

Clyst Honiton Parish Council



The Annual Parish Council Meeting of Clyst Honiton Parish Council on Wednesday 14th May 2025 at 7.10pm
held in the Black Horse Inn Meeting Room

Members Present: Parish Councillors Mike Muir; Gary Collier; Sean Wheeldon; Grant Harrison.

Also Present: Chris Jenkins (Prospective Co-optee)

In attendance: Rob Martin, Clerk.

5 members of the general public including representatives for the School House planning proposals.

MINUTES

26/01 APPOINTMENT OF CHAIRMAN

On a proposal by Cllr. Muir, seconded by Cllr. Collier, it was **Resolved** to appoint Cllr. Wheeldon as Chairman for the coming year.

26/02 APPOINTMENT OF VICE CHAIRMAN

On a proposal by Cllr. Muir, seconded by Cllr. Collier, it was **Resolved** to appoint Cllr. Harrison as Vice-Chairman for the coming year.

26/03 COOPTION OF COUNCILLOR

Chris Jenkins was invited to introduce himself to councillors and to outline what he thought he would bring to the work of the parish council.

On a proposal by Cllr. Muir, seconded by Cllr. Harrison, it was **Resolved** to co-opt Chris Jenkins as a Clyst Honiton Parish councillor. The declaration of acceptance was signed and witnessed, and Chris Jenkins took part in the remainder of the meeting.

26/04 APOLOGIES

There were no parish council apologies for absence.

Apologies had been received from District Cllrs. Rylance and Fernley who had to attend the District Council Annual Meeting. County Cllr. Randall Johnson had also apologised for not being present.

The new Reform DCC councillor had not been notified of the meeting.

26/05 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest.

The Chairman declared the meeting out of session

26/06 PUBLIC AND OTHER BODIES' SESSION Devon County Council

There were no County Councillors present.

East Devon District Council

There were no District Councillors present.

Members of the Public

Questions were asked about move of the barriers on the village road for the Home Farm development with concerns that it meant that the parking restriction part of the TRO applied for the whole length to Pound Corner. It was explained that it was only effective from the roundabout to the turning point of the development and this would be confirmed by contacting highways Traffic Management team.

A question was asked about why the zipwire had been removed and when a replacement was to be installed. The response was that this was being actively looked at.

Concerns were expressed about the condition of the Layby and what could be done about the rubbish that was dumped there and repairing the surfacing which was dangerous.

Two of the public had spent time clearing the rubbish and making the layby tidy and presented ideas for more permanent work to improve the look of the surroundings and attempt to dissuade people from dropping rubbish. One suggestion was to install blank CCTV units and warning signs to try to persuade people to take their rubbish with them.

The conclusions were that

- Amazon would be approached to see whether it would fund the camera/sign installation
- Devon Highways would be contacted regarding the management of the layby, officially still part of the highway network to get improvements on the basis that the whole landscape of the area had changed.

In addition, the residents would continue to do what they could to improve matters, keeping in touch with the parish council through the official contact email: clerk@clystthoniton.org.uk

The Chairman declared the meeting back in session

26/07 MINUTES

On a proposal by Cllr. Wheeldon, seconded by Cllr. Harrison, it was **Resolved** to approve and sign as a correct record the minutes of the Parish Council meeting held on 9th April 2025.

26/08 SIGNATORIES

On a proposal by Cllr. Harrison, seconded by Cllr. Collier, it was **Resolved** to add Cllr. Wheeldon as a signatory, in addition to Cllrs. Collier and Harrison alongside the clerk.

26/09 REVIEW OF STANDING ORDERS

On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir it was **Resolved** to adopt the revised Standing Orders, updated for the latest Model document.

26/10 REVIEW OF FINANCIAL REGULATIONS

On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir it was **Resolved** to adopt the revised Financial Regulations, updated for the latest Model document.

26/11 STATEMENT OF INTERNAL CONTROL 2024/2025

On a proposal by Cllr. Wheeldon, seconded by Cllr. Collier it was **Resolved** to adopt the Statement of Internal Control 2024/2025.

