

Shobrooke Parish Council

Notice of Meeting of Parish Council

Dear Councillors

I hereby give notice that a meeting of the above named Parish Council will be held in the Shobrooke Village Hall on Tuesday 12 January 2016 at **7.30pm.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted at the meeting set out hereunder.

Dated this 6 January 2016

Signed



Clerk to the Parish Council

Jane Hole

shobrookepc@outlook.com

01392 851148

Business to be Transacted Public Participation

Members of the public are invited to give their views and ask questions on issues on this agenda or to raise issues for future consideration by the Parish Council. Limited to 15 minutes.

Formal Business

(Members of the public may not take part in the formal business of the Parish Council except under special circumstances)

1/01/16 Apologies

To receive apologies

2/01/16 Declaration of Interest

2.1 Register of Interests (ROI). Councillors to update as required

2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.

2.3 Disclosable Pecuniary interest (DPI). Councillors must declare any pecuniary interest in items on the agenda and their nature and they must leave the meeting for that agenda item.

3/01/16 Minutes of the last meeting held on Tuesday 8 December 2015 (previously circulated)

To be agreed and signed as a true record

4/01/16 Mid Devon District Council

4.1 Planning Applications:

None

4.2 Planning Decisions:

15/01703/FULL – erection of a general purpose agricultural building at Efford, Shobrooke – permission granted

5/01/16 Road and Footpaths

5.1 Outstanding Road and Footpath issues (list attached for Cllrs)

5.2 To consider report from Footpath Warden (details circulated separately)

5.3 New issues identified

5.3a Tractors/trailers mounting pavement/grass verge outside Moor Farm

5.3b Hash runners using allotment permissive path

6/01/16 Finance

6.1 To approve signatures for this month's cheques

6.2 Parish Council payments Current Account:

Item	Payee	Purpose	Amount £
6.2.1	Country Matters	Stile replacement FP3	238.13
6.2.2	J Hole	Salary and expenses December	133.50

£371.63

6.3 Parish Council Receipts			Amount £
Item	Payer	Purpose	
6.3.1	DCC	Reimbursement for 2 x stile replacements	500.00
			£500.00

- 6.4 Balances
- 6.4a Parish Council Current Account balance: £1,587.29
- 6.4b Parish Council Footpath balance (included in above current account figure): £303.45
- 6.4c Parish Council Reserve Account balance: £5,782.44
- 6.5 Financial Statement and Budget Monitor – attached for Cllrs
- 6.6 To consider a grant to Crediton & District Community Transport (information available at www.creditoncommunitytransport.org.uk/index.htm. Accounts have been requested)
- 6.7 To agree the precept for 2016/17 (details attached separately for Cllrs)

7/01/16 Matters raised by the Chair

None

8/01/15 Councillor's Reports

- 8.1 To consider any Councillor reports for areas of responsibility

9/01/16 Clerk's Report

None

10/01/16 Parish Council

- 10.1 Playing Field
- 10.1a To consider latest Inspection Report
- 10.1b To formally endorse the proposed perimeter fencing at the playing fields
- 10.1c To consider who to approach for letters of support for grant application
- 10.2 Display of war memorial names (see note below from Church Warden)
- 10.3 Update on bus services (see note below)

11/01/16 Miscellaneous Correspondence

To note correspondence from MDDC regarding the closure of the District Council Office in Market Street, Crediton

12/01/16 Minor Matters and Items for Future Agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

13/01/16 Date of next meeting: Tuesday 9 February 2016 in the Village Hall at 7.30 pm.

Part II

(Members of the press and public will be excluded from Part II in order that commercially sensitive information can be considered confidentially)

- 14/01/16** To consider the quotes received with regard to the perimeter fencing at the playing fields and to agree further action (summary of four quotes circulated separately for Cllrs)

This Notice must be left at or sent to the usual place of residence of every member of the Council, three clear days at least before the meeting.

Agenda Item 5.1

Outstanding issues for Roads and Footpaths

- I. Traffic speeding in the village
- II. Poor road surface on the main road at the junction of Silverway and The Village – reported to DCC – noted as assessed on 18 September
- III. Footpath 3: Stile through holly hedge at the top of the hill from Great Gutton, broken left-hand upright needs replacing. Gate now installed – remove from list
- IV. Footpath 5: Damaged waymarker post at the southern end near Lower Coombe needs replacing Footpath Warden to action
- V. Footpath 6: The two large gateposts on the northern side of the stream at the midpoint of this path are loose. The posts need to be tightened up. Footpath Warden to action
- VI. Footpath 13: Two hand rails are needed at the southern end where it drops down onto Church Lane – on hold
- VII. Footpath 22: The broken post in the gateway to the path opposite Shute Farm entrance needs to be fixed or replaced. Robert Ayre to action
- VIII. Footpath 57: Damaged waymarker – Footpath Warden to action
- IX. Blocked drain at Exeter Hill- reported to DCC
- X. Poor road surface by church – reported to DCC

