



There was a remote meeting of Clyst Honiton Parish Council on Thursday 11th March 2021 at 7.00pm held on ZOOM

Members Present: Parish Councillors Gary Collier; Suzanne Hales (Chair); Grant Harrison; Mike Muir and Sean Wheeldon.

Guests Present: Janvrin Edbrooke (NP/NDO Steering Group); District Councillors Eleanor Rylance, Sarah Chamberlain and Dan Ledger; Councillor Sara Randall Johnson.

Attendance: Rob Martin, Clerk; Janvrin Edbrooke, Neighbourhood Plan Lead.

Members of the general public:

MINUTES:

/150 APOLOGIES

Apologies were received and accepted from County Councillors Sara Randall Johnson & Ray Bloxham.

/151 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

No declarations were made.

/152 MINUTES

On a proposal by Cllr. Wheeldon, seconded by Cllr. Harrison, the minutes of the Parish Council meeting held on 9th February 2021 were unanimously **Agreed** as a correct record and would be signed by the Chairman when the situation allowed.

/153 COUNCIL REPORTS

a) Clerk's Report

The Clerk's report was **noted**.

b) NDO/NP Lead Report

The following report was presented by Janvrin Edbrooke:

NEIGHBOURHOOD PLAN

1. Reg 14 Draft NP:

- a) The Reg 14 policies has been updated.
- b) KW to check the final document for formatting., numbering, appendices etc
- c) Updated NP sent to NDO Doc writer (SA3 will be written by her)
- d) Updated NP sent back to Locality for the SEA to be updated

Recommendation 1. For council to note

2. EDLP Issues and Options Document Consultation: Closing Date March 15th

As NP Lead I have prepared a response document in relation to:

- Doc 1 How the CHPC NP is in conformity/ variance with the Issues and Options Document.
- Doc 2 How the NP answers the questions requested in the I & O document.

Doc 1. This can be an evidence document which CHPC can refer to, to show how the CHPC NP remains in conformity with the new LP. This document will be an Appendix for the NP.

Doc 2 would a response based on information in the NP

Recommendation 2: To discuss and agree on NP document 2 being submitted in the consultation process.

Recommendation 3: To note and utilise the NP documents to aid the PC in preparing their own submission document in item 21/157 tonight for the consultation process which closes on March 15th

NEIGHBOURHOOD DEVELOPMENT ORDER

The NDO will be reported in a separate section to provide clarity between the NP and NDO

1. NDO Assessment Update

ASSESSMENTS (Tbc in blue)	UPDATES (Green sections to be noted)
Transport Assessment PellFreishmann CC)	Only Assessment not received. CC to commence once Ecology surveys have been commissioned.
Strategic Environmental Assessment SEA (AECOM)	Completed. Report concluded no recommendations. Sent to AECOM to see if the SEA document needs to be updated.
Habitats Regulation Assessment (HRA) AECOM	This is being carried out by AECOM and the work has begun. It will not be completed until the NDO document is finalised.
Ecology Survey Reid Burton	A meeting with Locality and CC regarding a stalemate situation it was agreed that the surveys have to be completed in order for the site progress and for the CC to commission the Transport work. Item 21/155 to discuss payment of this work

Recommendation 4. For Council to note.

2. **NDO Grant:**

- This was to be spent by March 31st.
- Dave Chapman is requesting an extension as Covid 19 has severely affected the NDO assessment process. Extension to June 30th 2021 has been confirmed.

IMPLICATIONS

- A. For the PC to finalise Community Hub building floor plans and outdoor plans.
- B. Architect to commence master plan work.
- C. Rachel Hogger to complete the NDO document.
- D. Ecology Surveys commissioned.

Timelines:

May / June: Results of ecology survey work will enable masterplan to commence. Transport work should be completed by then.

July – early Sept: All documentation including legal agreements to be completed.

Sept – Nov Reg 14

Recommendation 8: For Council to note grant and timelines.

Decision: on a proposal by the Chairman, seconded by Cllr. Collier, it was **Resolved** that the contents of this report be **noted** and necessary action will be taken in relation to the I & O consultation.

c) Village Maintenance Report

Cllr. Mike Muir read a report on the work he had done since the last meeting, the contents of which were as follows:

- Regular weekly checks had been done on the play equipment.
- He had tightened up the swings and ensure all connections are tight.
- The ROSPA inspection has been earmarked for end of March 2021, although no firm date has been received yet.
- He had taken two bits of machinery for repair.
- He raised the question of plants for the memorial garden, indicating that he could start the planting for around £40. It was Agreed that councillors would get together and draw up a list of plants required so that they could ask public for specific plants rather than just 'a plant'.
- He wanted to be able to ask the Clerk to order planters mentioned at the last meeting. It was **Agreed** that the Clerk would send around details of what was being suggested with prices, before they could be ordered.

d) Other Councillor Reports

A general discussion took place on the damage recently caused by hooligans in the village.

The Chairman then closed the meeting to allow the District & County Councillors and members of the public to report on their issues.

21/154 PUBLIC AND OTHER BODIES' SESSION

East Devon District Council

District Cllr. Eleanor Rylance introduced Dan Ledger who was portfolio holder for the Local Plan, the Issues and Options paper of which was on this agenda. Car parking charges will be increased in April 2022, when there would be an annual car park ticket for all East Devon car parks costing £240 per year. The Broadclyst Neighbourhood Plan had just finished its consultation period.

District Cllr. Sarah Chamberlain also mentioned the Broadclyst Neighbourhood Plan, with the full plan being available on the Parish Council website. She also mentioned the planning applications for the building next to Amazon building in case the Parish Council had a view on the effects on traffic, highways etc.

District Cllr. Dan Ledger – thanked the Parish Council for including him, he was there to listen to the conversation on the Issues & Options consultation currently out. The Local Plan had been started in 2012, but not adopted until 2016 and needed updating to be NPPF compliant, particularly for town centres and climate change.

Devon County Council

No councillors present

Public Questions

No questions.

The Chairman then reopened the meeting

21/155 CLYST HONITON NEIGHBOURHOOD DEVELOPMENT ORDER

a) **Grant Variation Order**

A Grant Variation Order was required to utilise the grant originally earmarked for legal fees to pay for the Ecological Survey work detailed above. On a proposal by Cllr. Muir, seconded by Cllr. Harrison it was unanimously **Resolved** to formally request a variation order for this purpose.

b) **Community Facility Design**

The Clerk had circulated a paper outlining a possible specification for the community facility and after a proposal by Cllr. Muir seconded by the Chairman,

it was **Resolved** to use this document to brief Architects with whom a conversation will then begin to use their experience to come up with a firmer proposal for onward transmission to the Church Commissioners to be included in the eventual contract.

