

Shobrooke Parish Council

Notice of Meeting of Parish Council

Dear Councillors

I hereby give notice that the meeting of the above-named Parish Council will be held on Wednesday 18 January 2023 at **7.30pm**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted at the meeting set out hereunder.

Dated this 11 January 2023

Signed
(Acting) Clerk to the Parish Council

Lynsay Balkwill
shobrookepc@outlook.com 01363 775296

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.

Formal Business

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

01/01/23 Apologies

To receive apologies and note resignation of Cllr Lillian Pilgrim from PC

02/01/23 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.

03/01/23 Minutes of the last meeting held on Wednesday 16 November 2022 (previously circulated)

To be agreed and signed as a true record

04/01/23 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates.

05/01/23 Mid Devon District Council

5.1 Planning Applications:
None

5.2 Planning Decisions:
None

5.3 Report from MDDC Councillor, Cllr Graeme Barnell on MDDC business relevant to the parish including update on affordable housing

06/01/23 Finance

6.1 Parish Council receipts Current Account: None

6.2 Parish Council payments Current Account: None

- 6.3 To approve authorisers/signatories for this month's online payments
- 6.4 Balances:
 - 6.4.1 Parish Council Current Account balance: £4,498.40
 - 6.4.2 Parish Council Footpath balance (in above current account figure): £31.74
 - 6.4.3 Parish Council Reserve Account balance: £7,802.90 (£4,000.00 ringfenced for play equipment)
- 6.5 Financial Statement and Budget Monitor – attached.
- 6.6 To consider grant to Mid Devon Mobility and Citizens Advice – requests circulated separately (carried over from Dec meeting)

07/01/23 Road and Footpaths

- 7.1 Outstanding Road and Footpath issues
- 7.2 New issues identified

08/01/23 Parish Council

- 8.1 None

09/01/23 Councillor's Reports

- 9.1 To consider any Councillor reports for areas of responsibility
- 9.2 Playing Fields
 - 9.2.1 To note weekly inspections reports and update on maintenance
 - 9.2.2 Update on new play equipment – correspondence with Valencia (£10k grant) and Wicksteed (suppliers)

10/01/23 Clerk's Report

- 10.1 Update on recruitment of new clerk and arrangements for hand over.

12/01/23 Devon County Council

- 12.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish

12/01/23 Miscellaneous Correspondence

Various newsletters to be circulated
A list of any other correspondence will be available at the meeting

13/01/23 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.

14/01/23 Date of next meeting: Wednesday 15 February 2023, at 7.30 pm, at the Village Hall - TBC

End of formal business

Shobrooke Parish Council

Minutes of Parish Council meeting held in the Village Hall on Wednesday 18 January 2023

The meeting commenced at 7.30pm

Members Present

CLlr C Furse (Chair)

CLlr A Jones

CLlr L Balkwill (acting) Parish Clerk

Public Participation

There was none

Formal Business

01/01/23 Apologies

CLlr G Barnel, CLlr M Squires and CLlr Lillian Pilgrim who has now tendered her resignation from the PC.

02/01/23 Declaration of Interest

None noted

03/01/23 Minutes of the last meeting held on Wednesday 21 December 2022 (previously circulated)

Agreed and signed as a true record

04/01/23 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates.

There will be a new Parish Vicar soon, Sandra Collier, who has expressed an interest in attending the parish council meetings. Clerk has been in touch and provided dates of PC meetings.

05/01/23 Mid Devon District Council

5.1 Planning Applications:

None

5.2 Planning Decisions:

None

5.3 Report from MDDC Councillor, CLlr Graeme Barnell on MDDC business relevant to the parish including update on affordable housing

None

06/01/23 Finance

6.1 Parish Council receipts Current Account:

Noted – no change since last month

6.2 Parish Council payments Current Account:

Noted – no change since last month

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

CLlr C Furse and CLlr A Jones

6.4 Balances:

6.4.1 Parish Council Current Account balance: £4,498.40. £2802.20 to be paid to Wicksteed as balance for new play equipment after Valencia Communities Grant of £10k.

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

6.4.3 Parish Council Reserve Account balance: £7,806.90 (£4,000.00 ringfenced for play equipment)

6.5 Financial Statement and Budget Monitor

Noted

6.6 To consider grant to Mid Devon Mobility and Citizens Advice

Agreed to provide same as last year to both, £100 to Mid Devon Mobility and £50 to North Devon CAB.

07/01/23 Road and Footpaths

7.1 Outstanding Road and Footpath issues - none

7.2 New issues identified – it was noted that due to rain and frost many new potholes appearing, but at present time to wet to determine where new ones need reporting.

08/01/23 Parish Council

8.1 None

09/01/23 Councillor's Reports

9.1 To consider any Councillor reports for areas of responsibility

Battery low in Shobrooke defibrillator, but not urgent – keep under review at each meeting.
Raddon Hills Group – no attendance expected from Shobrooke PC.

9.2 Playing Fields

9.2.1 weekly inspections report and update on maintenance – noted, nothing new to report.

9.2.2 Update on new play equipment – Valencia have paid £10k grant direct to Wicksteed leaving balance of £2802.20 for PC to pay. Payment awaiting approval.
Consider applying for new grant for swings - to be discussed at next meeting.

10/01/23 Clerk's Report

10.1 Clerk in correspondence with potential new Clerk and is arranging a suitable date to interview.

12/01/23 Devon County Council

12.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish - none

12/01/23 Miscellaneous Correspondence

Clerk to circulate any newsletters received

A list of any other correspondence will be available at the meeting

13/01/23 Minor Matters and Items for Future Agenda

None

End of formal business

The meeting close at 8.30pm

Shobrooke Parish Council

Notice of Meeting of Parish Council

Dear Councillors

I hereby give notice that the meeting of the above-named Parish Council will be held on Wednesday 15 February 2023 at **7.30pm**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted at the meeting set out hereunder.

Dated this 8 February 2023

Signed
(Acting) Clerk to the Parish Council

Lynsay Balkwill
shobrookepc@outlook.com 01363 775296

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.

Formal Business

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

01/02/23 Apologies

To receive apologies

02/02/23 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.

03/02/23 Minutes of the last meeting held on Wednesday 18 January 2023 (previously circulated)

To be agreed and signed as a true record

04/02/23 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates.

05/02/23 Mid Devon District Council

5.1 Planning Applications:
None

5.2 Planning Decisions:
None

5.3 Report from MDDC Councillor, Cllr Graeme Barnell on MDDC business relevant to the parish including update on affordable housing

06/02/23 Finance

6.1 Parish Council receipts Current Account: None

6.2 Parish Council payments Current Account: None

- 6.3 To approve authorisers/signatories for this month's online payments
- 6.4 Balances:
 - 6.4.1 Parish Council Current Account balance: £4,498.40
 - 6.4.2 Parish Council Footpath balance (in above current account figure): £311.74
 - 6.4.3 Parish Council Reserve Account balance: £7,806.23 (£4,000.00 ringfenced for play equipment)
- 6.5 Financial Statement and Budget Monitor – attached.

