: The bin in the park has been reported a couple of times.

The community risk register was sent to us and this was overviewed by Cllr Leaming, there's nothing to add to the report. The Locality grant closes this Friday, the clerk has submitted a request for funding for the hearing loop at the village hall.

12/02/25 Miscellaneous matters -

The Wi-Fi in the village hall was discussed. Cllr Leaming has registered an interest with the churches for using the tower to broadcast a signal, however it will be low on their agenda because the amount of people it serves is to small.

A discussion was held about having a mobile wifi unit. The clerk will ask another parish council who they use for their Wi-Fi in their village hall to see if it's of any benefit.

When the weather improves, the bus shelter will need some maintenance i.e. preservative.

13/02/25 Minor Matters and Items for Future Agenda

The chair proposed changing from monthly meeting to a bimonthly meeting. If there were any problems it would be possible to have zoom meetings in between. Cllr. Furse pointed out the reason that the council went to monthly meetings was simply due to it being impossible to get anything done.

A trial period was suggested. A query was raised in relation to this and the clerk has subsequently checked what the minimum requirements are:- There has to be four meetings a year. Cllr Collier mentioned rogation in March, could this be a village event. This led to a discussion on beating of the bounds. The suggestion being to bring everybody together in the village, a litter pick and a fete were also considered. A new parish boundary map will need to be ordered.

It was noted that a couple of people approached the chair for help, after the leaflet drop about the winter fuel payments.

14/02/25 Date of next meeting: Wednesday 12th March 2025, at 7.30 pm, at the Village Hall

15/02/25 The chair closed the meeting 21:10pm

Signed.....

Date.....

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Signed: *A l clarke*

Mrs. Clarke

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Formal Business

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

Agenda

01/03/25 Welcome and Apologies for absence

02/03/25 Declaration of Interest

2.03 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.

03/03/25 Minutes of the last meeting held - From February 2025 To be agreed and signed as a true record.

04/03/25 Co-option - Vacancy

05/03/25 Parish council - Matters arising-

05.01 Meetings change from Monthly to Bi-Monthly

05.02 Policy Amendments: Standing Orders, Equality and FOI

05.03 Shute traffic latest/20 is plenty update

06/03/25 Mid Devon District Council

06.01 Planning Applications: - None

06.02 Planning Decisions: None

07/03/25 Reports from MDDC Councillors Jenkins/Tuffin, DCC Councillor Squires

08/03/25 Finance To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.03.01	Ionus	Website	£7.20
08.03.03	A. Clarke	Salary and expenses	£340.87
08.03.04	HMRC *	PAYE (nothing to pay as still in credit)	£0.00
08.03.05	Lloyds Bank	Charges	£4.25

8.03.06 Parish Council receipts £9.22 Interest

8.03.07 To provide the Balances for:

Parish Council Current Account £5537.23 Reserve £10528.71 (end of February)

Parish Council Footpath balance £311.00

09/03/25 Roads and Footpaths.

09.01 Update

10/03/25 Play Park

10.01 Overhead Electric cables

10.02 Replacement of small swings and repairing the surfacing at the roundabout

11/03/25 Clerks Report:

12/03/25 Miscellaneous matters/ correspondence

13/03/25 Minor Matters and Items for Future Agenda

13.03 Fun Run

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.

14/03/25 Date of next meeting: TBA 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 12th March 2025 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 J Leaming Mrs A Clarke (Clerk)

01/03/25 The chair opened the meeting welcomed everybody, there were no members of the public in attendance. Apologies for absence were received from Cllr Tuffin and Cllr Jenkins.

02/03/25 There were no Declaration of Interest

03/03/25 Minutes of the last meeting held - From February 2025 were agreed and signed as a true record, proposed by Cllr Furse and seconded by Cllr Collier.

04/03/25 Co-option - Cllr Leaming mentioned a person who may be interested in joining the council.

05/03/25 Parish council - Matters arising-

05.01 It was agreed that the meetings would change from monthly to every other month for a trial period. Any matters/ planning issues arising could be dealt with by an extra ordinary meeting or a zoom/teams meeting. Proposed by Cllr Collier and seconded by Cllr. Balkwill

05.02 Policy Amendments: Standing Orders updated by NALC, FOI (Freedom of Information) have both been sent to the councillors and no further amendments are required. These will be formally adopted and approved at the Annual Meeting in May. The new updated financial regulations have yet to become available.

05.03 Shute traffic latest/20 is plenty update, after the signs were stolen, a different type of sign will be purchased, to prevent further thefts.

A few discussions have been raised to the chair on this matter, from people outside the parish area. The purpose of the signs in this area are to reduce the speed to prevent accidents happening between cars, families and parishioners that live along the road.

Devon County Councillor Squires has been involved in this matter and provided the council with an update from Highways and the next steps of testing that will be carried out.

06/03/25 Mid Devon District Council

06.01 Planning Applications:

25/00334/PNFG Erection of a forestry storage building in woodland at Orchard Hayes Wood) Efford and

25/00347/OUT Outline for the erection of an agricultural workers self-build dwelling with all matters reserved at Oakley Farm Shobrooke

The council discussed both matters and were concerned that no one has attended the meeting to put their proposals forward.

06.02 There were no planning Decisions

07/03/25 Report from DCC Councillor Squires:- Reorganisation due to devolution was discussed and there is a meeting within DCC next week on this as they do not agree with the district councils views on devolution. A number of councillors from DCC are retiring. Comments were raised on the roads and white lines see 09.01 below.