21/156 HGV VEHICLES BLOCKING VILLAGE LANES

Janvrin Edbrooke had prepared a report with photographs of HGV vehicles blocking the lanes in her part of the parish, which was unsatisfactory. On a proposal by Cllr. Collier, seconded by Cllr. Muir, it was **Resolved** that the Clerk would write to Helen Selby from County Highways and request a meeting with her in the village as soon as the COVID regulations allow. In the meantime, councillors will get together to write a list for the village of highways matters that need to be rectified, complete with photographs, which the Clerk would send to Helen before any such meeting.

21/157 LOCAL PLAN ISSUES AND OPTIONS

The Clerk had circulated a detailed paper which provided answer to each and every question asked within the Issues and Options document. He had stressed that the answers given were just his, based on his experience with Local Plans elsewhere and that councillors were requested to consider what the alternative answers should be from a Clyst Honiton perspective.

Janvrin Edbrooke had been sent a copy of the Clerk's work and she had commented on the answers given, when held against the policies contained in the emerging Neighbourhood Plan. These had also been circulated to councillors and it was agreed that the discussion should revolve around where the two versions differed significantly.

Various viewpoints were offered by councillors, but there was general agreement that there was no conflict between the points made by Janvrin and the Clerk and a final version, based on the Clerk's original work, but adjusted both for the local view and to restrict the word count to the maximum allowed would form the response from the Parish Council.

Rob and Janvrin were thanked for the great deal of effort they put into this.

District Councillor Dan Ledger was asked for his observations on the Parish Council's efforts to have an input and he said that this had been the most inspiring parish council meeting on this matter he had attended, he had been to many, and that he would like to see the recording of this part of the meeting to use as an example. He thanked the Parish Council for this.

21/158 BANK RECONCILIATION

The 28th February 2021 Bank Reconciliation statement was **Noted** and would be signed as a correct record when circumstances allow.

21/159 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

- a) The attached statement of Receipts and Payments compared to Budgets for the period from 1st April to 28th February 2021 was **Noted**.
- b) The attached statement monitoring progress of the spend against available grant for the NDO/NP project was **Noted**.

21/160 RECEIPTS & PAYMENT SCHEDULE

The payment of the invoices on the schedule below was **Verified** for the period since the last meeting:

PAYMENTS

Payee	Services	Amount £	Payment No.
2020/2021			
Vodafone	Mobile	22.07	Direct Debit
Zoom	Meeting Access	14.39	DC2107
Amazon	Paper	19.89	DC2121
RJ Martin	Salary March 2021	851.99	202038
DCC Pension Scheme	Pension Contrib.	293.47	202038
HMRC	Tax/NI	259.66	202038

RECEIPTS

Payee	Services	Amount £	Payment No.
2020/2021			
None			

Items in **bold** were made following the meeting.

21/161 PLANNING APPLICATIONS

The following Planning Application decisions and comments were unanimously **AGREED**:

Reference	Location	Proposal
21/0282/MRES	Plot DC3, Exeter Logistics Park, Exeter EX5 2GB	Reserved Matter Application pursuant to the development of Plot DC3 for warehouse use together with part of the Exeter Logistics Park estate road required to facilitate the development together with submission of details, pursuant to discharge conditions 6, 7, 8, 9, 10, 15, 18, 21, 24, 26 and 28 relevant to Plot DC3 Decision: No objection , but to express concern about the potential noise and traffic increase caused by this development.
21/0283/MRES	Plot DC4, Exeter Logistics Park, Exeter EX5 2DS	Reserved Matters Application pursuant to the development of Plot DC4 for a warehouse unit (Use Class B8) and associated works together with part of the Exeter Logistics Park estate road required to facilitate the development together with submission of details, pursuant to discharge conditions 6, 7, 8, 9, 10, 15, 18, 21, 24, 26 and 28 relevant to Plot DC4 Decision: No objection , but to express concern about the potential noise and traffic increase caused by this development.
21/0500/FUL	Lancaster House Unit 1 Exeter International Office Park Clyst Honiton Exeter EX5 2HL	Installation of AC Plant and erection of a bin store Decision: No objection , but to express concern about the potential noise from the AC plant
19/1422/MRES	Phase 4 Infrastructure To the east of the Ecology Park and west of Southbrook Lane Cranbrook New Community	Reserved matters comprising layout, scale, appearance, landscaping and access for the construction of a foul water pumping station (to include both underground and over ground infrastructure and secure boundary fence), two surface water basins, a shared footway and cycleway and connecting highway link and the removal and the construction of a new hedgerow. (Subsequent application in respect of permission 03/P1900 which was accompanied by an environmental statement) Decision: No objection

21/162 DATE OF NEXT MEETING

The next remote meeting of Clyst Honiton Parish Council is to be on **Thursday 15th April 2021**, at 7pm.

Please note the change of date

21/163 MEETING CLOSURE

The meeting closed at 9.45pm

Signed:.....

Print:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST

21/167a

CLERKS REPORT

Report to: Clyst Honiton Parish Council

Date: 15th April 2021

Agenda item: 21/167a

Recommendation:

- i. that the report be noted
- ii. that any recommendations contained within are considered and resolved
- iii. that any actions arising from matters contained within be actioned

Report detail:

1. ACTION LIST

The attached action list has now been updated for work done during the month since the last meeting. Where appropriate, more detail is contained below.

2. SECTION 106 FINANCE

The cash has now been paid to CHPC, and the final accounts will show a new reserve for this sum. As the play area has been built already, there is a need for Council to determine whether this should be used to increase the General Reserve or be added to the Neighbourhood Plan/NDO Reserve.

3. FINAL ACCOUNTS 2020/2021

These are now prepared and will shortly be sent to the Internal Auditor before being brought back to Council for approval at the AGM in May 2021.

4. DPD PARKING ISSUES

I contacted Trevor Berry, Environment Sustainability Manager at DPD, to inform him of the unacceptable parking taking place in the village. He has made promises in his email to me dated 6th April 2021, as follows:

Rob,

Thank you for the email and hope you had a good Easter weekend.