07/02/23 Road and Footpaths

- 7.1 Outstanding Road and Footpath issues
- 7.2 New issues identified

08/02/23 Parish Council

- 8.1 None

09/02/23 Councillor's Reports

- 9.1 To consider any Councillor reports for areas of responsibility
- 9.2 Playing Fields
 - 9.2.1 To note weekly inspections reports and update on maintenance
 - 9.2.2 Update on new play equipment – to discuss new grant for swings

10/02/23 Clerk's Report

- 10.1 Update on recruitment of new clerk and arrangements for hand over

12/02/23 Devon County Council

- 12.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish

12/02/23 Miscellaneous Correspondence

Various newsletters to be circulated
A list of any other correspondence will be available at the meeting

13/02/23 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.

14/02/23 Date of next meeting: Wednesday 15 March 2023, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council

Minutes of Parish Council meeting held in the Village Hall on Wednesday 15 February 2023

The meeting commenced at 7.30pm

Members Present

Cllr C Furse (Chair)

Cllr L Balkwill (acting) Parish Clerk

Cllr A Jones

Cllr G Barnell

Public Participation

Sandra Collier attended as she is soon (July) to take up the post of Vicar of Shobrooke Parish. Clerk to email dates of future PC meetings to Sandra who may attend further meetings when duties allow.

Formal Business

01/02/23 Apologies

Cllr M Squires

02/02/23 Declaration of Interest

None noted

03/02/23 Minutes of the last meeting held on Wednesday 18 January 2023 (previously circulated)

Agreed and signed as a true record

04/02/23 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates. A potential applicant has been invited to attend the next meeting for possible co-option.

05/02/23 Mid Devon District Council

5.1 Planning Applications:

None

5.2 Planning Decisions:

None

5.3 Report from MDDC Councillor, Cllr Graeme Barnell on MDDC business relevant to the parish including update on affordable housing

There is potentially Section 106 monies available from the Libbets Grange (Peddlers Pool) development. Sandford Parish is considering using it for a cycleway between Sandford and Crediton, however this is still in discussion. Shobrooke Parish may also be able to benefit from this money and there was discussion on possible options for its use, including potential traffic calming measures or improvements to parish footpaths. Clerk to contact Footpath Officer at Devon CC to explore if/how Section 106 monies can be used for footpaths. Further discussion and ideas to be explored at next PC meeting.

Affordable housing in Shobrooke Village to be discussed at next meeting.

Cllr GB together with Crediton and District Parishes is in discussions with the Ted Wragg Trust (which QE School is part of), to understand future plans for the current school site and buildings and the potential future location of the school.

There are also ongoing discussions with the federation of schools regarding the current primary school provision in Crediton and what plans are in place to cater for the new Libbets Grange development and whether a new primary school will be built.

06/02/23 Finance

6.1 Parish Council receipts Current Account:

Noted – no change since last month

6.2 Parish Council payments Current Account:

Noted – no change since last month

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

Cllr C Furse and Cllr A Jones to approve £2,802.20 to Wicksteed for balance for new play park equipment now that Valencia Communities fund grant has been paid. Additionally £100 to Mid Devon Mobility and £50 to North Devon CAB.

6.4 Balances:

6.4.1 Parish Council Current Account balance: £4,498.40. £2802.20 being approved to Wicksteed as balance for new play equipment after Valencia Communities Grant of £10k.

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

6.4.3 Parish Council Reserve Account balance: £7,806.90 (£4,000.00 ringfenced for further play equipment)

6.5 Financial Statement and Budget Monitor

Noted

07/02/23 Road and Footpaths

7.1 Outstanding Road and Footpath issues - none

7.2 New issues identified – it was noted that new potholes developing especially around Raddon Cross and by Shobrooke Park. Photographic evidence to be captured to aid reporting.

7.2.1 It was noted that some members of the parish are setting up a community speedwatch through the village.

7.2.2 A road closure notice has been received for the road from Shobrooke Cross to Wyke Cross from 10th May to 12th May inclusive.

08/02/23 Parish Council

8.1 None

09/02/23 Councillor's Reports

9.1 To consider any Councillor reports for areas of responsibility

Battery low in Shobrooke defibrillator, Cllr A Jones to contact Primary Care to enquire about getting a new battery for it.

9.2 Playing Fields

- 9.2.1 Weekly inspections report and update on maintenance – noted, roundabout has a squeak, Cllr A Jones to look into.
- 9.2.2 Valencia have paid £10k grant direct to Wicksteed leaving balance of £2802.20 for PC to pay. Payment awaiting approval.
- 9.2.3 Cllr A Jones to complete new grant application to Valencia Communities Fund for new swings.

10/02/23 Clerk's Report

- 10.1 Clerk in correspondence with potential new Clerk and has arranged date for interview. Cllr A Jones and Cllr C Furze to attend. Clerk to check existing contract and update if necessary. It was noted that previous clerk Jane Hole started with a 6 month probationary period. It was also noted that PC meetings will need to change to the 2nd Wednesday in each month to allow potential new clerk to carry out existing clerk duties for another PC.
- 10.2 Clerk has received an enquiry as to what may be happening to celebrate the Coronation. It was noted that the Red Lion propose to open the pub and garden for the parish to bring food for a party and games on Sunday 6th May.

11/02/23 Devon County Council

- 11.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish - none

12/02/23 Miscellaneous Correspondence

Clerk to circulate any newsletters received
A list of any other correspondence will be available at the meeting

13/02/23 Minor Matters and Items for Future Agenda

None

End of formal business

The meeting closed at 8.30pm

Shobrooke Parish Council Meeting.

Minutes of the meeting held at the Village Hall on Wednesday 8th March 2023

The meeting commenced at 7:30 pm

Members Present: Cllr C Furse (Chair), Cllr A Jones
Cllr L Balkwill (acting) Parish Clerk,
Mrs A Clarke (new Clerk)

Public Participation. None

Formal Business

01.03.23 Welcome and apologies for absence:

The Chair opened the meeting. Margaret Squires.

02.03.23 Declaration of Interests/Dispensations:

None

03.03.23 Minutes of the previous meeting:

The minutes of the meeting of Wednesday 15th February 2023 were agreed as a true record.
The Chair signed the minutes.

04.03.23 To consider any applicants fro co-option

A discussion was held about two potential people that may be interested.

