

## Clyst Honiton Parish Council Meeting 17<sup>th</sup> November 2021

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

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

Issue date: Friday 5<sup>th</sup> November 2021

*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 17<sup>th</sup> November 2021 at 7.00pm**, to be held in the meeting room of the Black Horse Inn, for the purpose of transacting the business on the following agenda.

*Rob Martin*

**Clerk to Clyst Honiton Parish Council**

## AGENDA

### 22/046 APOLOGIES

#### To receive apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

### 22/047 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

#### To receive declarations of interest in items on the agenda

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

### 22/048 MINUTES

To approve, as a correct record, the minutes of the Parish Council meeting held on 9<sup>th</sup> September 2021.

### 22/049 COUNCIL REPORTS

- a) **To receive the Clerk's Report attached.**
- b) **Clyst Honiton Neighbourhood Plan and Neighbourhood Development Order** – to receive a written report from the Neighbourhood Plan lead on progress since the last meeting and to consider recommendations contained therein.
- c) **Village Maintenance** – to receive a report from Councillor Muir on the village

## Clyst Honiton Parish Council Meeting 17<sup>th</sup> November 2021

maintenance activities undertaken since the last meeting.

- d) **Other Councillor Reports** – 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.

*The Chairman to declare the meeting closed*

### **22/050 PUBLIC AND OTHER BODIES' SESSION**

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.

*The Chairman to declare the meeting open*

### **22/051 NEW EAST DEVON LOCAL PLAN**

To consider the presentation attended by councillors on 11<sup>th</sup> November 2021 and to discuss any implications for the Clyst Honiton Parish

### **22/052 CRANBROOK PROPOSALS**

To consider the latest proposals to extend the boundary of Cranbrook.

### **22/053 VILLAGE FETE 2022 & QUEEN ELIZABETH PLATINUM JUBILEE**

To consider holding a Village Fete in June 2022 as a way to celebrate the Queen's Jubilee.

### **22/054 CLYST CHATTER**

To hear a report from Cllr. Wheeldon on the experience of producing the magazine for the first time.

### **22/055 2020/2021 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN**

To receive the attached external auditor's Section 3 statement and to note that nothing needs to be done as a result.

### **22/056 INTERNAL COMMUNICATIONS**

To consider the acquisition of i-pads solely for the use of council business to solve the communication problems being experienced. An example of a new version is attached.

### **22/057 PICNIC BENCHES**

To consider the installation of picnic benches

### **22/058 COMMUNITY FACILITY**

To adopt the attached Community Facility Business Plan and to use it for the purposes of communicating with the public and other organisations such as the Church

## Clyst Honiton Parish Council Meeting 17<sup>th</sup> November 2021

Commissioners.

### 22/059 RECURRING MATTERS

To discuss any further matters regarding:

- a) Mosshayne Sewage
- b) DPD/Amazon Vans

### 22/060 HIGHWAYS

To discuss the possible extension to the yellow-lining opposite the entrance to ship lane, in the light of comments received.

### 22/061 2022/2023 BUDGET & PRECEPT

To consider the attached budget analysis in order to be able to set the precept for the coming year.

### 22/062 BANK RECONCILIATION

To approve the 31<sup>st</sup> October 2021 Bank Reconciliation statement.

### 22/063 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

- a) To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1<sup>st</sup> April to 31<sup>st</sup> October 2021.
- b) To receive the attached statement monitoring progress of the spend against available grant for the NDO/NP project.

### 22/064 RECEIPTS & PAYMENTS SCHEDULE

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

#### PAYMENTS

Payment to	Services	Amount £	Payment No.
<b>2021/2022</b>			
RJ Martin	Salary October 2021	852.19	212214
DCC Pension Scheme	Pension Contrib.	293.47	212214
HMRC	Tax/NI	258.77	212214
Royal Mail	Postage	1.83	Card
Microsoft	Office 365	59.99	Card
The Black Horse Inn	Meeting Venue	50.00	Card
Zoom UK	Access Sept 21	14.39	Card
Zoom UK	Access Oct 21	14.39	Card
Vodafone	Mobile Sept 21	9.80	DD
Vodafone	Mobile Oct 21	9.80	DD
Andrew Kirby Architects	Community Facility Design	3,060.00	212215
Burton Reid Associates	Ecological Surveys	3,164.68	212216

## Clyst Honiton Parish Council Meeting 17<sup>th</sup> November 2021

Chic Flower Designs t/a Plandscape	Grass Cutting Sept 21	46.33	212217
RJ Martin	Salary November 2021	852.19	212218
DCC Pension Scheme	Pension Contrib.	293.47	212218
HMRC	Tax/NI	258.77	212218

### RECEIPTS

Receipt from	Services	Amount £	Method
<b>2021/2022</b>			
Mid Devon DC	Precept	9,000.00	BGC
HMRC	Vat Refund to 30 Sept 21	1,634.26	BGC

In addition, payments will be made for invoices received since the agenda was set.

Payment items in **bold** will be made following the meeting.

### 22/065 PLANNING APPLICATIONS

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
21/2490/MRES	Land North off Old Titheburn Lane, Clyst Honiton Exeter	Reserved matters application (access, appearance, landscaping, layout and scale) for construction of 150 dwellings including affordable housing, landscaping, allotments, NEAP and associated site infrastructure; pursuant to outline planning permission reference 17/1019/MOUT. The proposal includes the discharge of conditions 6, 7, 9, 11, 12, 13, 20, 21, 23, 24, 25, 28, 36 and 37 of outline planning permission 17/1019/MOUT  <b>Out of date</b>
21/2604/OUT	6 Railway Terrace Broadclyst Station Exeter EX5 3AX	Outline application, with all matters reserved, for the erection of seven dwellings.  <b>5 November 2021</b>

### 22/066 DATE OF NEXT MEETING

## Clyst Honiton Parish Council Meeting 17<sup>th</sup> November 2021

The next scheduled meeting of Clyst Honiton Parish Council is Thursday 13<sup>th</sup> January 2022, at 7pm at the Black Horse.

**22/067 MEETING CLOSURE**