08/03/25 Finance The following payments were approved:-

Item	Payee	Purpose	Amount £
08.03.01	Ionus	Website	£7.20
08.03.03	A. Clarke	Salary and expenses	£340.87
08.03.04	HMRC *	PAYE (nothing to pay as still in credit)	£0.00
08.03.05	Lloyds Bank	Charges	£4.25

The following details regarding finance were noted.

8.03.06 Parish Council receipts £9.22 Interest

8.03.07 The Balances for the Parish Council Current Account is £5537.23

Reserve £10528.71 at the end of February.

Future routine payments will be paid as and when they arise with approval at the next meeting. Non routine payments will have to be approved at the next meeting.

The fixed asset register was discussed and updated.

09/03/25 Roads and Footpaths.

09.01 Mention of the white lines on the roads not being marked up and being dangerous, DCC Squires indicated the reason for the delay, there are only 2 firms that carry this out for the whole of Devon.

Footpaths, Cllr Furse indicated the Brooke has been repaired along with the steps.

Cllr Balkwill pointed out the missing latch near Moor Farm, further pot holes at Raddon Cross and subsidence that the clerk will report.

10/03/25 Play Park

10.01 Overhead Electric cables, a parishioner contacted the council about the electric cables touching the trees in the park, they were burning into the trees therefore making them live. The electric company Hi-line, have been out, however they will need to turn the electric off in the area between 9-12am to cut the trees back, in the interim (as no date has been provided for this) the area is cordoned off.

10.02 Replacement of small swings and repairing the surfacing at the roundabout were discussed, this being a continuation of the discussion held at the last meeting, where it was decided that only metal frames will be considered due to longevity of the items previously purchased. The clerk will look into further grant applications in the interim. Cllr Jones will get a quote for the small swings.

11/03/25 Clerks Report: A discussion was held about the Fixed Asset Register and an updated one will be provided in preparation for the year end accounts. A list of emails received were summarised for the council.

12/03/25 Miscellaneous matters/ correspondence, Cllr Collier raised a number of corrections that are needed in the Brooke, taking the most recent edition, the clerk will contact them direct with these amendments

13/03/25 Minor Matters and Items for Future Agenda

13.01 Cllr Collier indicated a Fun Run is being planned for 15th June raising funds for the Church, the aim is to make this a village event. The council will provide a donation for food and/or drink.

14/03/25 Date of next meeting: 14th May 2025 at the Village Hall at 7pm for the annual parishioners meeting, which will then be followed by the annual general meeting of the council.

The chair closed the meeting at 21:00 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 14th May 2025 at 7:30pm

Dated: 8th May 2025

Signed: *A Clarke*
Clerk to the Parish Council

Mrs. Clarke
shobrookepc@gmail.com Tel: 07886004919

Public Participation

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

Formal Business

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

01/05/25 Election of Chairman and Vice Chairman

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

Public Participation – standing orders suspended

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

Standing orders reinstated

02/05/25 Apologies - To receive apologies

03/05/25 Declaration of Interest

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

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

To be agreed and signed as a true record

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

Standing orders to be suspended to allow discussion with candidates.

06/05/25 Mid Devon District Council

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

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

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

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

09/05/25 Finance

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

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

9.3 To approve this month's online payments

9.4 Balances:

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

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

9.4.3 Parish Council Reserve Account balance: £10545.45

9.5 Budget Monitor – attached.

10/05/25 Annual Return - copy circulated separately

10.1 Update on the Internal Audit.

10.2 To approve Part 1 Annual Governance Statement 2024/25

10.3 To approve Part 2 Accounting Statements 2024/25

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

10/05/25 Road and Footpaths

10.1 Outstanding Road and Footpath issues

11/05/25 Parish Council Matters

11.1 Licensing update

11.2 Efford/Shute Speeding

12/05/25 Play Park

13/05/25 Clerk's Report

15/05/25 Miscellaneous Correspondence

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

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

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

End of formal business

Shobrooke Parish Council Meeting

Minutes of the meeting of Shobrooke Parish Council held at the Village Hall on Wednesday 14th May 2025

The meeting commenced at 7:30 pm

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

Public Participation

Bungalow Adaptations: A resident inquired about converting sheltered bungalows into family homes. Mid Devon District Council (MDDC) deems this unlikely due to cost/sustainability, preferring new modular, carbon-neutral builds.

Lettings Policy & MDDC Representation: Disappointment was expressed over MDDC's failure to send a representative to explain their lettings policy, particularly regarding non-local sheltered housing allocations and "sensitive lettings." This item will return to the agenda with a request for MDDC attendance.

Affordable Housing & Youth Retention: A wider discussion highlighted the lack of affordable housing for local young people, forcing some to move away.

Community-Led Development (School Close): The Parish Council discussed potentially purchasing land behind School Close for a village-led development. Ideas included relocating the village hall, expanding the play park, and building mixed affordable/social housing. MDDC's Local Plan supports parish councils acquiring land for such schemes.

Next Steps: It was proposed that the Parish Council contact the landowner to gauge interest in selling and reach out to Tristan Peat (MDDC Forward Planning) to explore community land trust options. The aim is to create a "destination village" that retains young people.

01/05/25 Election of Chairman and Vice Chairman

1.1 Cllr Jones delivered a reflection on his term, expressing concern over community apathy but also outlining a clear vision for village development and regeneration. While not initially intending to stand again, he offered to make further enquiries regarding the land at School Close as part of continuing his involvement.