05.03.23 Mid Devon District Council:

05.01 Planning Application: None

05.02 Planning Decision: None

06.03.23 Finance

06.01 Parish Council receipts Current Account: None, discussion on interest being accrued.

06.02 Parish Council payments Current Account: £2952.00

06.03 To approve Authorises/signatories for this months payments.

06.04 Balances:

06.05 Parish council current account balance £3319.96

06.06 Parish Council Footpath balance (in the current account figure) £311.74

06.07 Parish Council Reserve Account Balance: £7810.21 (£4000.00 for the play equipment)

06.08 Financial statement and Budget Monitor, the VAT needs to be claimed back for the
EOY

07.03.23 Roads and Footpaths:

07.01 Cllr Jones indicated Highways have been around sorting out some of the pot holes.

07.02 Speeding and speed watch, the council discussed the best way forward and decided that a potential consultation should be made to Crediton with a view to hiring their equipment as and when it was needed. The clerk will contact Crediton PC about this.

08.03.23

Parish Council:

08.01 Village hall audit, Cllr Jones indicated the audit was for potential warm spaces.

08.02 Great British Spring clean, Chair mentioned putting this in the bus shelter to see if anyone wanted to participate.

08.03. Hedgehog project emails have been received, they are seeking sponsorship.

08.04. Voter Id Cllr Balkwill indicated Malcolm has been informed.

09.03.23

Councillors Reports

09.03 s106 clerk had contacted Ros but hadnt had a response as yet.

09.04. Battery for the Defibrillator, two quotes, one is more preferable. Mr. Warden, a parishioner has made a generous offer to help pay for the battery for the defibrillator. Clerk will contact Mr. Warden. Cllrs will arrange payment whilst the transition with the new clerk is underway.

09.05 School Close, Cllr Balkwill has put a proposal together. To change the allocation of them to allow families in and/or extend some of the properties. The aim is to explore the situation. The housing officer will receive the proposal in due course. The bungalows were originally for the elderly but the location is caused problems.

09.06 The Website needs amending and altering to bring it up to date. The clerk will investigate how to resolve this in due course.

09.07 Playing fields, Cllr Jones has been in contact with Wickstead who want photographs of the site and an address regarding the swings. Valencia stage one has been filled in and is in process for the grant, stage 2 will need documents.

The Roundabout, has been locked at. Usual maintenance routine for this.

Chair indicated the Inspections can be once a fortnight from here on in and will contact the person required.

10.03.23

Clerk's report:

To welcome the new parish clerk.

11.03.23

Devon County Council

None.

12.03.23

Miscellaneous Correspondence

12.01 Details of the Enchanted garden ball in the park

13.03.23

Minor matter and items for future agenda

13.03 Any details please contact the new clerk

14.03.23

Date of Next Meeting – Wednesday 12th April 2023. The meeting closed at 8.20pm

_____ Chair

_____ Dated

Shobrooke Parish Council Meeting

You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend the AGM of Shobrooke Parish Council for the purpose of transacting the following business. Following the AGM an Ordinary meeting of Shobrooke Parish Council will also be held. The Meeting will be at the Village Hall on Wednesday 10th May 2023 starting at 7:40pm.

Dated: 3rd May 2023

Signed: *M Clarke*

Mrs. Clarke

Clerk to the Parish Council

shobrookepc@outlook.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.

Formal Business

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

Agenda – AGM

01/05 Welcome and Apologies for absence

To receive apologies

02/05 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.

03/05 Election of Chairman

04/05 Election of Vice-Chair.

05/05 To consider applicants for co-option

06/05 Register of interests forms

07/05 Banking mandates.

08/05 Approve the Minutes of AGM in 2022.

09/05 Appointment of internal auditor.

10/05 Renewal of annual Subscriptions. DALC/ Insurance

11/05 Review of Donations/Grants.

12/05 Closure of the AGM

Formal Close of the AGM

Part 2 Ordinary Meeting.

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.

01/05 Welcome and Apologies for absence

02/05 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.

03/05 Minutes of the last meeting held - 12th April 2023, To be agreed and signed as a true record

04/05 Parish council - Matters arising-

04.01

04.02

04.03

05/05 Mid Devon District Council

5.1 Planning Applications: - None

5.2 Planning Decisions:

06/05 Reports from MDDC Councillor, DCC Councillor

07/05 Finance

Item	Payee	Purpose	Amount £
07.02.01			
07.02.02	A. Clarke	Salary and expenses	
07.02.03	HMRC *	PAYE	

7.1 Parish Council receipts Current Account: None

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: £

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

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

08/05 Roads and Footpaths.

09/05 Clerks Report

08.01

10/05 **Miscellaneous matters/ correspondence**

11/05 **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.

12/05 **Date of next meeting: Wednesday 14th June, at 7.30 pm, at the Village Hall**

End of formal business

Shobrooke Parish Council

Notice of Meeting of Parish Council

Dear Councillors

I hereby give notice that the meeting of the above-named Parish Council will be held on Wednesday 19 October 2022 at **7.30pm**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted at the meeting set out hereunder.

Dated this 13 October 2022

Signed

Jane Hole



Clerk to the Parish Council

shobrookepc@outlook.com

01392 851148

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.

Formal Business

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

01/10/22 Apologies

To receive apologies

02/10/22 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.

03/10/22 Minutes of the last meeting held on Wednesday 28 September 2022 (previously circulated)

To be agreed and signed as a true record

04/10/22 To consider any applicants for co-option

Standing orders to be suspended to allow discussion with candidates.

05/10/22 Mid Devon District Council

5.1 Planning Applications:

None

5.2 Planning Decisions:

None

5.3 Report from MDDC Councillor, Cllr Graeme Barnell on MDDC business relevant to the parish including update on affordable housing

06/10/22 Finance

6.1 Parish Council receipts Current Account: None

6.2 Parish Council payments Current Account:

	Payee	Purpose	Amount £
6.2.1	J Hill	Volunteer expenses for play park (hire of mower and petrol)	700.00
6.2.2	Crediton Courier	Advert for Clerk	92.40

6.2.3	J Hole	Salary and expenses (Sep and Oct – clerk paid in arrears)	431.38
6.2.4	HMRC	PAYE	66.20

- 6.3 To approve authorisers/signatories for this month’s online payments
- 6.4 Balances:
- 6.4.1 Parish Council Current Account balance: £4,498.18
- 6.4.2 Parish Council Footpath balance (in above current account figure): £311.74
- 6.4.3 Parish Council Reserve Account balance: £7,799.96(£4,000.00 ringfenced for play equipment)
- 6.5 Financial Statement and Budget Monitor – attached.

