

**Meeting between Clyst Honiton Parish Councillors and Helen Selby of Devon  
County Highways  
22<sup>nd</sup> June 2021 at 8.00am starting at the Village Road**

**NOTES OF THE MEETING**

Present – **Helen Selby, Suzanne Hales, Gary Collier, Sean Wheeldon, Grant Harrison, Henry Gent, Mike Muir.**

Apologies – **Rob Martin**

1. The meeting convened outside the entrance to Ship Lane, Clyst Honiton.
2. The purpose of the meeting was to discuss matters of concern both within the village and surrounding roads all within the Parish of Clyst Honiton.
3. The matter of the remaining budget from that allocated to the Village Road closure in 2018. Helen was, apparently, unaware of any budget left from the road closure. County Councillor Henry Gent would look into this. The Clerk would send the earlier correspondence on the matter to both Helen and Henry.
4. Grant talked to Helen and Henry about the original discussion with Ray about what we could have done as part of the road closure. Sarah Randall Johnson was also involved in this conversation.
5. Helen had received the email and photos from Janvrin about Holbrook end of the Parish and said it was due to be taken up and resurfaced using recycled material, which takes up the original road surface crushes it, mixes it with new tar and relays it.
6. Sue suggested that Helen drive up to the road and see the difficulties outlined in the email to Helen by Janvrin Edbrooke.
7. The Chairman mentioned that there should be signs restricting large HGVs from entering the lanes all around the Parish as they often get stuck in the lanes. Helen said there was no budget for new signs, but the parish could purchase these themselves at a cost of about £300.00 per sign. The parish council would consider this at its next meeting on 8<sup>th</sup> July 2021.
8. Henry said that the junction to Tythebarn Way was due to have traffic lights put in some time this year to stop traffic building and backing up on the old A30 London Road.
9. Access to Ship Lane was discussed, with Helen suggesting hatching opposite the entrance to the lane. This could not be legally enforced but would be a good deterrent. Helen took photos of the entrance to Ship Lane and said she would put an order in for a heavy duty resurface around the drains and pavement leading into the road.

10. The possibility of a resident parking scheme was discussed with Helen thinking this would be the best option. We also discussed chicanes if the remaining road closure budget was still available, making the pavement wider in places. This would obviously lose parking spaces but make the road less of a straight line and give more of a village feel. Planters or trees could be placed on these.
11. Sean suggested a 20 miles per hour limit within the village which Helen said, as it was a dead end, this is unlikely.
12. Mike mentioned using the land next to Gary for parking. Rob would again ask the Church Commissioners about the use of this land and chase them about the new gate.
13. Sue said that the parking would only get worse once all the warehousing had been developed because workers will eventually start parking in and around the village.
14. Sean talked to Helen about the entrance to the village and how traffic lights would work to let traffic out. Helen said it is unlikely because there is not enough traffic emerging from the village. The points Rob put on the road document highlight the issues of leaving the village road were relevant and would be reiterated.
15. The possibility of a raised entrance to the village road at the Exeter Inn was mentioned to limit speeds at this point.
16. The parking outside the pub was discussed particularly about how it makes cars turn into the village road on the wrong side, causing near misses.
17. We discussed the vans in the lay-by and Helen said nothing could be done. Sean suggested the same scheme Exmouth put in place about no overnight parking. Vans are left overnight and their drivers' cars are left during the day, making parking for others impossible.
18. No overnight parking signs could be purchased by the Parish Council.
19. We discussed the resurfacing, due this financial year, which is to be a micro-surface - small stone mixed with tar top dressing. This has no colour option. Helen said everyone would be notified in good time to move cars off the road.
20. We said that the hedge at the top end near the road closure needed to be cut back before the surfacing was done. This hedge is within Helen's small budget, but it can only be cut back when it causes danger or obstruction. We can email her if we have concerns, but it is not a regular task because of budget. The hedge has become highways responsibility but is not owned by them. Mike pointed out that if it was cut back regularly it makes it easier to maintain.
21. The attendees went up to the parish field area and Helen took photos. It was suggested that signs in the road to indicate children playing were put in place to stop speeding in that area.

22. Sue explained to Helen that they needed to highlight all the issues that concern the Parish Council, as a starting point as the problems will only increase as time goes on.
23. Rob would send the relevant earlier emails alongside his briefing paper and the notes of this meeting to Helen, Henry and Sarah Randall Johnson.