Following the discussion, Cllr Jones agreed to remain as Chairman, proposed by Cllr Collier and seconded by Cllr Balkwill and Cllr Furse confirmed a willingness to continue in the role of Vice-Chairman proposed by Cllr Balkwill and seconded by Cllr Collier.

02/05/25 Apologies - were received from Cllr. Jenkins, Cllr Leeming, Cllr Tuffin

03/05/25 There were no Declaration of Interest.

04/05/25 Minutes of the last meeting held on Wednesday 12th March 2025 were agreed and signed as a true record

05/05/25 Applicants for co-option- this was briefly discussed.

06/05/25 Mid Devon District Council

6.1 Planning Applications/Notifications: 25/00614/FULL - An extension to an existing free-range poultry operation. No objections were raised.

25/00591/PNAG - notification for the erection of an agricultural storage building. Councillors had no objections. The property has ample surrounding land. Any neighbour concerns would be a private matter.

6.2 Planning Decisions: 25/00284/PNHH was noted

07/05/25 Report from DCC Councillor Keable has been provided please contact the clerk for an electronic copy of this.

08/05/25 8.1 Set dates for the review of :-A rolling review of key parish documents was proposed. Due to changing financial regulations—particularly post-Brexit—several sections require revision. It was agreed to address one document per meeting for manageability.

8.2 To confirm Insurance Policy – The insurance renewal invoice of £400.79 was received and approved for payment. Councillors expressed a desire to review the full schedule of cover. Efforts are ongoing to obtain the latest policy documentation.

09/05/25 Finance

9.1 Parish Council receipts: £9508.66 precept and interest payment received.

9.2 Parish Council payments which were approved from the current account:

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

9.3 Approval was given for this month's online payments, included in the above.

9.4 Balances: **9.4.1** Parish Council Current Account balance 31st April 2025: £14,308.16.as of the end of April

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

9.4.3 Parish Council Reserve Account balance: £10545.45

9.5 Budget Monitor was provided.

Maintenance and Service Charges - Concerns were raised about a contractor raising rates from £15 to £18 per hour without notice. It was agreed that any future increases should be communicated in advance to allow for council approval.

Village Hall Use- It was agreed that a donation of £150 would be made to the Village Hall to cover meeting room usage for the past two years. Moving forward, the Hall Committee will be asked to submit formal invoices or agree on a regular donation basis.

10/05/25 Annual Return - copy circulated separately

10.1 An update on the Internal Audit, highlighted the need for councillors and officers to use official .gov.uk email addresses for council business. This aligns with best practice in governance and information security the clerk will look into this. There was a discussion on vat and how it should be reflected in the budget for distorting the figure, however it was agreed to continue with standard business practices.

The final accounts may require approval in June; a short Teams meeting will be scheduled for formal ratification. It was confirmed that the council is under the £25,000 threshold.

11/05/25 Road and Footpaths

11.1 Outstanding Road and Footpath issues - Cllr Leeming raised concerns about railings over a bridge being repeatedly washed away, this needs to be referred to the footpath wardens.

11/05/25 Parish Council Matters

11.1 Licensing update -although the parish council is not a statutory consultee, its views will be considered on licensing matters. Council supports the event licensing application due to its past success, minimal disruption, and community benefit. Some local opposition was noted. A suggestion was raised that the Parish Council inquire about possible community benefit (e.g., free tickets or a donation toward local play equipment). Hosting such events may enhance the area's visibility and potentially boost local business and temporary employment.

11.2 Efford/Shute Speeding Ongoing challenges with speeding in local areas; limited response from existing channels. A promising contact in Teignbridge (Rhys Andrews –

neighbourhood traffic specialist) may offer practical, experienced solutions. Clerk to request assistance from Mr. Andrews on this. Discussion included alternatives for signage—restrictions on red signage were noted; green signs are compliant with the regulations.

12/05/25 Play Park One quote was received for replacing toddler swings and resurfacing around the roundabout: Swings (2 cradle seats): £2,397 (wooden, 20-year guarantee; metal option pending). Matting (wet pour & rubber tiles): £4,143. Optional items (e.g., off-site soil removal, fencing, water): £250–£476, most deemed unnecessary. Total incl. all options: £7,332.78. Payment plan option available: £1,908/year over five years. Additional quotes awaited (from Commercial Play and Outdoor Play UK). Compliance pack offer includes 5 years of biannual inspections for £399, potentially cost-saving compared to current rates (£140–£145 per single visit). Final decision deferred until three quotes are reviewed.

13/05/25 The Clerk provided a Report - which had an update

15/05/25 Miscellaneous Correspondence

16/05/25 Minor Matters and Items for Future Agenda -Reference was made to other parishes with limited reserves one who has £750, highlighting the need for prudent financial planning. Some neighbouring councils struggling with recruitment and long-term viability.

There was a General discussion over the Crediton Cluster Meetings and possibly more outsourcing of council contracts when Dcc becomes a unitary authority. The meeting at Thorvorton, was discussed it was about the cabinet in MDDC, explaining the various roles in the council. It was stated that road markings were erased and in the interim they have put a sign up.

Condolences were mentioned as Frank Letch, funeral took place Friday 16th May. An Online condolence message has been submitted “On behalf of Shobrooke Parish Council, we extend our heartfelt condolences to the family and friends of Cllr Letch. Cllr Letch served the community with dedication and integrity, and their contributions to the parish will be remembered with gratitude. His commitment to public service made a meaningful difference to the lives of many, and they will be greatly missed by colleagues and residents alike. Our thoughts are with their loved ones at this difficult time.”