07/10/22 Road and Footpaths

- 7.1 Outstanding Road and Footpath issues
- 7.2 New issues identified

08/10/22 Parish Council

- 8.1 None

09/10/22 Councillor’s Reports

- 9.1 To consider any Councillor reports for areas of responsibility
- 9.2 Playing Fields
- 9.2.1 To note weekly inspections reports and update on maintenance
- 9.2.2 Update on new play equipment

10/10/22 Clerk’s Report

- 10.1 Update on recruitment of new clerk and arrangements for hand over.

11/10/22 Devon County Council

- 11.1 Report from DCC Councillor, Cllr M Squires on DCC business relevant to the parish

12/10/22 Miscellaneous Correspondence

Various newsletters circulated.
A list of any other correspondence will be available at the meeting

13/10/22 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.

14/10/22 Date of next meeting: Wednesday 16 November 2022, at 7.30 pm, at the Village Hall

End of formal business

Agenda Item 6.5

Shobooke Parish Council

Financial Statement and Budget Monitor 2022- 2023

Income

Opening Balance (c/f from 21/22)	£964.31	
Precept	£7,518.00	
Prow grant	£0.00	
DCC Locality grant	£1,000.00	
VAT	£0.00	£50.38 To claim
DCC Community Enhancement grant	£0.00	
MDDC S106 grant	£0.00	
Other grant	£0.00	
Communities Together Fund (TAP)	£0.00	
Total	£9,482.31	

Expenditure as at October 2022

	Item	Budget	To date	Balance	21/22 actual
To date figures are minus VAT. VAT paid is shown in misc					
Grants	Total Parish Council Grants	£650.00	£500.00	£150.00	£650.00
	Churchyard	£500.00	£500.00	£0.00	£500.00
	Community Transport	£100.00	£0.00	£100.00	£100.00
	Other	£50.00	£0.00	£50.00	£50.00
Administration & running costs	Total Admin & running costs	£3,967.00	£2,464.00	£1,503.00	£3,789.92
	Elections	£0.00	£0.00	£0.00	£0.00
	Total Clerks Wages	£3,006.00	£1,968.80	£1,037.20	£2,955.55
	Salary incl PAYE	£2,850.00	£1,877.80	£972.20	£2,799.55
	Home office allowance	£156.00	£91.00	£65.00	£156.00
	Total Expenses	£165.00	£90.03	£74.97	£143.32
	Clerk's Expenses	£140.00	£69.53	£70.47	£129.92
	Other Expenses	£25.00	£20.50	£4.50	£13.40
	Room expenses	£126.00	£0.00	£126.00	£137.99
	Insurance	£270.00	£263.17	£6.83	£239.05
	Fees and Subscriptions	£250.00	£142.00	£108.00	£214.01
	Total Training (inc. ref. materials)	£150.00	£0.00	£150.00	£100.00
	Training Clerk's	£50.00	£0.00	£50.00	£0.00
	Training Councillors	£100.00	£0.00	£100.00	£100.00
Repairs & maintenance	Total Repairs & maintenance costs	£2,221.74	£805.00	£1,416.74	£970.32
	Grass cutting in play park	£700.00	£700.00	£0.00	£700.00
	Playground Inspections	£130.00	£105.00	£25.00	£119.50
	Playground maintenance	£500.00	£0.00	£500.00	£60.87
	General maintenance	£200.00	£0.00	£200.00	£0.00
	Signs/noticeboards	£100.00	£0.00	£100.00	£0.00
	Footpaths (not P3)	£180.00	£0.00	£180.00	£20.00
	P3 Footpaths	£311.74	£0.00	£311.74	£0.00
	BT Kiosk/defib maintenance	£100.00	£0.00	£100.00	£69.95
Misc	Total misc costs	£1,300.00	£1,215.13	£300.00	£3,686.19
	Advert	£0.00	£77.00	£0.00	£0.00
	PC equipment	£100.00	£0.00	£100.00	£0.00
	Emergency spending	£200.00	£0.00	£200.00	£0.00
	Spending covered by grant	£0.00	£1,000.00	£0.00	£921.66
	Play equipment	£1,000.00	£0.00	£0.00	£1,502.00
	Purchase of defibrillator	£0.00	£0.00	£0.00	£855.00
	Queens jubilee celebrations	£0.00	£87.75	£0.00	£49.99
	S106	£0.00	£0.00	£0.00	£0.00
	VAT	£0.00	£50.38	£0.00	£357.54
Totals:	£8,138.74	£4,984.13	£3,369.74	£9,096.43	

Added in Queens Jubilee

Current Account

Total income YTD	£9,482.31
Withdrawn/Transf	£3,627.95
Less O/S Cheques	£1,356.18
Balance (incl Footpath)	£4,498.18

Footpath account: £311.74

Reserve Balance £7,799.96

Required reserve	£2,000.00
Ringfenced for play equip	£4,000.00
Available balance	£1,799.96

P3 Footpath

Grant received 12/13	£340.00
Grant received 13/14	£350.00
Grant received 14/15	£200.00
PC top up 15/16	£0.00
Additional funds 15/16	£500.00
Grant received 15/16	£1,500.00
Grant received 16/17	£1,000.00
Grant received 17/18	£540.00
Total income	£4,430.00
VAT reclaimed to date	£823.77
Income plus VAT	£5,253.77
Expenditure	£4,942.03

Balance £311.74

VAT to be re-claimed £0.00

Shobrooke Parish Council

Clerks salary and expenses breakdown

October 2022

Salary for Sep	20 hours' x £11.50	£230.00
Salary for Oct	20 hours' x £11.50	£230.00
	PAYE	£66.20
		£431.60

Expenses

Item	Quantity	Charge
Home office allowance*	2	£26.00
Envelopes 4p each	2	£0.08
Large envelope	0	£0.00
2 nd class stamp (68p)	3	£2.04
1 st class stamp (95p)		
Printing 8p per sheet	17 sheets	£1.36
Mileage x 3 visits	18 miles	£8.10

* Shobrooke portion of 50/50 split with NSC

Expenses subtotal **£37.58**

Total **£431.38**

Clerk was paid one month in arrears

Started September 2014 but first pay was October 2014

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 June 2023 at 7:30pm**

Dated: 8th June 2023

Signed: *M Clarke*

Clerk to the Parish Council

Mrs. Clarke

shobrookepc@outlook.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.

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 Welcome and Apologies for absence

To receive apologies

02/06 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.

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

04/06 Parish council - Matters arising-

04.01 To review:

- a) Standing Orders
- b) Financial Regulations.
- c) Code of Conduct Code of conduct
- d) Training and Development Policy
- e) Publications Policy (FOI)
- f) Complaints procedure
- g) Risk Assessments
- h) Parish Council Action plan
- i) Bank signatories
- k) Dates for meetings in 2024
- l) Church grant review.