22/025

**BANK RECONCILIATION**

To 30.06.2021

	£	£
<b>FUNDS HELD IN BANK ACCOUNT @ 30th June 2021</b>		
Lloyds account balance	86,322.09	
Petty Cash Balance	82.91	
<b>TOTAL FUNDS HELD IN BANK</b>		<b>86,405.00</b>
Less unrepresented cheques		
		-
<b>Total funds less unrepresented cheques</b>		<b>86,405.00</b>
<b>CASHBOOK BALANCE @ 01.04.2021</b>		
Plus income received	75,500.11	
Less payments made	19,443.87	
	8,538.98	
<b>BALANCE</b>		<b>86,405.00</b>
<b>Reconciliation</b>		-

Agreed and signed: .....

Agreed and signed: .....

Minute ref:

Date:



## Treasurers Account Statement

Printed: 02 July 2021

**Clyst Honiton Parish Council**

14 STATION ROAD  
YEOFORD  
CREDITON  
DEVON  
EX17 5HU

Sort code 30-99-08

BIC: LOYDGB21244

Account number 22152368

IBAN: GB14 LOYD 3099 0822 1523 68

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on 0345 072 5555 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (+44 (0) 1733 347 338, from outside the UK). Or Textphone 0345 601 6909.

Date	Description	Type	In (£)	Out (£)	Balance (£)
28 Jun 21	VODAFONE LTD 7043754209-1001	DD		8.80	86322.09
18 Jun 21	HMRC - ACCOUNTS OF	BP		258.77	86330.89
18 Jun 21	DCC PENSION FUND	BP		293.47	86589.66
18 Jun 21	RJ MARTIN	BP		852.19	86883.13
16 Jun 21	EAST DEVON DC	BGC	9000.00		87735.32
14 Jun 21	ZOOM.US 888-799-96 CD 1717 12JUN21	DEB		14.39	78735.32
11 Jun 21	ANDREW KIRBY ARCHI 300000000773049947 2104-01/INV/ARK/AR 403602 10 11JUN21 14:25	FPO		1836.00	78749.71
01 Jun 21	COMMUNITY FIRST TR 500000000763437798 CLYST HONITON PC 405240 10 29MAY21 12:07	FPO		698.08	80585.71
28 May 21	WOODBLOX CD 1717	DEB		849.11	81283.79
26 May 21	VODAFONE LTD 7043754209-1001	DD		6.09	82132.90
24 May 21	HMRC VTR XXV126000106492	BGC	1443.87		82138.99
20 May 21	HMRC - ACCOUNTS OF	BP		258.97	80695.12
20 May 21	DCC PENSION FUND	BP		293.47	80954.09
20 May 21	RJ MARTIN	BP		851.99	81247.56
13 May 21	CHIC FLOWER DESIGN 600000000755802019 PLANDSCAPE IN 7406 600846 10 13MAY21 14:54	FPO		134.31	82099.55
13 May 21	JANVRIN EDBROOKE 400000000760786800 NP EXPENSES 556144 10 13MAY21 14:54	FPO		100.18	82233.86
13 May 21	MELANIE BICKELL 500000000756023335 CLYST HONITON PC 203047 10 13MAY21 14:53	FPO		150.00	82334.04
13 May 21	THE PAYROLL BUREAU 400000000760786784 P1645/21 535055 10 13MAY21 14:53	FPO		38.40	82484.04
13 May 21	MNR MOTORS 400000000760786777 154541 309436 10 13MAY21 14:53	FPO		33.00	82522.44
12 May 21	ZOOM.US 888-799-96 CD 1717	DEB		14.39	82555.44
28 Apr 21	VODAFONE LTD 7043754209-1001	DD		22.33	82569.83

22/02/21(a)