26/12 RECEIPT OF AGENDAS AND MINUTES ONLINE

On a proposal by Cllr. Harrison, seconded by Cllr. Collier, seconded by Cllr. Harrison, it was **Resolved** to continue to send the agendas and minutes online rather than by post.

26/13 REPRESENTATIVES ON OUTSIDE BODIES

It was agreed that the following representatives would attend on behalf of the parish council: -

- a) Exeter Airport Consultative Committee – Cllr. Collier
- b) Hill Barton Consultative Committee – Cllr. Jenkins

26/14 BUSINESS RISK ASSESSMENT

On a proposal by Cllr. Wheeldon, seconded by Cllr. Collier, it was **Resolved** to adopt the Business Risk Assessment 2025/2026.

26/15 ASSET REGISTER & INSURANCE

The asset register had been circulated unchanged, and the insurance cover and premium were still within a 3-year Long Term agreement. It was agreed that a revised Asset Register, which would include item such as the Memorial Garden but exclude the Zipwire, which has now been removed and various small tools which were not significant.

On a proposal by the chairman, seconded by Cllr. Harrison, it was **Resolved** that the revised Asset Register would be circulated for the August 2025 meeting and the insurance premium be paid as it was invoiced at £605.06 effective from 1st June 2025.

26/16 2024/2025 INTERNAL AUDIT REPORT

The Internal Audit Report for 2024/2025 from Mulberry LAS Ltd had been received and circulated. There were no matters of concern detailed in the report and, on a proposal by the chairman, seconded by Cllr Jenkins it was **Resolved** to adopt the report.

The chairman thanked the clerk for keeping the accounts in good order.

26/17 2024/2025 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR)**a) Annual Governance Statement**

On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir, it was **Resolved** to approve the statement in section 1 of the AGAR for 2024/20245

b) Accounting Statements

On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir, it was **Resolved** to approve the accounting statements in section 2 of the AGAR for 2024/2025

c) Electors' Rights

On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir, it was **Resolved** to approve the declaration of Electors' Rights for the 2024/2025 AGAR and Accounts.

Power Used Accounts & Audit Regulations 2015	Risks Assessed Non-compliance – audit charge if not submitted in time.
Resulting Tasks & Owner Clerk – to submit accordingly	Deadline for Action 30 June 2025
Financial Implications £210 audit fee	Equalities Impact None

26/18

COUNCIL REPORTS**a) Clerk's Report**

The clerk's report was circulated, as follows: -

1. List of Outstanding Matters

The list has been updated, and councillors are asked to look at the detail and inform the clerk of any changes or to request a Word version to edit further. This is to be working document and will form the basis of a monitor of work outstanding.

2. 2024/2025 Accounts

The Scribe system was brought up to date at the year-end and the results are the papers I have attached to the agenda for the May 2025 meeting. Following the end of the year, the 2024/2025 accounts had to be closed down and a new 2025/2026 year opened. This has now been brought up to date until the end of April 2025, with the new year's budgets also input. The process was relatively easy to do and would be OK for someone less experienced than me.

3. Internal Audit

The Internal Audit report has not yet been received and I have a zoom meeting with the auditor booked for Friday 9th May 2025 and hopefully I will get the report following that in time for next week. The only thing in question is whether not having reviewed the Standing Orders in the financial year means I have to move one of the ticks on the Section 1 part of the AGAR.

4. Possible Co-option

Chris Jenkins has indicated that he would like to be considered as a councillor. The deadline beyond which we can co-opt is 12th April and our meeting is the 14th, so if you want to co-opt him, we can do it at the earliest opportunity possible. He has shown enthusiasm and will be coming to the meeting.

b) Village Maintenance

Cllr. Muir reported on village maintenance activities undertaken since the last meeting, as follows: -

- Weekly visual inspections of play equipment
- Extra screws have been fitted to the slide
- Two trees cut down and removed
- Smaller branches removed by himself and Cllr. Wheeldon
- Path on exit of village, overgrowth removed by two residents
- Grass cutting in front of the Duke of York car park, bus stop opposite the Exeter Inn, the wishing well area, the entrance to village from Exeter, at the bottom of St Michaels Hill, outside of storage containers, around the pumping station
- Both boats and two planters now filled with 260 summer plants, 150 of which were donated by residents
- Sue Hales donated two planters, now situated in the field and ready for planting
- Cleared weed from paths and road verges at the lower end of the village

Resulting from this summary there was a need to install a rope across the gap which would be undertaken by Cllrs. Wheeldon and Muir. The platform needs replacing, and costed alternatives are needed with risks and possible outcomes understood.