I have this morning had an update from the Exeter Depot Manager, assuring me that all our Drivers have been communicated with clearly stating that they should not be parking in Clyst Honiton. The depot management have also arranged to patrol the area in the evenings to ensure that no one is parking there.

Can I ask that any evidence is forwarded to me and Environment@dpdgroup.co.uk please.

Trevor

Please let me know if this reoccurs and I will sort it with Trevor immediately.

5. ENTRANCE TO THE BYPASS SITE

I contacted Victoria Jarrad, as the land agent for the Church Commissioners and received the following reply from her on 7 April 2021:

Good evening Rob,

Thank you for your email and for letting me know. With regards to the concrete bollards, these were temporarily moved to allow our contractors access to maintain the fields. They are now back in situ.

We have also asked our contractors to look into replacing the gates, which I hope will be actioned this week.

I hope the above will bring peace of mind to the village, however, should you have any further concerns please do let me know. I am aware that travellers are in the area but our contractors are in touch with the councils liaison officer to ensure they do not make their way onto Commissioner lands.

Thank you again

Kind regards

Victoria

Again, any such concerns should be communicated to me, and I will ensure Victoria is as good as her word.

6. SHIP LANE RESIDENTS

I was contacted by Sally Fitton, who was looking to represent Ship Lane residents, who expressed concern about ongoing parking issues opposite the entrance to Ship Lane. This is a matter that we were looking to talk to Helen Selby at Devon County Highways about, amongst other things. When a clear list is available of tasks that need doing, I will write to Helen and arrange something.

Sally Fitton emailed Cllr. Collier in response to my outline of what the parish council was looking to do with:

Dear Gary,

Thank you for your email and the update in relation to the ongoing issues.

To clarify, Devon County Council (DCC) advised our 'request' to extend the double yellow lines to include up to and opposite the entrance to Ship Lane had to come via the Parish Council (in the first instance) for DCC to consider rather than ourselves. They did not advise it was 'down to the Parish Council'.

In relation to 'enforcement' should the yellow lines be extended – the residents of Ship Lane have been and are continuing to report illegal parking on both the single and double yellow lines via the online 'report a parking problem' to Devon Highways who subsequently patrol the area, issue fines as appropriate and feedback to us. We have noticed that overall this has had a positive impact in relation to parking on the double yellow lines in particular. It also had a

significant impact on parking on the single yellow line until the parking restrictions sign was removed. We requested the sign be replaced and Devon Highways confirmed they have requested this but that was weeks ago. We remain in communication with Devon Highways and Mr Ryan Goldsmith (Operations Manager, Heavitree Breweries) in relation to this matter.

We are equally determined to have this matter resolved asap. Our next step was to contact Ben Bradshaw, M.P. Labour for Exeter and Simon Jupp, M.P. Conservative for East Devon. Please can you advise as to whether they have already been made aware of the situation?

We are happy to contribute to resolving this matter and to be involved as required. Please can you keep us updated as appropriate?

Kind regards,

Sally Fitton (on behalf of the residents of Ship Lane).

It has been clear for some while that this is an important matter to sort out and I will look too contact Helen as soon as we have a clear agreed picture of what we want. Following that, the optimum street scene plan can be pulled together.

7. VALUE ADDED TAX (VAT)

The end of year VAT return has been submitted in the sum of £6,794.93, but payment will not be received until early May 2021.

8. CORONA VIRUS COVID 19

The expectation is that meetings will return to being in person after 6th May 2021, although as always in Clyst Honiton, there is always the question of where the meetings should be. The Church does not offer the opportunity to be socially distanced which will still be a necessity for some time after the current lockdown requirements are released.

The view currently is that on-line meetings are not covered as being public within the 1972 Act, but this is being challenged legally. The Covid legislation pushed through in March 2020 allowed this to be overruled until 6th May 2021, when the local elections were due, not expecting the problem to continue as it has. The opening up of venues such as hotels is subject to the lockdown rules, with most waiting until 17th May to be able to do that meaning that the meeting scheduled for 13th May 2021 falls between the two. There is the question of whether the Council is convinced that any meeting would be safe for all if held in public, or whether it considers that remote meetings would be preferable in the circumstances.

Advice received has been that it is for each Parish Council to decide what it does about its annual meetings.

CLYST HONITON PARISH COUNCIL

ACTION LIST

Subject	Detail	Responsibility	Action to Date	Action Still to be Taken
Neighbourhood Plan	To produce a Neighbourhood Plan for Clyst Honiton	Janvrin Steering Group Rob All councillors	All narrative being put together by Janvrin and Steering Group	To ensure the NDO is drawn together prior to both documents being ready for the Reg 14 consultation
Delivery of NDO project	To determine how the facility and housing are going to be delivered and by whom.	Janvrin Steering Group Rob All councillors	Decision on Community Facility being made Put Gym owners in touch with CC Architects have been commissioned to undertake initial layout plans	Once plans have been received to discuss with Church Commissioners and feed into viability exercise, prior to drawing up a contract for delivery.
Website Updating	To ensure current website is up to date.	Rob	Updating being done more regularly Finance Papers updated	
Arrange a meeting with Amazon	To arrange for a meeting with the Facility Manager and a tour for councillors	Clerk via Ray Bloxham	Follow-up done	
Heritage Assets Listing	To try and get the Fighter Pen added to the List	Clerk	Contact made with relevant people, yet to put application in	Application Made
Street Scene Masterplan	To instigate the idea of providing a community view of	Clerk	Not started yet	Meeting with Helen Selby to be set up

21/167a

CLYST HONITON PARISH COUNCIL

ACTION LIST

Subject	Detail	Responsibility	Action to Date	Action Still to be Taken
Annual Risk Review	<p>the highway arrangements in the village</p> <p>Write a report detailing the risks to the continuation of Parish Council business and considering further action</p>	Clerk	Report written Report on the November 2020 agenda for adoption	To be adopted

CLYST HONITON PARISH COUNCIL
STATEMENT ON INTERNAL CONTROL
FOR THE YEAR ENDING 31 MARCH 2021

1. SCOPE

Clyst Honiton Parish Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for as well as being used economically, efficiently and effectively.

In discharging this overall responsibility, the Council is also responsible for ensuring that there is a sound system of internal control which facilitates the effective exercise of the Council's functions and which includes arrangements for the management of risk.