05/06 Officers/Representatives

05.01 To review:

- a) Confirmation of Neighbourhood Watch Officer
- b) Raddon Hills representative
- c) Snow Warden

- d) Defibrillators. Village defibrillator and Kiosk Officer
- e) Delegated responsibility: Playing Fields Liaison Officer
- f) Footpath Warden
- g) Website Officer

06.06 Annual Return

06.01 To approve Part 1 Annual Governance Statement 2021/22

06.02 To approve Part 2 Accounting Statements 2021/22

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

07.06 Road and Footpaths

07.01 Outstanding Road and Footpath issues

08/06 To note weekly inspections reports

09/06 Update on grant application to Viridor

10/06 Mid Devon District Council

5.1 Planning Applications: - 23/00737/FULL

5.2 Planning Decisions:

11/06 Reports from MDDC Councillor, DCC Councillor

12/06 Finance

Item	Payee	Purpose	Amount £
12.06.01	DALC	Subscription	£147.96
12.06.02	A. Clarke	Salary and expenses	TBA
12.06.03	HMRC *	PAYE	TBA

12.06.04 Parish Council receipts Current Account:

12.06.05 Parish Council payments Current Account:

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

12.06.08 Balances:

a) Parish Council Current Account balance: £

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

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

13/06 Clerks Report-

13.01 Komplan updated quote

13.02 Electoral roll alterations

14/06 Miscellaneous matters/ correspondence

15/06 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.

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

End of formal business

Shobrooke Parish Council

Minutes of Parish Council meeting held in the Village Hall on

Wednesday 12th July 2023

The meeting commenced at 7.30pm

Members Present

Cllr C Furse (Chair)

Cllr A Jones

Cllr L Balkwill

Cllr M Squires (DCC)

Cllr Collier

In attendance:

Mrs. Clarke, Parish Clerk

Public Participation – none

Minutes

01/07 Welcome and Apologies for absence – no apologies were received it was noted the absence of the Green Party candidates again and no correspondence to say they were going to be absent.

No public attendance.

02/07 Declaration of Interest- Councillors to update as required through the meeting.

03/07 Minutes of the last meeting held - Wednesday 14th June 2023, were agreed and signed as a true record

04/07 Parish council - Matters arising-

04.01 Insurance increase – unavoidable as the email that was sent to us was incorrect at the outset. Cllr said it was increased in line with inflation.

04.02 Valencia Grant update – The grant is ready to go, Cllr Squires gave a locality budget towards it of £250 and a letter of support. Clerk indicated the amounts are larger. Chair and Cllr agreed to finalise the grant.

04.03 Maintenance issues – We have an offer for grass cutting, the clerk will contact the person if its needed.

04.03A, 3M pole required, Blamphayne saw mills, was recommened Cllr Jones will follow this up

04.03B, waiting to received the playground inspections.

04.04 Documents and policies for the website – Cllr Squires indicated that most policies are adopted by the various councils.

04.05 Co-opting of Rev. Sandra Collier as a councillor.

05/07 Mid Devon District Council

5.1 Planning Applications: - None 5.2 Planning Decisions: - None

5.3 Planning Appeals and Enforcements :- None

06/07 Reports from MDDC Councillor, DCC Councillor.

Cllr Squires reported that highways have a lack of funds for repairing pot holes.

The cllr finds the allocation of funding frustrating. A few of the larger parish councils are sorting there own pot holes out after they have completed the training.

Cllr Squires reported on the children in care and in particular the disabled children. 900 children in care in Devon. DCC seek further foster carers.

07/07 Finance – Chair requested that future amounts are paid online. A discussion was held about online access and where the clerk stands currently. Cllr Jones will put the details online. Budget and statements were signed.

Item	Payee	Purpose	Amount £
07.02.01	BHIB Insurance	Increased fee – online.	£71.79
07.02.02	A. Clarke	Salary and expenses - online	£231.57
07.02.03	HMRC *	PAYE – cheque	£48.20
07.02.04	Mrs. M Dennis	Internal Auditor – cheque	£60.00

- 7.1 Parish Council receipts Current Account: None
- 7.2 Parish Council payments Current Account: as above
- 7.3 To approve authorisers/signatories for this month's online payments
- 7.4 Balances:
 - 7.4.1 Parish Council Current Account balance: £8357.89
 - 7.4.2 Parish Council Footpath balance (in above current account figure): £311.74
 - 7.4.3 Parish Council Reserve Account balance: £7827.74(£4,000.00 ring fenced for play equipment)

08/07 Roads and Footpaths.

- 08.01 Road or footpath issues were raised, crops are in some of the field currently. The footpath warden (C. Mayor) is aware of the issues, Cllr Balkwill indicated the edge needs to be cut back. Road issues remain the same. Wraddon Cross needs a follow up.
- 08.02 Ros Davies hasnt replied to the clerk prior to the meeting, but has subsequently replied.
- 08.03 Cllr Collier asked about the current district councillors as Cllr Barnell is no longer a district councillor, mention was made of s106 funds.

09/07 Clerks Report

- 09.01 email from Jane Hole about Raddon Hills, the chair explained this to the new cllr Collier and mention was made of the cycle route.
- 09.02 20 is plenty the clerk provided detailed of the zoom that was attended. Chair indicated that there are two 20 is plenty is signs but they are not official. Drivers dont take notice of them. DCC have stopped this on the A routes and haven't put much in the funds for this.
- 09.03 Domain transfer to the Shobrooke account for payment each month.
- 09.04 Email by outlook is full, a discussion was held about the way forward Cllr Balkwell indicated it is down to which has the most storage, so gmail is preferable.
- 09.05 Post is not being delivered in various areas, Dalc raised the query and weve not heard about the offer of payment for the defibrillator pads. An address was provided to follow this up.

10/07 Miscellaneous matters/ correspondence - none

11/07 Minor Matters and Items for Future Agenda - Cllr Collier updated the council on the tent situation (previous grant request), Cllr Jones indicated there is a teepee that can be used. Cllr Collier asked about the amount of councillors that are allowed which is upto 8.

12/07 Date of next meeting: Wednesday 13th September 2023, at 7.30 pm, at 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 13th September 2023 at 7:30pm**

Dated: 7th September 2023

Signed: *M Clarke*

Clerk to the Parish Council

Mrs. Clarke

shobrookepc@outlook.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.

Formal Business

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

Agenda

01/09/23 Welcome and Apologies for absence

To receive apologies: Cllr Tuffin

02/09/23 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.