Cllr. Muir requested that the clerk order replacement D-Shackles

Power Used Open Spaces Act 1906	Risks Assessed Village becoming unkempt and overgrown with no planting
Resulting Tasks & Owner Cllr. Muir – continue inspections and maintenance of village.	Deadline for Action 10 June 2025
Financial Implications None	Equalities Impact LPC has responsibility to all of the community, including those who are less able

c) Other Councillor Reports

Cllr. Collier reported on the Airport Consultative Committee with a new KLM service to Amsterdam having started and the Post Office flights having ceased. The aircraft maintenance team had now tripled in size in four years and was employing 46 apprentices.

Cllr. Wheeldon had exchanged emails with Henry Massey at ExeSquared resulting in the company concluding it was no longer interested in providing Clyst Honiton Parish Council with its website requirements. Prices for alternative provision of a website and emails would be obtained before the next meeting.

Cllr. Harrison was concerned about the noise level apparently from the Lidl site, which was agreed as unacceptable by all councillors.

Cllr. Jenkins undertook to contact MDDC Environmental Health Department to see if something could be done about this.

26/19

RECURRING PAYMENTS

On a proposal by Cllr. Wheeldon, seconded by Cllr. Harrison, it was **Resolved** to agree that the following recurring payments can continue to be made for the coming year:

Payee	Services	Frequency	Amount £	Payment No.
Information Commissioners Office	Subscription	Annually	47.00	DD
Simon A Martin	Payroll Services	Monthly	8.00	DD
Adobe	Professional Upgrade	Monthly	19.97	DD
DCC Pension Fund	Retainer	Monthly	7.77	SO
Lloyds Bank Ltd	Service Charges	Monthly	4.25	DD

26/20

VILLAGE FETE & USE OF PLAYING FIELD

- a) The chairman had expressed concern that a village event was being suggested on the playing field, but the parish council was not being involved in its organisation and not being consulted. There had been the experience of last year where the event had taken place but those organising it had been late in arriving and putting up the stalls had been overseen by Cllr. Muir. The amount of work involved in organising and setting up a public event was substantial, and the parish council is not resourced to undertake this. The chairman would contact Megan and say that she should come to the next meeting before making arrangements for an event.
- b) There was a need to lay down rules about any organised public event on the playing field starting with appropriate consultation with the parish council before advertisements are produced and displayed.
- The clerk would draft a policy for public events on the field.

Power Used Open Spaces Act 1906	Risks Assessed Playing Field use putting residents at risk Potential Insurance risk for LPC
Resulting Tasks & Owner Cllr. Wheeldon to contact Megan Clerk to draft playing field use policy	Deadline for Action 10 June 2025
Financial Implications None	Equalities Impact LPC has responsibility to all of the community, including those who are less able

26/21

COUNCILLOR MEETING

It was agreed that there would be a meeting of councillors to induct the new councillor and discuss strategy immediately before the next parish council meeting on 11 June 2025. The start of the council meeting would be delayed until 8pm, as a result.

26/22

COMMUNITY ENGAGEMENT

It was intended to consider how appropriate community engagement is to be achieved for the future. This matter was deferred to a future meeting.

26/23

VOLUNTEERS

A volunteering policy would be drafted by the clerk, including paperwork for every volunteer.

26/24 HIGHWAYS

The chairman outlined the message from the community highways officer regarding St Michael's Hill which was that there was no money and that the chance of getting the work done was very small.

Cllr. Wheeldon to contact County Councillor Nat Vanstone of Reform to encourage him to challenge the policies currently in place so that finance for this job could be released.