2. THE SYSTEM OF INTERNAL CONTROL

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed

- a) to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives;
- b) to evaluate the likelihood of those risks being realised and the impact should they be realised;
- c) to manage them efficiently, effectively and economically.

3. The system of internal control has been in place at the Council for the year ended 31 March 2021 and up to the date of approval of the annual report and accounts and accords with proper practice as laid down by the Council's Financial Regulations which were last reviewed on 9th June 2020.

4. THE COUNCIL'S INTERNAL CONTROLS

- a) The Council has elected a Chairman who is responsible for the smooth running of meetings and for ensuring that all Council decisions are lawful.
- b) The Council reviews its obligations and objectives and approves budgets for the following year at its December meeting. The December meeting of the Council approves the level of precept for the following financial year.
- c) The Parish Council has reviewed its Risk Register and has reviewed its risks.

- d) The Council monitors progress against objectives, financial systems and procedures, budgetary control and carries out regular reviews of financial matters.
- e) The full Council meets 12 times a year and monitors progress against its aims and objectives at each meeting by receiving relevant reports from the Clerk/RFO.
- f) The Council carries out regular reviews of its internal controls, systems and procedures.
- g) The Council has appointed a Clerk to the Council who acts as the Council's advisor and administrator. The Clerk also has the role as the Council's Responsible Financial Officer and manages and administers the Council's finances. The Clerk is responsible for the day to day compliance with laws and regulations that the Council is subject to and for managing risks as well as ensuring adherence to the Council's procedures, control systems and policies.
- h) All payments up to September 2019 were made by cheque. From that date, the Parish Council decided to make payments electronically, using the Lloyds Bank payments system and giving the Clerk a debit card for website and other purchases. All payments are reported to the Council for approval, resolution and minuting. Two Members of the Council must authorise every payment through signature of invoices.
- i) The Council has appointed an Independent Internal Auditor who reports to the Council on the adequacy of its:
 - records
 - procedures
 - systems
 - internal control regulations
 - risk management
 - reviews
- j) The effectiveness of the internal audit is reviewed annually.
- k) The Council's External Auditors, PFK Littlejohn, submit an annual Certificate of Audit, which is presented to the Council.

5. EFFECTIVENESS

The Council has responsibility for conducting an annual review of the effectiveness of its system of internal controls. The review of the effectiveness of the system of internal controls is informed by the work of:

- the full Council
- the Clerk to the Council/Responsible Financial Officer who has responsibility for the development and maintenance of the internal control environment and the management of risks
- the independent Internal Auditor who reviews the Council's system of internal controls
- PFK Littlejohn, the Council's External Auditors, who make the final check using the Annual Return, a form completed and signed by the Responsible Financial Officer, the Chairman and the Internal Auditor.

6. EXTERNAL AUDITOR RETURN 2019/2020

The external auditor had verified that there were no major matters to be addressed other than those identified by the Internal Auditor. The Council has addressed those matters and a complete review of policies was carried out in Summer 2020. These policies are now on the parish council website.

7. SIGNIFICANT INTERNAL CONTROL ISSUES

No significant internal control issues were identified during the 2020-21 financial year, other than the inability to sign documents because of the need to avoid contact as a result of the ongoing Covid infections.

Whilst no significant internal control issues were identified during the year the Council strives for the continuous improvement of the system it has adopted for internal control and has addressed all the minor issues and weaknesses raised and reported during the review process.

Signed Chairman Clyst Honiton Parish Council

..... Clerk/RFO Clyst Honiton Parish Council

Date

21/170

CLYST HONITON PARISH COUNCIL
ASSET REGISTER APRIL 2021

Land, is valued in the Asset Register as a 'Community Asset' at a nominal £1
The methods of valuation used below are:

- PP=Purchase Price
- IV=Insurance Value
- EST=Estimate
- CA=Community Asset

Item	Date Acquired	Method of valuation	Purchase Price	Insurance Valuation	Location	2019/2020 Action	2020/21 Insurance Cover
LAND							
Former Clyst Honiton School playing field	21.03.2014	CA	£1		Clyst Honiton Village		£0
STREET FURNITURE							
Bus Shelters (2)	04.04.2014	PP	£12,484.00		Clyst Honiton Village		£12,484.00
Wooden bench		PP	£57.00		End St Michael's hill		£600.00
Wooden notice board		PP	£288.00		End St Michael's hill		£2,000.00
Notice board on pumping station wall	Sep-17	IV	donated	£2,000.00	Sewerage pumping station		£2,000.00
Benches (2) by path leading to bridge behind pumping station	Sep-17	IV	donated	£500.00	Sewerage pumping station		£1,200.00
Wooden planters (6)		IV	donated	£600.00	Clyst Honiton Village		£0.00
Memorial Benches	Sep-21	PP	£801.60		Playing field		£0.00
Memorial Sign	Dec-21	PP	£258.00		Playing field		£0.00
Memorial Garden	Aug-21	PP	£683.00		Playing field		£0.00
IT EQUIPMENT							
HP laptop	2017	PP	£400.00		Clerks home		£0.00
Paper shredder		PP	£26.00		Clerks home		£0.00
PLAYGROUND EQUIPMENT							
Climbing Wall	Mar-20	PP	£10,000.00		Play Area		£10,000.00
Swings & Rockers	Apr-20	PP	£13,625.00		Playing field		£13,625.00
Zip wire	Sep-16	PP	£12,719.00		Playing field		£12,719.00
MUGA football goals	2015	PP	£3,410.00		Playing field		£3,410.00
NEIGHBOURHOOD PLAN EQUIPMENT							
Professional standard gazebo	2015	PP	£800.00		Parish Shed		£800.00
Laminator	2015	EST	£40.00		Clir Edbrooke's home		£0.00
Flip chart/paper	2015	EST	£50.00		Clir Edbrooke's home		£0.00
Commercial hot water urn	2015	EST	£90.00		Parish Shed		£0.00
WORKING PARTY EQUIPMENT							
STIHL F538 Petrol Brush cutter	2015?	PP	£130.00		Parish Shed		£133.00
STIHL H556SC-E Petrol hedge trimmer	2015?	PP	£330.00		Parish Shed		£339.00
STIHL P590 Petrol Strimmer	2014?	PP	£396.00		Parish Shed		£407.00
Bow Saw	Pre 2016	PP	£8.00		Parish Shed		£0.00
Secateurs	Pre 2016	PP	£6.00		Parish Shed		£0.00
Hedge Shears	Pre 2016	PP	£17.00		Parish Shed		£0.00
PPE (safety visor/ear defenders)	Pre 2016	PP	£30.00		Parish Shed		£0.00
High-Viz waistcoats (6)	Pre 2016	IV	donated	£100.00	Parish Shed		£0.00
Traffic cones (6)	Pre 2016	IV	donated	£60.00	Parish Shed		£0.00
Lawn Mower	2018	PP	£499.17		Parish Shed		£700.00
Chiller Cabinet	May-20	((£350.00		Exeter Inn		£350.00
Parish Shed	May-18	IV	£2,530.32		Clyst Honiton Village		£2,600.00
Agreed and signed:		TOTAL	£60,028.09	£3,260.00			£63,367.00