03/09/23 Minutes of the last meeting held - Wednesday 12th July 2023, To be agreed and signed as a true record

04/09/23 Parish council - Matters arising-

04.01 Shobrooke Play Park – maintenance

04.02 Let Talk Mid Devon

04.03 Valencia Grant

04.04 Hedgehog signage

04.05 Budget preparation.

05/09/23 Mid Devon District Council

05.01 Planning Applications: - none

05.02 Planning Decisions: 23/00737/FULL – full planning permission was granted.

06/09/23 Reports from MDDC Councillor, DCC Councillor

07/09/23 Finance -paye tax query

Item	Payee	Purpose	Amount £
07.00.01	Ionus	Website	1.2
07.00.02	A. Clarke	Salary and expenses	
07.00.03	HMRC *	PAYE	

07.01 Parish Council receipts Current Account:

07.02 Parish Council payments Current Account:

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

07.04 Balances:

7.4.1 Parish Council Current Account balance: £

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

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

08/09/23 Roads and Footpaths.

08.01 P3 grant/application update.

09/09/23 Clerks Report

09.01 Paperwork for Cllr Collier.

09.02 Training dates

10/09/23 Miscellaneous matters/ correspondence

10.01 Gritter sale?

10.03 Highways introduction change of people

11/09/23 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.

12/09/23 Date of next meeting: Wednesday 11th October 2023, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council

Minutes of Parish Council Meeting held on 13th September 2023, at Shobrooke Village Hall at 7:30 PM

Councillors Present:

Cllr Furse, (chairwoman) Cllr Jones, (vice-chair), Cllr Balkwill, Cllr Collier, Mrs Clarke (Clerk),
One member of the public

MINUTES

01/09/23 Apologies for Absence: were received from Cllr Tuffin

02/09/23 Declaration of Interest:- None

Public Participation: A member of the public raised concerns about hedgehog signage and community housing. Steps with Mid Devon District Council (MDDC) were discussed, letting difficulties with anti social behaviour and it concluded with a request for a meeting with MDDC and a review of relevant meeting minutes. The need for more homes or adapting existing ones was discussed, along with the lack of housing for young people. Grants for land purchase were mentioned, and Cllr Balkwill will contact Graham Barnell in due course.

Hedgehog signage, information about hedgehog sightings, breeding locations, and the specific areas where the signs are needed have been provided. This proposal was prepared and sent to the council, with the understanding that it would be reviewed by the Devon County Council (DCC) and Transport for the relevant signs

03/09/23 Minutes of the last meeting held - Wednesday 12th July 2023, were agreed and signed as a true record

04/09/23 Parish council - Matters arising-

04.01 Shobrooke Play Park – Replacement logs are still pending due to lack of stock, a discussion was held about the delivery and installation. The current ones have to remain in situ due to the fittings being dangerous if exposed.

04.02 Let Talk Mid Devon - Discussion about the new MDDC website as a platform for voicing opinions. Cllrs indicated that the new information should be placed on our website.

04.03 Valencia Grant: The grant application failed. A new application for toddler swings was discussed.

04.04 Hedgehog Signage: Details about the proposal and follow-up actions as discussed with the mop above.

04.05 Budget Preparation: A discussion on budgeting was held and mention was made of the Bus shelter - needing a coat of paint. Thanks given to Mr. Worden for his gift of the defib pads.

05/09/23 Mid Devon District Council

05.01 Planning Applications: - none,

05.02 Planning Decisions: 23/00737/FULL – full planning permission was granted. back to June, class Q decision.

06/09/23 Reports from DCC Councillor - Cllr Tuffin sent insert her report here.

“As District Councillor, I’ve enjoyed meeting the Parish Councils in the Ward and look forward to meeting all of you. I’m on the Homes and Community Policy Development Groups and the Net Zero Advisory Group. So far, we have mainly just been brought up to speed, as there is so much to learn. A couple of months ago, Mark and I met Green Party co-leader Carla Denyer on a visit to Tiverton, where we discussed the scandal of food banks and river pollution, issues close to our hearts. Mid Devon District Council is going through an exciting period, with so many inductions for so many newbies only now coming to an end. Altogether there is a huge feeling of optimism and determination. At the same time, we are facing the

tightest budgetary situation Council Officers can remember, and also public anger at some major issues hanging over us from the previous administration (think 3 Rivers). So learning from past mistakes is crucial, and so is prioritisation, given the huge cuts from Central Government. We hope that with your guidance – the public and Parish and Town Councillors – we can move forward more wisely and listen more to what you are saying.”

07/09/23 Finance -PAYE tax query

Item	Payee	Purpose	Amount £
07.00.01	Ionus	Website DDR.	1.20
07.00.02	A. Clarke	Salary and expenses	233.97
07.00.03	HMRC *	PAYE	48.20

07.01 Parish Council receipts (bus) Current Account: £8085.38

07.02 Parish Council payments(res) Current Account: £7643.33

07.03 Payments authorised - signatures for this month's documents.

07.04 Balances:

7.4.1 Parish Council Footpath balance (in above current account figure): £300

7.4.2 Parish Council Play equipment: £4,000.00

A discussion was held about the banking. New software is being used online for the wages. The Clerk indicated that she had spoken to HMRC, about an error in last year and had been advised how to correct this. A new direct debit will be set up to pay HMRC Cumberland.

08/09/23 Roads and Footpaths.

08.01 Road issues no through sign from the Barton to the top of the village needs this replacing. **Highways.** Park cottages near the entrance to the cricket ground, the roads need reporting. Questions were raised over whether or not it is deemed to be a pothole in relation to MDDC requirements.

08.02 Drain in the road at the bottom (base) of the church steps on the road, needs clearing out - highways

08.03 P3 grant -application update. Clerk getting hold of Ros Davies and Carol (footpath warden) about the survey which was carried out in February.

09/09/23 Clerks Report

09.01 Paperwork for Cllr Collier.

09.02 Training dates to be provided for cllr and clerk raised the Filca qualification which is to be split between Shobrooke and Inwardleigh Parish Councils. Dates for finance for Cllr Jones.

10/09/23 Miscellaneous matters/ correspondence

10.01 Gritter sale - email received we believe it was a general email. Ours is not serviceable and needs to be repaired. Needs a new gearbox and repairs. Cllrs considered whether to sell it, do they want to make us an offer?

10.02 Highways introduced a change of people in there department.

10.03 19th October MDDC have a zoom for planning class Q training. Presentation will be recorded.

10.04 Closure of the 3 Rivers Housing firm set up by the council, due to cuts. Cllr mentioned that some of this has already been sent to contractors.

11/09/23 Minor Matters and Items for Future Agenda - details to be corrected on The Brooke regarding the councillors. Cllr Collier asked how many councillors are allowed is it 8 or 9? Cllr Collier suggested we put Cllr Tuffin on the earlier housing matter raised by the mop

12/09/23 Date of next meeting: Wednesday 11th October 2023, at 7.30 pm, at 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 11th October 2023 at 7:30pm

Dated: 7th September 2023

Signed: *A Clarke*

Mrs. Clarke

Clerk to the Parish Council

shobrookepc@outlook.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.

