

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 July 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 7 July 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)

1/07/16 Apologies

To receive apologies

2/07/16 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.

3/07/16 To consider any nominations for co-optioned Councillors

4/07/16 Minutes of the last meeting held on Tuesday 14 June 2016 (previously circulated)

To be agreed and signed as a true record

5/07/16 Mid Devon District Council

5.1 Planning Applications:

16/00883/FULL - Creation of 2 ponds and a hatchery/store building at Pennicott, Shobrooke

16/00950/HOUSE and 16/00965/LBC - Erection of a single storey orangery extension to side elevation at Shute Manor Shute Shobrooke Crediton Devon EX17 1BW

5.2 Planning Decisions:

15/00315/FULL - Conversion of barns to 5 dwellings at Furze Farm Shute Shobrooke – permission granted

6/07/16 Road and Footpaths

6.1 Outstanding Road and Footpath issues (list attached)

6.2 New issues identified

7/07/16 Finance

7.1 To approve signatures for this month's cheques

7.2 Parish Council Payments Current Account:

Item	Payee	Purpose	Amount £
7.2.1	Frost Fencing Ltd	Repairs to East fence in playing fields	981.60
7.2.2	Shobrooke PCC	Grant towards upkeep of churchyard/memorial	430.00
7.2.3	J Hole	Salary and expenses	134.58

£1,546.18

- 7.3 Parish Council Payments received:
None
- 7.4 Balances
- 7.4a Parish Council Current Account balance: £5,302.96
- 7.4b Parish Council Footpath balance (in above current account figure): £1,882.46
- 7.4c Parish Council Reserve Account balance: £5,784.88
- 7.5 Financial Statement and Budget Monitor – attached for Cllrs

8/07/16 Matters raised by the Chair

- 8.1 None

9/07/16 Councillor's Reports

- 9.1 To consider any Councillor reports for areas of responsibility

10/07/16 Clerk's Report

- 10.1 To approve Clerk holiday from 23 July to 31 July 2016

11/07/16 Parish Council

- 11.1 Playing Field
- 10.1a To consider latest Inspection Report
- 10.2b To consider repairs to the wood surrounding the soft matting around the roundabout
- 11.2 To note reply from Village Hall re request to re-consider displaying a copy of the parish footpath map on the village hall. To note alternative location suggested by Cllr A Jones – map to be erected above the school bell on School Close at an additional cost of £15.00
- 11.3 To note the success of the S106 grant application for new south fencing at playing fields

12/07/16 Miscellaneous Correspondence

A list will be available at the meeting

13/07/16 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.

14/07/16 Date of next meeting: To consider if a August meeting should take place. If not date of next meeting Tuesday 13 September 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)

13/07/16 Playing fields

- 13.1 To agree who to appoint to repair the south fence and to agree a timescale for the work to be completed.

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 6.1

Outstanding issues for Roads and Footpaths

- I. Traffic speeding in the village – PCSO has responded direct to resident who raised concerns regarding speeding
- II. Blocked drains at Exeter Hill/ Exeter Hill Cross towards Shobrooke, Raddon Top to West Raddon, road by Rew Cross, Efford, outside Setters and Church lane - reported to DCC
- III. Poor road surface by church – reported to DCC

Shobrooke Parish Council

Financial Statement and Budget Monitor 2016/17

Income/transfer

Current Account	Income
Opening balance (cf from 15/16)	£2,417.39
Precept	£5,000.00
Council Tax Reduction grant	
PROW grant	£1,000.00
VAT Refund	
Transfer from Depost Account	
Locality grant	
	£8,417.39

Expenditure as at 12.7.16

Item	Budget	Spend to date	Balance	15/16 spend
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Grants	Parish Council Grants	£630.00	£430.00	£200.00	£1,530.00
	Churchyard	£430.00	£430.00	£0.00	£430.00
	Village Hall	£0.00	£0.00	£0.00	£1,000.00
	Community Transport	£100.00	£0.00	£100.00	£100.00
	Other organisations	£100.00	£0.00	£100.00	£0.00

Admin & running costs	Total Admin & running costs	£2,707.00	£1,298.13	£1,408.87	£2,788.49
	Audit fees	£35.00	£0.00	£35.00	£32.95
	Election	£0.00	£0.00	£0.00	£147.35
	Expenses	£80.00	£44.14	£35.86	£55.51
	Clerk's Expenses	£80.00	£19.14	£60.86	£55.51
	Other Expenses	£0.00	£25.00	-£25.00	£0.00
	Payroll incl PAYE	£1,994.00	£760.18	£1,233.82	£1,900.33
	Training (inc. ref materials)	£100.00	£0.00	£100.00	£181.70
	Training Clerk's	£50.00	£0.00	£50.00	£144.00
	Training Councillors	£50.00	£0.00	£50.00	£37.70
	Fees and Subscriptions	£160.00	£155.96	£4.04	£153.30
	Room Expenses	£60.00	£72.00	-£12.00	£60.00
	Insurance	£278.00	£265.85	£12.15	£257.35
Publications	£0.00	£0.00	£0.00	£0.00	
Newsletter	£0.00	£0.00	£0.00	£0.00	

Repairs & maint.	Total Repairs & Maintenance	£6,082.46	£1,386.30	£4,696.16	£2,871.95
	Grass cutting in play park	£700.00	£0.00	£700.00	£700.00
	Playground inspections	£100.00	£105.00	-£5.00	£96.00
	General Maintenance	£150.00	£0.00	£150.00	£278.40
	Allotment rent	£0.00	£0.00	£0.00	£0.00
	Signs	£50.00	£0.00	£50.00	£26.00
	Footpaths (not P3)	£200.00	£0.00	£200.00	£186.00
	P3 Footpaths	£882.46	£299.70	£582.76	£1,585.55
Playground fencing	£4,000.00	£981.60	£3,018.40	£0.00	

Misc	Other expenses	£400.00	£0.00	£400.00	£2,474.43
	PC equipment	£0.00	£0.00	£0.00	£449.98
	War memorial	£0.00	£0.00	£0.00	£1,640.40
	Non budgeted expenditure	£200.00	£0.00	£200.00	£384.05
	Emergency spending	£200.00	£0.00	£200.00	£0.00

Totals:	£9,819.46	£3,114.43	£6,705.03	£9,664.87
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Current Account 12.7.16

Total income YTD	£8,417.39
Withdrawn	£1,568.25
Less O/S Cheques	£1,546.18
Balance (incl Footpath):	£5,302.96

Footpath account £1,882.46

Reserve Balance £5,784.88

P3 Path	
Grant received 12/13	£340.00
Grant received 13/14	£350.00
Grant received 14/15	£200.00
PC top up 15/16	£150.00
Additional funds 15/16	£500.00
Grant received 15/16	£1,500.00
Grant received 16/17	£1,000.00
Total income	£4,040.00
VAT reclaimed to date	£152.18
Income plus VAT	£4,192.18
Expenditure	£2,309.72
Balance	£1,882.46
VAT to be re-claimed	£232.88

Shobrooke Parish Council

Clerks wages and expenses breakdown

July 2016

Salary for June

13 hours' x £9.647

£125.41

£125.41

Expenses

Item	Quantity	Charge
Home office allowance*		£ 6.00
Envelopes 2p each	1	£ 0.02
2 nd class stamp (53p)	1	£ 0.53
Printing 4p per sheet	66 sheets	£ 2.62

* Shobrooke portion of 50/50 split with NSC

Expenses sub-total

£9.17

Total

£134.58