

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 9 February 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 3 February 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)

1/02/16 Apologies

To receive apologies

2/02/16 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.

3/02/16 Minutes of the last meeting held on Tuesday 12 January 2016 (previously circulated)

To be agreed and signed as a true record

4/02/16 Mid Devon District Council

4.1 Planning Applications:

16/00173/House – Erection of a conservatory at 4 Queens Park, Shobrooke

4.2 Planning Decisions:

15/01194/MFUL- Erection of a solar farm 4.9MW, landscaping and associated infrastructure, access and underground cables at Dunscombe, Newton St Cyres (consultation as a neighbouring authority) – permission not granted

15/01719/FULL - Erection of a polytunnel to house sheep at Uppincott Farm, Shobrooke – Permission granted

5/02/16 Road and Footpaths

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

5.2 New issues identified

6/02/16 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	Tiverton & District Community Transport	Grant	100.00
6.2.2	J Hole	Salary and expenses January	166.99

£266.99

- 6.3 Balances
 - 6.3a Parish Council Current Account balance: £1,320.30
 - 6.3b Parish Council Footpath balance (included in above current account figure): £303.45
 - 6.3c Parish Council Reserve Account balance: £5,782.44
- 6.4 Financial Statement and Budget Monitor – attached for Cllrs
- 6.5 To note new external audit sector-led body (SLB) arrangements effective from 2017 – the SLB will appoint an external auditor, estimated cost £100.00. The council may choose to opt out of these arrangements and appoint its own external auditor.

7/02/16 Matters raised by the Chair

None

8/02/16 Councillor's Reports

- 8.1 To consider any Councillor reports for areas of responsibility

9/02/16 Clerk's Report

- 9.1 Annual Parish Meeting, Tuesday 10 May – to receive suggestions for a speaker
- 9.2 Update on new MDDC website provision. Clerk has attended training and the new website will need to be set up by end of March. Advice from DALC suggests that an additional grant can be claimed for the work involved.

10/02/16 Parish Council

- 10.1 Playing Field
 - 10.1a To consider latest Inspection Report
 - 10.1b Update on perimeter fencing
- 10.2 Update on bus services – DCC state that bus routes 347/870/679 are contracted to provide a minimum seat number of 16.
- 10.3 To note correspondence from a parishioner regarding dog mess being placed in the litter bin by the bus shelter and to note response from MDDC Dog Warden stating dog mess may be disposed of in any litter bin or private black sack. To note that the survey of dog mess bins is still ongoing.
- 10.4 To consider support for a TAP fund request from Thorverton Parish Council for Thorverton Memorial Hall – Security and Protection Project (details circulated separately)

11/02/16 Miscellaneous Correspondence

MDDC – draft corporate plan consultation available at:

<https://new.middevon.gov.uk/your-council/consultation-involvement/current-consultations>

To note final recommendations from the electoral review of Devon. This division to be renamed Creedy, Taw and Mid Exe. <https://consultation.lgbce.org.uk/node/4141>

12/02/16 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.

13/02/16 Date of next meeting: Tuesday 8 March 2016 in the Village Hall at 7.30 pm.

End of formal business

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 5: Damaged waymarker post at the southern end near Lower Coombe needs replacing Footpath Warden to action
- IV. 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
- V. Footpath 13: Two hand rails are needed at the southern end where it drops down onto Church Lane – Footpath Warden to action
- VI. 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
- VII. Blocked drain at Exeter Hill/ Exeter Hill Cross towards Shobrooke, Raddon Top to West Raddon and on the road by Rew Cross - reported to DCC
- VIII. Poor road surface by church – reported to DCC
- IX. Tractors/trailers mounting grass verge outside lane entrance to Moor Farm

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 9.2.16

Item	Budget	Spend to date	Balance	14/15 spend
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Grants	Parish Council Grants	£1,530.00	£1,530.00	£0.00	£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	£100.00	£0.00	£100.00

Admin & running costs	Total Admin & running costs	£3,546.36	£2,634.97	£911.39	£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
	<i>Clerk's Expenses</i>	£107.65	£52.49	£55.16	£66.89
	<i>Other Expenses</i>	£50.00	£0.00	£50.00	£0.00
	Payroll incl PAYE	£1,988.71	£1,749.83	£238.88	£1,582.38
	Training (inc. ref materials)	£320.00	£181.70	£138.30	£59.50
	<i>Training Clerk's</i>	£70.00	£144.00	-£74.00	£59.50
	<i>Training Councillors</i>	£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.	Total Repairs & Maintenance	£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	£8,140.38	£526.54	£4,309.77
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£346.35 Budget underspent - no more expenditure anticipated

Current Account 9.2.16

Total income YTD	£9,460.68
Withdrawn	£7,357.76
Less O/S Cheques	£782.62
Balance (incl Footpath):	£1,320.30

Of which £303.45 is Footpath

Reserve Balance £5,783.68

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

Shobrooke Parish Council

Clerks wages and expenses breakdown

February 2016

Salary for January

13 hours x 9.551	£124.16
Additional hours 2.93 x 9.551	£ 27.98
	£152.14

Expenses

Item	Quantity	Charge
Home office allowance*		£6.00
Envelopes 2p each	1	£0.02
2 nd class stamp (53p)	1	£0.53
1 st class stamp		
Printing 4p per sheet	50 sheets	£2.00
Travel to Tiverton for course 45p per mile x 15 *		£6.30

* Shobrooke portion of 50/50 split with NSC

Expenses sub-total **£14.85**

Total **£166.99**