

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 13 September 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 September 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)

01/09/16 Apologies

To receive apologies

02/09/16 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.

03/09/16 Minutes of the last meeting held on Tuesday 12 July 2016 (previously circulated)

To be agreed and signed as a true record

04/09/16 Mid Devon District Council

4.1 Planning Applications:

16/01310/FULL - Conversion of redundant agricultural building to dwelling at NGR 287346 99975 (Wyke Farm) Shobrooke

4.2 Planning Decisions:

16/00792 - HOUSE – erection of a first floor extension and garage at 1 Burrington Drive Shobrooke EX17 1AU – permission granted

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single storey orangery extension to side elevation at Shute Manor Shute Shobrooke Crediton Devon EX17 1BW – application withdrawn

4.3 To consider comments on MDDC Street Cleansing Review – details circulated separately

05/09/16 Road and Footpaths

5.1 Outstanding Road and Footpath issues (list attached)

5.2 New issues identified

06/09/16 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	A Jones	Reimbursement for materials for footpath map	46.71
6.2.2	J Hole	Salary and expenses	266.44
			£313.15

6.3 Parish Council Payments received:
None

6.4 Balances:

6.4a Parish Council Current Account balance: £4,989.81

6.4b Parish Council Footpath balance (in above current account figure): £1,882.46

6.4c Parish Council Reserve Account balance: £5,785.38

6.5 Financial Statement and Budget Monitor – attached for Cllrs

6.6 To note the conclusion of the Annual Return for 2015/16

07/09/16 Matters raised by the Chair

7.1 None

08/09/16 Councillor's Reports

8.1 To consider any Councillor reports for areas of responsibility

09/09/16 Clerk's Report

9.1 None

10/09/16 Parish Council

10.1 Playing Field

10.1a To consider latest Inspection Report

10.2b Update on repairs to the wood surrounding the soft matting around the roundabout

10.3c Update on south fencing – contractor expects to start work mid October

10.4d To agree e-mail consultation with local families (as suggested by Playing Fields rep) re a wish list of new equipment for the playground. Such list to be sent to MDDC to register as expenditure against funding from new dwellings.

10.2 To consider attendance at DALC AGM and Conference 11 October, Newton Abbot

10.3 To consider attendance at new councillor training course for Cllr A Ripper and Cllr J Ingham. Next course 21 September (Cllr A Jones attending) and 15 November

10.4 To consider supporting Thorverton PC TAP application for equipment for a handyman- details circulated separately

11/09/16 Miscellaneous Correspondence

E-mail received from Shute resident re lack of broadband coverage – Clerk has asked Connecting Devon and Somerset for an update

A list will be available at the meeting

12/09/16 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.

13/09/16 Date of next meeting: Tuesday 11 October 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 – no update
- 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 13.9.16

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	£1,564.57	£1,142.43	£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	£47.76	£32.24	£55.51
	<i>Clerk's Expenses</i>	£80.00	£22.76	£57.24	£55.51
	<i>Other Expenses</i>	£0.00	£25.00	£-25.00	£0.00
	Payroll incl PAYE	£1,994.00	£1,023.00	£971.00	£1,900.33
	Training (inc. ref materials)	£100.00	£0.00	£100.00	£181.70
	<i>Training Clerk's</i>	£50.00	£0.00	£50.00	£144.00
	<i>Training Councillors</i>	£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	£1,433.01	£4,649.45	£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	£46.71	£103.29	£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	£3,427.58	£6,391.88	£9,664.87
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Current Account 13.9.16

Total income YTD	£8,417.39
Withdrawn	£2,132.83
Less O/S Cheques	£1,294.75
Balance (incl Footpath):	£4,989.81

Footpath account £1,882.46

Reserve Balance **£5,785.38**

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

September 2016

Salary for July	13 hours' x £9.647	£125.41
Salary for August	13 hours' x £9.647	£125.41
		£250.82

Expenses

Item	Quantity	Charge
Home office allowance*		£ 12.00
Envelopes 2p each	5	£ 0.10
2 nd class stamp (53p)	4	£ 2.12
Printing 4p per sheet	35 sheets	£ 1.40

* Shobrooke portion of 50/50 split with NSC

Expenses sub-total **£15.62**

Total **£266.44**