Power Used Highways Act 1980	Risks Assessed Damage to vehicles and personal injuries if not repaired soon
Resulting Tasks & Owner Cllr. Wheeldon to contact Cllr. Vanstone	Deadline for Action Ongoing until the job is completed.
Financial Implications None	Equalities Impact DCC has responsibility to all of the community, including those who are less able

26/25 NEIGHBOURHOOD DEVELOPMENT ORDER

No further update on work being done by the Church Commissioners on the market testing for the NDO site had been received. It is assumed that the brochure had been produced and sent to potential developers, even though the parish council had requested sight of it before this was done. The church Commissioners would be contacted once again for an update.

Power Used Localism Act 2011, Schedule 9	Risks Assessed Failure to progress NDO No Community Hall provided
Resulting Tasks & Owner Clerk – to continue communication	Deadline for Action 14 May 2025
Financial Implications Budget in NDO Reserve	Equalities Impact Lack of provision of suitable meeting place

26/26 2025/2026 BANK RECONCILIATION & PAYMENTS BUDGET REPORT

On a proposal by Cllr. Wheeldon, seconded by Cllr. Harrison, it was **Resolved** to adopt the financial reports for the period to 30th April 2025.

26/27 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Wheeldon, seconded by Cllr. Collier it was **Resolved** to approve the payment of the invoices on the schedule below for the period since the last meeting:

PAYMENTS

Payment to	Services	Month or Reference	Amount £	Payment No.
2025/2026				
RJ Martin	Salary	May 2025	838.28	2526-04
HMRC	Tax Deduction	May 2025	238.73	2526-04

HMRC	NI	May 2025	91.00	2526-04
DCC Pensions	Retainer Payment	May 2025	7.77	DD
Countrywide GM	Grass Cutting	April 2025	122.10	2526-05
Simon A Martin	Payroll	May 2025	8.00	DD
Adobe	Adobe Professional	May 2025	19.97	Card
Lloyds Bank	Service Charges	May 2025	4.25	DD
Mulberry LAS Ltd	Internal Audit	2024/25	175.50	2526-06
Community Trading Services Ltd	Insurance Premium	2025/26	605.06	2526-06

RECEIPTS

Receipt from	Services	Amount £	Method
2025/2026			
None			
Power Used Local Government Act 1972, Section 151		Risks Assessed Making incorrect payments	
Resulting Tasks & Owner Clerk – apply appropriate Internal Control		Deadline for Action Ongoing	
Financial Implications Bank Balances £57,000		Equalities Impact None	

26/28

PLANNING APPLICATIONS

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
25/0941/FUL	Wroford Manor Clyst Honiton Devon EX5 2HP	Erection of roofing over existing yard Decision: No Objection
25/0975/PDR	Holbrook Farm Clyst Honiton Exeter EX5 2HR	Prior notification for change of use of agricultural building to workshop (no retail). Decision: No Objection
Power Used Town & Country Planning Act 1990; Localism Act 2011		Risks Assessed None
Resulting Tasks & Owner Clerk – notify EDDC		Deadline for Action 3 weeks from notification date
Financial Implications None		Equalities Impact None

26/29

DATE OF NEXT MEETINGThe next scheduled meeting is on **Wednesday 11th June 2025** in the Black Horse Inn starting at 8.00pm.

26/30

PARISH COUNCIL MEETING CLOSURE

The meeting was closed at 9.30pm

Signed:.....

Date:.....

CLERKS REPORT

Report to: Clyst Honiton Parish Council

Date: 8th October 2025

Agenda item: 26/49

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:

The report below follows the discussion between the chairman and myself on my future operations with Clyst Honiton Parish Council. The questions asked by Cllr. Wheeldon are followed by my responses in **bold**.

1. What does the working pattern look like going forward?

Likely capacity?

Changes to availability etc etc

I'm looking to work on three days of the week, rather than all five. This could be Monday to Wednesday or Tuesday to Thursday I have yet to decide.

2. Can we get formal holidays booked. The Councillors need to know that holiday is being taken and that you are not to be contacted.

And when you are available.

Need a calendar?

I have not had much in the way of holidays since starting with Clyst Honiton, working during all 52 weeks of the year which is not good for me. I will look to book holidays in advance for the future and actually get away from my desk.