## CLYST HONITON PARISH COUNCIL

## RECEIPTS AND PAYMENTS ACCOUNT MONITOR

As @ 30th June 2021

2020/2021 Actual £		2021/2022 Budget £	2021/2022 to date £	% of Budget £
<b>RECEIPTS</b>				
20,114.00	Precept	18,000.00	9,000.00	50%
22,297.49	Grants	9,000.00	9,000.00	100%
-	NP	-	-	0%
1,500.00	NDO Grants	-	-	0%
4,339.02	Section 106	-	-	0%
9,198.61	VAT	5,000.00	1,443.87	29%
<b>57,449.12</b>	<b>TOTAL Receipts</b>	<b>32,000.00</b>	<b>19,443.87</b>	<b>61%</b>
<b>PAYMENTS</b>				
<b>Administration</b>				
13,239.64	Clerk's Salary	13,500.00	3,309.81	25%
216.00	Home as Office	312.00	54.00	17%
613.44	National Insurance	630.00	151.11	24%
2,793.47	Pension	2,850.00	698.37	25%
457.59	Clerking Expenses	700.00	31.02	4%
-	Councillor's Expenses	200.00	-	0%
329.91	Payroll & Stationery	500.00	133.38	27%
95.92	Room Hire/Zoom	500.00	35.97	7%
-	Councillor Training	200.00	-	0%
-	Clerk Training	500.00	-	0%
286.00	Subscriptions	300.00	283.99	95%
550.00	Audit	550.00	150.00	27%
755.87	Website	120.00	-	0%
698.08	Insurance	700.00	698.08	100%
<b>Maintenance</b>				
327.16	Grass Cutting	500.00	111.93	22%
-	Bus Shelter	-	-	0%
251.25	Operational	350.00	-	0%
-	SWW Trees	-	-	0%
-	Parish Shed	-	-	0%
437.86	Lawn Mower	300.00	27.50	9%
-	Footpaths	-	-	0%
-	Zipwire	-	-	0%
<b>Neighbourhood Plan</b>				
155.76	NP Lead Expenses	400.00	100.18	25%
<b>Other Expenditure</b>				
-	Assets	300.00	707.69	236%
350.55	S 137	-	-	0%
-	Elections	-	-	0%
19,008.75	NP/NDO Surveys	24,011.00	1,530.00	6%
12,293.50	Play Equipment	500.00	-	0%
1,951.34	Memorial Garden	-	-	0%
6,794.93	VAT	5,000.00	515.95	10%
<b>61,607.02</b>	<b>TOTAL Payments</b>	<b>52,923.00</b>	<b>8,538.98</b>	<b>16%</b>
4,157.90	Net Payments/(Receipts)	20,923.00	<b>(10,904.89)</b>	-52%
<b>RESERVES</b>				
79,658.01	Balance b/f	75,500.11	75,500.11	
4,157.90	Net Payments/(Receipts)	20,923.00	(10,904.89)	
75,500.11	Current Balance	54,577.11	86,405.00	

22/026(b)

CLYST HOMITON PARISH COUNCIL

02-Jul-21

NDO & NP Grant Funding Monitor

Element of Work	Expertise Required	Locality Grant	Grant Variation No 1 & 2	Total Grants	Orders Placed	Payments to Date	Orders Placed but not completed	Expenditure to date	Expenditure of Grant	Work Needed but not yet ordered	Agency
Noise Assessment		13,300	-	13,300	13,300	13,300	-	13,300	-	-	Bickerdike Allen Partners
Commercial assessment		1,500	450	1,050	1,500	1,050	-	1,050	-	-	Stretton Creber
Housing Needs Survey		2,600	298	2,302	2,302	2,302	-	2,302	-	-	Devon Communities Together
NDO Masterplan development (RIBA 3/4)	Architect to include initial transport assessment considerations Support to draft NDO conditions and healthcheck	13,770	-	13,770	5,100	1,530	3,570	5,100	8,670	8,670	Andrew Kirby Architect
Planning Consultant		5,000	-	5,000	5,000	2,400	2,600	5,000	-	-	Rachel Hogger - Modicum
NDO proposal for delivery, Business planning and support around EoI for developers and community facility		2,500	800	1,700	1,809	1,809	-	1,809	109	-	5 days at £500 per day plus VAT
Legal Fees		6,500	6,500	-	-	-	-	-	-	6,500	Simon Sander Anderson
Ecological Surveys		-	7,248	7,248	7,223	4,469	2,754	7,223	25	-	Burton Reid
Basic Conditions Survey		-	800	800	800	800	-	800	-	-	Rachel Hogger - Modicum
<b>TOTAL</b>		<b>45,170</b>	<b>-</b>	<b>45,170</b>	<b>37,034</b>	<b>27,660</b>	<b>8,924</b>	<b>36,584</b>	<b>8,586</b>	<b>15,170</b>	