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

Shobrooke Parish Council Meeting

You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend the Extra Ordinary meeting of Shobrooke Parish Council for the purpose of transacting the following business, to be held at the Red Lion on Wednesday 18th January 2025 at 7:30pm

Dated: 13th June 2025

Signed: *M Clarke*

Clerk to the Parish Council

Mrs. Clarke

shobrookepc@gmail.com

Tel: 078860049069

Agenda

01/06/25 Welcome and Apologies for absence

02/06/25 Declaration of Interest

03/06/25 Minutes of the last meeting held - on 14th May 2025 To be agreed and signed.

04/06/25 Audit

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

04.02 To approve and sign the Summary of Receipts and Payments for year ended 31st March 2025.

04.03 To agree and approve the Fixed Asset Register for the year ended 31st March 2025.

04.04 To agree and approve the Fixed Asset Risk Assessment for the year ended 31st March 2025.

04.05 To note the Annual Return Explanation of Variance.

05/06/25 Mid Devon District Council

06.01 Planning Applications: -

25/00792/CLU - Great Gutton Farm Cottage Shobrooke Devon

Proposal - Certificate of Lawfulness for the existing use as dwelling for a period in excess of 10 years

06/06/25 To approve any interim payments

07/06/25 Any Urgent Matters

08/06/25 Date of next meeting: Wednesday 9th July 2025, at 7.30 pm, at the Village Hall

Shobrooke Parish Council Meeting

Minutes from the Extra Ordinary meeting of Shobrooke Parish Council held at the Red Lion on Wednesday 18th June 2025 at 7:30pm

In attendance: Cllr Jones (Chair) Cllr Furse (Vice Chair)
 Cllr Balkwill Cllr Collier
 Cllr Leeming Clerk: Mrs. Clarke.

01/06/25 The chair opened the meeting.

02/06/25 There were no declarations of Interest

03/06/25 The Minutes of the last meeting held - on 14th May 2025 were agreed and signed.

04/06/25 **Audit**

04.01 The Certificate of Exemption was approved and signed, proposed by and seconded by
04.02 The Summary of Receipts and Payments for year ended 31st March 2025 were approved and signed.

04.03 The Fixed Asset Register for the year ended 31st March 2025 was approved.

04.04 The Fixed Asset Risk Assessment for the year ended 31st March 2025 was previously approved in February.

04.05 The Annual Return Explanation of Variance was noted.

05/06/25 Mid Devon District Council

06.01 Planning Applications: -

25/00792/CLU - Great Gutton Farm Cottage Shobrooke Devon

Proposal - Certificate of Lawfulness for the existing use as dwelling for a period in excess of 10 years, the council support this application.

25/00614/FUL - Free range Egg laying extension, the council remain neutral on this application.

06/06/25 To approve any interim payments and including the authorisation of a contract with Sovereign for the new play equipment in the playing field, proposed by Cllr Jones and seconded by Cllr Collier

07/06/25 Any other Matters - Notice of the national grid in the playing field on the 21st June with a generator in place.

A request for a proper statement from the village hall for meetings that have been held.

A request to ascertain SWW plan for the leaks at the top of the village, in particular managing the mains pipe the clerk will follow this up.

An update on the Crediton Cluster meeting was provided by Cllr Balkwill.

Corrections are needed in the Brooke, clerk will follow this up

08/06/25 Date of next meeting: Wednesday 9th July 2025, at 7.30 pm, at the Village Hall

09/06/25 Meeting closed at 8.30pm

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 July 2025 at 7:30pm**

Dated: 3rd July 2025

Signed: A I 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

01/06/25 Welcome and Apologies for absence

02/06/25 Declaration of Interest

2.06 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.

03/06/25 Minutes of the last meeting held - From June 2025 To be agreed and signed as a true record.

04/06/25 Co-option - Vacancy

05/06/25 Parish council - Matters arising-

05.01 Shute traffic latest

05.02 Path in the allotments - Handrail and post, mowing

05.03 Policy Amendments: Code of Conduct and IT.

06/06/25 Mid Devon District Council

06.01 Planning Applications: - 25/00347/OUT Erection of an agricultural workers self-build dwelling. Land at NGR 286072 100276 Oakley Farm Shobrooke Devon

06.02 Planning Decisions: None

07/06/25 Reports from MDDC Councillors Jenkins/Tuffin, DCC Councillor Keable

08/06/25 Finance To approve this month's online payments:-

Item	Payee	Purpose	Amount £
08.06.01	Ionus	Website Paid by DDR	£7.20
08.06.02	A. Clarke	Salary and expenses	£281.05
08.06.03	M Dennis	Internal Auditor	£65.00
08.06.04	HMRC *	PAYE	£0.00
08.06.05	Lloyds Bank	Charges	£4.25
08.06.06	Sovereign	Play park equipment - First payment- paid	£2955.12
08.06.07	HMS	Maintenance - Paid (two invoices) Nos 78 and 73.	£126.00 £144.00

8.06.08 Parish Council receipts £291.94 Interest £7.10

8.06.09 To provide the Balances for:

Parish Council Current Account £9,411.72 Reserve £10679.56

09/06/25 Roads and Footpaths.