Formal Business

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

Agenda

01/10/23 Welcome and Apologies for absence

To receive apologies: Cllr Collier

02/10/23 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.

03/10/23 Minutes of the last meeting held - Wednesday 13th September 2023, To be agreed and signed as a true record

04/10/23 Parish council - Matters arising-

04.01 Shobrooke Play Park – maintenance update

04.02 Community led housing further discussion

04.03 Gritter enquiry

05/10/23 Mid Devon District Council

05.01 Planning Applications: - none

05.02 Planning Decisions: None

06/09/23 Reports from MDDC Councillor, DCC Councillor

07/09/23 Finance

Item	Payee	Purpose	Amount £
07.00.01	Ionus	Website	1.2
07.00.02	A. Clarke	Salary and expenses	
07.00.03	HMRC *	PAYE	

- 07.01 Parish Council receipts Current Account:
- 07.02 Parish Council payments Current Account:
- 07.03 To approve authorisers/signatories for this month's online payments
- 07.04 Balances:
 - 7.4.1 Parish Council Current Account balance: £
 - 7.4.2 Parish Council Footpath balance (in above current account figure): £
 - 7.4.3 Parish Council Reserve Account balance: £(£4,000.00 ring fenced for play equipment)

08/10/23 Roads and Footpaths.

09/10/23 Clerks Report

- 09.01 Training dates

10/09/23 Miscellaneous matters/ correspondence

11/09/23 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.

12/09/23 Date of next meeting: Wednesday 8th November 2023, 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 8th November 2023 at 7:30pm**

Dated: 3rd November 2023

Signed: *A Clarke*

Clerk to the Parish Council

Mrs. Clarke

shobrookepc@outlook.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.

Formal Business

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

Agenda

01/11/23 Welcome and Apologies for absence

02/11/23 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.

03/11/23 Minutes of the last meeting held - Wednesday 13th September 2023, To be agreed and signed as a true record

04/11/23 Parish council - Matters arising-

04.01 Shobrooke Play Park – maintenance update

04.02 Community led housing further discussion

04.03 Gritter update

05/11/23 Mid Devon District Council

05.01 Planning Applications: - none

05.02 Planning Decisions: None

06/11/23 Reports from MDDC Councillor, DCC Councillor

07/11/23 Finance as at 31st October - update to follow

Item	Payee	Purpose	Amount £
07.00.01	Ionus	Website	1.2
07.00.02	A. Clarke	Salary and expenses	355.47
07.00.03	HMRC *	PAYE	0.00
07.00.04	MDDC	Election Charges	147.35

- 07.01 Parish Council Current Account balance: £7417.96
- 07.02 Parish Council Reserve Account balance: £8092.81
(£4,000.00 ring fenced for play equipment)
- 07.03 To approve authorisers/signatories for this month's online payments
- 07.04 Parish Council Footpath balance: £311

08/11/23 Roads and Footpaths - any issues.

09/11/23 Clerks Report

10/11/23 Miscellaneous matters/ correspondence

11/11/23 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.

12/11/23 End of Part 1

13/11/23 Part 2 - Clerks Employment matters.

14/11/23 End of Part 2

12/09/23 Date of next meeting: Wednesday 6th December 2023, at 7.30 pm, at the Village Hall

Shobrooke Parish Council

Minutes of Parish Council Meeting held on 8th November 2023, at Shobrooke Village Hall at 7:30 PM

Councillors Present:

Cllr Furse, (chairwoman) Cllr Jones, (vice-chair), Cllr Balkwill, Cllr Tuffin (MDDC), Mrs Clarke (Clerk)

MINUTES

01/11/23 Apologies for Absence: were received from Cllr. Collier, Cllr. Jenkins

02/11/23 Declaration of Interest:- None

Public Participation: none

03/11/23 Minutes of the last meeting held - Wednesday 13th September 2023, were agreed and signed as a true record.

04/11/23 Parish council - Matters arising-

04.01 Shobrooke Play Park – play park, balance beam has been completed by the Chair and Vice Chair at a cost of £126. Maintenance form has been filled in .

04.02 Community led housing, Cllr Balkwill, indicated that the parish would like to see a different policy for occupation of the houses. To allow younger people to use them rather than just the over 50s. The balance of the village is disproportionate. The properties can be difficult to fill, as the village doesn't have a shop, they are on a hill and there is no transport so the older people are not interested in them as they would be living in isolation.

Some of the bungalows have large gardens where either housing could be extended or plans could be made to use the gardens for new properties, as the council have been looking at in-fill plots to build on. Cllr Tuffin is on the homes policy group and will talk to the committee to see how this could be explored. Previous efforts to build some community housing took 12 years.

04.03 Gritter update: Various things no longer work on the unit, the clerk hasn't heard back from the other council who were initially interested in the unit. The councillors all supported scrapping the unit.

05/11/23 Mid Devon District Council

05.01 Planning Applications: - none,

05.02 Planning Decisions: - None

06/11/23 Reports from DCC Councillor - Cllr Tuffin

Cllr Tuffin, talked about Pedlars Pool and the developers of the site. Traffic will affect this parish. Flooding was a concern raised by Cllr Balkwill and there was a discussion about the run-off during and after building.

Cllr Jones attended finance training and discussed what had been covered in the training.

07/11/23 Finance

Documents were signed by two councillor for invoices, receipts etc. The banking mandate was discussed and given to the clerk for processing.

All councillors approved the payments and noted the elector charges yet this council didn't have an election, however MDDC indicate the charge is for administration purposes.

Cllr Balkwill proposed the approval of the payments, seconded by Cllr Jones and everyone else

approved it.

Grant application failed, it was noted that the company concerned had an accident and they have been charged a serious amount which may have reduced the funding they have available to councils. Clerk will look into this again and possible other grants i.e. Tesco community grants and the national lottery.

08/11/23 Roads and Footpaths.

08.01 Patching of holes has been taking place. Notice of a road closure to go up on the website. Various notices to go up on the noticeboard and the website - road closure.

10/11/23 Clerks Report

10.01 Tiverton - A new £5.7m junction, off the A361 near Tiverton, was officially opened on Monday 30 October. The new Tiverton Eastern Urban Extension access junction is a vital part of new infrastructure links to developments that are currently being delivered and planned to the east of Tiverton, as part of the Council's local plan.

10.02 Flooding information and contact details for people if it affects anyone, also the fire safety in power cuts has been sent to us.

10.03 New residents survey – to post on the website - Residents in Mid Devon are being urged to share their views about services provided by Mid Devon District Council.