3. Working - is there anything needed/changes required? Meetings? Driving?

We discussed the idea of me clerking meetings remotely and agreed to do this for the first couple of meetings following my return to work. There is no official reason why this cannot continue, but I also have a need to meet you face to face and get signatures etc. Whilst possible, I will need to keep this under review otherwise I could end up doing all my work at home in a small office – not necessarily a healthy environment.

4. The Minutes don't work well. They are not searchable and so progress and decisions on a given item are either remembered or unknown.

A list needs to be kept to gradually create a picture of what the PC has done and what the result was.

Recently, it would look as if the PC had spent a lot of time re-discussing things and nothing happened at the end.

We can do better.

The Minutes are produced, but useful information can be used to update the List, for internal reference. Can be read before meetings to avoid repetition and avoid repetition.

The recording of decisions in the minutes is a statutory requirement but this does not necessarily make them readable or useful as a management document. The avoidance of repetition is first tackled in the setting of the agenda backed up by good chairmanship. There is a need to produce a better and more dynamic list of tasks undertaken and still to be done.

5. It needs to be clearer what the Clerk is proposing to do in the month after a meeting and then report back. There have been a few times where things have not happened and there is no process that picks this up.

Reporting back is what the clerk's report should be about, but I agree we need to draw up an agreed ongoing list of what the clerk is to undertake each time, so there is no misunderstanding.

A question is whether this is a thing for the clerk to do or whether it should be done following the meeting by a councillor and agreed with the clerk.

6. All CHPC files need to be on CHPC MS One Drive.

There should not be many files.

Most historical stuff is no longer useful and can be deleted.

It is mainly just agendas and minutes, insurance docs, employment docs, audits?

Using a password-protected DropBox account is not sensible if there is only one person with Administrator rights. I don't want admin rights to your DropBox.

The Dropbox arrangement was set up by Angie before I took over. From my point of view, it is a useful way of ensuring that the parish computer files are stored remote from the parish council laptop. This means that I have no PC files on the laptop memory. The OneDrive mechanism seems to operate by updating itself automatically from the laptop, mirroring what this contains for access by others which seems to mean that I have to have all the files on the laptop memory, which I am reluctant to do for many reasons. It seems pointless to have the OneDrive records mirroring a separate Dropbox set both remote from the laptop. I want to ensure that access to the parish council records remain secure and accessible without having them held on the PC laptop causing memory and speed problems as a result. I am OK with using OneDrive to allow access for councillors but my understanding of how it works is obviously not good, so will need to have a little guidance of achieving what we all want here.

It will need to be kept simple to operate otherwise councillors will tend not to use it.

In any case, I will be looking to simplify and rationalise the records kept so that there is not a complicated set of records to access.

7. Emails need to start coming from the new accounts. This can be a process, rather than a switch. Eventually, only spam will arrive at the old account and new email addresses will be on the website.

This will be arranged shortly.

The new website needs to be brought into operation as quickly as possible to ensure that we do not lose public attention, such as it is.

8. File sharing needs to be used.

We need to avoid a situation where 'emails not arriving' is not an issue as the matters being discussed are explained in the List.

I think we leave the List editable so that anyone can add, but occasionally make backups.

I agree and this is tied up with 6 above. There will need to be a mechanism whereby a link is sent to inform councillors of new information to be looked at.

9. Anything else – your requirements.

We agreed that the parish council would now meet monthly, with the exception of August and December each year (unless there is an urgent need) which is a recognised pattern for small parishes.

We also agreed that the NDO is a lost cause, following the lack of response from the Church Commissioners. Any further major input on this would appear to be a waste of time, not the least of which because the Development world around Clyst Honiton has changed from that which existed 8+ years ago. No further time would be spent on this.