09.01 Update

10/06/25 Play Park

11/06/25 Clerks Report:

12/06/25 Miscellaneous matters/ correspondence

13/06/25 Minor Matters and Items for Future Agenda

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

14/06/25 Date of next meeting: 10th September 2025

End of formal business

Shobrooke Parish Council Meeting

Minutes from the meeting of Shobrooke Parish Council held at the Village Hall on Wednesday 9th July 2025 at 7:30pm

In attendance: Cllr Jones (Chair) Cllr Furse (Vice Chair)
Cllr Collier DCC Keable
Clerk: Mrs. Clarke. MDDC Jenkins
2 Members of the public

Public Participation:- Two members of the public attended and voiced their concerns about matter in relation to Shute/Efford which can be seen in 05.01 below.

01/07/25 The chair opened the meeting. Apologies were received from Cllr Balkwill, Cllr Leeming, Cllr Tuffin

02/07/25 There were no declarations of Interest

03/07/25 The Minutes of the last meeting held on the 19th June 2025 were agreed and signed as true record.

04/07/25 Council noted that vacancies remain and reiterated the call for potential candidates. Councillors were encouraged to approach suitable individuals.

05/07/25 Parish Council – Matters Arising

05.01 Shute Traffic – Residents of Shute and Efford raised concerns over persistent and increasing traffic issues, especially speeding by agricultural and commuter vehicles through the villages. Issues have worsened post-COVID and include dangerous driving, near-misses, and vehicle collisions (including one involving a drink-driver). “20 is Plenty” signs previously installed were removed, possibly due to complaints or interference. Concerns were raised about Highways restrictions on unofficial signage. The Council plan to install new wooden posts and “20 is Plenty” signs where feasible, avoiding Highways-owned fixtures.

Devon County Cllr Keable will follow up with Steve Tucker on monitoring options and SCARF processes.

Mention was made of Sandford and Crediton already carrying out speed watch and that highways only follow up after accidents.

05.02 Path in the Allotments – Handrail, Post, Mowing. The council agreed to issue a £50 grant to Shobrooke Allotments and contact DCC and our Footpaths wardens for assistance with gate repair funding.

05.03 Policy Amendments: Code of Conduct and IT Policy. Updated policies were accepted. Clerk to upload revised Code of Conduct (2020 LGA model) and new IT Policy. Council will review one policy per month from here on in.

06/07/25 Planning

06.01 Planning Applications/Decision. 25/00347/OUT – Oakley Farm: Approval granted for an agricultural worker’s self-build dwelling. Conditions include ecological measures such as bat and bird boxes. Concerns were raised regarding the trend of luxury agricultural dwellings. Clerk to contact MDDC Planning for follow ups on planning matters.

07/07/25 Reports from MDDC and DCC Councillors, Cllr Keable (DCC), provided a full report which will be online. Cllr Tuffin (MDDC) provided updates on council finances, highways maintenance backlog, SEND provision, consultations on Devon’s local government future, and Mid Devon initiatives including grant schemes, EVs, leisure centre upgrades, and a new online portal.

08/07/25 Finance - The payments, balances and receipts were approved and noted as per the agenda schedule.

09/07/25 Roads and Footpaths - Bridge rails at Lower Coombe Cottages reported broken since 2020/21. Clerk to raise this with DCC. Other items: potholes deteriorating again. Overgrowth and footpath gate repair also discussed under earlier items and will need referring to the P3 team.

10/07/25 Play Park - Sovereign confirmed old swings must be dismantled prior to installation. HMS agreed to remove these. The Council are awaiting an installation date. Gardener to complete additional clearance behind fence. Sovereign equipment will be subject to biannual inspection under new agreement.

11/07/25 Clerk’s Report - Relevant matters were addressed throughout the meeting.

12/07/25 Miscellaneous Matters / Correspondence - Neighbourhood Watch: No current updates. Emergency Access – An incident locally that requiring forced entry was noted. The Council highlighted importance of key access for vulnerable residents.

A parishioner wanted to report the broken bridge rails at Lower Coombe Cottages, apparently this was raised with Cllr Leeming in the past. They have been broken since 2020 or 21 and there is nothing to stop somebody falling in, especially when the water is over the top and you can't see the edge, the parishioner was concerned that young children in the Cottages could fall in and drown.

The Brooke: Unauthorised vehicles and containers observed. Possible scrapyard development. Bus Stop Maintenance has been carried out: Over 100 staples removed. Notice board posting protocols were discussed to prevent a reoccurrence of this.

Airband Wi-Fi Installation: Pending. Village Map: External map is faded. Clerk to source replacement via MDDC. Heating Grant: A contractor visit scheduled for the 22nd July to assess/discuss any upgrade options.

13/07/25 Minor Matters and Items for Future Agenda. Proposal for the Parish Council to lay a wreath on Remembrance Sunday. To be confirmed at September meeting. Clerk to liaise with John Lee.

The chair will contact Hi-line to commend them for their recent work locally with thanks for keeping everyone updated.

14/07/25 Date of Next Meeting -Wednesday 10th September 2025 at 7:30pm, Shobrooke 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 September 2025 at 7:30pm

Dated: 1st September 2025

Signed: *A l clarke*

Clerk to the Parish Council

Mrs. Clarke

Email: Clerk@shobrookeparishcouncil.co.uk

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

01/09/25 Welcome and Apologies for absence

02/09/25 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.

03/09/25 Minutes of the last meeting held - From June 2025 To be agreed and signed as a true record.

04/09/25 Reports from MDDC Councillors Jenkins/Tuffin, DCC Councillor Keable

05/09/25 Parish council - Matters arising-

05.01 Wreath for memorial.

05.02 20 is plenty signs

05.03 £15,000 available funds in Crediton and surrounding area: Ideas for funding project(s).