10.04 Mid Devon announces the launch of our Walking Festival, due to take place across the region from 14 to 29 September 2024.

11/11/23 Miscellaneous matters/ correspondence

11.01 The Brooke to contact the editor with a view to changing the day of the week the parish council holds its meeting

11.02 Hedgehogs, a member of the parish wanted to know why there are no small mammal warning signs, the following is the response from the DFT who requires some specific information to authorise any small mammal warning sign:-

These involve the numbers of Car/cyclist collisions with small wildlife, The number of small wildlife in the area · Number of dead small wildlife in the area along with evidence of hedgehog sightings, i.e. a spreadsheet logging monthly sightings of hedgehogs (and other small mammals) killed on the highway over the last year. This needs to include the dates, numbers of animals seen (both dead and alive) and the road or area you've seen it.

These accidents also have to be reported on

the BIG Hedgehog Map <https://bighedgehogmap.org/> – And on

Project Splatter <https://projectsplatter.co.uk/> – Creating a UK map of wildlife roadkill -to log animals killed on the highway of all species. Both websites are used as evidence in the application process, **until this evidence is submitted to the DfT, the application will be rejected.**

12/11/23 Minor Matters and Items for Future Agenda -

Wifi /broadband for the area, the clerk mentioned Airband and the new BT Broadband remote service. The clerk explained the Airband usage elsewhere in Devon. Gigagclear might be worth looking into.

Bench in the park to commemorate John Hill, a plaque will also be required for the next agenda, Cllr. Jones will get an quote in the interim.

There was a discussion about a possible new contractor for cutting of the grass. Cllr. Jones has requested an estimate from another contractor, a budget was provided.

13/11/23 Date of next meeting: Wednesday 13th December 2023, at 7.30 pm, at the Village Hall

Part one of the meeting was closed at 8.25

_____ 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 Red Lion Public House as the Village Hall is unavailable on Wednesday 13th December 2023 at 7:30pm

Dated: 7th November 2023

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.

Formal Business

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

Agenda

- 01/11/23 Welcome and Apologies for absence**
To receive apologies
- 02/11/23 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.
- 03/11/23 Minutes of the last meeting held** - on 11th October 2023, To be agreed and signed as a true record
- 04/11/23 Parish council - Matters arising-**
04.01 Grass Cutting 2024
04.02 Defibrillator Pads – expiry
04.03 Wifi/Broadband – Wildanet, Airband, Gigaclear.
04.04 Park Bench in memorial of John Hill/Placque
04.04 Budget plan, NB. MDDC increase 1%.
- 05/11/23 Mid Devon District Council - Planning**
5.1 Planning Applications: None
5.2 Planning Decisions: None
5.3 Appeals/Enforcements: None
- 06/11/23 Reports from MDDC Councillor, DCC Councillor**

07/11/23 Finance

Item	Payee	Purpose	Amount £
07.02.01	Ionus	Website paid by DDR	£1.20
07.02.02	A. Clarke	Salary & Expenses	£248.97
07.02.03	HMRC *	PAYE	£77.00
07.02.04	DALC	Councillor training.	£54.00

7.1 Parish Council receipts Current Account: None

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: £

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

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

08/11/23 Roads and Footpaths – updates.**09/11/23 Clerks Report**

08.01 Auditor offering services from Cornwall has been in contact.

08.02 Crediton Cluster meeting in January

08.03 Notification of new gym equipment in Lords Meadows Centre.

08.04 The Brooke amendments confirmed.

10/11/23 Miscellaneous matters/ correspondence**11/11/23 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.

12/11/23 Date of next meeting: Wednesday 10th January 2024, at 7.30 pm, at the Village Hall

End of formal business

Shobrooke Parish Council Meeting.

Minutes of the meeting held at the Red Lion on
Wednesday 13th December 2023 at 19.30pm

The meeting commenced at 7:30 pm

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

Public Participation. None

Formal Business

01.12.23 Welcome and apologies for absence:

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

02.12.23 Declaration of Interests/Dispensations: None

03.12.23 Minutes of the previous meeting:

The minutes of the meeting of Wednesday 11th October 2023 were agreed as a true record. The Chair signed the minutes.

04.12.23 04.01 Grass cutting, 2024, Mike, confirmation of liability insurance, to be paid monthly, figures and fees were discussed. To be cut alternate weeks. Other possible areas may also be considered.

04.02 Defib pads due to be replaced on 6th January, council confirmed that new pads are required, all councillors were in agreement.

04.03 Wifi/Broadband, clerk explained the basics of Wildanet, Airband and Gigaclear. Airband were considered the first option. Costs were considered, Cllr Jones will pass this information onto the village hall.

04.04 Park Bench in memorial of John Hill/Plaque was discussed along with pricing. Deferred until the February agenda next year to accommodate the weather.

04.05 Budget plan, the clerk explained parts of the budget and explained that quite a few invoices will be increasing by 45% as in insurance and Dalc. Discussion was held on the donations. Mention was made of previous precepts that were high to cover playground equipment. Grants are to be applied for. Some savings from not having a clerk that can be used to help keep the amount of the precept down. The council voted for the amount of the and a resolution was passed for the agreed amount.

05.12.23 Mid Devon District Council:

05.01 Planning Application: None

05.02 Planning Decision: None

06.12.23 Reports from Councillors. Cllr Tuffin sent a response to our housing query and the parishioners query is being dealt with by Mid Devon .

07.12.23 Finance

06.01 The council approved this months payments as listed on the agenda.

06.02 Foot path balance remains the same as MDCC has been paying for the repairs.

06.03 Discussion on the amount in the bank, set amounts are reserved for play equipment.

- 08.12.23 Roads and Footpaths:**
07.01 The repair by the park gates, there are some doubts over the longevity of it.
07.02 Raddon Cross Roads needs to be reported.
- 09.12.23 Clerk's report:**
09.01 Auditor offering services from Cornwall has been in contact.
09.02 Crediton Cluster meeting in January, two councillors expressed an interest in this.
09.03 Notification of new gym equipment in Lords Meadows Centre.
09.04 The Brooke amendments confirmed and need to be changed to the new emails for each councillor.
09.05 Devon Mobility have requested a grant, £100 has been agreed.
09.06 Mid Devon Autumn newsletter received.
- 10.12.23 Miscellaneous Correspondence - none**
- 11.12.23 Minor matter and items for future agenda**
11.01 L Pilgrim wants to be removed from the neighbourhood watch. Cllr Collier will mention neighbourhood watch in passing to people in the village in an attempt to find a replacement.
- 12.12.23 Date of next meeting:** Wednesday 10th January 2024, at 7.30 pm, at the Village Hall
- 13.12.23 The Meeting closed at 20:32pm**

_____ Chair

_____ Dated