

Clyst Honiton Parish Council Meeting 17th December 2024

To: all Members of Clyst Honiton Parish Council

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

Issue date: Wednesday 10th 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 **Tuesday 17th December 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
	PUBLIC SESSION	7.00
	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.	
25/81	APOLOGIES To receive apologies for absence	7.10
25/82	DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY) To receive declarations of interest in items on the agenda	7.15
25/83	MINUTES To approve, as a correct record, the minutes of the Parish Council meeting held on 13 th November 2024.	7.20
25/84	CLERK'S REPORT To receive a report from the clerk on activities undertaken since the last meeting and to review the attached Action List.	7.25

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25/85 PLANNING APPLICATIONS 7.30

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
24/1176/FUL	Exeter Inn Clyst Honiton Devon EX5 2NJ	Proposed change of use of existing two story property previously used as a public house until 2022 into a single dwelling. Deadline: 2 January 2025
24/1179/FUL	Exeter Inn Clyst Honiton Devon EX5 2NJ	Construction of 2no semi-detached two storey dwellings, with associated works. Deadline: 14 December 2024
24/2309/MFUL	Plot DC2 Exeter Logistics Park Clyst Honiton EX5 2DS	Alterations to the layout of the van storage area to remove the jet wash area and increase the number of bays from 413 to 465 Deadline: 11 December 2024

25/86 HIGHWAYS 7.40

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

25/87 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.

25/88 EAST DEVON DISTRICT COUNCIL CONTACT

To consider making contact with East Devon District Council regarding more information on what the current plans are for the New Town, particularly relating to how it will affect the status and boundaries of Clyst Honiton Parish and its council.

25/89 HOME FARM

To consider what the current situation is in relation to the development and decide whether there are further concerns to be addressed as a result.

26/90 COMPUTER FILE SHARING 8.00

To consider the issue of sharing computer files by:

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- a) Adapting the current parish council website to include a councillor-only area upon which to place files to be shared.
- b) The introduction of a new website as proposed by HugoFox, as can be seen on <https://www.hugofox.com/>.
- c) Using the current Dropbox File Storage facility.
- d) Adapting the Microsoft OneDrive facility to allow file sharing.

25/91 NEIGHBOURHOOD PLAN 8.10

- a) To hear a report from the clerk on the work being done to ensure that the plan is appropriately adjusted to include the requirements of the Examiner.
- b) To adopt the Plan that has been adjusted thus and agree it as the version to be put to referendum.

25/92 NEIGHBOURHOOD DEVELOPMENT ORDER 8.15
To receive a progress report from the clerk.

25/93 BUDGET & PRECEPT 2025/26 8.25
To consider the attached report and analysis for the current year outturn expectations alongside a draft budget for next year and consider the options available for the setting of a precept.

25/94 BANK RECONCILIATION & RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET
To approve 27th November 2024 Bank Reconciliation statement and the attached statement of Receipts and Payments compared to Budgets for the period from 1st April 2024 to 27th November 2024.

25/95 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.
2024/2025				
Vodafone	Mobile Phone	Dec 24	16.03	DD
Simon A Martin	Payroll Services	Dec 24	8.00	Card
RJ Martin	Salary	Dec 24	812.48	2425-22
HMRC	Tax Deduction	Dec 24	203.00	2425-22
Adobe	Professional Upgrade	Dec 24	19.97	DD
Countrywide GM	Grass Cutting	Dec 24	122.10	2425-20

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Countrywide GM	Grass Cutting	Jan 25	122.10	tbc
The Black Horse	Room Hire	13 Nov 24	27.20	Card
Dropbox	Annual Charge		95.88	DD
Royal Mail Group	Postage	VAT Return	1.65	Card

RECEIPTS

Receipt from	Services	Amount £	Method
2024/2025			
HMRC	VAT refund	613.44	BC

- 25/96 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
- 25/97 DATE OF NEXT MEETING**
The next scheduled meeting is on **Wednesday 8 January 2025** and will be held in the Black Horse meeting room starting at 7.00pm.
- 25/98 PARISH COUNCIL MEETING CLOSURE 9.00**