05.04 Update on the bus stop painting.

05.05 Policy Amendments: Statement of internal control, Grievance Procedures, Equality & Diversity Policy

06/09/25 Mid Devon District Council

06.01 Planning Applications: -

25/00614/FULL Erection of extension to free-range egg laying unit (580 sq.m.)
Land at NGR 288861 99844 Summerhay Farm Shute

06.02 Planning Decisions:

25/00347/OUT - Erection of an agricultural workers self-build dwelling. Approved

07/09/25 Co-option - Vacancy

08/09/25 Finance To approve last months payments and this month's online payments:-

Item	Payee	Purpose	Amount £
08.09.01	Ionus	Website Paid by DDR (August)	£7.20
08.09.02	A. Clarke	Salary (August)	£255.28
08.09.03	Lloyds Bank	Charges (August)	£4.25
08.09.04	HMS	Maintenance (August)	£461.00
08.09.05	Allan Jones	Maintenance (August) Parts	£39.00
08.09.06	Ionus	Website monthly DDR	£7.20
08.09.07	A Clarke	Salary and Expenses	£280.05
08.09.08	HMS	Maintenance (awaiting invoice)	

8.09.08 Parish Council receipts £6.76 Interest

8.09.09 To provide the Balances for the end of August:

Parish Council Current Account £8131.49 Reserve £10692.46

09/09/25 Roads and Footpaths.

09.01 Placement of speed limit signs -new housing.

10/09/25 Play Park - Dates for installation of park equipment.

Playpark closure 8th october to 16th October

11/09/25 Clerks Report: Website update, Emails received

12/09/25 Miscellaneous matters/ correspondence

13/09/25 Minor Matters and Items for Future Agenda

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

14/09/25 Date of next meeting: 12th November 2025

End of formal business

Shobrooke Parish Council Meeting

Minutes from the meeting of Shobrooke Parish Council held at the Village Hall on
Wednesday 11th September 2025 at 7:30pm

In attendance: Cllr Jones (Chair) Cllr Furse (Vice Chair)
Cllr Collier Cllr Balkwill
Cllr Leeming DCC Keable
MDDC Tuffin. MDDC Jenkins
Clerk: Mrs. Clarke 0 Members of the public

01/09/25 The Chairman welcomed everyone.

02/09/25 There were no declarations of Interest

03/09/25 Minutes of the last meeting held in July 2025 were agreed and signed as a true record.

04/09/25 Reports were received from MDDC Councillors Jenkins and Tuffin and DCC Councillor Keable, these can be seen online at:-
<https://shobrookeparishcouncil.co.uk/agendas-and-minutes>

05/09/25 Parish council - Matters arising-

05.01 Wreath for memorial, it was agreed with Cllr Collier to join with the church when purchasing the wreaths for this year.

05.02 20 is plenty signs, the chair has put them together and a discussion was held on where they should be placed the chair will make sure they are placed appropriately.

05.03 £15,000 available funds in Crediton and surrounding area: This was open spaces projects however the surrounding parish councils combined together and used all the funds available. Funding emails of any type need to be forwarded to the council.

05.04 Update on the bus stop painting: both sides have been painted the front has yet to be completed, staples were a big problem and the council requests that staples are no longer used.

05.05 Policy Amendments: Statement of internal control, a discussion was held on this, amendments will be applied to the banking procedure inline with this policy first.

It was agreed that a payments list for approval to be sent to the councillors in advance each month. The Grievance Procedures and Equality & Diversity Policy were approved with a review in 2027.

06/09/25 Mid Devon District Council

06.01 Planning Applications: - 25/00614/FULL was approved by the council

06.02 Planning Decisions for 25/00347/OUT was noted

07/09/25 Co-option - A discussion was held about the vacancies and Cllr Leeming will be following these up.

08/09/25 Finance The following payments were approved

Item	Payee	Purpose	Amount £
08.09.01	Ionus	Website Paid by DDR (August)	£7.20
08.09.02	A. Clarke	Salary (August)	£255.28
08.09.03	Lloyds Bank	Charges (August)	£4.25
08.09.04	HMS	Maintenance (August)	£461.00
08.09.05	Allan Jones	Maintenance (August) Parts	£39.00
08.09.06	Ionus	Website monthly DDR	£7.20
08.09.07	A Clarke	Salary and Expenses	£280.05
08.09.08	HMS	Maintenance	£162.00

8.09.08 Parish Council receipts for £6.76 Interest was noted

8.09.09 The Balances for the end of August were Parish Council Current Account

£8131.49 Reserve £10692.46

09/09/25 Roads and Footpaths.

09.01 Placement of National speed limit signs: the end of speed limit sign needs to be moved to after the Shobrooke turning. What three words have been provided by Cllr Leeming and highways will be contacted. A number of options were discussed.

10/09/25 Play Park - The dates for the installation of park equipment, will be 8th October to 16th October and the Park will be closed over that period. Reference was made to Steve Densham at Mid Devon District Council, who recently removed play equipment from another village due to the expiration of a land lease. This is in storage and maybe reused. The clerk will contact Mr. Densham about this as it was mentioned that the condition of the slide has deteriorated further and the slide will soon have to be condemned.

11/09/25 Clerks Report: Parish website. Listings currently display only the councillor's title and surname, without contact details. All enquiries are routed through to the clerk's email. An update about the changes needed with the email addresses was provided. At present, only the clerk uses an official domain-based address, however in the next year it is expected that every councillor will have to use an official councillor email.

