

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

**Please note that the Clerk will take an audio recording of the meeting which will be used solely to ensure minute accuracy after which it will be deleted.**

Agenda No.	Agenda Item	Target Times pm
	<b>PUBLIC SESSION</b>	<b>7.00</b>
	Before the start of council business, members of the public have the opportunity to discuss their concerns about items on the agenda or matters of council business they want to raise.	
	This session will be restricted to a maximum of 10 minutes, with a maximum of 3 minutes per speaker.	
<b>25/61</b>	<b>APOLOGIES</b> To receive apologies for absence	<b>7.10</b>
<b>25/62</b>	<b>DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)</b> To receive declarations of interest in items on the agenda	<b>7.15</b>
<b>25/63</b>	<b>MINUTES</b> To approve, as a correct record, the minutes of the Parish Council meeting held on 2 <sup>nd</sup> October 2024.	<b>7.20</b>
<b>25/64</b>	<b>CLERK'S REPORT</b> To receive a report from the clerk on activities undertaken since the last meeting	<b>7.25</b>

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**25/65 PLANNING APPLICATIONS 7.30**

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
24/0691/FUL	1 School Cottage Clyst Honiton Devon EX5 2LZ	Construction of Single Detached Dwelling, new access and associated works
24/2049/MFUL	Land To The South Of Shercroft Close Station Road Broadclyst	Construction of a new 16 space car park with access from Station Road and a network of footpaths and the change of use of surrounding land to Country Park (Suitable Alternative Natural Greenspace - SANG)

**25/66 ZIPWIRE REPLACEMENT 7.35**

To consider the attached report from the clerk on the possibilities for replacing the removed zipwire.

**25/67 HIGHWAYS 7.45**

To consider the outstanding highways issues to be taken up with the new Neighbourhood Highway Officer covering Clyst Honiton who is Frances Caveney-James email: [Frances.CaveneyJames@devon.gov.uk](mailto:Frances.CaveneyJames@devon.gov.uk)

**25/68 VILLAGE MAINTENANCE 7.50**

To hear a report from Cllr. Muir on his work in the parish since the last meeting and to consider any further matters to be addressed.

**26/69 POSSIBLE CLYSTHONITON.GOV.UK WEBSITE 8.00**

To consider the introduction of a new website as proposed by HugoFox, as can be seen on <https://www.hugofox.com/>

**25/70 NEIGHBOURHOOD PLAN 8.10**

To hear a report from the clerk on the requirements to get to the referendum stage, now that the EDDC Cabinet have approved the Inspector's version unchanged.

**25/71 NEIGHBOURHOOD DEVELOPMENT ORDER 8.15**

To receive a progress report from the clerk.

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**25/72 CESSATION OF PENSION 8.20**

To consider the attached correspondence from the Devon county pensions team and receive a report from the clerk on his subsequent conversations with its representative.

**25/73 BUDGET & PRECEPT 2025/26 8.25**

To consider the attached analysis for the current year outturn expectations alongside a draft budget for next year.

**25/74 BANK RECONCILIATION & RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET**

To approve 31<sup>st</sup> October 2024 Bank Reconciliation statement and the attached statement of Receipts and Payments compared to Budgets for the period from 1<sup>st</sup> April 2024 to 31<sup>st</sup> October 2024.

**25/75 RECEIPTS & PAYMENTS SCHEDULE 8.40**

To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:

**PAYMENTS**

Payment to	Services	Month or Reference	Amount £	Payment No.
<b>2024/2025</b>				
Vodafone	Mobile Phone	Nov 24	16.03	DD
Simon A Martin	Payroll Services	Nov 24	8.00	Card
RJ Martin	Salary	Nov 24	1,080.72	2425-19
HMRC	Tax Deduction	Nov 24	341.15	2425-19
Adobe	Professional Upgrade	Nov 24	19.97	DD
Countrywide GM	Grass Cutting	Oct 24	122.10	2425-16
Countrywide GM	Grass Cutting	Nov 24	122.10	2425-20
PFK Littlejohn	External Audit	2024/25	252.00	2425-18
Black Horse	Room Hire	02/10/24	20.30	Card
Black Horse	Room Hire Informal	23/10/24	20.40	Card
DCC Pension Fund	Fee Back Payment	Apr to Oct 24	54.39	2425-20
DCC Pension Fund	Monthly Fee	Nov 24 onwards	7.77	Standing Order

**RECEIPTS**

Receipt from	Services	Amount £	Method
<b>2024/2025</b>			

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EDDC	Precept	8,250.00	BGC
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- 25/76 COUNCILLOR REPORTS 8.45**  
To receive a report from the chairman and to consider matters from councillors for inclusion on the agendas for future meetings
- 25/77 PROGRAMME OF MEETINGS 8.55**  
To agree to move to shorter monthly meetings, with all meetings to take place in the Black Horse Meeting Room from 7pm. Refreshments to be available for all attendees.  
  
To agree a schedule of meetings based on meeting monthly on the second Wednesday of each month, a draft of which follows:  
  
8<sup>th</sup> January 2025; 12 February 2025; 12 March 2025; 9<sup>th</sup> April 2025; 14 May 2025 (AGM & APM); 11 June 2025; 9 July 2025; 13 August 2025; 10 September 2025; 8 October 2025; 12 November 2025; 10 December 2025; 14 January 2026; 11 February 2026; 11 March 2026; 8 April 2026; 13 May 2026 (AGM & APM)
- 25/79 DATE OF NEXT MEETING**  
The next scheduled meeting is on **Wednesday 4 December 2024** and will be held in the Black Horse meeting room starting at 7.00pm.
- 25/80 PARISH COUNCIL MEETING CLOSURE 9.00**