Rob Martin

01 October 2025

26/59

2 October 2025 (2025-2026)

Clyst Honiton Parish Council

Prepared by: RJ Mark
Name and Role (Clerk/RFO etc)

Date: 21.01.25

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 30/09/2025		
	Cash in Hand 01/04/2025	57,263.63
	ADD Receipts 01/04/2025 - 30/09/2025	18,821.37
		76,085.00
	SUBTRACT Payments 01/04/2025 - 30/09/2025	9,977.62
A	Cash in Hand 30/09/2025 (per Cash Book)	66,107.38
	Cash in hand per Bank Statements	
	Petty Cash 30/09/2025 37.64	
	Clyst Honiton Parish Council Lloyd 30/09/2025 15,988.73	
	Lloyds Fixed Term Deposit 4/3/25 30/09/2025 0.00	
	Clyst Honiton Parish Council Lloyd 30/09/2025 20,081.01	
	Lloyds Fixed Term Deposit 7/6/25 30/06/2025 0.00	
	Lloyds Fixed Term Deposit 11/03/21 30/09/2025 30,000.00	
		66,107.38
	Less unrepresented payments	
		66,107.38
	Plus unrepresented receipts	
B	Adjusted Bank Balance	66,107.38
A = B Checks out OK		

Clyst Honiton Parish Council
14 STATION ROAD
YEOFORD
CREDITON
DEVON
EX17 5HU

Your Account

Sort Code 30-99-08
Account Number 22152368

COMMUNITY ACCOUNT

01 September 2025 to 30 September 2025

Money In	£9,000.00	Balance on 01 September 2025	£8,515.70
Money Out	£1,546.94	Balance on 30 September 2025	£15,988.73

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Sep 25	Adobe CD 1725 31AUG25	DEB		19.97	8,515.70
01 Sep 25	EAST DEVON DC	BGC	9,000.00		17,515.70
01 Sep 25	DCC PENSION FUND	SO		7.77	17,507.93
10 Sep 25	GOCARDLESS SIMONAMARTIN-CSCWS	DD		8.00	17,499.93
19 Sep 25	RJ MARTIN	BP		995.62	16,504.31
19 Sep 25	HMRC - ACCOUNTS OF	BP		361.65	16,142.66
19 Sep 25	COUNTRYWIDE GROUND 200000001628090860 648389	FPO		129.71	16,012.95
19 Sep 25	SERVICE CHARGES REF : 464388463	PAY		4.25	16,008.70
30 Sep 25	Adobe CD 1725	DEB		19.97	15,988.73

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Mr R. Martin

Last logged on 19 September 25 at 03:50
DAM

Log off

COMMERCIAL INSTANT ACCESS ACCOUNT 30-99-08 25526360
Show IBAN/BIC

£ 20,081.01 Balance

0.60 % gross Interest rate

£20,081.01 Available funds:

Is your business protected with Public Liability Insurance?



Check your address is
up to date

Full Access Users can now
change their business address
in Online for Business.

[Check now](#)

Statement

Search your statement

DATE	DESCRIPTION	TYPE	IN (£)	OUT (£)	BALANCE (£)
09 Sep 25	INTEREST (GROSS)		11.11		20,081.01
11 Aug 25	INTEREST (GROSS)		12.69		20,069.90
09 Jul 25	INTEREST (GROSS)		11.53		20,057.21
09 Jun 25	INTEREST (GROSS)		13.34		20,045.68
09 May 25	INTEREST (GROSS)		13.71		20,032.34
09 Apr 25	INTEREST (GROSS)		16.44		20,018.63
10 Mar 25	INTEREST (GROSS)		2.19		20,002.19
07 Mar 25	CLYST HONITON PARI 309908 22152368	TFR	20,000.00		20,000.00

26159

2 October 2025 (2025-2026)

Clyst Honiton Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

Administration

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
			Budget	Actual	Budget	Actual	
1	Precept		18,000.00	18,000.00			
2	Grants General		150.00				
4	Clyst Chatter						-150.00
5	Interest		150.00	210.16			
20	Clerk's Salary						60.16
21	Home as Office				12,600.00	6,289.42	6,310.58
22	National Insurance				312.00	156.00	156.00
23	Pension				500.00	568.10	-68.10
30	Clerking Expenses				95.00	46.62	48.38
31	Councillor Expenses				300.00	118.02	181.98
32	Stationery & Postage						
33	Payroll Service				200.00		200.00
34	Venue Hire				100.00	40.02	59.98
35	Zoom or Teams				300.00	40.67	259.33
36	Training						
37	Clyst Chatter						
38	Subscription - DALC					15.00	-15.00
39	Subscription - SLCC				125.00	126.00	-1.00
40	Audit - Internal			181.00	275.00	300.00	156.00
41	Audit - External				240.00		240.00
42	Computer Hardware					146.25	-146.25
43	Computer Software						
44	Computer Security				350.00	99.84	250.16
45	Website Hosting					87.49	-87.49
50	Insurance Premium						
55	Elections				700.00	605.06	94.94
85	VAT Refund 9						
87	Donations						
89	Bank Charges					25.50	-25.50
90	Website & Email Renewal					257.00	-257.00
			18,300.00	£18,391.16	16,097.00	£8,920.99	7,267.17