12/09/25 Miscellaneous matters/ correspondence

The reorganisation of local government provisions, the council has to consider what services the district council currently provides, as these responsibilities may be devolved in the future. Mid Devon District Council contributes to the verge cutting in certain areas, and possibly bin emptying and road sweeping three times a year. The parish estimate we are unlikely to face significant changes.

13/09/25 Minor Matters and Items for Future Agenda

Concerns about a broken bridge railing that has not yet been repaired, with one side now completely missing. This creates a serious hazard, especially for children during any period of flooding. This will be chased up again with Devon County Council.

Concerns about Mid Devon Housing Allocations

Concerns were raised about housing allocations in Mid Devon. They argue this is unfair to both the individuals and the wider community, as it isolates vulnerable people and places strain on local residents. The placement system was explained as a points-based policy, designed to be non-prejudicial, but councillors feel it is ineffective in practice. They raised issues such as the lack of transport, large underused gardens, and fear among older residents.

Suggestions include selling the existing houses and using the funds to build more suitable housing in Cridton, possibly modern modular units, or renting properties directly through the parish council. They also note the appointment of a new Housing Minister, Steve Reid, following a cabinet reshuffle.

Cars and Containers by the Bridge

Councillors discussed complaints about numerous cars and containers accumulating near the bridge, raising both environmental and planning concerns.

14/09/25 Date of next meeting: 12th November 2025. The Chairman closed the meeting at 9pm.

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 September 2025 at 7:30pm

Dated: 3rd November 2025

Signed: *A l clarke*

Mrs. Clarke

Tel: 07886004919

Clerk to the Parish Council

Email: Clerk@shobrookeparishcouncil.co.uk

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

01/11/25 Welcome and Apologies for absence

02/11/25 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.

03/11/25 Minutes of the last meeting held - From September 2025 To be agreed and signed as a true record.

04/11/25 Reports from MDDC Councillors Jenkins/Tuffin, DCC Councillor Keable

05/11/25 Parish council - Matters arising-

05.01 S106/Crediton Cluster/ MP Mel Stride

05.02 Budget

05.03 Remembrance

05.04 Meeting dates in 2026

05.05 Policy Amendments:

06/11/25 Mid Devon District Council

06.01 Planning Applications:

06.02 Planning Decisions:

07/11/25 Co-option - Vacancy

08/11/25 Finance To approve this month's online payments:-

Item	Payee	Purpose
08.11.01	Ionus	Website Paid by DDR
08.11.02	A. Clarke	Salary and expenses
08.11.03	Lloyds Bank	Charges
08.11.04	Sovereign	Play park equipment - First payment- paid
08.11.05	HMS	Maintenance
08.11.11	Church	Wreath

8.11.08 Parish Council receipts £ Interest £

8.11.11 To provide the Balances for:

Parish Council Current Account £ Reserve £

09/11/25 Roads and Footpaths.

11.01

10/11/25 Play Park - Updates

11/11/25 Clerks Report:

12/11/25 Miscellaneous matters/ correspondence

13/11/25 Minor Matters and Items for Future Agenda

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

14/11/25 Date of next meeting: 14th January 2026

End of formal business

Meeting dates proposed:-

January 14th

March 11th

May 13th

July 8th

September 9th

November 11th

Shobrooke Parish Council Meeting

Minutes from the meeting of Shobrooke Parish Council held at the Village Hall on Wednesday
12th November 2025 at 7:30pm

In attendance: Cllr Jones (Chair) Cllr Furse (Vice Chair)
Cllr Collier Cllr Balkwill
Cllr Leeming 0 Members of the public
Clerk: Mrs. Clarke

01/11/25 The Chairman welcomed everyone to the November Parish Council meeting. Apologies for absence were received from DCC Steve Keeble and MDDC Helen Tuffin.

02/11/25 There were no declarations of Interest

03/11/25 Minutes of the last meeting held in September 2025 were agreed and signed as a true record.

04/11/25 Reports were received from MDDC Councillors Tuffin which provided updates on recycling initiatives, such as the 'pots and pans collection', and 'Awaab's Law', which requires social landlords to investigate mould problems within ten working days. Additional updates included collaboration between local libraries under the 'Libraries Unlimited' initiative and a residents' survey scheduled for later in the year. and DCC Councillor Keable report can be seen online at: <https://shobrookeparishcouncil.co.uk/agendas-and-minutes> Councillors discuss the decline in participation for speed monitoring due to time commitments and logistical difficulties. They reference an unresolved issue about "the scarf-related matter" connected to speeding. Cllr Keeble had reported that someone turned around a "20 mph" sign at the top of the hill, members debated whether it could be repositioned below a "30" sign but acknowledge they are not allowed to alter signage under highway regulations.

05/11/25 Parish council - Matters arising:

05.01 S106 / Crediton Cluster / MP Mel Stride Councillors discussed proposals to shift from Section 106 funding to the more flexible Community Infrastructure Levy (CIL) system. The council supported the change but expressed concern that Crediton might benefit disproportionately. An email of support for the transition will be sent by the clerk

05.02 Budget Councillors reviewed a financial summary and discussed precept planning. They agreed to maintain sufficient reserves and confirmed a new precept figure of £11,200 was proposed to accommodating maintenance, equipment, and community grants.

05.03 Remembrance Councillors agreed that the Remembrance Day event was very successful with a strong turnout. There was a minor issue with wreath sizes, but arrangements were handled well by the chair who reaffirmed the importance of continued participation in future events.