Agreed and signed: **TOTAL ASSET VALUE £63,288.09**

Date: 15 April 2021 Minute ref:

21/171

BANK RECONCILIATION

To 31.03.2021

£

£

FUNDS HELD IN BANK ACCOUNT @ 31st March 2021

Lloyds account balance

75,417.20

Petty Cash Balance

82.91

TOTAL FUNDS HELD IN BANK

75,500.11

Less unrepresented cheques

Total funds less unrepresented cheques

75,500.11

CASHBOOK BALANCE @ 01.04.2020

79,658.01

Plus income received

57,449.12

Less payments made

61,607.02

BALANCE

75,500.11

Reconciliation

Agreed and signed:

Agreed and signed:

Minute ref:

Date:



Treasurers Account Statement

Printed: 07 April 2021

Clyst Honiton Parish Council

Sort code 30-99-08

Account number 22152368

14 STATION ROAD
YEOFORD
CREDITON
DEVON
EX17 5HU

BIC: LOYDGB21244

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 (£)
30 Mar 21	ROSPA 500000000735257851 INV 53888 602231 10 30MAR21 12:01	FPO		103.20	75417.20
30 Mar 21	MNR MOTORS 100000000733721476 153111/153153 309436 10 30MAR21 12:01	FPO		197.29	75520.40
26 Mar 21	VODAFONE LTD 7043754209-1001	DD		22.07	75717.69
19 Mar 21	HMRC - ACCOUNTS OF	BP		259.66	75739.76
19 Mar 21	DCC PENSION FUND	BP		293.47	75999.42
19 Mar 21	RJ MARTIN	BP		851.99	76292.89
19 Mar 21	EAST DEVON DC	BGC	4339.02		77144.88
12 Mar 21	ZOOM.US 888-799-96 CD 1717	DEB		14.39	72805.86

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Eligible deposits with us are protected by the Financial Services Compensation Scheme (FSCS). We are covered by the Financial Ombudsman Service (FOS). Please note that due to FSCS and FOS eligibility criteria not all business customers will be covered. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk/.

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CLYST HONITON PARISH COUNCIL - BANK ACCOUNT 2020/2021

Date	Cheque or Receipt	VAT Number	Payee	Amount				Running Total
				Total £	VAT £	Dr £	Cr £	
01/04/2020			Balance b/f					(79,658.01)
01/04/2020	BGC		East Devon District Council			-	10,057.00	(89,715.01)
07/04/2020	BGC		DCC			-	495.00	(90,210.01)
08/04/2020	202011	972096196	DALC	73.42	8.42	65.00		(90,136.59)
08/04/2020	202011		SLCC	161.00		161.00		(89,975.59)
08/04/2020	202011	918454309	Playforce Ltd	14,175.00	2,362.50	11,812.50		(75,800.59)
09/04/2020	DC2101		AVAST	45.36		45.36		(75,755.23)
13/04/2020	DC2102	727255821	Amazon	60.98	10.17	50.81		(75,694.25)
16/04/2020	BGC		DCC			-	11,000.00	(86,694.25)
20/04/2020	202012		RJ Martin	811.94		811.94		(85,882.31)
20/04/2020	202012		RJ Martin	18.00		18.00		(85,864.31)
20/04/2020	202012		DCC Pension Fund	226.67		226.67		(85,637.64)
20/04/2020	202012		DCC Pension Fund	59.06		59.06		(85,578.58)
20/04/2020	202012		HMRC	47.20		47.20		(85,531.38)
20/04/2020	202012		HMRC	202.80		202.80		(85,328.58)
22/04/2020	202013	110186657	e catering	420.66	70.11	350.55		(84,907.92)
28/04/2020	DD	569953277	Vodafone	22.07	3.68	18.39		(84,885.85)
08/05/2020	DC2104	287340777	Amazon	41.08	6.85	34.23		(84,844.77)
11/05/2020	DC2103	927129222	123 Reg	43.16	7.19	35.97		(84,801.61)
12/05/2020	20214	162517909	Plandscape	127.92	21.32	106.60		(84,673.69)
12/05/2020	202014	238596758	The Payroll Bureau	102.48	17.08	85.40		(84,571.21)
13/05/2020	202016	876328389	ROSPA	474.00	79.00	395.00		(84,097.21)
20/05/2020	202015		RJ Martin	811.94		811.94		(83,285.27)
20/05/2020	202015		RJ Martin	18.00		18.00		(83,267.27)
20/05/2020	202015		DCC Pension Fund	226.47		226.47		(83,040.80)
20/05/2020	202015		DCC Pension Fund	59.06		59.06		(82,981.74)
20/05/2020	202015		HMRC	47.20		47.20		(82,934.54)
20/05/2020	202015		HMRC	203.00		203.00		(82,731.54)
27/05/2020	202017		Community First Trading	698.08		698.08		(82,033.46)
28/05/2020	DD	569953277	Vodafone	22.07	3.68	18.39		(82,011.39)
01/06/2020	BGC		HMRC			-	3,635.86	(85,647.25)
08/06/2020	DC2105	992894458	Amazon	34.37	5.73	28.64		(85,612.88)
08/06/2020	DC2105	992894458	Amazon	32.53	5.42	27.11		(85,580.35)
12/06/2020	202019	162517909	Plandscape	88.22	14.70	73.52		(85,492.13)
12/06/2020	202019		CPRE	25.00		25.00		(85,467.13)
12/06/2020	202019	229235759	Bickerdike Allen Partners	15,960.00	2,660.00	13,300.00		(69,507.13)
12/06/2020	202019	854415032	MNR Mowers	15.95	2.66	13.29		(69,491.18)
12/06/2020	202019		RJ Martin	19.00		19.00		(69,472.18)
20/06/2020	202018		RJ Martin	811.74		811.74		(68,660.44)
20/06/2020	202018		RJ Martin	18.00		18.00		(68,642.44)
20/06/2020	202018		DCC Pension Fund	226.57		226.57		(68,415.87)
20/06/2020	202018		DCC Pension Fund	59.06		59.06		(68,356.81)
20/06/2020	202018		HMRC	47.20		47.20		(68,309.61)
20/06/2020	202018		HMRC	203.00		203.00		(68,106.61)
28/06/2020	DD	569953277	Vodafone	22.07	3.68	18.39		(68,084.54)
15/07/2020	202021	162517909	Plandscape	88.22	14.70	73.52		(67,996.32)
15/07/2020	202021		Mike Muir	21.42		21.42		(67,974.90)
15/07/2020	202021	854415032	MNR Mowers	74.09	12.35	61.74		(67,900.81)
15/07/2020	202021	238596758	The Payroll Bureau	21.24	3.54	17.70		(67,879.57)
15/07/2020	202021		Melanie Bickell	250.00		250.00		(67,629.57)
20/07/2020	202020		HMRC	47.00		47.00		(67,582.57)
20/07/2020	202020		HMRC	203.00		203.00		(67,379.57)
20/07/2020	202020		RJ Martin	811.94		811.94		(66,567.63)
20/07/2020	202020		RJ Martin	18.00		18.00		(66,549.63)
20/07/2020	202020		DCC Pension Fund	226.57		226.57		(66,323.06)
20/07/2020	202020		DCC Pension Fund	59.06		59.06		(66,264.00)
28/07/2020	DD	569953277	Vodafone	22.07	3.68	18.39		(66,241.93)
29/07/2020	BGC		HMRC			-	5,282.19	(71,524.12)
29/07/2020	BGC		East Devon District Council			-	9,000.00	(80,524.12)
12/08/2020	202024		Modicum Planning	1,000.00		1,000.00		(79,524.12)
12/08/2020	202022	992852568	ClystNet	144.00	24.00	120.00		(79,380.12)
12/08/2020	202022	162517909	Plandscape	88.22	14.70	73.52		(79,291.90)
12/08/2020	202022	724594615	RJ Martin	79.99	13.33	66.66		(79,211.91)
12/08/2020	202022		RJ Martin	19.90		19.90		(79,192.01)
12/08/2020	DC2106	220666037	Zoom GBP	14.39	2.40	11.99		(79,177.62)
20/08/2020	202023		HMRC	47.00		47.00		(79,130.62)
20/08/2020	202023		HMRC	203.00		203.00		(78,927.62)
20/08/2020	202023		RJ Martin	811.74		811.74		(78,115.88)
20/08/2020	202023		RJ Martin	18.00		18.00		(78,097.88)
20/08/2020	202023		DCC Pension Fund	226.57		226.57		(77,871.31)
20/08/2020	202023		DCC Pension Fund	59.06		59.06		(77,812.25)
28/08/2020	DD	569953277	Vodafone	22.07	3.68	18.39		(77,790.18)
01/09/2020	BGC		East Devon District Council			-	10,057.00	(87,847.18)
01/09/2020	DC2111		Petty Cash	100.00		100.00		(87,747.18)