Community Facility

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
			Budget	Actual	Budget	Actual	

10 Community Facility Grants

Neighbourhood Plan and Development (

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
			Budget	Actual	Budget	Actual	

3 Grants NP/NDO
80 NP/NDO General Expense
81 NP/NDO Consultancy

Village Maintenance

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
			Budget	Actual	Budget	Actual	

60	Playing Field Grass				1,300.00	642.20	657.80
61	Asset Maintenance				200.00		200.00
62	Play Equipment Inspector				100.00		100.00
63	Play Equipment Maintenance					36.47	-36.47
64	Play Equipment Installation						
65	Zipwire Repairs and Replacement				1,000.00		1,000.00
66	Lawn Mower & Strimmer -				450.00		450.00
67	Lawn Mower & Strimmer -				50.00	40.84	9.16
86	Flower Bed Maintenance				100.00	21.91	78.09
88	Maintenance Equipment						
					3,200.00	£741.42	2,458.58

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Clyst Honiton Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

Village Services		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	
82	Grants - Community						
83	Grants Churchyard Mainte						
84	Community Events						
NET TOTAL			18,300.00	£18,391.16	19,297.00	£9,662.41	9,725.75

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

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CLYST HONITON PARISH COUNCIL
BUDGET 2026/2027

2024/2025 Actual		2025/2026 Budget	2025/2026 Revised Budget	2026/2027 Budget
£		£	£	£
RECEIPTS				
16,500	Precept	18,000	18,000	18,000
1,150	SLCC Refund	150	181	200
171	Interest	150	630	500
506	Event Income	-	-	-
-	CIL Income	-	-	-
18,327	TOTAL Receipts	18,300	18,811	18,700
PAYMENTS				
Administration				
12,220	Clerk's Salary	12,600	12,600	12,955
312	Home as Office	312	312	312
391	National Insurance	500	1,150	1,220
93	Pension	95	95	95
4	Bank Charges	-	50	50
304	Clerking Expenses	300	212	250
	Councillor's Expenses	-	-	-
128	Payroll & Stationery	300	200	200
199	Room Hire/Zoom	300	150	250
-	Councillor Training	-	-	-
-	Clerk Training	-	-	-
-	Clyst Chatter	-	15	-
349	Subscriptions	400	426	440
405	Audit	240	146	160
878	IT Software	350	650	670
-	Website Renewal	-	257	357
609	Insurance	700	605	700
Maintenance				
1,236	Grass Cutting	1,300	1,290	1,350
71	Operational	200	600	600
293	Lawn Mower	500	500	500
1,390	Zipwire	1,000	-	-
Other Expenditure				
194	Asset Inspection	100	100	100
	Elections	-	-	-
92	Play Equipment	-	36	-
74	Memorial Garden	100	55	100
-	Library Box	-	400	-
19,241	TOTAL Payments	19,297	19,849	20,309
914	Net Payments/(Receipts)	997	1,038	1,609
1,172	VAT Receipts	-	-	-
1,040	VAT Payments	-	-	-
RESERVES				
17,245	<u>General Reserve</u>		15,839	14,230
<u>Earmarked Reserves</u>				
13,235	Parish Field & Play Equipment		13,235	13,235
23,664	Neighbourhood Plan/NDO		24,447	24,447
2,000	Election Costs		2,000	2,000
613	Clyst Chatter Fund		598	598
506	Events Reserve		106	106
-	CIL Reserve		-	-
57,264	TOTAL IN RESERVES		56,226	54,617