

PUDDINGTON PARISH COUNCIL MEETING

Parish Clerk: Katie Curtis, Appletree House, Puddington, Tiverton, EX16 8LW

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Minutes of the Puddington Parish Council Meeting held in the Village Hall on Tuesday 9th May 2023.

In attendance: - Chairman Cllr. R Price (RP), Cllr. K Keatley (KK), Cllr. S Brick (SB), Cllr. S Folland (SF), Clerk, Katie Vallance (KV), Cllr. R Keeble (RK), 1 Member of Public

1. Elections: -

1.1. **Elections of Councillors:** – Roger Price, elected as Chairman (All councillors voted in), Kevin Keatley, elected as Vice Chairman.

1.2. **District Councillors:** – Green Party will now take seat.

2. Public Session: - No comments

3. Apologies: - N/A

4. Declarations of Interest not declared in the Register of Interest: - Cllr. R Price, Cllr. S Brick, declared an interest in item 7.1, the Shipping Container.

5. Minutes: - The minutes were approved, adopted, and signed off by all Councillors.

6. Correspondence: -

6.1. 23/04/2023 – Mobile Library Consultation – Noted, a notice has been issued with-in the Village Bell to notify residents.

6.2. 23/04/2023 - Adoption of Air Quality SPD – Councillors noted.

7. Matters arising from previous minutes: -

7.1. Shipping Container: - Cllr. E Lloyd (EL) sent RP/KV an update email and advised this matter is progressing.

7.2. Grit Bin: – We will need for this to be handed over from Margaret to the new Councillor. In the meantime, it was agreed we try and get hold of the Highways Officer to see if this can be progresses.

ACTION

1. KV to contact Highways officer to see if we can progress.

7.3. 20 is Plenty Signage: – It was agreed by all councillors we will look to purchase 9 signs with the intention running a fun raising event to pay back the costs. Following the purchase of the 9 initial signs, we will then look at how we go about purchasing the remaining.

ACTIONS

2. KV to get costings for the 9 required signs;

3. KV to look into fund raising event;

4. KV to send Chrissie a note asking her to put something in the village bell regarding donations and sponsor a sign.

7.4. Gap in Playground main gate: – Following our latest inspection we have been advised to reduce the gap between the gate post to ensure it's a 12mm. It was agreed this will be completed once we have the weather to complete this.

7.5. Clerks Salary Rise: – Agreed to raise the clerk’s salary by £2.24 per hour to align with pay scales set by Mid Devon County (SP10). This is to be back dated to 1st April 2023.

7.6. Parish Insurance: – The Parish is now covered for the next year with Zurich Financial Services.

8. To receive the following report: -

8.3. District and County – N/A

9. Financial Year End 31/03/2023: -

9.3. External Audit Requirements – Carol has confirmed she is happy to run our audit.

ACTION

5. KV to prepare account for RP/KK review ahead of audit by end of May 23.

10. Current Business

10.3. Financial Report: Receipts and Payments since last meeting, Bank Balance as of 01 May 2023 £3734.26.

Details	Receipt	Payment	Action
10.3.1. DALC Annual Membership (14/04/2023)		£86.53	Noted
10.3.2. Annual Precept	£3088.47		Noted

10.4. Payments for approval.

Details	Receipt	Payment	Action
10.4.1. Staff PAYE Payments		£149.72 *£153.60	Actions noted below
10.4.2. HMRC Payments		£37.20 *£38.20	Actions noted below

ACTIONS

6. *KV to recalculate salary to include back dated salary rise and send to RP/KK for re-approval – **COMPLETED**.

7. *KV to set up payments for approval – **COMPLETED**.

8. KV to provide an overview of account for each meeting figures to include;
a) how much we have left in playground fund;
b) Precept remaining amount;
c) Bank Balance – minus precept.

11. Confirm Date of Next Meeting: -

11.1. Meeting date agreed for 4th July - 7.30pm - Village Hall;

11.2. Fund Raising Events/ Bridleway issues to be added to the next meeting agenda.

Meeting Closed – 9.55pm