Agenda Item 6.5

Shobrooke Parish Council

Financial Statement and Budget Monitor

Income/transfer

Current Account	Income
Opening balance (cf from 14/15)	£1,967.03
Precept	£4,499.52
Council Tax Reduction grant	£500.48
PROW grant	£500.00
VAT Refund	£493.65
Transfer from Deposit Account	£1,500.00
	£9,460.68

Expenditure as at 12.1.16

Item	Budget	Spend to date	Balance	14/15 spend
Grants				
Parish Council Grants	£1,530.00	£1,430.00	£100.00	£530.00
Churchyard	£430.00	£430.00	£0.00	£430.00
Village Hall	£1,000.00	£1,000.00	£0.00	£0.00
Community Transport	£100.00	£0.00	£100.00	£100.00
Admin & running costs	£3,546.36	£2,467.98	£1,078.38	£2,471.77
Audit fees	£250.00	£32.95	£217.05	£248.00
Election	£200.00	£147.35	£52.65	£0.00
Expenses	£157.65	£52.49	£105.16	£66.89
Clerk's Expenses	£107.65	£52.49	£55.16	£66.89
Other Expenses	£50.00	£0.00	£50.00	£0.00
Payroll incl PAYE	£1,988.71	£1,582.84	£405.87	£1,582.38
Training (inc. ref materials)	£320.00	£181.70	£138.30	£59.50
Training Clerk's	£70.00	£144.00	£74.00	£59.50
Training Councillors	£250.00	£37.70	£212.30	£0.00
Fees and Subscriptions	£160.00	£153.30	£6.70	£151.95
Room Expenses	£90.00	£60.00	£30.00	£45.00
Insurance	£280.00	£257.35	£22.65	£270.05
Publications	£50.00	£0.00	£50.00	£48.00
Newsletter	£50.00	£0.00	£50.00	£0.00
Repairs & maint.	£1,518.01	£1,950.96	£-50.40	£1,308.00
Grass cutting in play park	£750.00	£700.00	£50.00	£700.00
Playground inspections	£100.00	£96.00	£4.00	£96.00
General Maintenance	£150.00	£278.40	£-128.40	£0.00
Allotment rent	£0.00	£0.00	£0.00	£500.00
Signs	£50.00	£26.00	£24.00	£12.00
Footpaths (not P3)	£0.00	£186.00	£-186.00	
P3 Footpaths	£468.01	£664.56	£-196.55	£411.21
Misc				
Other expenses	£1,690.00	£2,024.45	£-334.45	£0.00
PC equipment	£50.00	£0.00	£50.00	£0.00
War memorial	£1,640.00	£1,640.40	£-0.40	£0.00
Non budgeted expenditure		£384.05		
Emergency spending		£0.00	£0.00	£0.00
Totals:	£8,284.37	£7,873.39	£793.53	£4,309.77

Current Account 12.1.16

Total income YTD	£9,460.68
Withdrawn	£6,664.15
Less O/S Cheques	£1,209.24
Balance (incl Footpath):	£1,587.29

Of which £303.45 is Footpath

Reserve Balance **£5,783.44**

P3 Path	
Grant received 13/14	£340.00
Grant received 14/15	£350.00
Grant received 15/16	£200.00
PC top up 15/16	£150.00
Additional funds 15/16	£500.00
Total income	£1,540.00
VAT reclaimed to date	£152.18
Income plus VAT	£1,692.18
Expenditure	£1,388.73
Balance	£303.45
VAT to be re-claimed	£73.38

Grant £1,025 received in 14/15
Healthcheck/Bench

£346.35 Budget underspent - no more expenditure anticipated

Agenda Item 10.2

E-mail from Rosemary Barber re display of war memorial names

“We have a file in the church with all the stories in it. At the moment it is locked away with a lot of other Shobrooke Local History information in the church filing cabinet, but I don't see why we couldn't make another copy and leave it in the church for people to read, and we certainly could put up a list on the notice board in the church porch, and, as you suggest, it would be good too to have a list on a post near the war memorial itself, as it would somehow mean more to have it there.”

Agenda Item 10.3

E-mail from Turners Tours

The 347 is contracted to 16 seats.

The 870 is contracted to 20 seats.

The 679 is contracted to 20 seats.

We have occasionally used a 16 on the 870 & 679 but very rare we normally run with a 25 seat vehicle which we have acquired for this type of work, its low floor and wheel chair friendly.

I am surprised at the complaints as to my knowledge the vehicles are never full. However I will investigate further and check to see what tickets are being sold on each service.

I will come back to you again in the new year with my findings.

Shobrooke Parish Council

Clerks wages and expenses breakdown

January 2016

Salary for December

13 hours x 9.551

£124.16

Expenses

Item	Quantity	Charge
Home office allowance*		£6.00
Envelopes 2p each	2	£0.04
2 nd class stamp (53p)	2	£1.06
1 st class stamp		
Printing 4p per sheet	56 sheets	£2.24

* Shobrooke portion of 50/50 split with NSC

Expenses sub-total

£9.34

Total

£133.50