

## Clyst Honiton Parish Council Meeting 13<sup>th</sup> MARCH 2024

**To: all Members of Clyst Honiton Parish Council**

For information: County and District Ward Members, press and public

Issue date: Wednesday 6<sup>th</sup> March 2024

*The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.*

You are hereby summoned to attend the meeting of **Clyst Honiton Parish Council** on **Wednesday 13<sup>th</sup> March 2024 at 7.00pm**, to be held in the Black Horse Inn Meeting Room, for the purpose of transacting the business on the following agenda.

**Rob Martin**

**Clerk to Clyst Honiton Parish Council**

### AGENDA

Agenda No.	Agenda Item	Target Times pm
24/87	<b>APOLOGIES</b> To receive apologies for absence	7.00
24/88	<b>DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)</b> To receive declarations of interest in items on the agenda	7.01
24/89	<b>MINUTES</b> To approve, as a correct record, the minutes of the Parish Council meeting held on 17 <sup>th</sup> January 2024.	7.03
24/90	<b>COUNCIL REPORTS</b> <ul style="list-style-type: none"><li>a) <b>To receive a verbal Clerk's Report.</b></li><li>b) <b>NP Lead Report</b></li><li>c) <b>Village Maintenance</b> – to receive a report from Councillor Muir on the village maintenance activities undertaken since the last meeting.</li><li>d) <b>Other Councillor Reports</b> – to receive any reports from councillors on matters the council could consider at future meetings and to report on any meetings attended on behalf of the council.</li></ul>	7.05

*The Chairman to adjourn the meeting to allow the public to speak.*

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<b>24/91</b>	<b>PUBLIC AND OTHER BODIES' SESSION</b>	<b>7.20</b>
	To allow questions for District and County Councillors and to take any questions from members of the public. Any reports previously received from County and District Councillors will be assumed to have been read.  <i>The Chairman to reconvene the meeting.</i>	
<b>24/92</b>	<b>NEIGHBOURHOOD PLAN</b>	<b>7.30</b>
	To receive an update on the Regulation 16 consultation with any feedback from the Steering Group, and to receive a revised timetable from EDDC for the completion of the process.	
<b>24/93</b>	<b>NEIGHBOURHOOD DEVELOPMENT ORDER</b>	<b>7.45</b>
	To receive an update on the work now needed to get the NDO agreed and ready for the Regulation 23 consultation together with any feedback from the Steering Group.	
<b>24/94</b>	<b>ASSET MAINTENANCE</b>	<b>8.00</b>
	To consider whether to start a Repairs and Renewals Reserve for parish council assets, based on the Assets Register, last year's copy of which is attached.	
<b>24/95</b>	<b>ZIPWIRE REPAIR OR REPLACEMENT</b>	<b>8.15</b>
	To hear a report from Cllr. Wheeldon on his research into the replacement of the zipwire and to consider whether it is to be removed or to be repaired.	
<b>24/96</b>	<b>CLERK'S SALARY AND CONTRACT 2024/2025</b>	<b>8.25</b>
	To consider the attached report from the clerk on the current situation regarding the pension fund and agree the basis of the calculation of his salary for the coming year based on 15 hours per week rather than 20.	
<b>24/97</b>	<b>BANK RECONCILIATION</b>	<b>8.35</b>
	To approve 29 <sup>th</sup> February 2024 Bank Reconciliation statement.	
<b>24/98</b>	<b>RECEIPTS &amp; PAYMENTS TO DATE COMPARED TO BUDGET</b>	<b>8.40</b>
	To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1 <sup>st</sup> April to 29 <sup>th</sup> February 2023.	
<b>24/99</b>	<b>RECEIPTS &amp; PAYMENTS SCHEDULE</b>	<b>8.45</b>
	To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:  <b>PAYMENTS</b>	

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Payment to	Services	Amount £	Payment No.
<b>2023/2024</b>			
Modicum Planning	NP Consultancy	1,350.00	2324-26
Janvrin Edbrooke	NP Consultancy	1,600.00	2324-26
Countrywide Grounds Maintenance	Grass Cutting	131.84	2324-27
Starboard Systems Ltd, t/a SCRIBE	Finance System	543.60	2324-27
RJ Martin	Salary Feb 2024	1,005.67	2324-28
HMRC	Tax Deduction Feb 2024	245.00	2324-28
DCC Pension Services	Pension Contributions Feb 2024	355.09	2324-28
Tozers LLP	NDO Legal Work	652.80	2324-29
RGB Building Supplies	Sand for Sandbags	86.36	Card
Vodafone	Mobile Phone	14.85	DD
Adobe	Professional Upgrade	19.97	DD
RJ Martin	Salary Mar 2024	1,005.67	2324-30
HMRC	Tax Deduction Mar 2024	245.00	2324-30
DCC Pension Services	Pension Contributions Mar 2024	355.09	2324-30
<b>Janvrin Edbrooke – Amazon</b>	<b>USB Storage for NDO</b>	<b>84.99</b>	<b>2324-31</b>
<b>Countrywide Grounds Maintenance</b>	<b>Grass Cutting</b>	<b>131.84</b>	<b>2324-31</b>
<b>MNR Mowers Ltd</b>	<b>Equipment Servicing</b>	<b>335.69</b>	<b>2324-31</b>
<b>MNR Mowers Ltd</b>	<b>Fuel</b>	<b>49.01</b>	<b>2324-31</b>

### RECEIPTS

Receipt from	Services	Amount £	Method
<b>2023/2024</b>			
Groundwork UK	NP Grant Funding	3,711.00	BGC

### 24/99 PLANNING APPLICATIONS

8.50

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
24/0265/ADV	Axhayes Cattery Clyst Honiton Exeter EX5 2HS	Installation of a main entrance sign to the access of a new Cats Adoption Centre (previously approved under application 19/2365/MFUL)

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<b>24/100</b>	<b>DATE OF NEXT MEETING</b>	<b>8.55</b>
	The next scheduled meeting is on <b>Wednesday 17 April 2024</b> followed by the AGM on Wednesday 8 <sup>th</sup> May 2024, and will be held in the Black Horse Inn starting at 7.00pm.	
<b>24/101</b>	<b>PARISH COUNCIL MEETING CLOSURE</b>	<b>9.00</b>