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CLYST HONITON PARISH COUNCIL - BANK ACCOUNT 2020/2021

Date	Cheque or Receipt	VAT Number	Payee		Amount				Running Total
					Total £	VAT £	Dr £	Cr £	
04/09/2020	DD		ICO	Annual Fee	35.00		35.00		(87,712.18)
04/09/2020	DC2108	724594615	Microsoft	OneDrive Access	59.99	10.00	49.99		(87,652.19)
09/09/2020	202025	727255821	Amazon	Zipwire Clips	7.99	1.33	6.66		(87,644.20)
09/09/2020	202025	854415032	MNR Mowers	Mower Repairs	39.98	6.66	33.32		(87,604.22)
11/09/2020	DC2107	220666037	Zoom GBP	Meeting Access	14.39	2.40	11.99		(87,589.83)
15/09/2020	DC2109	727255821	Amazon	Bolts	22.76	3.79	18.97		(87,567.07)
18/09/2020	202026		HMRC	Tax/NI	71.48		71.48		(87,495.59)
18/09/2020	202026		HMRC	Tax/NI	236.40		236.40		(87,259.19)
18/09/2020	202026		RJ Martin	Salary	945.44		945.44		(86,313.75)
18/09/2020	202026		RJ Martin	Home as Office	18.00		18.00		(86,295.75)
18/09/2020	202026		DCC Pension Fund	Pension Contributions	263.88		263.88		(86,031.87)
18/09/2020	202026		DCC Pension Fund	Pension Contributions	68.78		68.78		(85,963.09)
24/09/2020	DC2110	558589182	TDP	Memorial Garden Benches	961.92	160.32	801.60		(85,001.17)
25/09/2020	BGC		Devon County Council	Memorial Garden Grant				1,300.00	(86,301.17)
28/09/2020	DD	569953277	Vodafone	Mobile Phone	22.07	3.68	18.39		(86,279.10)
11/10/2020	DC2107	220666037	Zoom GBP	Meeting Access	14.39	2.40	11.99		(86,264.71)
13/10/2020	FPI		Adam Harding	Amazon Garden Donation				502.49	(86,767.20)
14/10/2020	202027	238596758	The Payroll Bureau	Payroll	21.24	3.54	17.70		(86,745.96)
14/10/2020	202027	162517909	Plandscape	Grass Cutting	44.11	7.35	36.76		(86,701.85)
20/10/2020	202028		HMRC	Tax/NI	51.06		51.06		(86,650.79)
20/10/2020	202028		HMRC	Tax/NI	208.60		208.60		(86,442.19)
20/10/2020	202028		RJ Martin	Salary	833.99		833.99		(85,608.20)
20/10/2020	202028		RJ Martin	Home as Office	18.00		18.00		(85,590.20)
20/10/2020	202028		DCC Pension Fund	Pension Contributions	232.79		232.79		(85,357.41)
20/10/2020	202028		DCC Pension Fund	Pension Contributions	60.68		60.68		(85,296.73)
22/10/2020	DC2112	139085303	WoodBlocx	Memorial Garden Raised Bed	819.60	136.60	683.00		(84,477.13)
28/10/2020	DD	569953277	Vodafone	Mobile Phone	22.07	3.68	18.39		(84,455.06)
03/11/2020	BGC		HMRC	VAT Refund				280.56	(84,735.62)
12/11/2020	DC2107	220666037	Zoom GBP	Meeting Access	14.39	2.40	11.99		(84,721.23)
17/11/2020	202029	854415032	MNR Mowers	Mower Repairs	198.12	33.02	165.10		(84,523.11)
17/11/2020	202029	440498250	PKF Littlejohn	External Audit	360.00	60.00	300.00		(84,163.11)
17/11/2020	202029		Janvrin Edbrooke	Expenses	155.76		155.76		(84,007.35)
19/11/2020	DC2114	336725881	Wickes Building Supplies	Memorial Garden Compost	88.00	14.67	73.33		(83,919.35)
20/11/2020	202030		HMRC	Tax/NI	51.06		51.06		(83,868.29)
20/11/2020	202030		HMRC	Tax/NI	208.60		208.60		(83,659.69)
20/11/2020	202030		RJ Martin	Salary	833.99		833.99		(82,825.70)
20/11/2020	202030		RJ Martin	Home as Office	18.00		18.00		(82,807.70)
20/11/2020	202030		DCC Pension Fund	Pension Contributions	232.79		232.79		(82,574.91)
20/11/2020	202030		DCC Pension Fund	Pension Contributions	60.68		60.68		(82,514.23)
24/11/2020	DC2115		HCT Turf	Memorial Garden Topsoil	120.00		120.00		(82,394.23)
26/11/2020	DD	569953277	Vodafone	Mobile Phone	22.07	3.68	18.39		(82,372.16)
27/11/2020	DC2116		Petty Cash	Transfer	70.00		70.00		(82,302.16)
01/12/2020	DC2117	312947895	Amazon	Stationery	38.89	6.48	32.41		(82,263.27)
03/12/2020	DC2118		Post Office	Postage	1.64		1.64		(82,261.63)
08/12/2020	DC2119	1E9852817	Dropbox	Storage Upgrade	95.88	15.98	79.90		(82,165.75)