05.04 Meeting Dates in 2026 The proposed timetable for 2026 was agreed as suitable.

05.05 Policy Amendments Councillors discussed whether two or three authorisers should be listed on payment policies. It was agreed that while three people are capable of authorising, only two signatures are required per transaction. The policy will be amended.

06/11/25 Mid Devon District Council

06.01 Planning Applications: - A non-material amendment for Oak Cottage (ref 25/01333/NMA) was reviewed. Changes to fenestration were minor, and the council raised no objections. Planning decisions and withdrawals were noted.

06.02 Planning Decisions None

07/11/25 Co-option - Members discussed the ongoing council vacancy. No applications had been received at the time of the meeting.

08/11/25 Finance The following payments were approved

Item	Payee	Purpose	Amount £
08.11.01	Ionus	Website Paid by DDR 2 months	£18.00
08.11.02	A. Clarke	Salary and expenses November	£289.89
08.11.03	Lloyds Bank	Charges 2 months	£8.50
08.11.04	A Clarke	Salary and expenses October	£255.28
08.11.05	HMS	Maintenance	£72.00
08.11.06	Church	Wreath	£18.00
08.11.07	Sovereign	Play Park Equipment - Second Payment	£3940.15
08.11.08	Shobrooke	Allotment Grant	£50.00

8.11.08 Parish Council receipts September and October £470.12 Interest £11.20. The Balances: Parish Council Current Account £3809.71 Reserve £10703.66 The quarterly budget report was reviewed, Hall hire payments and church donations were clarified, and councillors agreed that invoicing for the hall lies with the relevant treasurer.

09/11/25 Roads and Footpaths.

09.01 Councillors discussed ongoing speeding concerns and local infrastructure issues. They noted the planned extension of the 30 mph limit and raised ongoing safety concerns near bridges and housing estates. The issue will be raised at the next Crediton Cluster meeting. Concerns about persistent safety issues—such as accidents near the bridge and close calls involving families with pushchairs near the new housing estate. A long-standing problem is raised regarding the barriers on the bridge over the stream near Lower Coombe. Despite multiple follow-ups with the local council, no effective action has been taken, and the barriers remain unsafe. The discussion highlights frustration with Devon County Council, particularly for carrying out temporary, substandard fixes rather than permanent repairs.

10/11/25 Play Park - The play park project is nearing completion after several postponements, with swings installed and contractors on site. Despite multiple delays, work has now resumed the company decided not to remove the old rubber mats as planned but instead to lay new material over the top. Concerns were raised about contractor communication and delays, with a suggestion to negotiate compensation or additional equipment due to the delays. A five-year inspection was confirmed over the equipment saving significant costs.

Given the multiple missed deadlines and logistical mishaps, (lorries repeatedly struggled to access the site, requiring them to knock on residents' doors to move cars. One delivery even arrived with the wrong materials, and another driver had to return after realizing that the shipment had already been delivered) the councillors felt the company has not fully met its contractual obligations. A discount or additional play equipment to compensate for the delays and inconvenience was suggested. The clerk will check the contract.

11/11/25 Clerks Report: including National Grid tree maintenance in the play park. The Clerk reported on correspondence from DCC and MDDC.

12/11/25 Miscellaneous matters/ correspondence Reports from the Neighbourhood Watch Co-Ordinator highlighted local community concerns, including issues with new tenants, untaxed vehicles, and police visits. Housing allocations and street light maintenance was also mentioned. Councillors briefly discussed the issue of untaxed vehicles, noting that the situation has now improved as the offending vehicle has been moved and properly taxed. Some tension remains around parking on corners, which members reminded is illegal within the proximity of a junction. A £60 grant application has been submitted to the Neighbourhood Watch Association to purchase further community materials, and a decision is pending.

Councillors discussed a property that had been the subject of complaints about untidy materials and vehicle storage. A councillor speaking with the resident's father learned the family felt somewhat targeted because they were not contacted directly before the issue was reported to the parish. Some members felt that the district councillor acted prematurely by escalating the issue by email before waiting on our own councillors contact with the people concerned as originally agreed.

The council reviewed upcoming changes in occupancy at the local bungalows, noting that five new tenants will be moving in shortly. Councillors recognised that the parish has no say in who moves in. There was also brief discussion of the broader policy of selling certain council houses to fund new social housing developments elsewhere.

The council also discussed a request for a dog waste bin near the War Memorial Councillors it was noted that the district council no longer provides dedicated dog bins and that all waste must now be placed in general litter bins. They discussed whether a standard bin could be installed at the requested location, confirming that one might already exist near the park gate opposite the church.

The revival of the Village Friendly Club, a social group for retired residents, organising day trips and outings, an initial meeting will be held on Wednesday, 28 January, to gauge community interest. The possibility of a small parish donation to support the club was also raised, as members agreed that fostering community spirit would be a valuable use of council funds.

13/11/25 Minor Matters and Items for Future Agenda - Chairman resignation. Due to a relocation the chairman announced his resignation in January, it is decision to be closer to their family. Fellow councillors acknowledge the change and anticipate that his departure will create a significant gap on the council, given his experience. The vice chair will take over until the next annual meeting. **Defibrillator Telephone Box – Lighting Fault** A spare light fitting is available however Locating the Spare Light and Access Keys might take longer.

14/11/25 Date of next meeting: Wednesday, 14th January 2026 The Chairman closed the meeting at 20:43