11/12/2020	202032	162517909	Plandscape	Grass Cutting	88.22	14.70	73.52		(82,072.53)
11/12/2020	202032	310819582	Ridgequest	Memorial Plaque	309.60	51.60	258.00		(81,767.93)
12/12/2020	DC2107	220666037	Zoom GBP	Meeting Access	14.39	2.40	11.99		(81,753.54)
20/12/2020	202031		RJ Martin	Salary	833.99		833.99		(80,919.55)
20/12/2020	202031		RJ Martin	Home as Office	18.00		18.00		(80,901.55)
20/12/2020	202031		DCC Pension Fund	Pension Contributions	232.79		232.79		(80,668.76)
20/12/2020	202031		DCC Pension Fund	Pension Contributions	60.68		60.68		(80,608.08)
20/12/2020	202031		HMRC	Tax/NI	51.06		51.06		(80,557.02)
20/12/2020	202031		HMRC	Tax/NI	208.60		208.60		(80,348.42)
26/12/2020	DD	569953277	Vodafone	Mobile Phone	22.07	3.68	18.39		(80,326.35)
05/01/2021	DC2120	296312096	Geosphere	Parish Online Access	43.20	7.20	36.00		(80,283.15)
08/01/2021	202034	992852568	Clystnet	Accessibility Statement & Test	624.00	104.00	520.00		(79,659.15)
12/01/2021	DC2107	220666037	Zoom GBP	Meeting Access	14.39	2.40	11.99		(79,644.76)
18/01/2021	BGC		Groundwork	Geophysics Grant				1,500.00	(81,144.76)
20/01/2021	202033		RJ Martin	Salary	833.99		833.99		(80,310.77)
20/01/2021	202033		RJ Martin	Home as Office	18.00		18.00		(80,292.77)
20/01/2021	202033		DCC Pension Fund	Pension Contributions	232.79		232.79		(80,059.98)
20/01/2021	202033		DCC Pension Fund	Pension Contributions	60.68		60.68		(79,999.30)
20/01/2021	202033		HMRC	Tax/NI	51.06		51.06		(79,948.24)
20/01/2021	202033		HMRC	Tax/NI	208.60		208.60		(79,739.64)
26/01/2021	DD	569953277	Vodafone	Mobile Phone	22.07	3.68	18.39		(79,717.57)
10/02/2021	202035	779600984	SUMO Services Ltd	Geophysical Survey	1,800.00	300.00	1,500.00		(77,917.57)
10/02/2021	202035	238596758	Simon A Martin	Payroll	21.24	3.54	17.70		(77,896.33)
10/02/2021	202035		Modicum Planning	NP Support	1,400.00		1,400.00		(76,496.33)
10/02/2021	202037	181541417	Burton Reid	Ecological Report	2,170.50	361.75	1,808.75		(74,325.83)
10/02/2021	202035	162517909	Plandscape	Grass Cutting	44.11	7.35	36.76		(74,281.72)
12/02/2021	DC2107	220666037	Zoom GBP	Meeting Access	14.39	2.40	11.99		(74,267.33)
20/02/2021	202036		RJ Martin	Salary	833.99		833.99		(73,433.34)
20/02/2021	202036		RJ Martin	Home as Office	18.00		18.00		(73,415.34)

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CLYST HONITON PARISH COUNCIL - BANK ACCOUNT 2020/2021

Date	Cheque or Receipt	VAT Number	Payee	Amount				Running Total
				Total £	VAT £	Dr £	Cr £	£
20/02/2021	202036		DCC Pension Fund	232.79		232.79		(73,182.55)
20/02/2021	202036		DCC Pension Fund	60.68		60.68		(73,121.87)
20/02/2021	202036		HMRC	51.06		51.06		(73,070.81)
20/02/2021	202036		HMRC	208.60		208.60		(72,862.21)
24/02/2021	DC2121	992894458	Amazon	19.89	3.32	16.57		(72,842.32)
26/02/2021	DD	569953277	Vodafone	22.07	3.68	18.39		(72,820.25)
12/03/2021	DC2107	220666037	Zoom GBP	14.39	2.40	11.99		(72,805.86)
19/03/2021	BGC		EDDC				4,339.02	(77,144.88)
20/03/2021	202038		RJ Martin	833.99		833.99		(76,310.89)
20/03/2021	202038		RJ Martin	18.00		18.00		(76,292.89)
20/03/2021	202038		DCC Pension Fund	232.79		232.79		(76,060.10)
20/03/2021	202038		DCC Pension Fund	60.68		60.68		(75,999.42)
20/03/2021	202038		HMRC	51.06		51.06		(75,948.36)
20/03/2021	202038		HMRC	208.60		208.60		(75,739.76)
26/03/2021	DD	569953277	Vodafone	22.07	3.68	18.39		(75,717.69)
30/03/2021	202039	876328389	ROSPA	103.20	17.20	86.00		(75,614.49)
11/03/2021	202039	854415032	MNR Mowers	177.30	29.55	147.75		(75,437.19)
12/03/2021	202039	854415032	MNR Mowers	19.99	3.33	16.66		(75,417.20)

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CLYST HONITON PARISH COUNCIL - PETTY CASH 2020/2021

Date	Cheque or Receipt	VAT Number	Payee	Amount				Running Total
				Total £	VAT £	Dr £	Cr £	
01/04/2019			Balance b/f					-
01/09/2020	BGC		Bank Account			-	100.00	(100.00)
02/09/2020	PC2001	631042881	Radmore & Tucker	11.92	1.99	9.93		(88.08)
15/09/2020	PC2001	750465336	Brooks Basics	18.24	3.04	15.20		(69.84)
17/09/2020	PC2002	336725881	Wickes	6.49	1.08	5.41		(63.35)
18/09/2020	PC2002	336725881	Wickes	5.50	0.92	4.58		(57.85)
23/09/2020	PC2002	232555575	B&Q	14.25	2.38	11.87		(43.60)
24/09/2020	PC2002	232555575	B&Q	12.20	2.03	10.17		(31.40)
27/11/2020	BGC		Bank Account			-	70.00	(101.40)
30/11/2020	PC2003	336725881	Wickes	8.00	1.33	6.67		(93.40)
30/11/2020	8	232555575	B&Q	10.49	1.75	8.74		(82.91)

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CLYST HONITON PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR

As @ 31st March 2021

2019/2020 Actual £		2020/2021 Budget £	2020/2021 to date £	% of Budget £
RECEIPTS				
20,100.00	Precept	20,114.00	20,114.00	100%
20,000.00	Grants	22,300.00	22,297.49	100%
2,302.00	NP	-	-	0%
45,170.00	NDO Grants	-	1,500.00	0%
-	Section 106	4,339.00	4,339.02	100%
929.95	VAT	10,000.00	9,198.61	92%
88,501.95	TOTAL Receipts	56,753.00	57,449.12	101%
PAYMENTS				
Administration				
14,284.55	Clerk's Salary	13,240.00	13,239.64	100%
216.00	Home as Office	220.00	216.00	98%
242.35	National Insurance	620.00	613.44	99%
2,811.58	Pension	2,800.00	2,793.47	100%
626.39	Clerking Expenses	700.00	457.59	65%
17.87	Councillor's Expenses	200.00	-	0%
376.55	Payroll & Stationery	500.00	329.91	66%
120.00	Room Hire/Zoom	100.00	95.92	96%
-	Councillor Training	200.00	-	0%
-	Clerk Training	500.00	-	0%
97.48	Councillor Subscriptions	100.00	100.00	100%
208.00	Clerk Subscriptions	190.00	186.00	98%
314.72	Audit	550.00	550.00	100%
480.00	Website	710.00	755.87	106%
425.64	Insurance	700.00	698.08	100%
Maintenance				
381.60	Grass Cutting	400.00	327.16	82%
-	Bus Shelter	-	-	0%
721.40	Operational	350.00	251.25	72%
-	SWW Trees	-	-	0%
-	Parish Shed	-	-	0%
35.01	Lawn Mower	280.00	437.86	156%
-	Footpaths	-	-	0%
1,961.43	Zipwire	-	-	0%
Neighbourhood Plan				
2,642.49	NP Lead Expenses	400.00	155.76	39%
Other Expenditure				
110.50	Assets	300.00	-	0%
-	S 137	350.00	350.55	100%
-	Elections	-	-	0%
1,050.00	NP/NDO Surveys	20,109.00	19,008.75	95%
11,812.50	Play Equipment	12,207.50	12,293.50	101%
-	Memorial Garden	1,950.00	1,951.34	100%
3,937.18	VAT	10,000.00	6,794.93	68%
42,873.24	TOTAL Payments	67,676.50	61,607.02	91%
(45,628.71)	Net Payments/(Receipts)	10,923.50	4,157.90	38%
RESERVES				
	Balance b/f	79,658.01	79,658.01	
	Net Payments/(Receipts)	10,923.50	4,157.90	
	Current Balance	68,734.51	75,500.11	

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CLYST HONITON PARISH COUNCIL

07-Apr-21

NDO & NP Grant Funding Monitor

Element of Work	Expertise Required	Locality Grant		Locality Reallocated Grant	Other Grant		Total Grants	Orders Placed	Spend to Date	Remaining Grant	Uncommitted Grant	Agency
		£			£							
Noise Assessment		13,300		13,300	-	-	13,300	13,300	13,300	-	-	Bickerdike Allen Partners
Commercial assessment		1,500		1,050	-	-	1,050	1,500	1,050	-	450	Stretton Creber
Housing Needs Survey		2,600		-	2,302	-	2,302	2,302	2,302	-	-	Devon Communities Together
NDO Masterplan development (RIBA 3/4)	Architect to include initial transport assessment considerations	13,770		13,770	-	-	13,770	5,100	-	13,770	8,670	LED Architects
Planning Consultant	Support to draft NDO conditions and healthcheck	5,000		5,000	-	-	5,000	5,000	2,400	2,600	-	Rachel Hogger - Modicum
Ecological Survey		-		1,809	-	-	1,809	1,809	1,809	-	-	Burton Reid Associates
Ecological Survey Mk 2				7,741			7,741	7,223		7,741	518	Burton Reid Associates
Geophysical Survey					1,500		1,500	1,500	1,500	-	-	SUMO Services Ltd
NDO proposal for delivery, Business planning and support around EoI for developers and community facility		2,500		2,500	-	-	2,500			2,500	2,500	5 days at £500 per day plus VAT
Legal Fees		6,500		-	-	-	-			-	-	Simon Sander Anderson
TOTAL		45,170		45,170	3,802		48,972	37,734	22,361	26,611	11,238	